



**KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES**

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

CDS@CO.KITTTITAS.WA.US

Office (509) 962-7506

"Building Partnerships – Building Communities"

**SHORELINE EXEMPTION PERMITTING**

*(For projects located within 200 feet of a body of water and/or associated floodway and wetlands under the jurisdiction of the Shoreline Master Program)*

**REQUIRED INFORMATION / ATTACHMENTS**

- A scaled site plan is required showing **location of all** structures (including decks), driveways/impervious surfaces, well, septic, propane tanks, fences, etc. and proposed uses and distances from property lines, river, and Horizontal distance from OHWM. To show the Horizontal distance a profile view from the OHWM to the edge of structure/activity shall also be shown.
- Include JARPA or HPA forms *if required* for your project by a state or federal agency.
- SEPA Checklist, if not exempt per WAC 197-11-800.
- VSP sponsored fish hatchery enhancement project: please provide documentation signed by the current VSP coordinator for verification. (CDS & PW fees are waived for these projects\*\*)

\*\*\*Please note a Shoreline Variance or Shoreline Conditional Use Permit may also be required. See Kittitas County Shoreline Master Program\*\*\*

**APPLICATION FEES:**

\$600.00 Kittitas County Community Development Services\*\*

\$550.00 Kittitas County Public Works\*\*

\$1,150.00 Fees due for this application when SEPA is not required\*\*

\$2,960.00 Fees due for this application when SEPA (\$1,810.00) is required\*\* (One check made payable to KCCDS)

**FOR STAFF USE ONLY**

**SX-26-00004**

Application Received By (CDS Staff Signature):

DATE:  
**3/3/26**

RECEIPT #  
**CD26-00396**

**KITTITAS CO CDS  
RECEIVED  
03/03/2026**

DATE STAMP IN BOX

COMMUNITY PLANNING • BUILDING INSPECTION • PLAN REVIEW • ADMINISTRATION • PERMIT SERVICES • CODE ENFORCEMENT • FIRE INVESTIGATION

**General Application Information**

**1. Name, mailing address and day phone of land owner(s) of record:**

*Landowner(s) signature(s) required on application form.*

Name: Paul + SeMone Reising 2016 Revocable Living Trust  
Mailing Address: 19505 8<sup>th</sup> Street East  
City/State/ZIP: Lake Tapps, WA 98301  
Day Time Phone: 206-423-3164  
Email Address: Paulr@pacersteel.com

**2. Name, mailing address and day phone of authorized agent, if different from landowner of record:**

*If an authorized agent is indicated, then the authorized agent's signature is required for application submittal.*

Agent Name: Erin Minton  
Mailing Address: Po Box 745  
City/State/ZIP: Easton, WA 98925  
Day Time Phone: 360-507-2240  
Email Address: minton-erin@hotmail.com

**3. Name, mailing address and day phone of other contact person**

*If different than land owner or authorized agent.*

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City/State/ZIP: \_\_\_\_\_  
Day Time Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**4. Street address of property:**

Address: 1781 Hundley Rd.  
City/State/ZIP: Cle Elum, WA 989

**5. Legal description of property: (attach additional sheets as necessary)**

Elk Meadows Lot 12, Block 5; SEC 27, TWP 20, RGE 14

6. Tax parcel number(s): 776334

7. Property size: .57 (acres)

**Project Description**

1. Briefly summarize the purpose of the project:

The project will consist of removing 2 smaller structures and replacing with a 30x36 shop. The shop will be unheated and without water. There is no well on site, and is serviced by City water.

2. What is the primary use of the project (e.g. Residential, Commercial, Public, Recreation)?

Residential

3. What is the specific use of the project (e.g. single family home, subdivision, boat launch, restoration project)?

The use will be a shop taking the place of 2 smaller structures.

