

**From:** [Jeremiah Cromie](#)  
**To:** ["joe.509fs.com"](#); [Code Enforcement](#)  
**Cc:** [lisa6278@hotmail.com](#); [Bill](#); [Samantha Cox](#); [Jeremy Larson](#); [Steph Mifflin](#); [Jamey Ayling](#)  
**Subject:** RE: CE 542 Teanaway Acres, parcel 075235 (SX-22-00012 Kirk)  
**Date:** Thursday, April 27, 2023 11:03:21 AM  
**Attachments:** [image001.png](#)

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Joe,

A shoreline exemption permit is still necessary because the entire deck is being replaced deeming it development, not maintenance under the shoreline code (KCC 17B.01.070(2)(b)) and was described to you in the in-person meeting.

For shoreline exemptions, A scaled site plan is required showing **location of all** structures (including decks), driveways/impervious surfaces, well, septic, propane tanks, fences, etc. and proposed uses and distances from property lines, river, and Horizontal distance from Ordinary High Water Mark (OHWM). To show the Horizontal distance a profile view from the OHWM to the edge of structure/activity shall also be shown. To meet the following please provide the following:

1. Please show the distance to the OHWM and deck dimensions on a correctly scaled site plan with the house and setbacks to move the shoreline exemption application forward (SX-22-00012 Kirk). If this is not provided by 5p May 11, 2023, the existing shoreline application will expire being past the 180 days as seen in KCC 15A.03.040 (1)(b) and will require a new shoreline exemption permit with fees paid.

**Jeremiah Cromie**  
**Planner II**  
**Kittitas County**  
**Community Development Services**  
411 N. Ruby Street; Suite 2  
Ellensburg, WA 98926  
Office: 509-962-7046  
[jeremiah.cromie@co.kittitas.wa.us](mailto:jeremiah.cromie@co.kittitas.wa.us)

---

**From:** joe.509fs.com <joe@509fs.com>  
**Sent:** Wednesday, April 26, 2023 12:52 PM  
**To:** Code Enforcement <code.enforcement@co.kittitas.wa.us>  
**Cc:** lisa6278@hotmail.com; Bill <wkirk@cowanlawfirm.com>; Samantha Cox <samantha.cox@co.kittitas.wa.us>; Jeremiah Cromie <jeremiah.cromie@co.kittitas.wa.us>; Jeremy Larson <jeremy.larson@co.kittitas.wa.us>; Steph Mifflin <stephanie.mifflin@co.kittitas.wa.us>  
**Subject:** RE: CE 542 Teanaway Acres, parcel 075235

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have verified the content is safe.

All,  
Attached are the:  
Building Application  
Flood Plain Development Permit Application  
Preliminary Site Plan Application  
Shoreline Exemption Permit Application  
Site plan drawing, and  
Dimensions drawing (after going back to under 13ft as required)

All of these have been provided already, however, I will be bringing paper copies to the county tomorrow, just to make absolutely certain everything is in place. My understanding was that after returning to the original specs the county supplied us with, was that the Flood Plain Exemption and Development permits were unnecessary...but included those anyways.

If there is anything further needed, I hope to make absolutely certain it is handled when I arrive tomorrow at 9am.

Thanks,

Joe Mehlhoff  
509 Facility Services  
O: 509.260.1930 C: 206.819.1361

---

**From:** Code Enforcement <[code.enforcement@co.kittitas.wa.us](mailto:code.enforcement@co.kittitas.wa.us)>  
**Sent:** Wednesday, April 26, 2023 10:40 AM  
**To:** joe 509fs.com <[joe@509fs.com](mailto:joe@509fs.com)>  
**Cc:** [lisa6278@hotmail.com](mailto:lisa6278@hotmail.com); Bill <[wkirk@cowanlawfirm.com](mailto:wkirk@cowanlawfirm.com)>; Samantha Cox <[samantha.cox@co.kittitas.wa.us](mailto:samantha.cox@co.kittitas.wa.us)>; Jeremiah Cromie <[jeremiah.cromie@co.kittitas.wa.us](mailto:jeremiah.cromie@co.kittitas.wa.us)>; Jeremy Larson <[jeremy.larson@co.kittitas.wa.us](mailto:jeremy.larson@co.kittitas.wa.us)>; Steph Mifflin <[stephanie.mifflin@co.kittitas.wa.us](mailto:stephanie.mifflin@co.kittitas.wa.us)>  
**Subject:** RE: CE 542 Teanaway Acres, parcel 075235

Joe,  
You can't have final until the building plans and application have been submitted, the plans are approved and obtained, and all inspections leading up to the final have passed. Our building department can walk you through this process if you need assistance.

