



October 29, 2024

Elevated Properties  
2420 Ski Trail Lane  
Steamboat Springs, CO 80487

**Application:** PL20240331

**Property Location:** COMMON AREA EDMONTON CONDOMINIUM - BUILDING A

**Re:** PL20240331, Pole Height Minor Adjustment

Your application was reviewed for completeness on October 29, 2024. 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:**

- Landscaping plan

**Preliminary Review Corrections:**

- Request for the pole height variation exceeds the minor adjustment applicability and requires a major adjustment.
- The proposed sign height on the narrative vs. the sign plan does not match.
- The sign landscaping in lieu of the sign base does not meet the base standards and requires a major adjustment.

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, reading "Darby Kenyon".

Darby Kenyon  
Planning Technician