



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"

February 27, 2025

Kimberlee R. Lohnes
870 Scott Drive
Cle Elum, WA 98922

RE: AU-25-00005 Lohnes – Deemed Incomplete – Request for Additional Information

Dear Applicants,

Kittitas County Community Development Services (CDS) received your Accessory Dwelling Unit application on February 20, 2025 to construct an Accessory Dwelling Unit on your property at 870 Scott Drive. After reviewing your application, we have determined that it is missing key components both on the provided Site Plan, as well as the submitted Project Narrative. As such Kittitas County deems your Accessory Dwelling Unit application **Incomplete.**

To have the County deem your application complete, please provide the following information:

1. An updated site plan that shows all required components as listed on the front of the Accessory Dwelling Unit application packet under "Required Attachments."
- AND
2. An updated project narrative that includes all listed information provided in questions 9-13 on the Accessory Dwelling Unit application form.

Please contact me directly with any questions you may have at zach.torrancesmith@co.kittitas.wa.us or via phone at (509) 962-7079.

Sincerely,

Zach Torrance-Smith
Planner I
Kittitas County Community Development Services

CC:

Jamey Ayling, Planning Manager
Ellie Myers, Planner I
Bradley Gasawski, Planner I

via e-mail