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## Notice of Incomplete Application

**Permit Application Number: PRSF250204**

**Property Address:** 24600 CREEK RANCH RD, ROUTT, CO 80467

May 07, 2025

Dear Applicant,

A permit application has been received by this office on March 24, 2025. The following required items are outstanding:

- Heat Load Calculations - Deferred- must be submitted prior to installation of HVAC system.
- Site Plan - Please submit site plan in response to planning code comments.
- Architectural Plans - Please submit Architectural plans in response to building code and planning code review comments.

Please upload the required items or documents requested above to the CityView Portal under your permit number. Once we receive the required submittal items we will then begin the Plan Review process. Permit applications become void after 180-days if left incomplete.

Should you require further information, please do not hesitate to contact me.

Thank you,

Heidi Spengler

*Sr Permit Tech*

(970) 870-5332

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Building Services