



October 18, 2019

VIA FEDEX  
VIA EMAIL [CDS@CO.KITTITAS.WA.US]  
Kittitas County Community Development Services  
411 N. Ruby Street, Suite 2  
Ellensburg, WA 98926

**RE: Westside Solar, LLC – Conditional Use Permit Application  
Current Tax Parcel #s 19440, 19441, 19442, 10577, 10579, and 10580**

Community Development Services Staff:

Heelstone Development, LLC (“**Heelstone**”) is a leading solar energy facility developer and operator with expertise in developing, financing, constructing, operating, and maintaining solar photovoltaic projects. Heelstone is actively developing several utility-scale projects in Washington.

We are pleased to present one such project by Westside Solar, LLC (“**Applicant**”), which is proposing to construct and operate a utility-scale photovoltaic solar energy facility in Kittitas County (the “**Project**”). The project is considered a Solar Power Production Facility (“**SPPF**”) under the Kittitas County Code (the “**Ordinance**”).

The Project is located in Kittitas County’s Solar Overlay Zone 2 where, under Chapter 17.61.C.050 of the Code, SPPFs are authorized with a Conditional Use Permit (“**CUP**”). The attached CUP application and supporting materials have been designed to meet the requirements of the Ordinance, specifically Chapter 17.61C which addresses permitting for a SPPF.

Enclosed please find the following documents for your review and consideration:

1 set of full-size scaled Site Development Plans

The Scaled Site Development Plans are being submitted as a part of the overall application, with the following documents being submitted under separate cover:

1. Zoning Conditional Use Permit Application
2. Legal Description of the Property
3. Project Narrative
4. Scaled Site Development Plan

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5. Redacted Purchase Options with the current landowner, Dunn Family Corporation (which addresses the affidavit agreement requirement)
6. Compliance Narrative (which addresses the approval criteria from KCC 17.60A.015, KCC 17.61C.080, KCC 17.61C.090, and KCC 17.61C.100)
7. Noxious Weed Management Plan
8. Stormwater Management Plan
9. Decommissioning Plan
10. Water Rights Retention Plan
11. SEPA Checklist which includes the following attachments:
  - a. Attachment A – Wetland Delineation and Conceptual Mitigation Plan
  - b. Attachment B - Preliminary Stormwater Site Plan
  - c. Attachment C – Noxious Weed Management Plan
  - d. Attachment D – Vegetation and Habitat Monitoring Trip Report
  - e. Attachment E – Phase 1 Environmental Report
  - f. Attachment F – Cultural Resource Survey
  - g. Attachment G – Scaled Site Plan
  - h. Attachment H – Visual Impact Assessment Report
12. Select Projects by Heelstone

Prior to or in conjunction with the request for a building permit, Applicant will submit a Kittitas County Fire Marshal-approved fire management plan.

We are excited to partner with you and the landowner to bring a quality solar energy project to your area. Thank you for your time and consideration. We look forward to working with you on this Project.

Sincerely,

Rachel Donahue  
Development Manager

Enclosures

1 set of full-size scaled Site Development Plans

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