



KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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

CDS@CO.KITTITAS.WA.US

Office (509) 962-7506

Fax (509) 962-7682

"Building Partnerships – Building Communities"

April 13, 2016

Matt and Jessi Webb
6280 Badger Pocket Road
Ellensburg, WA 98926

Subject: Determination of Application Completeness
Webb Conditional Use Permit (CU-16-00001)

Dear Applicant:

Your application requesting a conditional use permit for a Small Scale Event Facility on property that is zoned Commercial Agriculture, located in a portion of section 36, township 17N, range 19E, WM in Kittitas County; Assessor's map number 17-19-36000-0016, was received on Wednesday, March 16, 2016. Your application has been determined complete as of Wednesday April 13, 2016.

Continued processing of your application will include, but is not limited to, the following actions

1. Posting of the property by the applicant along each street frontage and publishing of a legal notice. Signage may be obtained at the Community Development Services office during regular business hours. You will need to repost the site with a new sign depicting both applications.
2. A Notice of Application will be published in the newspaper and sent to all adjoining property owners, governmental agencies, and interested persons.
3. Consideration of written comments from all adjoining property owners, governmental agencies, and interested persons.
4. Reviewing procedures necessary to issuing a SEPA environmental threshold determination per WAC 19-11 and RCW 43.21C.

You may pick up the "Land Use Action" sign at any time to be posted at the frontage road and return the signed affidavit of posting to my attention. After this has been completed, I will be able to issue the Notice of Application.

If you have any questions regarding this matter, please call me at (509) 962-7506, or by e-mail to doc.hansen@co.kittitas.wa.us.

Sincerely,

Robert "Doc" Hansen
Interim Director, Community Development Services

cc via email Chad Bala, Terra Design (cbala@terradesigngroup.net)