

May 03, 2023

Timothy McGuire  
PO Box 6285  
Avon, CO 81620

**From:** Alan Goldich

Re: PL20230038, Subdivision and Zone Change, Tailwaters at Stagecoach

We reviewed the application for completeness on May 03, 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:**

- Written Narrative – There are a few inconsistencies that need to be addressed. These include:
  1. Section 2.7 states that a title commitment is attached as Appendix B. Appendix B is the FLUM from the Stagecoach Community Plan. Please revise.
  2. At the bottom of page 9, it says that there will be 89.17 acre zoned PUD. I don't believe that this is correct. Please revise.
  3. In the same section, it states that 200 +/- units will be created. This is a little confusing since the entire document references the number of lots, not units, that will be created. Please add a note similar to, "200 units on 119 lots."
  4. The zone change checklist was filled out for an amendment to the FLUM, not the official zoning map. If you would like to change the zoning map, then additional information is required to be submitted. Please let me know how you intend to proceed.
- Statement of Authority – Whoever signs the application needs to be authorized to sign on behalf of the landowner. The SOA grants members of Contour Design Collective to sign on behalf of the landowner. None of the members listed signed the application form. Please have one of the members sign the form or submit a new SOA stating that Nick Salter can sign on behalf of the landowner.
- Proof of Ownership - Deed or Property Record Card – The deed that was submitted shows Saltbox Custom Homes, Inc. as the landowner. The Assessor shows Tailwaters at Stagecoach LLC as the landowner. Please submit the more recent and accurate deed.

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