

# KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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

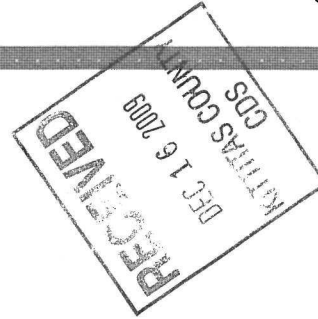
CDS@CO.KITTITAS.WA.US

Office (509) 962-7506

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"Building Partnerships – Building Communities"

December 14, 2009



Schuler Deneen Family Ranch, LLC  
Property Owner  
P.O. Box 808  
Cle Elum 98922

Terra Design Group  
Authorized Agent  
P.O. Box 686  
Cle Elum, WA 98922

Subject: Determination of Complete Application – Airport Heights Plat

Dear Applicant:

Your application for the Airport Heights preliminary plat subdivision was received on November 17, 2009, and has been determined complete on the date of this letter.

Your application meets the requirements of KCC 16.12.010 for a complete application. The County may request additional information during review of your application. Continued processing of your application will include, but is not limited to the following actions:

1. According to KCC 15A.030.060 a Notice of Application will be sent to the public (adjacent landowners), Kittitas County departments, and non-County governmental agencies inviting written comments on this proposal. **Note: you have 5 days to contact Community Development Services for instructions for posting notice signs at the site as outlined in KCC 15A.03.110.**
2. Requests for clarification, amendments, or additional information will be sent to you following the public comment period.
3. The consideration of written comments from adjacent property owners and public agencies will be incorporated in the staff report.
4. Notification of the SEPA Threshold Determination and scheduling the Public Hearing before the Hearing Examiner will be made following the expiration of the public comment period. The Notice of SEPA Action will be final unless appealed within 10 working days following the notice of decision.
5. An open-record public hearing will be scheduled before the Kittitas County Hearing Examiner. At that hearing a recommendation will be made for approval or denial.
6. A closed-record hearing will be scheduled before the Kittitas County Board of Commissioners where final approval or denial will be given.

If you have any questions regarding this matter, please contact me at (206) 382-9540, or by e-mail at [kcote@gordonderr.com](mailto:kcote@gordonderr.com).

Sincerely,

A handwritten signature in black ink that reads "Katie F. Cote". The signature is written in a cursive style with a large, stylized 'K' and 'C'.

Katie F. Cote  
Contract Planner

cc: Dan Valoff, Kittitas County Public Works