

December 19, 2024

David Epstein
12245 SW 64th Ave Pinecrest Florida 33156
Pinecrest , FL 33156

From: Alan Goldich

Re: PL20240095, Special Use Permit, Buckethead Ranch SUP

We reviewed the application for completeness on December 19, 2024. 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:

- Site Plan - A site plan for the entire permit boundary needs to be submitted. This includes locations of all trails used for all types of tours (winter and summer), tubing and sledding area(s), shooting sport area(s), camping area(s), event area(s), and fuel storage location(s).
- Proof of Ownership - Deed or Property Record Card:
 - All parcels associated with the application needs to added to the application.
 - It appears that some of the parcels in the proposed permit boundary are owned by the BLM. Please provide the document authorizing use of these lands.
- Written Narrative:
 - Information on events proposed: how many guests allowed at each, times of the events.
 - Information on individual types of tours: how many guests per tour, how many tours per day, hours of operation
 - See attached permit for Lucky 8 Guest Ranch. This is the type of information that needs to be submitted.
- Mitigation Plan - Please also include responses about how the application addresses Chapter 3 Sections 3 of the UDC.
- Existing Conditions - A map of the entire permit boundary showing all improvements and all conditions that are listed on the submittal checklist must be submitted.
- Statement of Authority – This must be submitted for whomever signs the application.
- Vicinity Map - Needs more landmarks. Zoom out to show the Town of Hayden and label all of the County Roads in the area.
- Submittal Checklist & Property Owner Statement of Approval – Nothing was submitted for this item.

- Floor Plans and Elevations - All structures to be used or constructed in association with this application.
- Wildlife Mitigation Plan – This requirement is dependent upon the presence of high priority habitat which must be shown on the Existing Conditions plan.
- Other / Miscellaneous – An Employee Housing Plan in accordance with Section 3.21 of the UDC must be submitted.

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