City of Steamboat Springs

Surrounding Property Owner Mailing Public Notice Affidavit:

Surrounding Property Owner Notification (the mailing) is required at least 14 days prior to any required public hearing or final decision regarding an application. The applicant shall **submit this affidavit to the Director no later than 8 days prior to the required public hearing or final decision** confirming such notification has been provided. Review of any application requiring public notice may be delayed in the event this affidavit is not received.

I, _____ *(affiant's name)*, as the Applicant or representative of the Applicant for _____ *(project number)*, do hereby swear and aver that to my own personal knowledge the following is true:

1. Applicant has given notice of *(circle one)* **Public Hearing Date(s)** or **Final Decision Date** to all surrounding property owners pursuant to the requirements of the Community Development Code Section 703.
2. Surrounding properties were identified as all parcels with any part of their perimeter within 300 feet of the perimeter of the property which is the subject of the Application.
3. Applicant completed mailing to all surrounding properties on _____ *(date)*, a date at least 14 days prior to public hearing or final decision date.
4. Notices sent included the information required by Section 703 of the Community Development Code.

_____

Affiant signature

STATE OF COLORADO)

) ss.

COUNTY OF ROUTT)

Subscribed and sworn to before me this _____ day of _____, 20_____,

by _____, the Affiant.

Witness my hand and official seal.

My commission expires: _____

_____

Notary Public