Regards,  
*Toni Berkshire, CCEO*  
Kittitas County Code Enforcement

Community Development Services  
411 N Ruby Street, Suite 2  
Ellensburg, WA 98926  
(509) 962-7001



**Please Note:** If this is a Public Records Request, please go to <https://www.co.kittitas.wa.us/request/default.asp> and fill out a request for public records through the GovQA portal.

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**From:** joe 509fs.com <[joe@509fs.com](mailto:joe@509fs.com)>  
**Sent:** Wednesday, April 26, 2023 9:56 AM  
**To:** Code Enforcement <[code.enforcement@co.kittitas.wa.us](mailto:code.enforcement@co.kittitas.wa.us)>  
**Cc:** [lisa6278@hotmail.com](mailto:lisa6278@hotmail.com); Bill <[wkirk@cowanlawfirm.com](mailto:wkirk@cowanlawfirm.com)>; Samantha Cox <[samantha.cox@co.kittitas.wa.us](mailto:samantha.cox@co.kittitas.wa.us)>; Jeremiah Cromie <[jeremiah.cromie@co.kittitas.wa.us](mailto:jeremiah.cromie@co.kittitas.wa.us)>  
**Subject:** Re: CE 542 Teanaway Acres, parcel 075235

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Good morning, Toni.

We had submitted the plans and BPA will make sure those get re-sent.

The concrete was removed, deck cut back to 13ft as agreed, and we are just waiting on railings to submit for final.

Thanks!

Joe Mehlhoff  
509 Facility Services  
O: 509-260-1930 C:206-819-1361  
Sent from my iPhone

On Apr 26, 2023, at 9:15 AM, Code Enforcement <[code.enforcement@co.kittitas.wa.us](mailto:code.enforcement@co.kittitas.wa.us)> wrote:

Hello,

I've been advised that our planners have not received an updated site plan to process the shoreline exemption. In addition, we don't have a building permit application and plans submitted to obtain the building permit for the new deck. These are requirements to work towards compliance for the unpermitted construction that occurred at this parcel. This case has been ongoing since October 2022 and enforcement will escalate if the required permits are not fully obtained and finalized, including shoreline, flood, and building.

1. Contact Jeremiah Cromie with any questions regarding the shoreline permit (and to submit the site plan) at (509) 962-7506.
2. Contact Samantha Cox at (509) 962-7523 to continue the flood development permit process.
3. Contact our building department at (509) 962-7506 if you have questions regarding submittal of documents to obtain the building permit for the deck.
4. Contact me to provide an update on your progress at (509) 962-7001.

If substantial progress is not made within 15 calendar days, enforcement will escalate.

Regards,

*Toni Berkshire, CCEO*

Kittitas County Code Enforcement  
Community Development Services  
411 N Ruby Street, Suite 2  
Ellensburg, WA 98926  
(509) 962-7001

<image001.png>

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**From:** Code Enforcement  
**Sent:** Friday, March 10, 2023 9:43 AM  
**To:** 'joe 509fs.com' <[joe@509fs.com](mailto:joe@509fs.com)>  
**Cc:** [lisa6278@hotmail.com](mailto:lisa6278@hotmail.com); Bill <[wkirk@cowanlawfirm.com](mailto:wkirk@cowanlawfirm.com)>; Samantha Cox <[samantha.cox@co.kittitas.wa.us](mailto:samantha.cox@co.kittitas.wa.us)>; Jeremiah Cromie <[jeremiah.cromie@co.kittitas.wa.us](mailto:jeremiah.cromie@co.kittitas.wa.us)>  
**Subject:** RE: CE 542 Teanaway Acres, parcel 075235

Hi Joe,  
Thank you for the update.

