



## KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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

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Office (509) 962-7506

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"Building Partnerships – Building Communities"

May 2, 2019

Eric Hollingsworth and Kelli O'Day  
5105 Grand Loop Unit 309  
Tacoma, WA 98407

**RE: Hollingsworth/ O'Day Parcel Combination (CB-19-00008)**

To all concerned,

Kittitas County Community Development Services received a Parcel Combination permit on April 30, 2019. This application has been determined **complete** as of May 2, 2019.

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

1. A Notice of Application will be sent to appropriate governmental agencies for comment within 14 days. Agencies have 15 days to comment unless additional information is required.
2. The comments from all agencies will be considered in the decision making process.
3. A decision will be rendered which may include conditions; this decision may be appealed pursuant to KCC 15A.07.
4. If the decision rendered is conditional approval, all conditions must be completed prior to final approval.
5. Taxes will need to be paid in full for all parcels involved prior to final approval.
6. Final approval and associated documentation will be submitted to the Kittitas County Assessor's office for perfection (the change of the map) by Community Development Services. The Assessor's office may have additional requirements if the appropriate transfer documentation and deeds have not been completed and recorded as required.

If you have any questions regarding this matter, I can be reached at (509) 962-7079, or by e-mail at [dusty.pilkington@co.kittitas.wa.us](mailto:dusty.pilkington@co.kittitas.wa.us).

Sincerely,

Dusty Pilkington  
Planner I  
Kittitas County Community Development Services  
411 N Ruby Street, Suite 2 Ellensburg, WA 98926

CC: Brian Martens, Trailside Homes

*via email*