

## Bradley Gasawski

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**From:** Bradley Gasawski  
**Sent:** Friday, May 31, 2024 8:54 AM  
**To:** Cosme Hernandez; Alma Castillo  
**Cc:** stevenhenke@comcast.net; Jamey Ayling; Chace Pedersen; Zach Torrance-Smith; CJ Lindquist; Bradley Gasawski  
**Subject:** RE: AU-24-00002 Henke - Deemed Incomplete

Hi Cosme,

Good morning and thank you for the follow up. I have received the updated project narrative from Alma. Thank you Alma. I'll finish the initial review today or early next week and follow up with you if any additional information is needed.

To help you better understand our process for an administrative permit, as outlined by [Kittitas County Code Title 15A](#), I've listed next steps once we determine that the application has everything it needs for us to continue our project review process.

1. If the application has the needed information for review, we'll deem it complete.
2. We'll send it out for a 15 day public comment period.
3. We'll collect any comments and send them to you and Steven Henke where you both will have 14 days to review the comments and respond to the comments.
4. Once we hear back from you, we'll continue review of the project with the additional comments.
5. Once we finish the review, we'll issue the decision & the notice of decision.
6. Once the decision is issued, an appeal period will need to run its course before you begin construction of the ADU.

Please keep in mind that the list above is not exhaustive and all encompassing. We anticipate a 4-6 week permit processing timeline for this application once we complete step 1, deeming the application complete. Thank you for your patience and flexibility as we navigate this project while working within expectations as outlined in the county code.

Best,  
Bradley

### Bradley Gasawski | Planner I

Kittitas County Community Development Services | 411 N. Ruby St; Suite 2 | Ellensburg, WA 98926

Office: 509.962.7539

Email: [bradley.gasawski@co.kittitas.wa.us](mailto:bradley.gasawski@co.kittitas.wa.us)

If this is about a Public Records request, please go to <http://www.co.kittitas.wa.us/request/default.aspx> and fill out a request for public records through the GovQA portal.

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**From:** Cosme Hernandez <cosme@h-design-co.com>  
**Sent:** Friday, May 31, 2024 7:14 AM  
**To:** Bradley Gasawski <bradley.gasawski@co.kittitas.wa.us>

**Cc:** stevenhenke@comcast.net; Jamey Ayling <jamey.ayling@co.kittitas.wa.us>; Chace Pedersen <chace.pedersen@co.kittitas.wa.us>; Zach Torrance-Smith <zach.torrancesmith@co.kittitas.wa.us>; CJ Lindquist <lindquistcj@gmail.com>  
**Subject:** Re: AU-24-00002 Henke - Deemed Incomplete

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Hello,

Is the Planning Review complete for this project? We all ready in the private sector.

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Cosme Hernandez  
H Design Co

On Wed, May 29, 2024, 10:07 AM Cosme Hernandez <[cosme@h-design-co.com](mailto:cosme@h-design-co.com)> wrote:

Hello,

Left you a voicemail. I'm not familiar with this additional requirement for an ADU application. Please give me a call back so I can bring this to completion for the property owner. It seems that this list is the task of the Planning Department to determine, not a private person. The client has already done the standard procedures: get a set of plans: compliant to code, verified utilities, paid his permit fees with your county and is ready to build.

Call me back.

On Wed, May 29, 2024 at 9:08 AM Bradley Gasawski <[bradley.gasawski@co.kittitas.wa.us](mailto:bradley.gasawski@co.kittitas.wa.us)> wrote:

Good Morning,

Please see the attached correspondence regarding your ADU application (AU-24-00002 Henke). I have also placed a hard copy in the mail. Please let me know if you have any questions.

Best,

Bradley

**Bradley Gasawski | Planner I**

Kittitas County Community Development Services | 411 N. Ruby St; Suite 2 | Ellensburg, WA 98926

Office: 509.962.7539

Email: [bradley.gasawski@co.kittitas.wa.us](mailto:bradley.gasawski@co.kittitas.wa.us)

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**Cosme Hernandez**

H Design Co

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