

Sign Off & Submittal Requirements Form

For Office Use

Pre-Submittal Meeting Date NA

Planner Initials _____

Identifier KFMU Building

Pre-Submittal Code PS21-0090

Preconsultation

To be considered complete, this checklist must accompany all of the materials listed below. **A pre-submittal meeting is also required** and may be completed in person, over the phone or via email depending on project complexity. Failure to provide required materials will result in a returned application at which point processing will be delayed. Additional materials may be required.

Please submit all items in a PDF format.

Submittal Requirement	Notes
1 Detailed Narrative—detailed description of the project.	Sunscope, LLL is in the process of converting the KMFU building at 2955 Village Drive from an office building to a residential condo building. The +
2 Concept Plan	See Existing Conditions Plan
3 Traffic Study Scope Approval Form	See Waiver Request
4 Drainage and Stormwater Treatment Scope Approval Form	See Waiver Request
5 Permanent Stormwater Treatment Facility Exclusions Tracking Form	N/A
6 Other	See Waiver Request for Water Demand and Geotech Report

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.

Signature

Date

9/30/21

Signature

Date

Applicant Signature Required

I, the applicant, affirm that this proposal complies with all CDC regulations and standards, unless specifically requesting a variance, and that this application includes all the required materials to be deemed complete. I understand that if this application or any of the aforementioned submittal requirements 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.

Signature

Date

9/30/21