

To Whom it May Concern,

This letter is being sent to you because Chris and Sherry Steffen are proposing a land use project in El Paso County and the referenced location. This information is being provided to you prior to a submittal with the County. Please direct any questions on the proposal to the referenced contacts in item #2. Prior to any public hearing on this proposal a notification of the time and place of the public hearing will be sent to the adjacent property owners by the El Paso County Planning Department. At that time you will be given opportunity to respond either for, against or expressing no opinion in writing or in person at the public hearing for this proposal.

For questions specific to this project, please contact:

Chris Steffen, 13430 Sierra Madre Rd. Colorado Springs, CO 80908, (707)332-0079

Site address, location, size and zoning:

13430 Sierra Madre Rd. Colorado Springs, CO 80908

Lot 19 Blk 4 Brentwood Country Club and Cabin Sites Tract 1, #5208204013

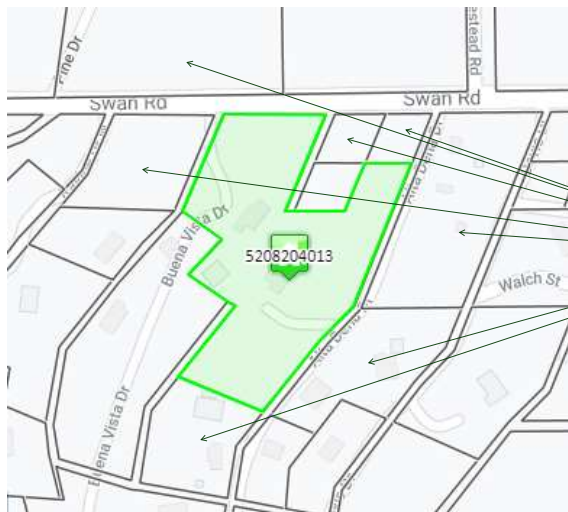
Zoning: RR-5

Size 3.46 acres

Request and Justification: There is currently an unfinished building on our property started by previous owners. That building was permitted as a detached garage and we would like to finish it as a mother-in-law suite. We are asking to change the permit from a detached garage to residential. My mother currently lives with us and would like to finish that building as a home for herself.

Existing and proposed facilities, structures, roads, etc.: There is currently one home and two outbuildings on the property. We propose to update one of the outbuildings to a second home.

Vicinity Map:



these properties were not provided notice of the application and are considered adjacent property owners who should have been sent a notice.



# UNITED STATES POSTAL SERVICE.

CPU BLACK FOREST  
 11425 BLACK FOREST RD STE 4  
 COLORADO SPRINGS, CO 80908-3952  
 (800)275-8777

11/23/2020

04:37 PM

Product	Qty	Unit Price	Price
First-Class Mail® Letter	1		\$0.55
Colorado Springs, CO 80908 Weight: 0 lb 0.30 oz Estimated Delivery Date Fri 11/27/2020			
Certified Mail®			\$3.55
Tracking #: 70190700000201578131			
Total			\$4.10
First-Class Mail® Letter	1		\$0.55
Colorado Springs, CO 80908 Weight: 0 lb 0.30 oz Estimated Delivery Date Fri 11/27/2020			
Certified Mail®			\$3.55
Tracking #: 70190700000201578124			
Total			\$4.10
First-Class Mail® Letter	1		\$0.55
Colorado Springs, CO 80908 Weight: 0 lb 0.30 oz Estimated Delivery Date Fri 11/27/2020			
Certified Mail®			\$3.55
Tracking #: 70202450000176398800			
Total			\$4.10
First-Class Mail® Letter	1		\$0.55
Brooklyn, NY 11225 Weight: 0 lb 0.30 oz Estimated Delivery Date Sat 11/28/2020			
Certified Mail®			\$3.55
Tracking #: 70202450000176398824			
Total			\$4.10
First-Class Mail® Letter	1		\$0.55
Canfield, OH 44406 Weight: 0 lb 0.30 oz Estimated Delivery Date Sat 11/28/2020			
Certified Mail®			\$3.55
Tracking #: 70202450000176398817			
Total			\$4.10

Grand Total: \$20.50

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Due to limited transportation  
 availability as a result of  
 nationwide COVID-19 impacts

**IMPORTANT: Save this receipt for your records.**

To ensure that your Certified Mail receipt is accepted as legal proof of mailing, it should bear a USPS postmark. If you would like a postmark on this Certified Mail item at a Post Office™ for postmarking. If you don't need a postmark on this Certified Mail receipt, detach the barcoded portion of this label, affix it to the mailpiece, apply appropriate postage, and deposit the mailpiece.

