



## 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"

January 28, 2020

621 Equinox Drive LLC  
3256 Conkling PL W.  
Seattle, WA 98119-1834

### **RE: Equinox Drive Parcel Combination (CB-20-00001)**

To all concerned,

Kittitas County Community Development Services (CDS) received a Parcel Combination permit application on January 14, 2020. This application has been determined to be **complete** as of January 28, 2020. Please be advised: Once these tax parcels have been combined, any future land subdivision will be required to meet current county regulations at the time of application.

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. 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.

Prior to final approval the following items need to be received from the applicant or their agent:

1. Provide documentation stating that this parcel combination is consistent with Suncadia's Development Agreement and Suncadia's Design Review Committee.
2. The full years taxes, on all parcel included in the parcel combination, need to be paid in full prior to final approval.

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

cc: *Will Hicks, Agent*

*Via Email*