

December 7, 2012

Robert 'Doc' Hansen
Planning Official
Kittitas County Community Development Services
411 North Ruby, Suite 2
Ellensburg, WA 98926



RE: Request Pursuant to Ordinance No. 2012-006 for Extension of Time to Complete Preliminarily Approved Administrative Segregation

Dear Mr. Hansen:

I have been granted preliminary approval for an exempt/administrative segregation, a copy of which is attached hereto as Exhibit A.

I am under contract with Cruse & Associates to complete a survey and therefore, pursuant to Ordinance No. 2012-006. I request a 90-day extension of the time within which to complete the survey. A copy of my contract with Cruse & Associates is attached as Exhibit B.

Unless I hear otherwise from you, I will assume that this request for an extension is the only document I need to submit to the County in order to receive an extension pursuant to Ordinance No. 2012-006.

Sincerely,

Karen S Paulsen

Enclosure

EXHIBIT B

CONTRACT FOR SURVEYING SERVICES

This CONTRACT FOR SURVEYING SERVICES is made this 5th day of Dec, 2012 between Cruse & Associates, PLLC, having a principal place of business at 217 East 4th Avenue, Ellensburg, Washington 98926 (hereinafter referred to as "Surveyor") and Karen Poulsen (hereinafter referred to as "Client").

ARTICLE 1: SERVICES TO BE PERFORMED BY SURVEYOR

1.1 Specific Services. Surveyor shall complete a survey of Client's property in order to finalize the preliminarily approved exempt/administrative segregation application, a copy of which is attached hereto as Exhibit A. Surveyor will, to the best of Surveyor's ability, endeavor to complete and submit the survey to complete the segregation process as set forth in KCC 16.06.040(1), as adopted by Ordinance No. 2012-006 on September 18, 2012.

1.2 Method of Performing Services. Surveyor will determine the method, details and means of performing the above-described services.

ARTICLE 2: COMPENSATION

2.1 Fee. In consideration of the services to be performed by Surveyor, Client agrees to pay Surveyor a retainer fee of \$1,000.00.

2.2 Method of Payment of Compensation. Payment of the final fee shall be made within fourteen (14) days of the survey being complete and filed with the Kittitas County Auditor.

EXECUTED at Ellensburg, Washington on the date and year first above written.

CRUSE & ASSOCIATES, PLLC

CLIENT:

By: Charles A. Cruse, Jr.

Karen S Poulsen

Print Name: Charles A. Cruse, Jr.

Print Name: Karen S Poulsen

Its: _____

FEE:

KITTITAS COUNTY
ELLENSBURG, WA 98926

NOV 9 2004

Assessor's Office:
County Courthouse Rm. 101

Planning Department
411 N. Ruby Suite 2

KITTITAS COUNTY
Treasurer's Office
County Courthouse Rm. 102

REQUEST FOR PARCEL SEGREGATION AND BOUNDARY LINE ADJUSTMENTS

Must be signed by the County Planning Department and Treasurer's Office. It will not be accepted by the Assessor's Office unless fully completed.

POULSEN

Applicant Name

C/O CHUCK CRUSE

Address

City

State, Zip Code

Phone (Home)

9162-8242
Phone (Work)

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

Action Requested

Survey Vol. _____
Pg. _____

1719-17020-0007 75.74

Segregated into _____ Lots

80

1719-17020-0006 77.83

Segregated by Intervening Ownership

80

1719-17000-0010 75.05

"Segregated" for Mortgage Purposes Only

80

1719-17000-0001 38.7

Eliminate (Segregate) Mortgage Purpose
Only Parcel

27.32

1719-16020-0011 59.4

Boundary Line Adjustment between
property owners

80

1719-16020-0010 31.16

Boundary Line Adjustment between
properties in the same ownership
 Combine Parcels at Owner's request

10.56

Applicant is:

Owner*

Purchaser

Lessee

Other**

* Raymond E. Poulsen

*Owner's Signature (Required)

**Other

TREASURER'S OFFICE REVIEW

Tax Status: _____

By: _____

Date: _____

PLANNING DEPARTMENT REVIEW

- () This segregation meets the requirements for observance of intervening ownership.
- () This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04 Sec. _____)
- () This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04.020 (5) BLA's)
Deed Recording Vol. _____ Page _____ Date _____ ***Survey Required Yes No _____ (See Pg.2)
- () This "segregation" is for Mortgage Purposes Only. "Segregated" lot shall not be considered a separate salable lot and must go through an applicable County Planning subdivision process in order to make it a separate salable lot. (Page 2 required.)

