



## 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"

October 3, 2019

John F. Schultz  
13051 Hwy 97  
Ellensburg, WA 98926

**RE: Schultz Parcel Combination (CB-19-00016)**

To all concerned,

Kittitas County Community Development Services (CDS) received a Parcel Combination permit application on September 17, 2019. This application has been determined **complete** as of October 3, 2019.

Continued processing of your application will include, but is not limited to, the following actions:

1. A Notice of Application will be sent to appropriate governmental agencies for comment within 14 days. Agencies have 15 days to comment unless additional information is required.
2. The comments from all agencies will be considered in the decision making process.
3. A decision will be rendered which may include conditions; this decision may be appealed pursuant to KCC 15A.07.
4. If the decision rendered is conditional approval, all conditions must be completed prior to final approval.
5. Taxes will need to be paid in full for the entire year for all parcels involved prior to final approval.
6. Final approval and associated documentation will be submitted to the Kittitas County Assessor's office for perfection (the change of the map) by Community Development Services. The Assessor's office may have additional requirements if the appropriate transfer documentation and deeds have not been completed and recorded as required.

Once CDS has received the above items, processing can continue. If you have any questions regarding this matter, I can be reached at (509) 962-7539, or by e-mail at [kelly.bacon.cd@co.kittitas.wa.us](mailto:kelly.bacon.cd@co.kittitas.wa.us).

Sincerely,

Kelly Bacon  
Planner I  
Kittitas County Community Development Services