



Sign Off & Submittal Requirements Form

For Office Use

Pre-Submittal Meeting Date 6/9/22

Planner Initials ts

Identifier Indian Meadows, Joe- Four Points

Pre-Submittal Code PS22-0121

Final Plat—Minor Subdivision (All Types)

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	Proof of Ownership—Routt County Assessor printout or other documentation	PR card
2	Detailed Narrative—detailed description of the project. Also address approval criteria in Section 714 of the CDC. For Minor Variances, also address criteria in Section 719.	No variances identified.
3	Coversheet	Provided
4	Existing Conditions Plan	(existing plat overlaid with existing buildings)
5	Site Plan	(proposed plat overlaid with existing buildings)
6	Plat	(The proposed subdivision plat without improvements, with proposed easements)
7	Grading & Drainage Plan	Show existing contours if no work is proposed, or proposed work
8	Utility Plan	show existing and proposed
9	Other	



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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.

Bob Amin



Digitally signed by Bob Amin

Date: 2022.06.14 11:49:57 -06'00'

Signature

Date

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.

Joseph Linus Wiedemeier



Digitally signed by Joseph Linus Wiedemeier

Date: 2022.06.14 11:50:10 -06'00'

Signature

Date