Card No.: _____

Parcel Creation Date: _____

Last Split Date: _____

Current Zoning District: VA 20

Review Date: 5-9-05

By: J. Sharan

***Survey Approved: _____

By: _____

Notice: Kittitas County does not guarantee a building site, legal access, available water, or septic areas for parcels receiving approval for boundary line adjustments or segregations. Please allow 3-4 weeks for processing depending on each office's work load

FEE: _____

KITTITAS COUNTY
ELLENSBURG, WA 98926

Assessor's Office
County Courthouse Rm. 101

Planning Department
411 N. Ruby Suite 2

Treasurer's Office
County Courthouse Rm. 102

REQUEST FOR PARCEL SEGREGATION AND BOUNDARY LINE ADJUSTMENTS

Must be signed by the County Planning Department and Treasurer's Office. It will not be accepted by the Assessor's Office unless fully completed.

POULSEN
Applicant Name

C/O CHUCK CRUSE
Address

City

State, Zip Code

Phone (Home)

912-8242
Phone (Work)

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

Action Requested

New Acreage
Survey Vol. _____ Pg. _____

1719-17020-0007 80

Segregated into _____ Lots

4-20 1/2

1719-17020-00016 80

Segregated by Intervening Ownership

4-20 1/2

1719-17000-0010 80

"Segregated" for Mortgage Purposes Only

4-20 1/2

1719-16020-0010 80

Eliminate (Segregate) Mortgage Purpose Only Parcel

4-20 1/2

Boundary Line Adjustment between property owners

Boundary Line Adjustment between properties in the same ownership

Combine Parcels at Owner's request

Applicant is: _____ Owner* _____ Purchaser _____ Lessee _____ Other**

* Raymond E. Poulsen
*Owner's Signature (Required)

**Other

TREASURER'S OFFICE REVIEW

Tax Status: _____ By: _____ Date: _____

PLANNING DEPARTMENT REVIEW

- () This segregation meets the requirements for observance of intervening ownership.
- () This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04 Sec. 020(1))
- () This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04.020 (5) BLA's)
Deed Recording Vol: _____ Page _____ Date _____ ***Survey Required Yes No _____ (See Pg.2)
- () This "segregation" is for Mortgage Purposes Only. "Segregated" lot shall not be considered a separate salable lot and must go through an applicable County Planning subdivision process in order to make it a separate salable lot. (Page 2 required.)

Card No.: _____

Parcel Creation Date: _____

Last Split Date: _____

Current Zoning District: CA 20

Review Date: 5/9/05

By: J. Shara

***Survey Approved: _____

By: _____

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FEE:

KITTITAS COUNTY
ELLENSBURG, WA 98926

Assessor's Office
County Courthouse Rm. 101

Planning Department
411 N. Ruby Suite 2

Treasurer's Office
County Courthouse Rm. 102

REQUEST FOR PARCEL SEGREGATION AND BOUNDARY LINE ADJUSTMENTS

Must be signed by the County Planning Department and Treasurer's Office. It will not be accepted by the Assessor's Office unless fully completed.

POULSEN

Applicant Name

C/O CHUCK CRUSE

Address

City

State, Zip Code

Phone (Home)

962-8242
Phone (Work)

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

Action Requested

New Acreage
Survey Vol. _____ Pg. _____

<u>1719-17020-0007</u>	<u>4-20 1/2</u>	<input type="checkbox"/> Segregated into _____ Lots	<u>4-3 1/2</u>
<u>1719-17000-0015</u>	<u>4.75</u>	<input type="checkbox"/> Segregated by Intervening Ownership	<u>80</u>
<u>1719-17020-0006</u>	<u>4-20 1/2</u>	<input type="checkbox"/> "Segregated" for Mortgage Purposes Only	<u>4-3 1/2</u>
<u>1719-17000-0010</u>	<u>4-20 1/2</u>	<input type="checkbox"/> Eliminate (Segregate) Mortgage Purpose Only Parcel	<u>4-3 1/2</u>
<u>1719-17000-0001</u>	<u>27.32</u>	<input type="checkbox"/> Boundary Line Adjustment between property owners	<u>110.22</u>
<u>1719-17000-0016</u>	<u>34.15</u>	<input checked="" type="checkbox"/> Boundary Line Adjustment between properties in the same ownership	<u>80</u>
		<input type="checkbox"/> Combine Parcels at Owner's request	

Applicant is: _____ Owner* _____ Purchaser _____ Lessee _____ Other**

* Raymond E. Poulsen
*Owner's Signature (Required)

**Other

TREASURER'S OFFICE REVIEW

Tax Status: _____ By: _____ Date: _____

PLANNING DEPARTMENT REVIEW

- () This segregation meets the requirements for observance of intervening ownership.
- () This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04 Sec. _____)
- () This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04.020 (5) BLA's)
Deed Recording Vol. _____ Page _____ Date _____ ***Survey Required Yes No _____ (See Pg.2)
- () This "segregation" is for Mortgage Purposes Only. "Segregated" lot shall not be considered a separate salable lot and must go through an applicable County Planning subdivision process in order to make it a separate salable lot. (Page 2 required.)

