



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”

April 21, 2023

Michael Jackson
63510 Overtree Road
Bend, OR 97701

Sheri Bay
2921 Summit View Rd
Cle Elum, WA 98922

RE: CU-23-00002 The Outpost – Deemed Incomplete and Request for Additional Information

Dear applicants,

Kittitas County Community Development Services (CDS) received your Conditional Use Permit application on April 5, 2023 for a campground or guest ranch on parcels #636935, #136935, #960269, and #960270. Your application has been **determined incomplete** as of April 21, 2023, and additional information is required.

After review of the submitted application, staff has determined that to be considered a complete application the following items are needed:

- 1) Please provide a scaled site plan (the provided site plan does not appear to have been printed to scale) that indicates any existing or proposed buildings and/or structures that are to be used with the campground/guest ranch.
 - a) Additionally, in relation to KCC 17A – Critical Areas, appropriate setback buffers to any critical areas which are on or adjacent to the subject property shall be shown on the scaled site plan. The Type F stream located on and adjacent to parcel #636935 holds a 150-foot stream buffer with an additional 15-foot building setback. The submitted site plan appears to show development occurring within the stream buffer.
- 2) Pursuant to KCC 17A.01.110(2), please submit a Critical Areas Report (to be completed by a qualified professional) which conforms to the standards of KCC 17A.01.080.
- 3) The Conditional Use Application and the associated SEPA have conflicting information regarding the proposed water system. The CU application states a Group A system is to be used. The SEPA checklist states a Group B system is to be used. Please correct the invalid information and resubmit.

The requested material will need to be submitted to Kittitas County CDS on or before **October 18, 2023 at 5:00 pm** (180 days), in order to keep this application active, pursuant to [KCC 15A.03.040 \(1\)\(b\)](#), which states:

“an incomplete application shall expire after 180 calendar days unless the requested supplemental information is submitted in complete form.”

CDS's review will commence when all additional information is received and the application will be processed under all codes in effect at the time a complete application is received by CDS.

Please contact me directly with any questions you may have via email at chace.pedersen@co.kittitas.wa.us or by phone at (509) 962-7637.

Sincerely,

A handwritten signature in black ink, appearing to read 'Chace Pedersen', with a stylized flourish at the end.

Chace Pedersen
Planner I
Kittitas County Community Development Services
chace.pedersen@co.kittitas.wa.us
(509) 962-7637