Regards,

*Toni Berkshire, CCEO*

Kittitas County Code Enforcement  
Community Development Services  
411 N Ruby Street, Suite 2  
Ellensburg, WA 98926  
(509) 962-7001

<image001.png>

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**From:** joe 509fs.com <[joe@509fs.com](mailto:joe@509fs.com)>  
**Sent:** Friday, March 10, 2023 9:34 AM  
**To:** Code Enforcement <[code.enforcement@co.kittitas.wa.us](mailto:code.enforcement@co.kittitas.wa.us)>; Steph Mifflin <[stephanie.mifflin@co.kittitas.wa.us](mailto:stephanie.mifflin@co.kittitas.wa.us)>  
**Cc:** [lisa6278@hotmail.com](mailto:lisa6278@hotmail.com); Bill <[wkirk@cowanlawfirm.com](mailto:wkirk@cowanlawfirm.com)>  
**Subject:** Re: CE 542 Teanaway Acres, parcel 075235

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Good morning all,  
Just a quick update: Stairs are removed, concrete has been jackhammered out.  
We will proceed with the cut down, new stairs and railings asap.  
<image002.jpg>  
<image003.jpg>  
Thanks!

Joe Mehlhoff  
509 Facility Services  
O: 509-260-1930 C:206-819-1361  
Sent from my iPhone

On Feb 21, 2023, at 2:24 PM, Code Enforcement  
<[code.enforcement@co.kittitas.wa.us](mailto:code.enforcement@co.kittitas.wa.us)> wrote:

Hi Joe,  
Thanks for the update and photo. I appreciate you working with us. Let me know if you have any questions or need assistance.

Regards,

*Toni Berkshire, CCEO*

Kittitas County Code Enforcement  
Community Development Services  
411 N Ruby Street, Suite 2  
Ellensburg, WA 98926  
(509) 962-7001

<image001.png>

**Please Note:** If this is a Public Records Request, please go to <https://www.co.kittitas.wa.us/request/default.aspx> and fill out a request for public records through the GovQA portal.

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**From:** joe 509fs.com <[joe@509fs.com](mailto:joe@509fs.com)>  
**Sent:** Monday, February 20, 2023 11:09 AM  
**To:** Code Enforcement <[code.enforcement@co.kittitas.wa.us](mailto:code.enforcement@co.kittitas.wa.us)>; [lisa6278@hotmail.com](mailto:lisa6278@hotmail.com); Bill <[wkirk@cowanlawfirm.com](mailto:wkirk@cowanlawfirm.com)>  
**Cc:** Steph Mifflin <[stephanie.mifflin@co.kittitas.wa.us](mailto:stephanie.mifflin@co.kittitas.wa.us)>; Jeremiah Cromie <[jeremiah.cromie@co.kittitas.wa.us](mailto:jeremiah.cromie@co.kittitas.wa.us)>; Samantha Cox <[samantha.cox@co.kittitas.wa.us](mailto:samantha.cox@co.kittitas.wa.us)>  
**Subject:** Re: CE 542 Teanaway Acres, parcel 075235

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Good morning!  
Just a quick update: Stairs are being removed today, hoping to start cement removal tomorrow, just depending on equipment and the pending storm.

Joe Mehlhoff  
509 Facility Services

O: 509-260-1930 C:206-819-1361

Sent from my iPhone

On Feb 17, 2023, at 3:02 PM, joe 509fs.com  
<[joe@509fs.com](mailto:joe@509fs.com)> wrote:

All,  
Here are the current deck dimensions. Let me know if  
there is anything else needed.

