



Notice of Incomplete Application

August 11, 2023

RE: Application Number SPRRF231020

Property Address: 2300 MT WERNER CIR;

Dear Applicant,

A permit application has been received by this office on August 07, 2023. The following required items are outstanding:

- Architectural Plans - No additional comments
- Construction Specifications - Please provide the spec sheet for shingles and underlayment, we will need the fire rating.
- Construction Site Management Plan - Please submit a CSMP, for teh above roofing project.

Please upload the required items or documents requested above to the CityView Portal under your permit number. Once we receive the required submittal items we will then begin the Plan Review process. Permit applications become void after 180-days if left incomplete. We appreciate your time in advance on uploading these items.

Should you require further information, please do not hesitate to contact me.

Thank you,

Tammy Green

Permit Tech

(970) 870-5328

tkgreen@co.routt.co.us