



August 14, 2025

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Sent via Email: [brenda.melcher@colliers.com](mailto:brenda.melcher@colliers.com)

Re: Zoning Verification Letter  
Lot A Mountain Office Park Subd and Lot B Mountain Office Park Subdivision  
Pin Numbers: 142500001 and 142500002

Ladies and Gentlemen:

The undersigned hereby certifies with respect to the property legally described in Exhibit "A" attached hereto ("Premises") as follows. Staff did not visit this site or research any materials or information outside of the Planning Department, so the information in this letter may not be all inclusive and there may be other items or information that affect development of the property.

1. The zoning code affecting the Premises is the Community Development Code (CDC). The property is in the Multiple-Family Three (MF-3) zone district. It is located within the Urban Growth Boundary and the Short-Term Rental "Yellow" Zone.
2. The Premises and it intended use as Multiple-Family Residential use with the applicable zoning codes, city ordinances and building, environmental and energy codes, ordinances and regulations.

☒ YES

☐ NO *(please comment below)*

Comments: The Planning and Community Development Department believes this property is in full compliance with any approved development plans associated with it. If redeveloped, it would need to comply with a new development plan under current code.

3. There are **variances, conditional use permits or special non-conforming use permits** required in connection with the operation of the improvements on the Premises or its uses.

☒ YES *(please go to 3a)*

☐ NO

- a) If there are variances, conditional use permits or special non-conforming use permits required, please indicate whether the owner has the unconditional right to restore or rebuild the subject improvements following damage by fire or other casualty to the same size and density as it currently exists. Please also specify in the comment section the variance, conditional use permit or special non-conforming use permits and the relevant terms and any pertinent restrictions:

☒ YES

☐ NO *(please describe the threshold to rebuild/restore in detail below)*

Comments: Refer to the CDC for information about Legal Nonconforming Structures. To review associated planning applications, please submit an open records request. Also refer to the Legal Nonconforming Registration application, PL20240164.

4. The Premises comply with the subdivision ordinances affecting it and can be conveyed without the filing of a plat or replat of the Premises:

☒ YES

☐ NO *(please comment below)*

Comments: None

5. The Premises comply with all setback and parking laws and regulations:

☒ YES

☐ NO *(please comment below)*

Comments: Also refer to the Legal Nonconforming Registration application, PL20240164.

6. The Premises are located within a federally designated flood plain:

☐ YES *(please specify the nature of the zone below)*

☒ NO

Comments: None.

7. There are proposals for widening, closing (including temporary closings) or realignment of access or abutting roads.

☐ YES *(please comment below)*

☒ NO

Comments: For complete information, please refer to approved planning applications and building permits to see all approved development and work in-right-of-way.

8. There are contemplated pending special assessments affecting the Premises:

☐ YES *(please specify the known/estimated amounts and computation of interest)*

☒ NO

Comments: For complete information, please refer to approved planning applications and building permits to see.

9. All appropriate and required city permits, licenses and approvals have been provided for the intended use of the Premises:

☒ YES

☐ NO

Comments: To review associated planning applications, please submit an open records request.

If there are any additional facts regarding the Premises and its proposed use which would require material consideration, please include that information: None.

If you have any further questions, please contact me at [dkenyon@steamboatsprings.net](mailto:dkenyon@steamboatsprings.net) or 970-871-8259.

Sincerely,  
CITY OF STEAMBOAT SPRINGS



Darby Kenyon