4. Fair Market Value of the project, including materials, labor, machine rentals, etc. \$150K

5. Anticipated start and end dates of project construction: Start 5/1/24 End 7/1/26

**Authorization**

Application is hereby made for permit(s) to authorize the activities described herein. I certify that I am familiar with the information contained in this application, and that to the best of my knowledge and belief such information is true, complete, and accurate. I further certify that I possess the authority to undertake the proposed activities. I hereby grant to the agencies to which this application is made, the right to enter the above-described location to inspect the proposed and or completed work.

**All correspondence and notices will be transmitted to the Land Owner of Record and copies sent to the authorized agent or contact person, as applicable.**

Signature of Authorized Agent:  
(REQUIRED if indicated on application)

X Erin Munton

Date:

3/2/24

Signature of Land Owner of Record  
(Required for application submittal):

X Paul M. Run, Trustee

Date:

3/3/26

**FOR STAFF USE ONLY**

1. Provide section, township, and range of project location:

¼ Section \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ N. Range \_\_\_\_\_ E., W.M.

2. Latitude and longitude coordinates of project location (e.g. 47.03922 N lat. / -122.89142 W long.):

\_\_\_\_\_ [use decimal degrees – NAD 83]

3. Type of Ownership: (check all that apply)

Private

Federal

State

Local

Tribal

4. Land Use Information:

Zoning: \_\_\_\_\_

Comp Plan Land Use Designation: \_\_\_\_\_

5. Shoreline Designation: (check all that apply)

Urban Conservancy

Shoreline Residential

Rural Conservancy

Natural

Aquatic

6. Requested Shoreline Exemption per WAC 173.27.040:

\_\_\_\_\_

**Vegetation**

7. Will the project result in clearing of tree or shrub canopy?

Yes

No

If 'Yes', how much clearing will occur? \_\_\_\_\_ (square feet and acres)

8. Will the project result in re-vegetation of tree or shrub canopy?

Yes

No

If 'Yes', how much re-vegetation will occur? \_\_\_\_\_ (square feet and acres)

**Wetlands**

9. Will the project result in wetland impacts?

Yes

No

If 'Yes', how much wetland will be permanently impacted? \_\_\_\_\_ (square feet and acres)

10. Will the project result in wetland restoration?

Yes

No

If 'Yes', how much wetland will be restored? \_\_\_\_\_ (square feet and acres)

**Impervious Surfaces**

11. Will the project result in creation of over 500 square feet of impervious surfaces?

- Yes  No

If 'Yes', how much impervious surface will be created? \_\_\_\_\_ (square feet and acres)

12. Will the project result in removal of impervious surfaces?

- Yes  No

If 'Yes', how much impervious surface will be removed? \_\_\_\_\_ (square feet and acres)

**Shoreline Stabilization**

13. Will the project result in creation of structural shoreline stabilization structures (revetment/bulkhead/riprap)?

- Yes  No

If 'Yes', what is the net linear feet of stabilization structures that will be created? \_\_\_\_\_

14. Will the project result in removal of structural shoreline stabilization structures (revetment/bulkhead/riprap)?

- Yes  No

If 'Yes', what is the net linear feet of stabilization structures that will be removed? \_\_\_\_\_

**Levees/Dikes**

15. Will the project result in creation, removal, or relocation (setting back) of levees/dikes?

- Yes  No

If 'Yes', what is the net linear feet of levees/dikes that will be created? \_\_\_\_\_

If 'Yes', what is the net linear feet of levees/dikes that will be permanently removed? \_\_\_\_\_

If 'Yes', what is the linear feet of levees/dikes that will be reconstructed at a location further from the OHWM? \_\_\_\_\_

**Floodplain Development**

16. Will the project result in development within the floodplain? (check one)

- Yes  No

If 'Yes', what is the net square feet of structures to be constructed in the floodplain? \_\_\_\_\_

*\*Note: A floodplain development is required per KCC 14.08; please contact Kittitas County Public Works*

17. Will the project result in removal of existing structures within the floodplain? (check one)

- Yes  No

If 'Yes', what is the net square footage of structures to be removed from the floodplain? \_\_\_\_\_

