

October 02, 2023

Scott Sulentich  
1109 Village Lane, BOX 882497  
Steamboat Springs, CO 80487

**From:** Alan Goldich

**Re:** PL20230088, Vacation, Moonlight Way Utility Easement Vacation


We reviewed the application for completeness on October 02, 2023. The following is not a thorough review, but a list of the deficiencies we noted by which we deemed the application incomplete.

**Missing Submittal Requirements:**

- Statement of Authority– A Statement of Authority allowing Gina Tattershall to sign on behalf of the Gower Irrevocable Trust needs to be submitted. A template of this document is attached.
- Legal Description of Easement to be vacated
- Utility Company Sign Off – This needs to come from YVEA, Atmos, Steamboat II Metro, Century Link, and Comcast. Contact information for these entities are attached.
- Property Owner Statement of Approval - A statement from Ms. Tattershall allowing Mr. Sulentich to submit the application must be submitted as well.

The applications shall only be considered complete when all of the above information is submitted. The review of the application will not begin until the application is considered complete.

Sincerely,



Alan Goldich, Senior Planner  
Routt County Planning Department