**Important Reminders:**

- You may purchase Certified Mail service with First-Class Mail®, First-Class Package Service®, or Priority Mail® service.
- Certified Mail service is not available for international mail.
- Insurance coverage is not available for purchase with Certified Mail service. However, the purchase of Certified Mail service does not change the insurance coverage automatically included with certain Priority Mail items.
- For an additional fee, and with a proper endorsement on the mailpiece, you may request the following services:
  - Return receipt service, which provides a record of delivery (including the recipient's signature).
  - You can request a hardcopy return receipt or an electronic version. For a hardcopy return receipt, complete PS Form 3811, Domestic Return Receipt; attach PS Form 3811 to your mailpiece.

for a specified period.

**OFFICIAL USE**

BLACK FOREST CPU

Postmark Here  
NOV 23 2020

2570 2000 0002 0700 6702

Certified Mail Fee	\$ 3.55
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$ _____
<input type="checkbox"/> Return Receipt (electronic)	\$ _____
<input type="checkbox"/> Certified Mail Restricted Delivery	\$ _____
<input type="checkbox"/> Adult Signature Required	\$ _____
<input type="checkbox"/> Adult Signature Restricted Delivery	\$ _____
Postage	\$ 5.55
<b>Total Postage and Fees</b>	<b>\$ 9.10</b>
Sent To	Todd & Melody Rank
Street and Apt. No., or PO Box No.	13435 Buena Vista Dr.
City, State, ZIP+4®	Colorado Springs CO 80908

Total \$0.55

First-Class Mail® 1

Letter

Colorado Springs, CO 80908

Weight: 0 lb 0.30 oz

Estimated Delivery Date

Fri 11/27/2020

Certified Mail® \$3.55

Tracking #:

**IMPORTANT: Save this receipt for your records.**

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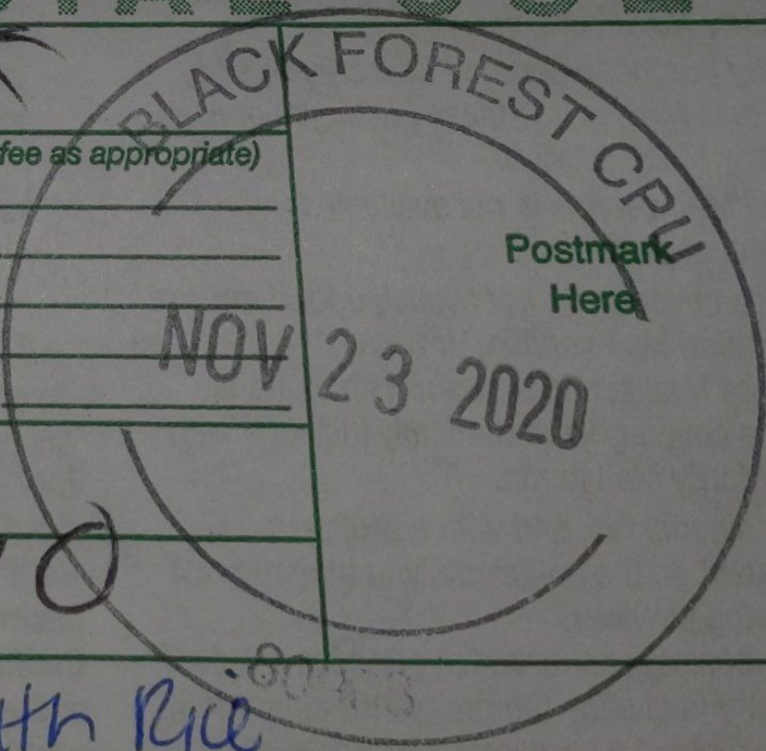
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# OFFICIAL USE



