

March 10, 2025

JENNINGS, MICHAEL C & STEPHANIE L.K. (JT)  
4506 HARRYS LN  
DALLAS, TX 75229

**From:** Alan Goldich

Re: PL20250027, Subdivision, 41850 Double Buck Trail Lot Line Adjustment

We reviewed the application for completeness on March 10, 2025. 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:**

- Deed to transfer title of property – The deed to transfer the northern 10 needs to be submitted.
- Acknowledgement of Merger of Title – An Acknowledgement of Merger of Title to combine the northern 10 acres with the rest of the neighbor's land.
- Existing Conditions – A slope analysis with slopes greater than 30% identified.
- Application Fees are now able to be paid.

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