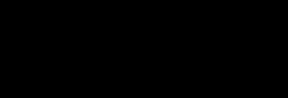


Archuleta County  
Development Services—Planning Department  
1122 HWY 84  
P. O. Box 1507  
Pagosa Springs, Colorado 81147  
970-264-1390  
Fax 970-264-3338

February 25, 2021

Mr. Joseph Kottas



Dear Mr. Kottas:

Please accept this letter as official notification of the **PROBATIONARY APPROVAL WITH CONDITIONS** of your Vacation Rental Permit application (007222) for your property at 500 Caddy Circle, Pagosa Springs. The permit will be withheld until you meet the following three (3) conditions:

1. All advertising for the rental of the home must be updated to: a) reflect the maximum number of rental guests of eight (8) people (all ages included) *AND* b) appropriately reflect the neighborhood setting in which the home is located. Updated advertising must be approved by the Planning Department.
2. The home must be reconfigured to remove excess bed spaces. The maximum number of bed spaces you are allowed in the home is eight (8). Any king-, queen-, or full-size mattress, (including air mattresses, cots, and sleeper sofas) constitute two (2) bed spaces and twin-size mattresses count as one (1) bed space.
3. Information sheets reminding guests of local ordinances, including noise, parking, fire limits, and neighborhood rules/covenants must be submitted to the Planning Department for review and approval. These info sheets must be provided to guests in all rental properties via a Local Information Binder within the unit. For this property in particular, special emphasis should be included regarding the propensity for sound to travel across the golf course property.

Once these conditions are verified by the Planning Department, your probationary permit will be issued. You will then be subject to this fourth (4<sup>th</sup>) condition:

4. For six (6) months from the date of issue, your property must receive no more than two (2) complaints of any nature, or your permit will be suspended for the remainder of the issue period. Any suspended permit must go to the Planning Commission for reinstatement at the renewal date.

**Until your permit renewal is finalized, you must remove all advertising and cancel all bookings, or you will be subject to additional fines and penalties, including the potential denial of your permit.**

If you have any questions or if you would like to discuss this letter, please do not hesitate to contact me at [pflowers@archuletacounty.org](mailto:pflowers@archuletacounty.org) call 970.264.8381.

Pamela Flowers  
Development Director  
Archuleta County Development Services