



September 12, 2023

Phillip D. Parker
PO Box 774943
Steamboat Springs, CO 80477

Application: PL20230265

Property Location: LOT B DOWNTOWN RIVERVIEW SUBD

Re: PL20230265, Easement Vacation, Lot B, Downtown Riverview Subdivision

Your application was reviewed for completeness on September 12, 2023. The following is not a thorough review. Staff finds the application is incomplete at this time and additional information is required in order to review this proposal. Review of your application will resume upon resubmittal of all required items outlined below. Please address all comments and provide all requested items in one submittal to the Planning Department. Per CDC Section 702.I, you are required to provide a complete response that adequately addresses each comment or formally request an extension within 30 days of the date of this letter or the application may be terminated.

Missing Submittal Requirements:

- Fee Payment

The applications shall only be considered complete when all of the above information is submitted. The applications will not be processed further until the application is considered complete.

Feel free to contact me with any questions or concerns.

Sincerely,
City of Steamboat Springs

A handwritten signature in cursive script that reads "Darby Kenyon".

Darby Kenyon
Planning Technician