Joe Mehlhoff  
509 Facility Services  
O: 509.260.1930 C: 206.819.1361

---

**From:** Code Enforcement  
<[code.enforcement@co.kittitas.wa.us](mailto:code.enforcement@co.kittitas.wa.us)>  
**Sent:** Tuesday, February 14, 2023 3:06 PM  
**To:** joe 509fs.com <[joe@509fs.com](mailto:joe@509fs.com)>;  
'lisa6278@hotmail.com' <[lisa6278@hotmail.com](mailto:lisa6278@hotmail.com)>  
**Cc:** Steph Mifflin <[stephanie.mifflin@co.kittitas.wa.us](mailto:stephanie.mifflin@co.kittitas.wa.us)>;  
Jeremiah Cromie <[jeremiah.cromie@co.kittitas.wa.us](mailto:jeremiah.cromie@co.kittitas.wa.us)>;  
Samantha Cox <[samantha.cox@co.kittitas.wa.us](mailto:samantha.cox@co.kittitas.wa.us)>  
**Subject:** RE: CE 542 Teanaway Acres, parcel 075235

Hi Joe,  
Our schedules look best for Friday at 3 p.m. Please  
bring the dimensions of the deck, which were left off  
of the site plan. Thanks.

Regards,  
*Toni Berkshire, CCEO*  
Kittitas County Code Enforcement  
Community Development Services  
411 N Ruby Street, Suite 2  
Ellensburg, WA 98926  
(509) 962-7001

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to <https://www.co.kittitas.wa.us/request/default.aspx> and  
fill out a request for public records through the GovQA  
portal.

**From:** joe 509fs.com <[joe@509fs.com](mailto:joe@509fs.com)>  
**Sent:** Tuesday, February 14, 2023 12:55 PM  
**To:** Code Enforcement  
<[code.enforcement@co.kittitas.wa.us](mailto:code.enforcement@co.kittitas.wa.us)>;  
'lisa6278@hotmail.com' <[lisa6278@hotmail.com](mailto:lisa6278@hotmail.com)>  
**Cc:** Steph Mifflin  
<[stephanie.mifflin@co.kittitas.wa.us](mailto:stephanie.mifflin@co.kittitas.wa.us)>; Jeremiah  
Cromie <[jeremiah.cromie@co.kittitas.wa.us](mailto:jeremiah.cromie@co.kittitas.wa.us)>;  
Samantha Cox <[samantha.cox@co.kittitas.wa.us](mailto:samantha.cox@co.kittitas.wa.us)>  
**Subject:** RE: CE 542 Teanaway Acres, parcel 075235

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Happy to do so!  
I dropped off paperwork this morning, and just got back from visiting the site.

Is there a time Thursday or Friday that will work for you?

Joe Mehlhoff  
509 Facility Services  
O: 509.260.1930 C: 206.819.1361

---

**From:** Code Enforcement  
<[code.enforcement@co.kittitas.wa.us](mailto:code.enforcement@co.kittitas.wa.us)>  
**Sent:** Tuesday, February 14, 2023 10:32 AM  
**To:** joe 509fs.com <[joe@509fs.com](mailto:joe@509fs.com)>;  
'lisa6278@hotmail.com' <[lisa6278@hotmail.com](mailto:lisa6278@hotmail.com)>  
**Cc:** Steph Mifflin  
<[stephanie.mifflin@co.kittitas.wa.us](mailto:stephanie.mifflin@co.kittitas.wa.us)>; Jeremiah  
Cromie <[jeremiah.cromie@co.kittitas.wa.us](mailto:jeremiah.cromie@co.kittitas.wa.us)>;  
Samantha Cox <[samantha.cox@co.kittitas.wa.us](mailto:samantha.cox@co.kittitas.wa.us)>  
**Subject:** RE: CE 542 Teanaway Acres, parcel 075235

Hi Joe,  
I think it would be a good to meet with you again.



Regards,

*Toni Berkshire, CCEO*

Kittitas County Code Enforcement  
Community Development Services  
411 N Ruby Street, Suite 2  
Ellensburg, WA 98926  
(509) 962-7001

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---

**From:** joe 509fs.com <[joe@509fs.com](mailto:joe@509fs.com)>  
**Sent:** Monday, February 13, 2023 4:44 PM  
**To:** Code Enforcement  
<[code.enforcement@co.kittitas.wa.us](mailto:code.enforcement@co.kittitas.wa.us)>;  
'lisa6278@hotmail.com' <[lisa6278@hotmail.com](mailto:lisa6278@hotmail.com)>  
**Cc:** Steph Mifflin  
<[stephanie.mifflin@co.kittitas.wa.us](mailto:stephanie.mifflin@co.kittitas.wa.us)>; Jeremiah  
Cromie <[jeremiah.cromie@co.kittitas.wa.us](mailto:jeremiah.cromie@co.kittitas.wa.us)>;  
Samantha Cox <[samantha.cox@co.kittitas.wa.us](mailto:samantha.cox@co.kittitas.wa.us)>  
**Subject:** RE: CE 542 Teanaway Acres, parcel 075235

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All,

Here is a digital copy of the requested documents for Kirks project. These will be submitted to Ellensburg office tomorrow morning. Was hoping to be even faster, but the Letter of Hire took a little more time than we had hoped.

