



Planning Application

Property Owner Signature & Submittal Requirements Form

Conditional Use

A pre-submittal meeting is required. All submittal items are required unless indicated otherwise by staff. To be considered complete, this checklist must accompany all of the materials listed below, in a PDF format. Failure to provide required materials will result in a returned application at which point processing will be delayed.

Submittal Item	Staff Use Only
Property Owner Signature & Submittal Requirements Form	
Proof of Ownership	
Detailed Narrative	
Fire Flow Demand & Availability Calculations Form	
Existing Conditions Plan	
Site Plan	
Architectural Drawings	
Traffic Study or Waiver*	
Fire Code Analysis	
Other	

* Preconsultation approval required prior to submitting a Conditional Use application

ALL Property Owner Signatures Required

I hereby affirm that I am the lawful owner of the parcel(s) this application is concerning. I further authorize the applicant to submit this application and supporting materials for the applicable departmental review by the City of Steamboat Springs.

Name & Date

Name & Date

Signature

Signature

Applicant Signature Required

I, the applicant, affirm that this application includes all the required materials to be deemed complete. I understand that if this application or any of the submittal items are incomplete or found to be insufficient, this application will be returned and not processed any further. In submitting this application, I affirm that all information contained within is true and correct.

Name & Date

Signature

Staff Use Only
PSM Date & Staff:

PSM ID:



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Krista Sprenger 3/5/2024

Name & Date

DocuSigned by:

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Signature

Name & Date

Signature

Applicant Signature Required

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Michael Marchand LaMotte 3/4/2024

Name & Date

DocuSigned by:

94747EB6E453...

Signature