



KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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

CDS@CO.KITTITAS.WA.US

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“Building Partnerships – Building Communities”

July 25, 2018

Teanaway Ridge, LLC
Attn: Pat Deneen
PO Box 808
Cle Elum, WA 98922

Terra Design Group, Inc.
Attn: Chad Bala
411 Swiftwater Blvd., Suite 115
Cle Elum, WA 98922

Sent via email: pat@patricdeneen.com, bala.ce@gmail.com

Subject: Evergreen Ridge PUD, Parcel A, Division 1 (SPF-18-00002) Final Short Plat – Staff Review and Request for Additional Information

Dear Mr. Deneen & Mr. Bala,

Kittitas County Community Development Services (CDS) received your Evergreen Ridge PUD, Parcel A, Division 1 (SPF-18-00002) Final Short Plat submittal on July 13, 2018. Final plats must be processed and approved by the BOCC within 30 days of the submittal date. Kittitas County staff has completed the review of your final plat submittal. As provided below, staff has the following comments, requirements, and/or revisions for your application that need to be addressed prior to final approval and signature of the final plat mylars:

Community Development – Planning:

- i. Per KCC 16.08.186 “Short subdivision means the division or re-division of land outside any urban growth area into four (4) or fewer lots, tracts, parcels, sites or divisions, for the purpose of sale, lease, or transfer of ownership.”
 - a. Your application submittal indicates this subdivision of land is for a total of five lots which exceeds the maximum for a short plat. Please note that a final plat is required to be signed by the Board of County Commissioners for final approval, and therefore your plat needs to be amended to include the correct signatures.
- ii. As the final plat application fee exceeds that of a final short plat, please provide the remaining payment in the amount of \$190.00 to CDS.
- iii. Please note that application number will change. Once payment is provided we will provide you with the corrected application number. Revised plat will need to reflect the new application number.

Public Works – Planning/Survey (memo attached):

- i. Please see attached memo dated July 24, 2018

Environmental Health (email attached):

- i. Public Health has no comment on this project. Please see attached email dated July 23, 2018

As stated above, review, signature, and approval of this plat must occur within 30 days of July 13, 2018. Therefore, this plat must be placed on the August 7, 2018 Agenda (the last Agenda board meeting within the 30 day window) for Board decision and signature. With that said, as the required information is extensive and requires additional review by other departments prior to submitting to CDS, staff is requesting you agree in writing to an extension for BOCC signature on September 10, 2018, pursuant to RCW 58.17.140(2). This timeline provides adequate review time for all parties. Please respond in writing by August 1, 2018 your agreement to the timeline extension or staff will return all submittal information to you as we cannot process it within the 30 day timeframe.

Once required information is ready, please submit to CDS as one submittal packet. Once the requested information has been resubmitted, the various departments will review for consistency. All revised information needs to be submitted to Kittitas County CDS by end of business day **August 27, 2018** for staff review and signature on the final mylars (this assumes all issues have been addressed adequately and required information has been provided).

Staff is committed to working with you to facilitate this process as much as possible. Should you have any questions or concerns regarding this letter, or you would like to schedule a meeting to discuss this letter, please do not hesitate to contact me at 509-962-7637 or via email: chelsea.benner@co.kittitas.wa.us. Also, please do not hesitate to contact any of the County Departments with specific questions as you work on providing this additional information.

Best Regards,

Chelsea Benner
Staff Planner

Enclosure:

Department of Public Works Planning/Survey Memo – July 24, 2018
Department of Public Health Email – July 23, 2018

CC:

Lindsey Ozbolt, Planning Official
Dustin Pierce, Encompass Engineering and Surveying
Taylor Gustafson, Environmental/Transportation Planner
Tristen Lamb, Environmental Health Supervisor
Project file

via email
via email
via email
via email