



## KITTTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

411 N. Ruby St., Suite 2, Ellensburg, WA 98926

CDS@CO.KITTTITAS.WA.US

Office (509) 962-7506

“Building Partnerships – Building Communities”

September 22, 2021

Geoffrey Sanders  
710 Garfield St.  
Seattle, WA 98119  
[geoff@geoffsanders.com](mailto:geoff@geoffsanders.com)

Mike Bach  
3340 Wilson Creek Rd.  
Ellensburg, WA 98926  
[mike@bachdrilling.com](mailto:mike@bachdrilling.com)

### **RE: Bach Boundary Line Adjustment (BL-21-00023) – Deemed Incomplete**

Parcel # 635436

Parcel# 135436

Dear Applicants,

Community Development Services (CDS) received your Boundary Line Adjustment application (BL-21-00023) on September 7, 2021. CDS has reviewed your submitted materials and has determined that the application submittal packet is not complete. Consequently, this letter is intended to specify and outline what is necessary for a complete application.

Determination of Incompleteness: This determination is based on missing documentation.

Required Information: Per KCC.10.020, before staff can continue review of your application, please provide the following documentation:

- A unified site plan drawn to scale of existing lot lines and proposed lot lines with:
  - distances of all existing structures,
  - access points, and
  - well heads and septic drainfields.

The site plan you submitted does not include the above elements.

- A detailed narrative of the project description to include:
  - project size,
  - location,
  - water supply, and
  - sewage disposal

If the lots have no improvements, please express that in the narrative.

- Proposed legal descriptions of the new lots.
- Per KCC 16.10.020 (4) “A certificate of title issued within the preceding one hundred twenty (120) days.” must be submitted as part of the application materials. The Certificate of Title submitted with your application references parcel 635436 but does not appear to include parcel 135436. It also expired on August 12, 2021. Please submit a Certificate of Title for parcel 135436 and an updated Certificate of Title for parcel 635436.

Upon receipt of the necessary materials outlined above, CDS will continue processing your application.

If you have any questions regarding this matter, I can be reached by e-mail at [rachael.stevie.cd@co.kittitas.wa.us](mailto:rachael.stevie.cd@co.kittitas.wa.us).

Sincerely,

A handwritten signature in cursive script that reads "Rachael Stevie".

Rachael Stevie  
Planner I  
Kittitas County Community Development Services  
411 N Ruby St # 2, Ellensburg, WA 98926

cc: *Jeremy Johnston, Planning Official*

*via email*