



KITITITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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

CDS@CO.KITITITAS.WA.US

Office (509) 962-7506

"Building Partnerships – Building Communities"

BOUNDARY LINE ADJUSTMENT*(Adjustment of lot lines resulting in no new lots, as defined by KCC 16.10.010)*

NOTE: If this Boundary Line Adjustment is between multiple property owners, seek legal advice for conveyance of property. This form does not legally convey property.

Please type or print clearly in ink. Attach additional sheets as necessary. Pursuant to KCC 15A.03.040, a complete application is determined within 28 days of receipt of the application submittal packet and fee.

The following items must be attached to the application packet.

REQUIRED ATTACHMENTS

Note: The following are required per KCC 16.10.020 Application Requirements. A separate application must be filed for each boundary line adjustment request.

- ☐ Unified Site Plan of existing lot lines and proposed lot lines with distances of all existing structures, access points, wetlands, streams, well heads and septic drainfields to scale.
- ☐ Signatures of all property owners.
- ☐ Narrative project description (include as attachment): Please include at minimum the following information in your description: describe project size, location, water supply, sewage disposal and all qualitative features of the proposal; include every element of the proposal in the description.
- ☐ Provide existing and proposed legal descriptions of the affected lots. Example: Parcel A – The North 75 feet of the West 400 feet of the Southwest quarter of the Southwest quarter of the Southwest quarter of Section 02; Township 20 North; Range 16 East; W.M.; Except the West 30 feet thereof for roads.
- ☐ A certificate of title issued within the preceding one hundred twenty (120) days.

For final approval (not required for initial application submittal):

- Full year's taxes to be paid in full.
- Draft Final Survey meeting all conditions of Conditional Preliminary Approval.

APPLICATION FEES:

\$810.00	Kittitas County Community Development Services (KCCDS)
\$1,215.00*	Kittitas County Public Works
\$145.00	Kittitas County Fire Marshal
\$205.00	Kittitas County Public Health Department Environmental Health

\$2,375.00 Total fees due for this application (One check made payable to KCCDS)

*5 hours of review included in Public Works Fee. Additional review hours will be billed at \$243 per hour.

FOR STAFF USE ONLY

Application Received By (CDS Staff Signature):

S.MIFFLIN

DATE:

9/23/2026

RECEIPT #

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DATE STAMP IN BOX

OPTIONAL ATTACHMENTS

- ☐ An original survey of the current lot lines. (Please do not submit a new survey of the proposed adjusted or new parcels until after preliminary approval has been issued.)
- ☐ Assessor COMPAS Information about the parcels.

GENERAL APPLICATION INFORMATION

1. Name, mailing address and day phone of land owner(s) of record:

Landowner(s) signature(s) required on application form

Name: Suncadia Resort, LLC, Attn: Lathan Wedin

Mailing Address: 770 Suncadia Trail

City/State/ZIP: Cle Elum, WA 98922

Day Time Phone: 509-649-6119

Email Address: lwedin@suncadia.com

2. Name, mailing address and day phone of authorized agent, if different from landowner of record:

If an authorized agent is indicated, then the authorized agent's signature is required for application submittal.

Agent Name: _____

Mailing Address: _____

City/State/ZIP: _____

Day Time Phone: _____

Email Address: _____

3. Name, mailing address and day phone of other contact person

If different than land owner or authorized agent.

Name: Cynthia A. Flood, P.L.S. ESM

Mailing Address: 32001 32nd Avenue S., Suite 200

City/State/ZIP: Federal Way, WA 98001

Day Time Phone: 253-838-6113

Email Address: cindy.flood@esmcivil.com

4. Street address of property:

Address: No address assigned

City/State/ZIP: Roslyn, WA 98922

5. Legal description of property (attach additional sheets as necessary):

See attached

6. Property size: 1.56 acres (acres)

7. Land Use Information: Zoning: Planned Comp Plan Land Use Designation: Resort Residential
Unit Development

8. Existing and Proposed Lot Information

Original Parcel Number(s) & Acreage
(1 parcel number per line)

New Acreage
(Survey Vol. ____, Pg ____)

See attached _____

See attached _____

APPLICANT IS: ☒ OWNER ☐ PURCHASER ☐ LESSEE ☐ OTHER

AUTHORIZATION

9. Application is hereby made for permit(s) to authorize the activities described herein. I certify that I am familiar with the information contained in this application, and that to the best of my knowledge and belief such information is true, complete, and accurate. I further certify that I possess the authority to undertake the proposed activities. I hereby grant to the agencies to which this application is made, the right to enter the above-described location to inspect the proposed and or completed work.

NOTICE: Kittitas County does not guarantee a buildable site, legal access, available water or septic areas, for parcel receiving approval for a Boundary Line Adjustment.

All correspondence and notices will be transmitted to the Land Owner of Record and copies sent to the authorized agent or contact person, as applicable.

Signature of Land Owner of Record

(Required for application submittal):

X _____ (date) 9/23/26
X _____ (date) _____

X _____ (date) 9/23/26
X _____ (date) _____

THIS FORM MUST BE SIGNED BY COMMUNITY DEVELOPMENT SERVICES AND THE TREASURER'S OFFICE PRIOR TO SUBMITTAL TO THE ASSESSOR'S OFFICE.

TREASURER'S OFFICE REVIEW

Tax Status: _____ By: _____ Date: _____

COMMUNITY DEVELOPMENT SERVICES REVIEW

() This BLA meets the requirements of Kittitas County Code (Ch. 16.08.055).

