



## KITTTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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

CDS@CO.KITTTITAS.WA.US

Office (509) 962-7506

"Building Partnerships – Building Communities"

June 23, 2022

Jeremy & Christy Downs  
2907 Harborview Dr.  
Gig Harbor, WA 98335

Paul E. Graves  
Cascade Resource Management  
900 SE SR 3  
Shelton, WA 98584

### **RE: Downs SEPA Application (SE-22-00057) – Request for Additional Information**

Dear Applicant,

CDS received your SEPA application on June 8, 2022. After initial review of your application, it was determined that there is not adequate information to process your application. Please provide the following information at your convenience so that we may continue processing your application:

- Page 2, question 4 does not provide the date the checklist was prepared;
- Page 2, question 6 gives the date of "6/5/2022", which has passed. Please provide an updated project timing/schedule;
- Page 2, question 12 does not provide a parcel number or address. Please provide the County Tax parcel ID number at minimum.

Typically, CDS staff would reach out via phone or email to obtain this information, however, there was no contact information besides mailing addresses within the application materials. Please feel free to email me the requested information if you prefer that over postal mail.

If you have any questions regarding this matter, I can be reached by phone at 509-962-7637 or by e-mail at [rachael.stevie.cd@co.kittitas.wa.us](mailto:rachael.stevie.cd@co.kittitas.wa.us).

Sincerely,

Rachael Stevie  
Planner I  
Kittitas County Community Development Services  
411 N Ruby St # 2, Ellensburg, WA 98926

cc: *Jeremy Johnston, Planning Official*

*via email*