2025 0700 0002 0157

Certified Mail Fee

\$ 3.00

Extra Services & Fees (check box, add fee as appropriate)

- Return Receipt (hardcopy) \$
- Return Receipt (electronic) \$
- Certified Mail Restricted Delivery \$
- Adult Signature Required \$
- Adult Signature Restricted Delivery \$

Postage

\$ 5.50

Total Postage and Fees

\$ 8.50

Sent To

Phillip & Ruth Rice

Street and Apt. No., or PO Box No.

13610 Homestead Rd.

City, State, ZIP+4®

Colorado Springs CO 80908

7020 2450 0001 7639

# OFFICIAL USE

Certified Mail Fee  
\$ 3.55

Extra Services & Fees (check box, add fee as appropriate)

<input type="checkbox"/> Return Receipt (hardcopy)	\$ _____
<input type="checkbox"/> Return Receipt (electronic)	\$ _____
<input type="checkbox"/> Certified Mail Restricted Delivery	\$ _____
<input type="checkbox"/> Adult Signature Required	\$ _____
<input type="checkbox"/> Adult Signature Restricted Delivery	\$ _____

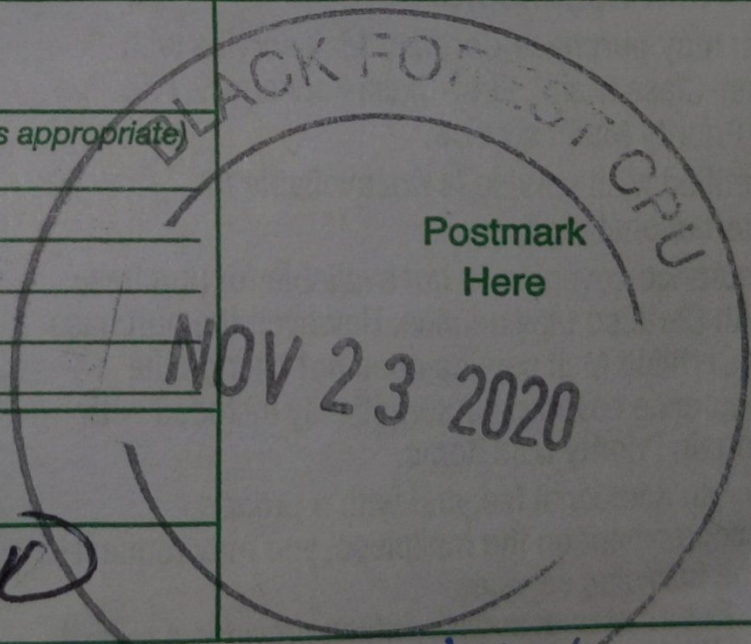
Postage  
\$ 5.55

Total Postage and Fees  
\$ 4.00

Sent To Eric Meideman & Frank Lardino

Street and Apt. No., or PO Box No.  
13345 Altadena Rd

City, State, ZIP+4®  
Colorado Springs CO 80908



To ensure that your Certified Mail receipt is accepted as legal proof of mailing, it should bear a USPS postmark. If you would like a postmark on this Certified Mail item at a Post Office™ for postmarking. If you don't need a postmark on this Certified Mail receipt, detach the barcoded portion of this label, affix it to the mailpiece, apply

Important Reminders:  
You may purchase Certified Mail service with First-Class Mail®, First-Class Package Service®, or Priority Mail® service.  
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Insurance coverage is not available for purchase with Certified Mail service. However, the purchase of Certified Mail service does not change the insurance coverage automatically included with certain Priority Mail items.  
An additional fee, and with a proper endorsement on the mailpiece, you may request following services:  
return receipt service, which provides a record of delivery (including the recipient's signature).