Card No.: _____

Parcel Creation Date: _____

Last Split Date: _____

Current Zoning District: CA-20

Review Date: 5-9-05

By: J. Shara

***Survey Approved: _____

By: _____

Notice: Kittitas County does not guarantee a building site, legal access, available water, or septic areas for parcels receiving approval for boundary line adjustments or segregations. Please allow 3-4 weeks for processing depending on each office's work load

FEE: _____

KITTITAS COUNTY
ELLENSBURG, WA 98926

3 CONT.

Assessor's Office
County Courthouse Rm. 101

Planning Department
411 N. Ruby Suite 2

Treasurer's Office
County Courthouse Rm. 102

REQUEST FOR PARCEL SEGREGATION AND BOUNDARY LINE ADJUSTMENTS

Must be signed by the County Planning Department and Treasurer's Office. It will not be accepted by the Assessor's Office unless fully completed.

POULSEN
Applicant Name.

C/O CHUCK CRUSE
Address

City _____

State, Zip Code _____

Phone (Home) _____

912-8242
Phone (Work)

Original Parcel Number(s) & Acreage (1 parcel per line)	Action Requested	New Acreage	
		Survey Vol.	Pg.
<u>1719-16020-0011 4-20'A</u>	<input type="checkbox"/> Segregated into _____ Lots	<u>4-3'A</u>	
<u>1719-16020-0010 10.56</u>	<input type="checkbox"/> Segregated by Intervening Ownership	<u>80</u>	
<u>1719-16020-0001 35.23</u>	<input type="checkbox"/> "Segregated" for Mortgage Purposes Only	<u>33.79</u>	
_____	<input type="checkbox"/> Eliminate (Segregate) Mortgage Purpose Only Parcel		
_____	<input type="checkbox"/> Boundary Line Adjustment between property owners		
_____	<input checked="" type="checkbox"/> Boundary Line Adjustment between properties in the same ownership		
_____	<input checked="" type="checkbox"/> Combine Parcels at Owner's request		

Applicant is: Owner* Purchaser Lessee Other**

* Raymond E. Carlson
*Owner's Signature (Required)

**Other _____

TREASURER'S OFFICE REVIEW

Tax Status: _____ By: _____ Date: _____

PLANNING DEPARTMENT REVIEW

- This segregation meets the requirements for observance of intervening ownership.
- This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04 Sec. _____)
- This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04.020 (5) BLA's)
Deed Recording Vol. _____ Page _____ Date _____ ***Survey Required Yes No _____ (See Pg.2)
- This "segregation" is for Mortgage Purposes Only. "Segregated" lot shall not be considered a separate salable lot and must go through an applicable County Planning subdivision process in order to make it a separate salable lot. (Page 2 required.)

Card No.: _____

Parcel Creation Date: _____

Last Split Date: _____

Current Zoning District: CA-20

Review Date: 5/9/05

By: J. Sharan

***Survey Approved: _____

By: _____

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FEE:

KITTITAS COUNTY
ELLENSBURG, WA 98926

Assessor's Office
County Courthouse Rm. 101

Planning Department
411 N. Ruby Suite 2

Treasurer's Office
County Courthouse Rm. 102

REQUEST FOR PARCEL SEGREGATION AND BOUNDARY LINE ADJUSTMENTS

Must be signed by the County Planning Department and Treasurer's Office. It will not be accepted by the Assessor's Office unless fully completed.

POULSEN

Applicant Name

C/O CHUCK CRUSE

Address

City

State, Zip Code

Phone (Home)

Phone (Work)

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

Action Requested

New Acreage
Survey Vol. Pg.

1719-17000-0015 80

Segregated into ___ Lots

4-201A

1719-17000-0001 110.22

Segregated by Intervening Ownership

3-201A, 50.22

1719-17000-0016 80

"Segregated" for Mortgage Purposes Only

4-201A

1719-16020-0010 80

Eliminate (Segregate) Mortgage Purpose Only Parcel

4-201A

Boundary Line Adjustment between property owners

Boundary Line Adjustment between properties in the same ownership

Combine Parcels at Owner's request

Applicant is:

Owner*

Purchaser

Lessee

Other**

* Raymond E. Poulsen

*Owner's Signature (Required)

**Other

TREASURER'S OFFICE REVIEW

Tax Status: _____

By: _____

Date: _____

PLANNING DEPARTMENT REVIEW

- This segregation meets the requirements for observance of intervening ownership.
- This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04 Sec. 0201)
- This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04.020 (5) BLA's)
Deed Recording Vol. _____ Page _____ Date _____ ***Survey Required Yes _____ No _____ (See Pg.2)
- This "segregation" is for Mortgage Purposes Only. "Segregated" lot shall not be considered a separate salable lot and must go through an applicable County Planning subdivision process in order to make it a separate salable lot. (Page 2 required.)

