



KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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

CDS@CO.KITTITAS.WA.US

Office (509) 962-7506

Fax (509) 962-7682

Building Partnerships – Building Communities

April 30, 2019

Thomas Needham
35919 11th Ave SW
Federal Way, WA 98023

RE: Needham Parcel Combination (CB-19-00007)

Dear Applicant,

Community Development Services received the above referenced application on March 4, 2019. The application has been reviewed and processed by staff and **preliminary approval** is hereby granted with the attached comments. Pursuant to Kittitas County Subdivision Code Chapter 16, please note the following items must be completed prior to final approval of the parcel combinations and must be submitted to our offices for review:

1. Full year's (2019) taxes need to be paid for all tax parcel numbers per requirement of the Kittitas County Treasurer's Office. **Please contact this office when this is accomplished as the Treasurer's office will not be aware of your pending application.** No paper work or receipt is required just a phone call or an email will suffice.
2. Please note that once the parcels are combined they may be unable to be separated again.
3. Please note the attached memo from Kittitas County Public Works for further requirements.
4. Please submit an updated survey and/or new property legal descriptions to CDS for final approval and recording.

If you have any questions regarding this matter, I can be reached at (509) 962-7065, or by e mail at jeremy.johnston@co.kittitas.wa.us.

Sincerely,

Jeremy Johnston
Planner
Kittitas County Community Development Services
411 N Ruby Street, Suite 2 Ellensburg, WA 98926
(p) 509-962-7506 (f) 509-962-7682