



## KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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

CDS@CO.KITTITAS.WA.US

Office (509) 962-7506

"Building Partnerships – Building Communities"

December 18, 2025

Amy J. Mills  
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Ellensburg, WA 98926  
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Cowiche, WA 98923  
[MBGsurveying@gmail.com](mailto:MBGsurveying@gmail.com)

### **RE: Mills Short Plat Final (SPF-25-00009) – Staff Review and Request for Additional Information**

Dear Applicants,

Kittitas County Community Development Services (CDS) received the Mills Final Short Plat (SPF-25-00009) submittal on December 2, 2025. Final Short Plat applications that are found to be complete must be processed and approved within 30 days of the submittal date. Kittitas County staff has completed the review of your final short plat submittal. As provided below, staff has the following comments, requirements, and/or revisions for your application that need to be addressed prior to final approval and signature of the final short plat mylars.

#### Confederated Tribes of the Colville Reservation

- Please see the attached comments.

#### Kittitas County Public Works

- Please see the attached comments.

#### Kittitas County Public Health

- No further requirements.

Please provide the required documentation to satisfy final short plat requirements. Once received, CDS will route the information to the various departments for review.

Should you have any questions or concerns regarding this letter, please do not hesitate to contact me at (509) 962-7079 or via email at [zach.torrancesmith@co.kittitas.wa.us](mailto:zach.torrancesmith@co.kittitas.wa.us)

Thank you,

Zach Torrance-Smith  
Planner I

Enclosures:

Confederated Tribes of the Colville Reservation Comments  
Kittitas County Public Works Comments  
Kittitas County Public Health Comments

*Cc: Jamey Ayling, Planning Manager  
Ellie Myers, Planner I  
Bradley Gasawski, Planner I*

*Via Email*