Card No.: _____

Parcel Creation Date: _____

Last Split Date: _____

Current Zoning District: CA-39

Review Date: 5/9/05

By: J. Sharan

***Survey Approved: _____

By: _____

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FEE: _____

KITTITAS COUNTY
ELLENSBURG, WA 98926

Assessor's Office
County Courthouse Rm. 101

Planning Department
411 N. Ruby Suite 2

Treasurer's Office
County Courthouse Rm. 102

REQUEST FOR PARCEL SEGREGATION AND BOUNDARY LINE ADJUSTMENTS

Must be signed by the County Planning Department and Treasurer's Office. It will not be accepted by the Assessor's Office unless fully completed.

POULSEN
Applicant Name

C/O CAUCK CRUSE
Address

City

State, Zip Code

Phone (Home)

912-8242
Phone (Work)

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

Action Requested

New Acreage
Survey Vol. _____ Pg. _____

<u>1719-17000-0015</u>	<u>4-20¹/₂</u>	<u>Segregated into</u> _____ <u>Lots</u>	<u>4.75, 2-3¹/₂, 235.47</u>
<u>1719-17000-0001</u>	<u>3-20¹/₂, 50.22</u>	<u>Segregated by Intervening Ownership</u>	<u>4-3¹/₂</u>
<u>1719-17000-0016</u>	<u>4-20¹/₂</u>	<u>"Segregated" for Mortgage Purposes Only</u>	<u>4-3¹/₂</u>
<u>1719-16020-0010</u>	<u>4-20¹/₂</u>	<u>Eliminate (Segregate) Mortgage Purpose Only Parcel</u>	<u>4-3¹/₂</u>
<u>1719-17000-0010</u>	<u>4-3¹/₂</u>	<u>Boundary Line Adjustment between property owners</u>	<u>4-3¹/₂</u>
<u>1719-16020-0001</u>	<u>33.79</u>	<input checked="" type="checkbox"/> <u>Boundary Line Adjustment between properties in the same ownership</u>	
		<input type="checkbox"/> <u>Combine Parcels at Owner's request</u>	<u>101.79</u>

Applicant is: _____ Owner* _____ Purchaser _____ Lessee _____ Other**

* Raymond E. Poulsen
*Owner's Signature (Required)

**Other _____

TREASURER'S OFFICE REVIEW

Tax Status: _____ By: _____ Date: _____

PLANNING DEPARTMENT REVIEW

- () This segregation meets the requirements for observance of intervening ownership.
- () This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04 Sec. _____)
- () This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04.020 (5) BLA's)
Deed Recording Vol. _____ Page _____ Date _____ ***Survey Required Yes No _____ (See Pg.2)
- () This "segregation" is for Mortgage Purposes Only. "Segregated" lot shall not be considered a separate salable lot and must go through an applicable County Planning subdivision process in order to make it a separate salable lot. (Page 2 required.)

Card.No.: _____

Parcel Creation Date: _____

Last Split Date: _____

Current Zoning District: CA-20

Review Date: 5-9-05

By: J. Sharan

***Survey Approved: _____

By: _____

Notice: Kittitas County does not guarantee a building site, legal access, available water, or septic areas for parcels receiving approval for boundary line adjustments or segregations. Please allow 3-4 weeks for processing depending on each office's work load

FEE:

KITTITAS COUNTY
ELLENSBURG, WA 98926

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Assessor's Office
County Courthouse Rm. 101

Planning Department
411 N. Ruby Suite 2

Treasurer's Office
County Courthouse Rm. 102

REQUEST FOR PARCEL SEGREGATION AND BOUNDARY LINE ADJUSTMENTS

Must be signed by the County Planning Department and Treasurer's Office. It will not be accepted by the Assessor's Office unless fully completed.

POULSEN

Applicant Name

C/O CHUCK CRUSE

Address

City

State, Zip Code

Phone (Home)

Phone (Work)

962-8242

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

Action Requested

New Acreage
Survey Vol. _____ Pg. _____

Segregated into _____ Lots

1719-16020-0001 101.79

Segregated by Intervening Ownership

3-20'±, 41.79

"Segregated" for Mortgage Purposes Only

Eliminate (Segregate) Mortgage Purpose Only Parcel

Boundary Line Adjustment between property owners

Boundary Line Adjustment between properties in the same ownership

Combine Parcels at Owner's request

Applicant is:

Owner*

Purchaser

Lessee

Other**

* Raymond E. Poulsen

*Owner's Signature (Required)

**Other

TREASURER'S OFFICE REVIEW

Tax Status: _____

By: _____

Date: _____

PLANNING DEPARTMENT REVIEW

- () This segregation meets the requirements for observance of intervening ownership.
- (4) This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04 Sec. 5241)
- () This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04.020 (5) BLA's) Deed Recording Vol. _____ Page _____ Date _____. ***Survey Required Yes No _____ (See Pg.2)
- () This "segregation" is for Mortgage Purposes Only. "Segregated" lot shall not be considered a separate salable lot and must go through an applicable County Planning subdivision process in order to make it a separate salable lot. (Page 2 required.)

