

Applicant Public Notice Instructions

OVERVIEW

Your application(s) has/have been scheduled for final decision or public hearing(s). The City of Steamboat Springs is providing you with the following materials:

- 1 original Surrounding Property Owner Notification
- City of Steamboat Springs envelopes for mailing
- List of all surrounding property owners within 300 feet (Excel file)
- Surrounding Property Owner Mailing Public Notice Affidavit

For Administrative Projects, the following additional materials are included:

- "Development Proposal Under Review" sign
- Property Posting Public Notice Affidavit

INSTRUCTIONS

Please complete the following tasks to avoid delays. Timely completion of each of the following actions are required to comply with Section 703 of the Community Development Code.

- Copy the Surrounding Property Owner Notification front and back (to include map) and mail to each surrounding property owner by the mailing deadline.
- Complete Surrounding Property Owner Mailing Public Notice Affidavit no later than 8 days prior to the decision. Upload the notarized affidavit to portal.
- *For Administrative Projects:* Place the "Development Proposal Under Review" sign on the property no later than 10 days following submittal of your application. Please make sure the sign is visible from a public right-of-way.
- *For Administrative Projects:* Complete the Property Posting Public Notice Affidavit no later than 10 days following acceptance of a complete application. Upload the notarized affidavit to portal.
- Return the "Development Under Review" sign to the Department of Planning & Community Development within the week following the decision date or public hearing(s).



PL20240163 MWW Village Drive Booster Station

This notice is to inform you that an application for Development Plan has been received by the Planning Department for the City of Steamboat Springs. This application is available for review at the Planning Department (124 10th Street, Centennial Hall, Steamboat Springs, CO) or online at www.steamboatsprings.net/currentprojects. Public hearings take place at 124 10th Street, Centennial Hall, Steamboat Springs, CO or may be joined virtually by following the links available at <https://docs.steamboatsprings.net/OnBaseAgendaOnline/>.

The following information is provided regarding this application:

Application Type:	Development Plan
Application:	PL20240163
PIN:	137177001
Proposal Project Description:	Replace existing MWW Village Drive booster pumphouse with skid mounted pumphouse and replace water line.
Applicant(s):	Phillip D. Parker
Owner(s):	LODGE AT STEAMBOAT CONDOS
Legal Description:	LODGE AT STEAMBOAT CONDOS COMMON AREA
Address:	2700 VILLAGE DR;
Planning Commission Hearing Date:	July 25, 2024
City Council Hearing Date:	August 20, 2024

If you have comments or questions, please contact Kelly Douglas, AICP, the Project Manager processing this application, at kdouglas@steamboatsprings.net or 9708718245, no later than noon the last business day before the decision or hearing.

MAP:

