



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"

July 14, 2025

David J. Jones
51 Blue Agate Lane
Ronald, WA 98940

Barn Masters USA LLC
1909 Ekelman Rd.
Yakima, WA 98901

RE: Jones Variance (VA-25-00004) - Deemed Incomplete
Parcel #520234

Dear Applicants,
Kittitas County Community Development Services received your Zoning Variance application on July 2, 2025. The application has been determined **incomplete** as of July 14, 2025.

Required Information: Before staff can continue review of your application, please provide the following documentation and information:

1. Corrected Site Plan:
 - a. It is stated in your submitted narrative that the structure is being replaced in the "same place." Your site plan shows that the structure is actually increasing in size.
2. Narrative:
 - a. In accordance with the requirements stated on the front of the submitted application, your narrative needs to include the project's size in terms of square footage.
 - b. Your location within the application is missing the Township regarding Section/Township/Range.
 - c. Your narrative is missing the specific section of Kittitas County Code that you are requesting a Variance from and in what way you wish to vary from the Code.
 - d. Your narrative is missing the entirety of "Question 10," which contains the Variance Checklist. This section asks you to explain the case you wish to make for why this Variance from Kittitas County Code should be allowed.

Upon receipt of the necessary materials outlined above, CDS will continue processing your application. This application shall expire at **5pm on January 10, 2026** if the above information is not submitted in accordance with **KCC 15A.03.040(1)(b)**.

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

Sincerely,

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

*cc: Jamey Ayling, Planning Manager
Ellie Myers, Planner I
Bradley Gasawski, Planner I*

via email