December 5, 2024

Ronald & Karen Maxfield
Trustees: Maxfield Living Trust
334 Columbia Point Drive, Unit 104
Richland, WA 99352

Encompass Engineering & Surveying
110 South Oakes Ave., Suite 250
Cle Elum, WA 98922

RE: Maxfield Boundary Line Adjustment (BL-24-00024) – Conditional Preliminary Approval

Parcel #954391   Parcel #954394

Dear Applicants,

Community Development Services (CDS) has received comments back from Kittitas County Public Works, and Kittitas County Public Health, regarding your boundary line adjustment application. I have enclosed a copy of their comments for your review.

The application has been granted **preliminary approval**. Pursuant to Kittitas County Subdivision Code Chapter 16, please note the following items must be completed prior to final approval of the boundary line adjustment and must be submitted to our offices for review:

1. A **preliminary survey** displaying legal descriptions, the new acreage and lot dimensions of each parcel must be submitted to our office for preliminary review (see Public Works' comments).
2. Full year's taxes need to be paid for all tax parcel numbers per requirement of the Kittitas County Treasurer's Office. Please contact this office when this is completed as the Treasurer's office will not be aware of your pending application. No paperwork or receipt is required; just a phone call or an email will suffice.
3. Please refer to the enclosed comments from Kittitas County Public Works for further requirements.

If you have any questions regarding this matter, I can be reached by phone at 509-962-7079 or by e-mail at zach.torrancesmith@co.kittitas.wa.us.

Sincerely,

Zach Torrance-Smith
Planner I
Kittitas County Community Development Services
411 N Ruby St # 2, Ellensburg, WA 98926

cc: Jamey Ayling, Planning Manager
Bradley Gasawski, Planner I   via email