7639 2000 0542 0202

Certified Mail Fee

Extra Services & Fees (check box, add fee as appropriate)

- Return Receipt (hardcopy)
- Return Receipt (electronic)
- Certified Mail Restricted Delivery
- Adult Signature Required
- Adult Signature Restricted Delivery

Postage

Total Postage and Fees

Sent To

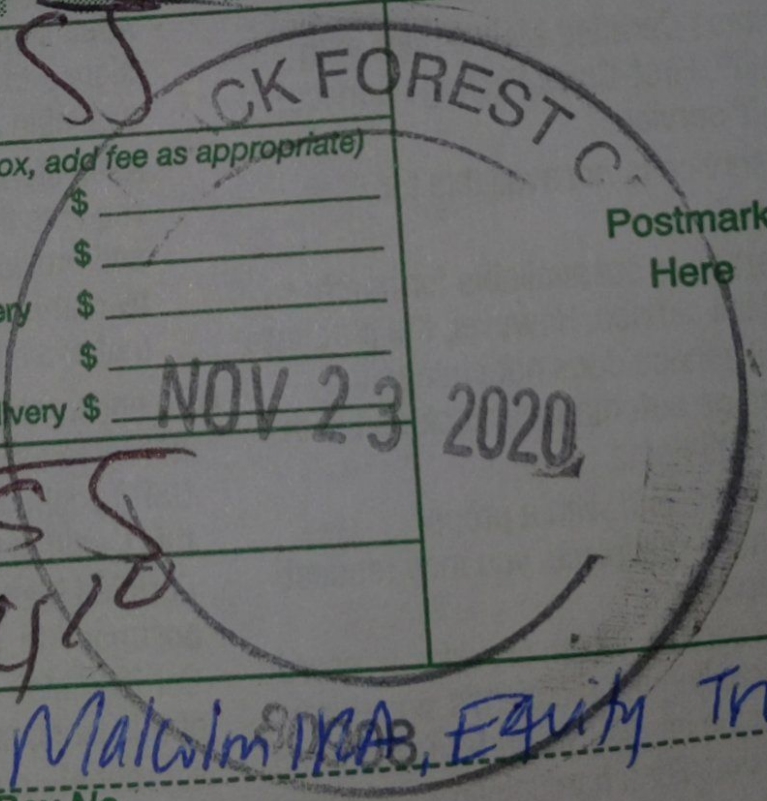
Nicholson Malcolm IRA, Equity Trust

Street and Apt. No., or PO Box No.

160 Crown St.

City, State, ZIP+4®

Brooklyn NY 11225



to the addressee's authorized agent.  
 - Adult signature service, which requires the signee to be at least 21 years of age (not available at retail).  
 - Adult signature restricted delivery service, which requires the signee to be at least 21 years of age and provides delivery to the addressee specified by name, or to the addressee's authorized agent (not available at retail).

■ To ensure that your Certified Mail receipt is accepted as legal proof of mailing, it should bear a USPS postmark. If you would like a postmark on this Certified Mail receipt, please present your Certified Mail item at a Post Office™ for postmarking. If you don't need a postmark on the Certified Mail receipt, detach the barcoded portion of this label, affix it to the mailpiece, apply

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 an additional fee, and with a proper endorsement on the mailpiece, you may request following services:

turn receipt service, which provides a record delivery (including the recipient's signature).

See Reverse for Instructions  
 See Reverse for Instructions

# OFFICIAL USE

7020 2450 0007 7639

Certified Mail Fee

\$

3

Extra Services & Fees (check box, add fee as appropriate)

- Return Receipt (hardcopy) \$ \_\_\_\_\_
- Return Receipt (electronic) \$ \_\_\_\_\_
- Certified Mail Restricted Delivery \$ \_\_\_\_\_
- Adult Signature Required \$ \_\_\_\_\_
- Adult Signature Restricted Delivery \$ \_\_\_\_\_

