



August 20, 2024

Thomas Barry  
10021 Stratford Lane  
Highlands Ranch, CO 80126

Sent via email: [thomas@hfth.co](mailto:thomas@hfth.co)

**RE: NOTICE OF COMPLETE SUBMITTAL for TOK24-011:** Class 2 STR Conditional Use Permit, 31 River Overlook Court, Keystone, CO 80435

Dear Thomas:

This letter is to inform you that the Town of Keystone Community Development Department has reviewed the submittal materials for above referenced project and found that the application is complete. The formal review process began on 8/20/24 with a 15-day referral and review process. Once the referrals deadline has arrived, you will be notified of any revisions or additional materials that must be submitted to our office. Once the revisions are submitted, or the application is deemed to have no outstanding issues, the application will then be scheduled for review by the appropriate review authority.

If you have any additional questions or concerns, please contact the TOK Community Development Department at (970) 450-3500 ext. #2 or email me at [LHirsh@keystoneco.gov](mailto:LHirsh@keystoneco.gov)

Sincerely,

Lindsay Hirsh,  
Community Development Director

cc TOK24-011