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December 4, 2025

City of Steamboat Springs Planning and Community Development  
137 10<sup>th</sup> Street  
Steamboat Springs, CO 80477  
Phone: (970)-871-8207, Fax: (970)-879-8851

RE: PL20250370 - Complete Application Reply  
Downhill Plaza Lot 7 – Additional Parking Spaces  
Downhill Plaza, Steamboat Springs, Colorado 80487

Dear City of Steamboat Springs Planning Department,

Four Points Surveying and Engineering (FPSE), is providing this letter to clarify the requested incomplete items for PL20250370 Minor Modification at Downhill Plaza Condominiums.

Staff noted all property owner signatures are required. All properties involved in the project are owned by the same entity which is Downhill Drive Owners Association Inc, with a mailing address of 420 St. Paul Steet, Denver, Colorado. This entity manages all of the common elements involved on each property. Therefore, only the signal signature appears necessary.

The property record card for 2835 Downhill Plaza – notes the Downhill Plaza Condominium Owners Association Inc. The mailing address for this corporation is P.O. Box 774362, Steamboat Springs, Colorado. Please let me know what additional information the City is seeking on the property owners.

The additional project information is uploaded on the portal.

Based on the above information being provided, please confirm if the project is now deemed complete.

Thank you;

Walter Magill  
Four Points Surveying and Engineering