Card No.: _____

Parcel Creation Date: _____

Last Split Date: _____

Current Zoning District: RA-20

Review Date: 5/9/05

By: J. Sharan

By: _____

***Survey Approved: _____

Notice: Kittitas County does not guarantee a building site, legal access, available water, or septic areas for parcels receiving approval for boundary line adjustments or segregations. Please allow 3-4 weeks for processing depending on each office's work load

FEE:

KITTITAS COUNTY
ELLENSBURG, WA 98926

Assessor's Office
County Courthouse Rm. 101

Planning Department
411 N. Ruby Suite 2

Treasurer's Office
County Courthouse Rm. 102

REQUEST FOR PARCEL SEGREGATION AND BOUNDARY LINE ADJUSTMENTS

Must be signed by the County Planning Department and Treasurer's Office. It will not be accepted by the Assessor's Office unless fully completed.

POULSEN

Applicant Name,

C/O CHUCK CRUSE

Address

City

State, Zip Code

Phone (Home)

9162-8242
Phone (Work)

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

Action Requested

New Acreage
Survey Vol. _____ Pg. _____

_____ Segregated into _____ Lots

1719-16020-0001 3-20², 41.79 Segregated by Intervening Ownership

4-3¹/₂

1719-17000-0015 235.47 "Segregated" for Mortgage Purposes Only

325.26

_____ Eliminate (Segregate) Mortgage Purpose Only Parcel

_____ Boundary Line Adjustment between property owners

Boundary Line Adjustment between properties in the same ownership

Combine Parcels at Owner's request

Applicant is: _____ Owner* _____ Purchaser _____ Lessee _____ Other**

* Raymond E. Poulson

*Owner's Signature (Required)

**Other

TREASURER'S OFFICE REVIEW

Tax Status: _____ By: _____ Date: _____

PLANNING DEPARTMENT REVIEW

- () This segregation meets the requirements for observance of intervening ownership.
- () This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04 Sec. _____)
- This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04.020 (5) BLA's)
Deed Recording Vol. _____ Page _____ Date _____ ***Survey Required Yes No _____ (See Pg.2)
- () This "segregation" is for Mortgage Purposes Only. "Segregated" lot shall not be considered a separate salable lot and must go through an applicable County Planning subdivision process in order to make it a separate salable lot. (Page 2 required.)

Card No.: _____

Parcel Creation Date: _____

Last Split Date: _____

Current Zoning District: CA 20

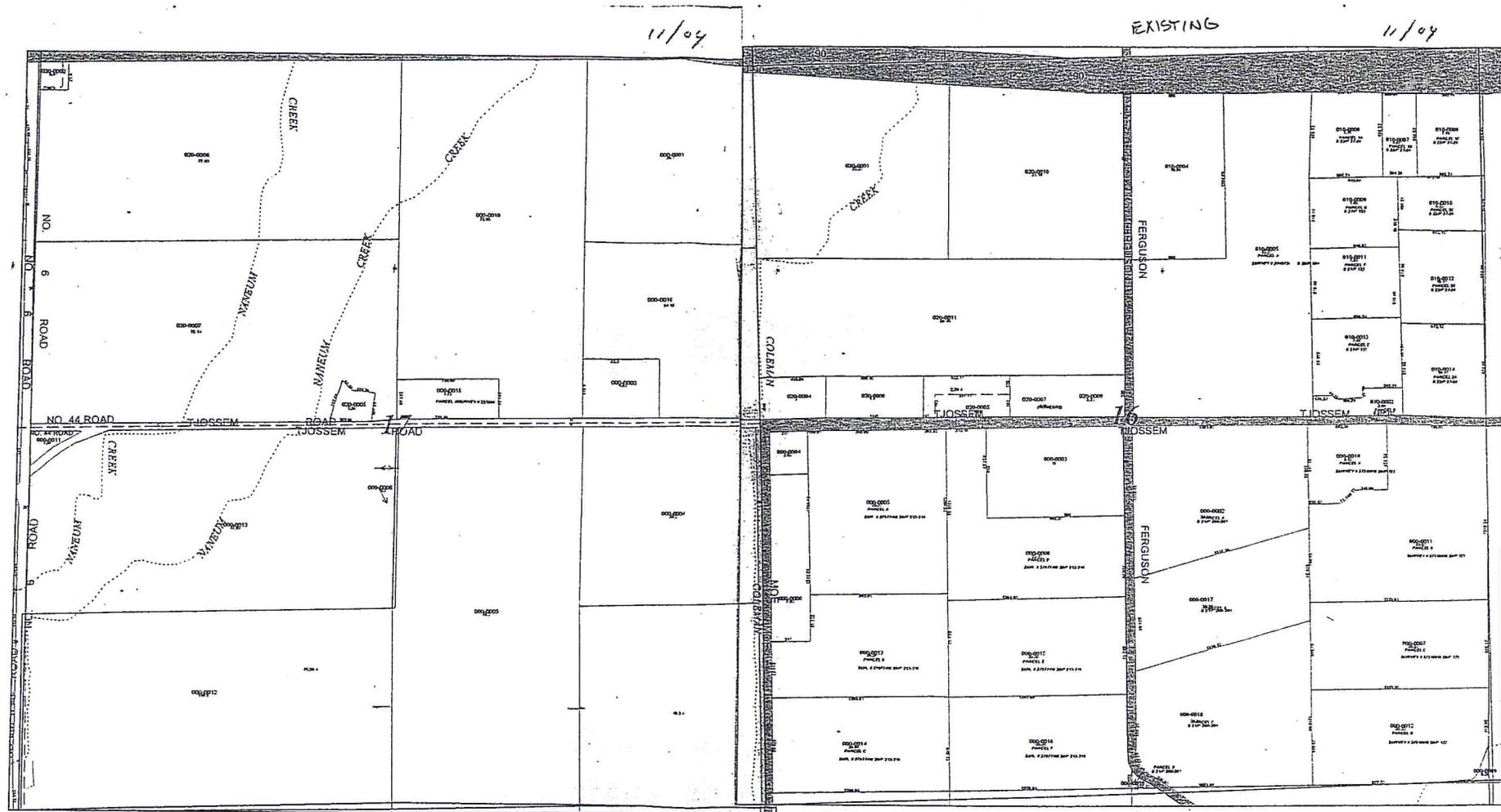
Review Date: 5/9/05

By: J. Shaw

***Survey Approved: _____

By: _____

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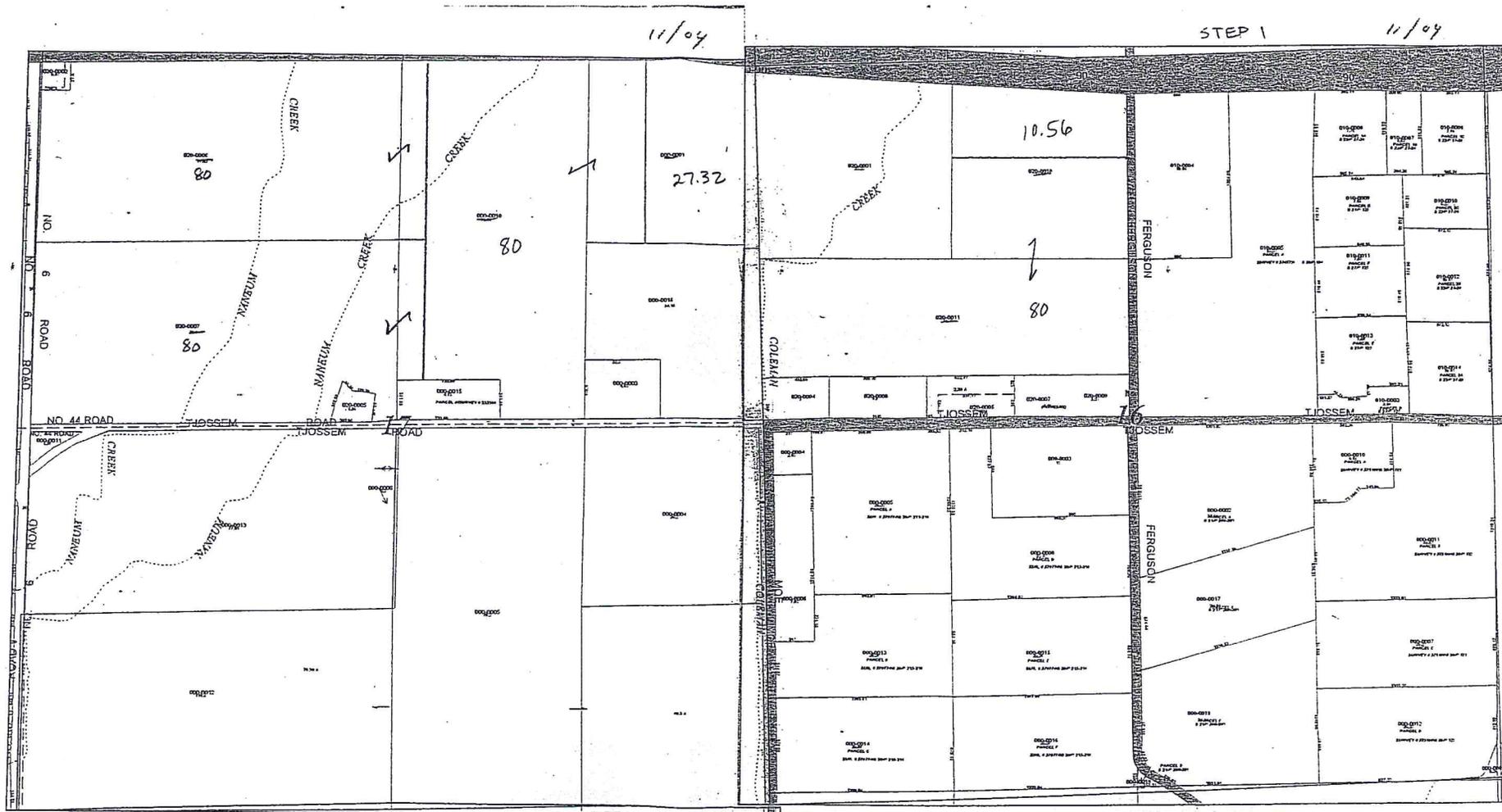
Township: 17 Range: 19 Section: 17

