



October 27, 2025

Walter Magill
1769 BROME DRIVE
STEAMBOAT SPRINGS, CO 80487

Application: PL20250361

Property Location: LOT 1 INDIAN MEADOWS F3

Re: PL20250361, Substantial Conformance, Holiday Inn Express - Lot 1 Indian Meadows F3

Your application was reviewed for completeness on October 27, 2025. 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:

- Property Owner Sign Off & Submittal Requirements Form- Provide a complete form, not just the signature page
- Landscape Plan- provide an approved landscape plan to be able to compare to the changes
- Phasing Plan- Provide an approved phasing plan to be able to compare to the proposed changes and include a discussion of the changes in the narrative

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,
Toby Stauffer, AICP
Senior Planner
City of Steamboat Springs