



Notice of Incomplete Application

September 20, 2024

RE: Application Number SPRRN241447

Property Address: 1875 SKI TIME SQUARE DR;

Dear Applicant,

A permit application has been received by this office on September 19, 2024. The following required items are outstanding:

- Architectural Plans - Please submit plans that do not state "Not For Construction". The submitted plans are also missing the Code Analysis.
- Other - Please submit the two separate valuations. Review the attached documents and email the updated valuations to building@co.routt.co.us
- Construction Site Management Plan - Please submit your Construction Site Management Plan

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,

Malea Michael-Ferrier

Sr Permit Tech/Plan Reviewer Assistant

(970) 870-5334

mmichael-ferrier@co.routt.co.us