



Notice of Incomplete Application

June 25, 2024

RE: Application Number SPRAD240306

Property Address: 2700 VILLAGE DR;

Dear Applicant,

A permit application has been received by this office on April 05, 2024. The following required items are outstanding:

- Landscape plan - No additional documentation required at this time.
- Soil Report - Please submit Soil Report referenced in Structural Plans.
- Building Permit Site Plan Checklist - No additional documentation required at this time.
- Photos - No additional documentation required at this time.
- Construction Specifications - No additional documentation required at this time.
- Heat Load Calculations - May be required as a deferred submittal item.
- Construction Site Management Plan Checklist (optional) - No additional documentation required at this time.

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,

Nick Neiberger

Permit Tech

(970) 870-5335

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