

August 03, 2022

Laurie Susla
20260 Excelsior Blvd
Shorewood, MN 55331

Re: PL20220075, Vacation, 36871 Tree Haus Drive Utility Vacations Along Western Property Line

We reviewed the application for completeness on August 03, 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:

- Survey Plat – a survey showing the home upon the lot and highlighting the encroachment and easement to be vacated was not provided. The subdivision plat was provided instead – this is not necessary.
- Narrative – a Variance narrative was uploaded in lieu of a narrative addressing the Easement Vacation
- Utility Company Sign-Off – a signature for the Tree Haus Metro District was not provided. All other utility companies were included.

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 Fitz, Planner I
Routt County Planning Department