



May 02, 2025

May Riegler Properties, LLC (Gaby & Kevin  
Riegler)  
<NO STREET ADDRESS>

**Re: Basecamp Row Townhomes - Final Plat at 1859 LUNA LN**

**Dear May Riegler Properties, LLC (Gaby & Kevin Riegler),**

This letter shall serve as the Development Review Team letter (DRT) for PL20250104 Submittal #1. This letter as well as marked up documents and conditions of approval are available on Portal.

Your proposal has generated comments that need resolution prior to scheduling for hearing(s) or a decision being made.

Please address each comment and provide all requested items in one submittal to the Planning Department. Per CDC Section 702.I, you are required to provide a complete response that adequately addresses each comment or formally request an extension within 30 days of the date of this letter or the application may be withdrawn.

Please submit materials digitally through the Portal by uploading a **New Version** of each applicable document. Complete submittals shall be distributed within two business days of receipt. The resubmittal should include:

- The most recent revision date on applicable sheets
- A response to each individual comment
- Flattened PDFs of all materials

Also, please be aware that the following may be required if comments are not addressed with future submittals:

- Required Meeting: If DRT provides comments requiring a response on Submittal #2, a meeting with applicable DRT agencies is required prior to Submittal #3.
- Resubmittal Fee: If DRT provides comments requiring a response on Submittal #3, an additional application fee is required with Submittal #4 and all submittals thereafter. Resubmittal Fees are half the cost of the original application fee.

Please feel free to contact me at (970) 871-8245 or by email at [kdouglas@steamboatsprings.net](mailto:kdouglas@steamboatsprings.net) with any questions or concerns.



**Engineering Review** (Reviewed By: Makenzie Carroll)

1. (Sheet 2): Show utility easement.
2. (Sheet 2): Show snow storage/drainage easement.
3. Confirm all easements are included

**External Agency Review** (Reviewed By: Kelly Douglas, AICP)

1. Laura Crosby Meyers, Routt County GIS: There is a few calls that don't have a survey call. Some do, but not these. See attached. Between lot 3 and lot 4, between lot 6 and 7, between lot 12 and lot 13, and between lot 18 and lot 19.

Please see draft conditions of approval for this application below. All conditions of approval are also visible in Portal.

Sincerely,

A handwritten signature in black ink that reads "Kelly Douglas".

Kelly Douglas, AICP  
Senior Planner