Copyright (C) 2002 Kittitas County
 Kittitas County Assessor's Office
 205 W 5th, Courthouse Room 101
 Ellensburg, WA 98926
 (509) 962-7501
 Date Set: 10/20/2004 2:56:26 AM



ParcelView 4.0.1

This Map is maintained only
 as an aid in the appraisal and
 assessment of real property.
 The County Assessor's Office
 does not warrant its accuracy.



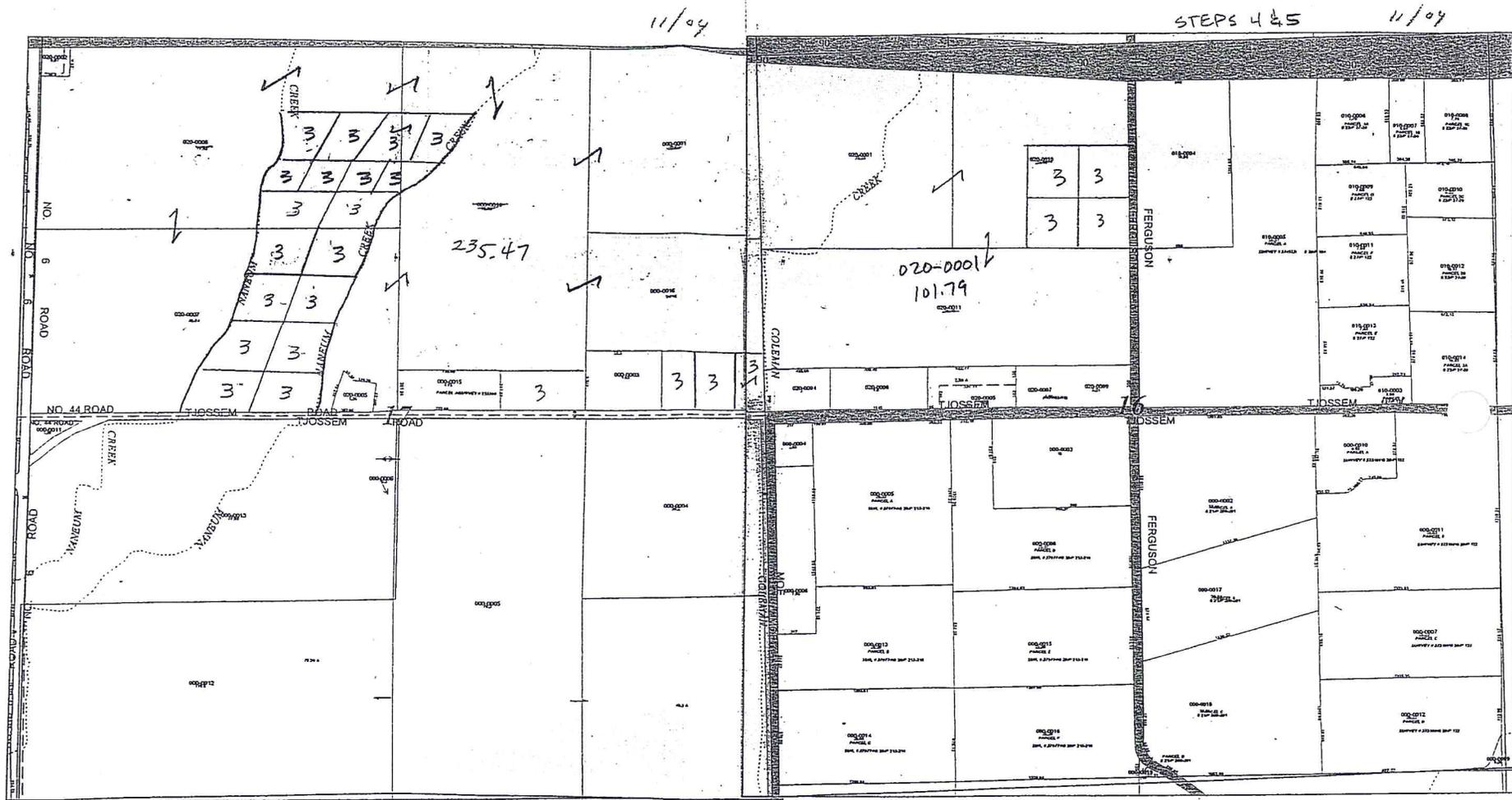
Township: 17 Range: 19 Section: 17

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 Kittitas County Assessor's Office
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 Ellensburg, WA 98926
 (509) 862-7501
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ParcelView 4.0.1

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 as an aid in the appraisal and
 assessment of real property.
 The County Assessor's Office
 does not warrant its accuracy.



