



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"

SHORT PLAT APPLICATION

(To divide a lot(s) into no more than 4 lots in rural areas or to divide a lot(s) into no more than 9 lots within Urban Growth Areas, according to KCC 16.08.186 and KCC 16.32)

Please type or print clearly in ink. Attach additional sheets as necessary. Pursuant to KCC 15A.03.040, a complete application is determined within 28 days of receipt of the application submittal packet and fee. The following items must be attached to the application packet.

REQUIRED ATTACHMENTS

- Two large copies of short plat with all preliminary drawing requirements complete (reference KCC Title 16 Subdivision Code for plat drawing requirements) and one small 8.5"x11" copy.
- SEPA Checklist (if not exempt per KCC 15.04 or WAC 197-11-800) (Pick-up SEPA Checklist form if required)
- Project Narrative responding to Questions 9-11 on the following pages.

OPTIONAL ATTACHMENTS

(Optional at submittal, required at the time of final submittal)

- Certificate of Title (Title Report)
- Computer lot closures

*****Final short plat application and associated fees will be required at time of request for final short plat processing. Please see the final short plat application for current fees.**

APPLICATION FEES:

\$2,340.00 Kittitas County Community Development Services (KCCDS)
 \$1,215.00* Kittitas County Public Works
 \$130.00 Kittitas County Fire Marshal
 \$530.00 Kittitas County Public Health

\$4,215.00 Total fees due for this application (One check made payable to KCCDS)

*5 hours of review included in Public Works Fee. Additional review hours will be billed at \$243 per hour.

\$6,025.00 Total Fees due for this application when SEPA is required (SEPA fee \$1,810.00)

FOR STAFF USE ONLY

Application Received By (CDS Staff Signature):

Gail Weyand

DATE:
7-8-25

RECEIPT #
CO25-01412



DATE STAMP IN BOX

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: Brown Road Estates, LLC (Joel Greear)
Mailing Address: 1410 W Dolarway Road Suite 301
City/State/ZIP: Ellensburg, WA 98926
Day Time Phone: 509-899-7371
Email Address: joel@centralpavingllc.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: Brown Road Estates, LLC (Joel Greear)
Mailing Address: 1410 W Dolarway Road Suite 301
City/State/ZIP: Ellensburg, WA 98926
Day Time Phone: 509-899-7371
Email Address: joel@centralpavingllc.com

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

If different than land owner or authorized agent.

Name: Chris Cruse
Mailing Address: PO Box 959
City/State/ZIP: Ellensburg, WA 98926
Day Time Phone: 509-962-8242
Email Address: chris@cruseandassoc.com

4. Street address of property:

Address: 1660 Brown Road
City/State/ZIP: Ellensburg, WA 98926

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

Parcel 1 of Book 46 of surveys at Pages 246-247

See title report for full descriptions

6. Tax parcel number(s): 953835

7. Property size: 5.00 (acres)

8. Land Use Information:

Zoning: AG 5

Comp Plan Land Use Designation: Rural Residential

PROJECT NARRATIVE

(INCLUDE RESPONSES AS AN ATTACHMENT TO THIS APPLICATION)

9. **Narrative project description (include as attachment):** Please include at minimum the following information in your description: describe project size, location, water supply, sewage disposal and all qualitative features of the proposal; include every element of the proposal in the description.

See attached

10. **Are Forest Service roads/easements involved with accessing your development?** If yes, explain. **No**

11. **What County maintained road(s) will the development be accessing from?** **Brown Road**

AUTHORIZATION

12. 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)

Date:

X Jul Brown

6/12/2025

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

Date:

X _____

Narrative for Brown Road Short Plat at 1660 Brown Road - TPN 953835

From Chris Cruse <chris@cruseandassoc.com>

Date Thu 6/12/2025 6:54 AM

To FILE@cruseandassoc.com <file@cruseandassoc.com>

Narrative – 2 lot short plat of tax parcel number 953835 to place the existing homes at 1660 Brown Road on a separate tax parcel as allowed by KCC 16.12.040(1). The proposed 2.50 acre Lot 1A will have the existing residence at 1660 Brown Road with individual septic system and well. The boundary between proposed lots 1A and 1B will run between the existing buildings and meet all setbacks. The proposed 2.50 acre Lot 1B will have a barn and is currently in AG use only. Proposed Lot 1B will have access to Brown Road through a private easement along the south boundary. Proposed lot 1B plans to share the well for this application but understand the county water requirements are currently under review and may need to provide a different water source. We will work directly with the health department for a water source that can be approved for this application. We understand that all future development of both Lots 1A and 1B will be reviewed and permitted by Kittitas County.

See application map for additional information.

Existing Descriptions:

Parcel 1 of Book 46 of Surveys at Pages 246-247, Being a portion of Section 4, T17N, R18E, WM, see title report for full descriptions.

Proposed Descriptions:

Lots 1A and 1B of the short plat to be recorded after review and authorization to record has been granted by the planner.

Thanks,

Chris Cruse P.L.S.

Cruse and Associates

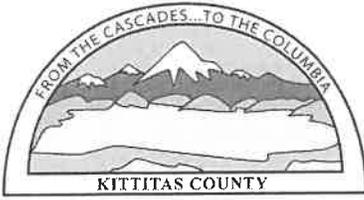
217 East 4th Ave.

P.O. Box 959

Ellensburg, WA 98926

(509) 962-8242 Office

chris@cruseandassoc.com



**KITTITAS COUNTY
COMMUNITY DEVELOPMENT SERVICES**

Receipt Number: CD25-01412

411 N. Ruby St., Suite 2
Ellensburg, WA 98926
509-962-7506 / <https://www.co.kittitas.wa.us/cds/>

Payer/Payee: BROWN ROAD ESTATES LLC
1410 W DOLARWAY RD STE 301
ELLENSBURG WA 98926

Cashier: GAIL WEYAND CDS
Payment Type: CHECK (1130)

Date: 07/08/2025

SP-25-00009 Short Plat: Subdivision into 4 lots or less 1660 BROWN RD

<u>Fee Description</u>	<u>Fee Amount</u>	<u>Amount Paid</u>	<u>Fee Balance</u>
Short Plat (Fire)	\$130.00	\$130.00	\$0.00
Short Plat (Health)	\$530.00	\$530.00	\$0.00
Short Plat (Public Works)	\$1,215.00	\$1,215.00	\$0.00
Short Plat	\$2,340.00	\$2,340.00	\$0.00
SP-25-00009 TOTALS:	\$4,215.00	\$4,215.00	\$0.00
TOTAL PAID:		\$4,215.00	