



KITTTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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"Building Partnerships – Building Communities"

July 12, 2012

Douglas & Lynn Brewer
PO Box 145
Easton, WA 98925

Subject: Administrative Appeal Brewer Variance (VA-12-00002)

Mr. and Ms. Brewer,

This letter is in response to your letters appealing the administrative decision of the denial of the Brewer Variance (VA-12-00002) received on July 2, 2012.. In accordance with KCC 15A.07.010 (3) upon filing of a timely appeal and after consultation with the Board of Adjustment Chairman a hearing has been scheduled for October 10, 2012. The appellant shall present a brief 30 days prior to the hearing date (by September 10, 2012). Briefing from the County and any other respondent shall be due 10 working days prior to the hearing date (by September 26, 2012). The briefings shall be served upon all parties by these respective dates. There shall be no response or rebuttal briefing by any party.

KCC 15A.07.020 establishes the procedures for closed record appeals. Administrative appeals shall serve to provide argument and guidance for the hearing body's decisions. No new evidence or testimony shall be given or received. The Notice of Appeal you submitted contains exhibits and discussion that were not part of the file record when the Administrative Official made the decision to deny the variance application. Please be advised that Exhibits A, C, D, F, G and H were not part of the file record and will not be considered as part of Board of Adjustment's deliberation in this matter.

I will be sending you the complete file record to assist you in preparing your appeal brief due to Community Development Services by September 10, 2012

If you have any questions regarding this matter please feel free to contact me.

Sincerely,

Dan Valoff
Staff Planner