Township: 17 Range: 19 Section: 17

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 Elensburg, WA 98926
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 Data Set: 10/20/2004 2:56:26 AM



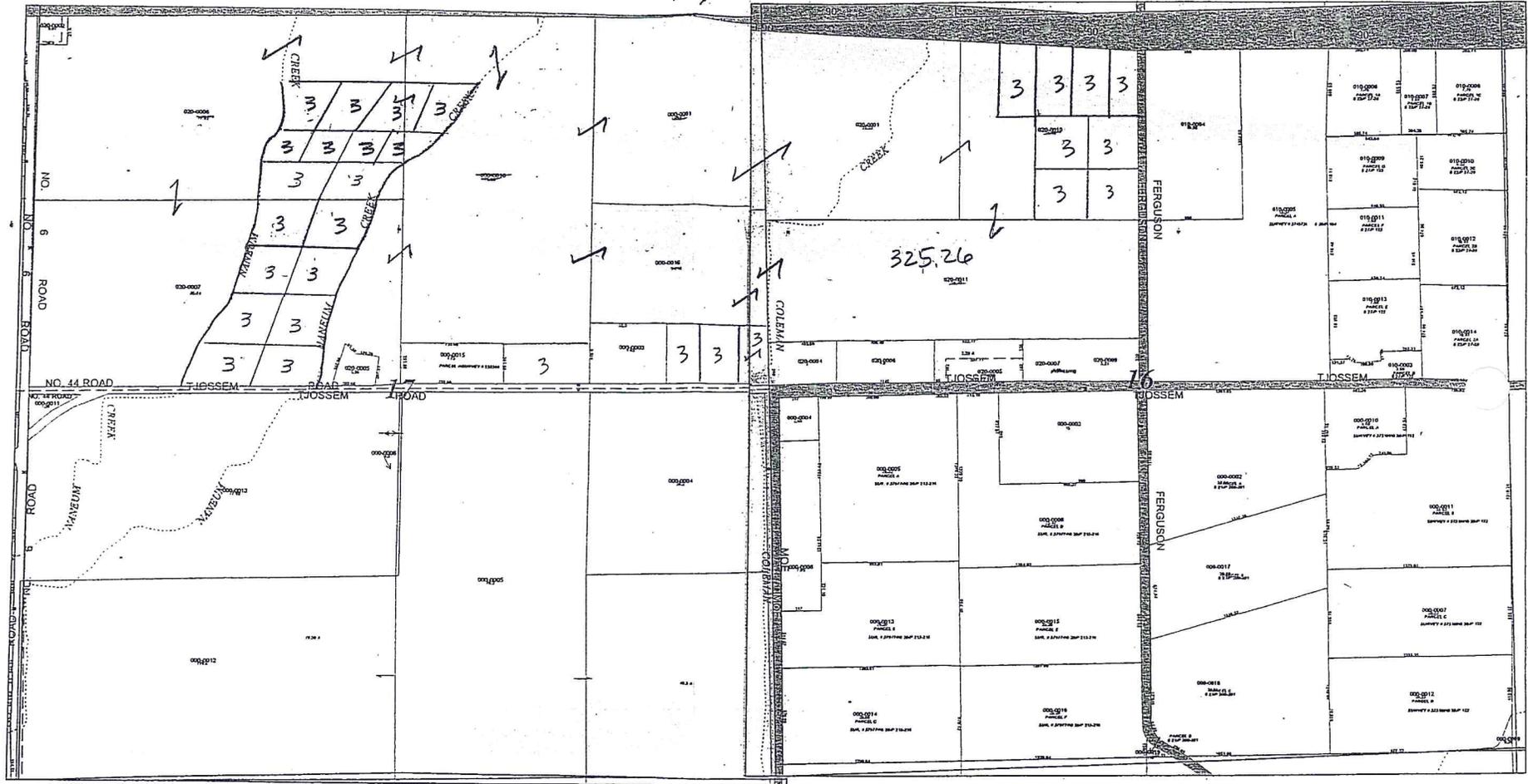
ParcelView 4.0.1

This Map is maintained only as an aid in the appraisal and assessment of real property. The County Assessors Office does not warrant its accuracy.

11/04

STEP 6 of 7

11/04



Township: 17 Range: 19 Section: 17

ParcelView 4.0.1

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