Deed Recording Vol. _____ Page _____ Date _____ **Survey Required: Yes _____ No _____

Card #: _____

Parcel Creation Date: _____

Last Split Date: _____

Current Zoning District: _____

Preliminary Approval Date: _____

By: _____

Final Approval Date: _____

By: _____

EXISTING PARCEL DATA

LOT 17

Map No. 20-14-13053-0017, Parcel ID No. 963086 0.39 ACRES

LOT 18

Map No. 20-14-13053-0018, Parcel ID No. 963087 0.35 ACRES

LOT 19

Map No. 20-14-13053-0019, Parcel ID No. 963088 0.41 ACRES

LOT 20

Map No. 20-14-13053-0020, Parcel ID No. 963089 0.41 ACRES

PROPOSED PARCEL DATA

LOT 17-A 0.483 ACRES

LOT 18-A 0.513 ACRES

LOT 20-A 0.563 ACRES

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EXISTING LEGAL DESCRIPTIONS

LOT 17: Parcel ID No. 963086

LOT 17, SUNCADIA - PHASE 2 DIVISION 8, IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON, AS PER PLAT THEREOF RECORDED IN BOOK 14 OF PLATS, PAGES 49 THROUGH 61, UNDER AUDITOR'S FILE NO. 202305020009, RECORDS OF KITTITAS COUNTY, WASHINGTON.

LOT 18: Parcel ID No. 963087

LOT 18, SUNCADIA - PHASE 2 DIVISION 8, IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON, AS PER PLAT THEREOF RECORDED IN BOOK 14 OF PLATS, PAGES 49 THROUGH 61, UNDER AUDITOR'S FILE NO. 202305020009, RECORDS OF KITTITAS COUNTY, WASHINGTON.

LOT 19: Parcel ID No. 963088

LOT 19, SUNCADIA - PHASE 2 DIVISION 8, IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON, AS PER PLAT THEREOF RECORDED IN BOOK 14 OF PLATS, PAGES 49 THROUGH 61, UNDER AUDITOR'S FILE NO. 202305020009, RECORDS OF KITTITAS COUNTY, WASHINGTON.

LOT 20: Parcel ID No. 963089

LOT 20, SUNCADIA - PHASE 2 DIVISION 8, IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON, AS PER PLAT THEREOF RECORDED IN BOOK 14 OF PLATS, PAGES 49 THROUGH 61, UNDER AUDITOR'S FILE NO. 202305020009, RECORDS OF KITTITAS COUNTY, WASHINGTON.

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PROPOSED LEGAL DESCRIPTIONS

LOT 17-A

LOT 17, SUNCADIA - PHASE 2 DIVISION 8, IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON, AS PER PLAT THEREOF RECORDED IN BOOK 14 OF PLATS, PAGES 49 THROUGH 61, UNDER AUDITOR'S FILE NO. 202305020009, RECORDS OF KITTITAS COUNTY, WASHINGTON;

TOGETHER WITH THAT PORTION OF LOT 18 OF SAID PLAT, LYING EASTERLY OF THE FOLLOWING DESCRIBED LINE:

BEGINNING AT THE SOUTHERLY CORNER COMMON TO SAID LOTS 17 AND 18;

THENCE ALONG THE SOUTHWESTERLY LINE OF SAID LOT 18,
N 60°22'35" W, 17.19 FEET;

THENCE N 19°04'42" E, 241.89 FEET TO A POINT OF CURVATURE ON THE SOUTHWESTERLY MARGIN OF RETREAT PLACE AND THE TERMINUS OF SAID LINE.

CONTAINING 21,048 SQUARE FEET (0.483 ACRES), MORE OR LESS.

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LOT 18-A

LOT 18, SUNCADIA - PHASE 2 DIVISION 8, IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON, AS PER PLAT THEREOF RECORDED IN BOOK 14 OF PLATS, PAGES 49 THROUGH 61, UNDER AUDITOR'S FILE NO. 202305020009, RECORDS OF KITTITAS COUNTY, WASHINGTON;

EXCEPT THAT PORTION THEREOF LYING EASTERLY OF THE FOLLOWING DESCRIBED LINE:

BEGINNING AT THE SOUTHERLY CORNER COMMON TO SAID LOT 18 AND LOT 17 OF SAID PLAT;

THENCE ALONG THE SOUTHWESTERLY LINE OF SAID LOT 18,
N 60°22'35" W, 17.19 FEET;

THENCE N 19°04'42" E, 241.89 FEET TO A POINT OF CURVATURE ON THE SOUTHWESTERLY MARGIN OF RETREAT PLACE AND THE TERMINUS OF SAID LINE;

TOGETHER WITH THE SOUTHEASTERLY 38 FEET OF LOT 19 OF SAID PLAT.

CONTAINING 22,346 SQUARE FEET (0.513 ACRES), MORE OR LESS.



LOT 20-A

LOTS 19 AND 20, SUNCADIA - PHASE 2 DIVISION 8, IN THE COUNTY OF KITTITAS,
STATE OF WASHINGTON, AS PER PLAT THEREOF RECORDED IN BOOK 14 OF
PLATS, PAGES 49 THROUGH 61, UNDER AUDITOR'S FILE NO. 202305020009,
RECORDS OF KITTITAS COUNTY, WASHINGTON;

EXCEPT THE SOUTHEASTERLY 38 FEET OF SAID LOT 19.

CONTAINING 24,527 SQUARE FEET (0.563 ACRES), MORE OR LESS.

