



## KITTTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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"Building Partnerships – Building Communities"

July 16, 2013

Kris Carlson  
3200 McManamy Road  
Ellensburg WA 98926

**RE: CU-13-00005 Carlson Conditional Use Permit**

Dear Mr. Carlson,

On June 25, 2013 Kittitas County Community Development Services (KCCDS) issued a letter of complete application for the above Conditional Use Permit (CUP). The application as submitted was sufficient to fulfill the minimum requirements for intake, initial processing, and vesting purposes.<sup>1</sup> Kittitas County Code (KCC) [15A.03 \(Project Permit Application Review Process\)](#) provides the county with the ability to request additional information at any time as deemed necessary for review and analysis purposes. In order to properly assess the proposed conditional use and its potential impacts, KCCDS will need to have a more detailed site plan and description of the project, particularly with respect to the size, location, number of, and infrastructure requirements for, the prospective camping facilities.

[KCC 15A.03.045\(1\)](#) mandates that a "...reasonable deadline" be set by CDS for the submission of requested materials, and that "Failure by the applicant to meet such deadline shall be cause for the application to be void." The requested material will need to be submitted to KCCDS on or before **September 14, 2013 at 5:00 pm** (60 days), in order to keep this application active. In the event that this time frame proves insufficient, an extension may be applied for as provisioned for in [KCC 15A.03.045\(2\),\(3\), and \(4\)](#).

Feel free to contact me should have any questions or concerns. Documentation for this application may found on the County website at:

<http://www.co.kittitas.wa.us/cds/current/conditional-use.asp>

Sincerely,

Jeffrey A. Watson  
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Community Development Services  
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<sup>1</sup> See [KCC 15A.03.040\(3\)](#)