



Proudly Serving Rural Routt County * City of Steamboat Springs * Town of Hayden * Town of Oak Creek * Town of Yampa * Routt County School Districts

Notice of Incomplete Application

Permit Application Number: PRAB230172

Property Address:

March 17, 2023

Dear Applicant,

A permit application has been received by this office on March 16, 2023. The following required items are outstanding:

- Structural Plans - This document does not meet the submittal requirements for Structural Plans. Please submit ONLY Structural Plans as one PDF titled "Structural Plans" to this submittal category. Please include framing details for windows, doors and loft. Please include foundation plans (a temporary building still needs to meet certain foundation and anchoring requirements). Design Criteria also includes incorrect/unacceptable information.
- Heat Load Calculations - Heat load calculations may be required as a deferred submittal.
- Site Plan - This document does not meet the submittal requirements for a Site Plan. Please submit corrected Site Plan.
- Architectural Plans - This document does not meet the submittal requirements for Architectural Plans. Please submit ONLY Architectural plans as one PDF titled "Architectural Plans" to this submittal category.

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,

Nick Neiberger
Permit Tech
(970) 870-5335
nneiberger@co.routt.co.us
Building Services