We were out to the site over the weekend, and it is still covered in ice/snow, even with the amount of

melt we had last week. More snow expected this weekend.

Please do let me know if there is anything else at all needed, as we want to make absolutely sure that we are in compliance and Kirks get the extension needed to make the appropriate changes.

Thanks,

Joe Mehlhoff  
509 Facility Services  
O: 509.260.1930 C: 206.819.1361

---

**From:** Code Enforcement  
<[code.enforcement@co.kittitas.wa.us](mailto:code.enforcement@co.kittitas.wa.us)>  
**Sent:** Thursday, February 2, 2023 11:56 AM  
**To:** 'lisa6278@hotmail.com' <[lisa6278@hotmail.com](mailto:lisa6278@hotmail.com)>  
**Cc:** joe 509fs.com <[joe@509fs.com](mailto:joe@509fs.com)>; Steph Mifflin <[stephanie.mifflin@co.kittitas.wa.us](mailto:stephanie.mifflin@co.kittitas.wa.us)>; Jeremiah Cromie <[jeremiah.cromie@co.kittitas.wa.us](mailto:jeremiah.cromie@co.kittitas.wa.us)>; Samantha Cox <[samantha.cox@co.kittitas.wa.us](mailto:samantha.cox@co.kittitas.wa.us)>  
**Subject:** FW: CE 542 Teanaway Acres, parcel 075235

Hi Lisa,

Thank you for calling me yesterday to discuss the permitting requirements for your deck. I met with Joe (509 Facilities) and Dane (Foreman) today and advised the following are required to be submitted by **February 15, 2023**:

1. Scaled site plan to process the shoreline and the flood development permits. The scaled site plan must have the ordinary high-water mark and floodway boundary marked. Two copies are required, one for CDS Planners for the shoreline application and one for Public Works Water Resources for the flood development permit.
2. Preliminary Site Analysis application completed and submitted to CDS for the deck replacement. This has a 7-10 day review time and once completed, the results are provided to the applicant. The Preliminary Site Analysis is *required before*

*development and construction in the county* and provides critical area, flood, shoreline, public health, setback, building, fire, etc. requirements and regulations so there's awareness prior to building. This was not completed and unpermitted construction occurred in the floodplain and shoreline which created three violations at your parcel. **509 Facilities must understand this for future projects.**

3. Letter-of-hire from an architect/engineer licensed in the state of Washington stating they've been hired to draw up plans for this deck and it needs to have a reasonable estimated date the plans will be completed.

Only if these requirements are met will I approve an extension on enforcement and the removal of the sidewalk for better weather conditions. I advised that a building permit is required for the deck and that once the stamped engineered plans are completed they/you must follow through with that process until a final passing inspection has been completed for the deck. If the above requirements are met by **February 15, 2023**, and an extension is granted, the sidewalk will be removed at the first opportunity that weather allows. **Please note, I will be checking the area soon and if there is no snow/ice impacting removal, then an extension is not warranted for the sidewalk and it must be removed now.**

In addition, the deck may not be expanded without a shoreline variance application and approval. This is an expensive permit and the probability of approval is very low. This means you're limited to the original form of the deck and the stairs spanning the length of the deck must be removed. I'll also need you to complete and submit the extension request (attached) by **February 15, 2023**. For the request, you'll need to have the engineer/architect's estimated date the stamped plans will be ready and it must be a reasonable timeframe or it won't be approved. Please let me know if you have any questions.

