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June 22, 2022

Ben Simms PO Box 1107 Clark, CO 80428

From: Michael Fitz

Re: PL20220054, Administrative Permits, Sleigh and Wagon Rides at Steamboat Lake Outpost

We reviewed the application for completeness on June 22, 2022. 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 is a recorded document that identifies who is legally authorized to sign on behalf of the LLC.
- Submittal Checklist & Property Owner Statement of Approval.
 - No checklist was uploaded. The property owner must sign this checklist. Please let Planning know if you did not receive one.

Preliminary Review Corrections:

• Site Plan does not identify the Horse Activity Area or Shop Area mentioned in the narrative. These must be shown onsite and conform to the PUD recorded at Reception 746517 (attached below for your convenience).

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,

Michael Fity

Michael Fitz, Planner I Routt County Planning Department