Postage

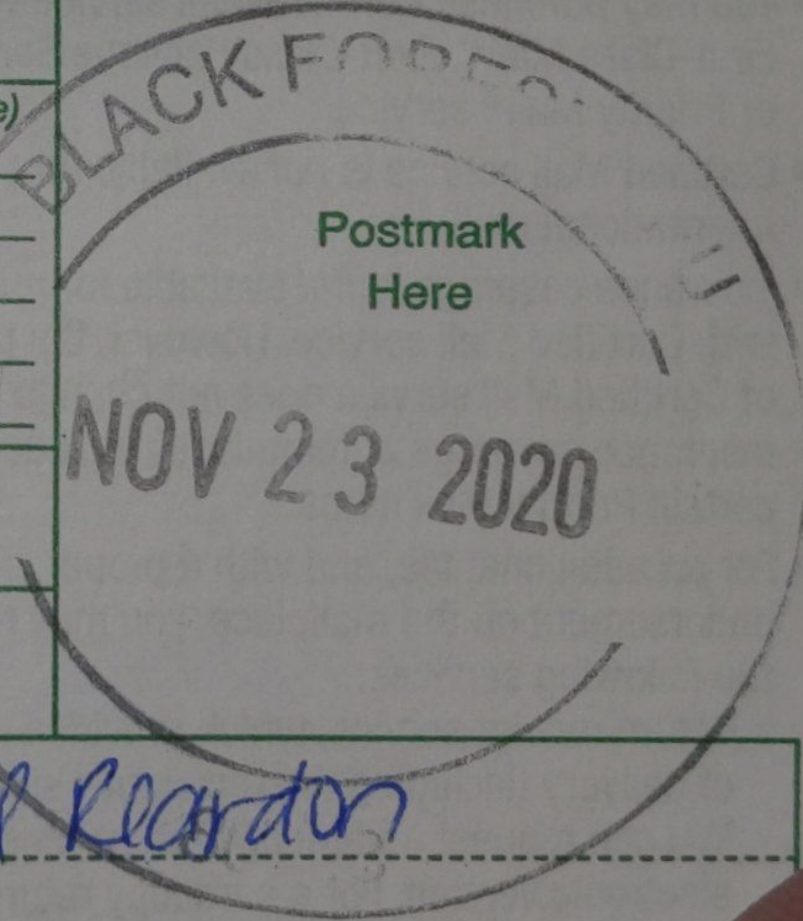
\$

55

Total Postage and Fees

\$

410



Sent To

Reardon EA c/o Paul Reardon

Street and Apt. No., or PO Box No.

280 Southview Rd

City, State ZIP+4®

Canfield OH 44404

BLACK FOREST POSTAL SERVICES  
 11425 BLACK FOREST RD  
 COLORADO SPRINGS CO 80908  
 719-495-4498

Terminal ID: \*\*\*\*\*939      \*\*\*2  
 11/23/20      4:37 PM

CHASE VISA - INSERT  
 AID: A0000000031010  
 ACCT #: \*\*\*\*\*9975

CREDIT SALE  
 UID: 032833619695      REF #: 3477  
 BATCH #: 559      AUTH #: 01335C  
 AMOUNT      \$20.50

**APPROVED**

ARQC - B3D434B8B83C13D9  
 THANK YOU FOR BUISNESS  
 CUSTOMER COPY

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Certified Mail®      See Reverse for In  
 Tracking #:      \$3.55  
 70190700000201578131

Total      \$4.10

First-Class Mail® 1      \$0.55  
 Letter

Colorado Springs, CO 80908  
 Weight: 0 lb 0.30 oz  
 Estimated Delivery Date  
 Fri 11/27/2020

Certified Mail®      \$3.55  
 Tracking #:      \$3.55  
 70190700000201578124

Total      \$4.10

First-Class Mail® 1      \$0.55  
 Letter

Colorado Springs, CO 80908  
 Weight: 0 lb 0.30 oz  
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 Fri 11/27/2020

Certified Mail®      \$3.55  
 Tracking #:      \$3.55  
 70202450000176398800

Total      \$4.10

First-Class Mail® 1      \$0.55  
 Letter



# Adjacent Property Notices\_V1.pdf Markup Summary

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## Callout (1)

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**Subject:** Callout  
**Page Label:** 1  
**Author:** dsdruiz  
**Date:** 12/30/2020 7:52:51 AM  
**Status:**  
**Color:** ■  
**Layer:**  
**Space:**

these properties were not provided notice of the application and are considered adjacent property owners who should have been sent a notice.