Regards,

*Toni Berkshire, CCEO*

Kittitas County Code Enforcement  
Community Development Services  
411 N Ruby Street, Suite 2  
Ellensburg, WA 98926  
(509) 962-7001

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---

**From:** Code Enforcement

**Sent:** Wednesday, February 1, 2023 8:52 AM

**To:** 'lisa6278@hotmail.com' <[lisa6278@hotmail.com](mailto:lisa6278@hotmail.com)>

**Cc:** Jeremiah Cromie

<[jeremiah.cromie@co.kittitas.wa.us](mailto:jeremiah.cromie@co.kittitas.wa.us)>; Samantha Cox  
<[samantha.cox@co.kittitas.wa.us](mailto:samantha.cox@co.kittitas.wa.us)>

**Subject:** FW: CE 542 Teanaway Acres, parcel 075235

Hello Lisa,

I hope you're doing well today. This email is my last attempt to gain voluntary compliance for the violations at your parcel (see email below which I sent you in November). Our office staff have attempted to work with you and your contractors to complete these requirements since August when the unpermitted deck replacement and sidewalk were first observed. If our planning staff does not receive the required documentation to progress the shoreline permit and Public Works does not receive the required documentation to progress the flood permit, and you do not begin the building permit process within the next two weeks (**by February 15, 2023**), then enforcement will proceed. These are per-day violations for each violation at \$1025.00 each/per day. You can reach our planners and Permit Technicians at (509) 962-7506 and Public Works at (509) 962-7523.

Regards,

*Toni Berkshire, CCEO*

Kittitas County Code Enforcement

Community Development Services  
411 N Ruby Street, Suite 2  
Ellensburg, WA 98926  
(509) 962-7001

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**From:** Code Enforcement  
**Sent:** Tuesday, November 15, 2022 5:02 PM  
**To:** 'lisa6278@hotmail.com' <[lisa6278@hotmail.com](mailto:lisa6278@hotmail.com)>  
**Cc:** Steph Mifflin <[stephanie.mifflin@co.kittitas.wa.us](mailto:stephanie.mifflin@co.kittitas.wa.us)>; Jeremiah Cromie <[jeremiah.cromie@co.kittitas.wa.us](mailto:jeremiah.cromie@co.kittitas.wa.us)>  
**Subject:** CE 542 Teanaway Acres, parcel 075235

Hi Lisa,

Thank you for talking with me today about your unpermitted deck and cement sidewalk at your parcel which are within the floodplain and shoreline. Two permits are listed as pending in our system: SX-22-00022, the Shoreline Exemption Permit, and FP-22-00008 for the Flood Development Permit. As we discussed, the shoreline permit still needs to have a scaled site plan submitted in order to process it. You can draft this yourself or have someone draft it for you. The flood development permit will require a final inspection, so be sure to schedule that with Public Works (509) 962-7523 once it has been issued.

A building permit is required for the deck if any of the following conditions are met:

1. The area of the deck exceeds 200 square feet.
2. The walking surface of the deck is over 30" above grade at any point.
3. The deck is attached to the structure.

If a building permit is required, you'll need to submit the following to our office to permit the structure:

1. Two scaled copies of stamped engineered

- plans.
2. Two copies of the Preliminary Site Analysis report.
3. Completed building permit application.
4. Scaled site plan.
5. Permit deposit.

If the deck is a repair/replacement of an existing deck and the original footprint is being used, then a Preliminary Site Analysis (PSA) might not be required. Timing of deck removal and replacement will probably determine whether the PSA is required. This is a question best answered by Steph Mifflin. If a PSA is required, then I've attached that form to this email to assist. As discussed, the cement sidewalk can't be permitted and must be removed as soon as possible. To place the code case on hold, you'll need to hire the engineer/architect to draw up the stamped plans and provide me with a letter-of-hire or email stating they've been hired by you for this project and it needs to include a reasonable date the plans are expected to be completed and ready for submittal. That should get us started. Let me know if you have any other questions and have a great evening.

Regards,

*Toni Berkshire, CCEO*

Kittitas County Code Enforcement  
Community Development Services  
411 N Ruby Street, Suite 2  
Ellensburg, WA 98926  
(509) 962-7001

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message id: 38eb45916c6dcbdac24bb8719d004a14