



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"

June 5, 2020

Chloe & James Moore
3453 Belvidere Ave SW
Seattle, WA 98126

RE: Moore Boundary Line Adjustment (BL-20-00017) – Deemed Incomplete

Parcel # 508535

Parcel# 518535

Parcel # 528535

Dear Mr. & Mrs. Moore,

Community Development Services (CDS) received your Boundary Line Adjustment application (BL-20-00017) on May 20, 2020. CDS has reviewed your submitted materials and has determined that the application submittal packet is not complete. Consequently, this letter is intended to specify and outline what is necessary for a complete application.

Determination of Incompleteness: This determination is based on missing documentation.

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

Per KCC 16.10.020 (4) "A certificate of title issued within the preceding one hundred twenty (120) days." Must be submitted as part of the application materials. While you did submit a Warranty Deed, this cannot be provided in lieu of a certificate of title.

Upon receipt of the necessary materials outlined above, CDS will continue processing your application.

If you have any questions regarding this matter, I can be reached by e-mail at 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: *Lindsey Ozbolt, Planning Official*

via email