



July 07, 2022

Matthew McLeod  
PO Box 775966  
Steamboat Springs, CO 80477

**Application:** PL20220235  
**Property Location:** LOT 3 COPPER RIDGE BUSINESS PARK F4

Your application has been deemed complete on July 07, 2022 and is now under review. You can track the status of your application throughout the review process by logging into the Portal.

Below please find a list of next steps that must be completed by you.

- Come to the Planning Department to pick up your Development Under Review sign.
- Place the sign on the subject property.
- Complete and return the attached Public Notice Sign affidavit no later than 10 days from when you received the sign.

If you have any questions concerning your application, please contact me by email at [tstauffer@steamboatsprings.net](mailto:tstauffer@steamboatsprings.net) or at (970) 871-8280.

Sincerely,

A handwritten signature in blue ink that reads "Toby Stauffer".

Toby Stauffer, AICP  
Senior Planner

Owner:  
**RICHEY CONSTRUCTION INC**  
**PO BOX 775272**  
**STEAMBOAT SPRINGS, CO 80477**