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May 24, 2023

City of Steamboat Springs Planning  
137 10th St  
Steamboat Springs, CO 80487

RE: Lot 1 Indian Meadows Hotels Development Plan  
Holiday Inn Express - Development Plan at 307800001, PL20230056  
FPSE Job No. 1448-005

Dear Planning Department,

Four Points Surveying and Engineering is pleased to provide this response to the DRT comments for the development of two hotels located within a vacant property known as LOT 1 INDIAN MEADOWS F3. Lot 1 is 3.875 acres and zoned Community Commercial (CC). The Owner, Gray Stone, LLC, is submitting a concurrent application for a preliminary plat to split the parcel in an east-west direction. Gray Stone, LLC is proposing to develop a Holiday Inn Express hotel and a future hotel whose name is still under consideration, which we shall refer to as Hotel B or Independent Hotel within the development plan package.

**Planning Review (Reviewed By: Toby Stauffer, AICP)**

1. Employee rooms are classified as multiple-family residential and require 1.5 parking spaces per room (14 required) and conditional use approval to be in the pedestrian active frontage of Stone Lane. The units could be deed restricted as workforce units and parking requirements would be reduced to 9 required spaces, conditional use approval still required. Include a narrative for the Conditional use approval in addition to the narrative for the hotel.  
Update narrative to correct number of employee units.

The applicant plans to provide 9 employee housing units within the Holiday Inn Express which will be dormitory housing for one or two employees. These units will be deed restricted workforce units, with a local employment requirement. The parking count is updated based on the conditional use and a conditional use narrative is being submitted under separate cover.

2. 89 parking spaces are provided for the Holiday Inn Express, with 9 encumbered by snow, please update plans and narrative.

14 parking spaces required for MF housing- please update plans and narrative

Holiday Inn Express: 104 spaces are required, 80 are provided year round- hotel and MF use short 24 spaces- acknowledge how that will be managed/ addressed for the project

178 parking spaces are required for both hotels and the MF residential use, 162 are provided-please update plans and narrative

The cover page has an updated parking table which is also included below. There is 90 parking spaces provided for the Holiday Inn Express available year-round. Hotel B will be provided with 72 parking spaces available year-round. Which will provide a total of 162 total parking spaces.

3. Site plan and other plans inconsistent regarding parking spaces and interaction with bus turnaround on Stone Lane. Revise plans and indicate if turnaround will be amended or if parking stalls will be inadequate until turn around removed. include variance or request to amend turn around as needed.

The site plan and other pages of the development plans and preliminary plat pages are updated for consistency to represent a removal of a portion of a small portion of the north part of the temporary turnaround. We have detailed the turnaround and provided a turning exhibit for the bus.

4. Sec. 406: 8' wide parallel parking spaces require a variance.

CDC Code Section 406. Notes parking sizes as a standard 9' minimum for width of parking spaces and 18' in length. The CDC does not reference vs. back in, front, or angled parking. The City of Steamboat Springs Engineering standards Chapter 4 Road Cross Sections offer widths for parallel parking in the street sections. The following is short summary of the street sections. Urban cross sections depict 8' wide parallel parking lanes for the Boulevard – In Town Street Section, In Town (Village Center), Connector – In Town, Neighborhood Street. There are seven foot wide parking spaces shown for a Drive In Town and Neighborhood Street II – Swale, and Neighborhood Street II – Valley Pan. Due to conflict in the code and engineering standards we are requesting a waiver to the requested variance.

5. Informational comment CDC Section 416: Outdoor storage is not shown or approved with this development plan. **Understood**

6. CDC Section 402: Stone Lane requires frontage landscaping- additional plantings required, or request variance. Interior landscaping: 17 plantings shown, plans list 26 provided, please clarify and revise, **Additional plantings are shown on the revised plans for interior, parking lot and other areas.**

7. CDC Section 438.G: to further support the variance, the design of the hotel entrances along the frontage road could be more prominent to be consistent with 438.D and 438.H.

The narrative indicates : "the stated purpose of the design standards includes (2) Organize and design the siting of buildings to create vibrant and pedestrian-active spaces..." "These design purposes are achieved with the proposed design. The inclusion of parallel parking along the frontage access road and the associated pedestrian connections to the proposed hotel entries will activate the street in the ways that the Engineering Standards for complete street design intends. This approach will integrate the street with the hotel development bringing it into the active site rather than simply having a pass-by circulation route to the adjacent property. Additionally, the presence of parallel parking between vehicular lanes and a sidewalk serves to provide for a more comfortable experience for pedestrians

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The design of entrances along the west side of the buildings could be more prominent or thoughtful to activate the street and better integrate the parallel parking with the design of the building and the rest of the site. The applicant may want to plan for use of the parking spaces and use of the entrances by guests checking in as a regular part of operations, rather than an afterthought (as it appears now) as this is the first entrance and parking they will see and people may not travel around to the east entrance.

The west side of the proposed hotels are also the rear of the buildings. Entries for the proposed hotels are on the east side of the buildings and signage will be provided to direct guests and delivery vehicles to the east side front entry. The entry for each hotel is facing to the east and the hotels include interior parking that does not front US 40 in accordance with the CDC code. The west side frontage road along the rear of the buildings provides access to the Storm Peak Apartments, formerly the Fairfield Inn. This roadway includes a detached sidewalk on the west side and an additional trail is planned for on the north side of the Indian Meadows properties for pedestrians to both properties. The applicant is proposing **sixteen** parallel parking spaces on the roadway which would be for overflow or extended stay guests. The architecture is modified to accent the entry at the keyed entry on the rear of the building. The doorways on the west side of the property will be keyed entries only. To achieve compliance with the Community Development Code the architecture is modified to include projections and a dormer at the doorways. The architectural design is trying to balance the building variation standards and not creating a façade that appears as the main entry to either building. We feel the architectural changes satisfy the CDC.

8. Provide realistic image of stone veneer "cathedral gray". the material may not meet primary color design standards.

We are providing a highlighted copy of Appendix B where the architect included snippets of the stone for each hotel. A markup of Hotel B which shows the actual color chips proposed for the building is attached. Appendix B lists grays as acceptable for use as a primary color for walls and roofs under item "1.C" and as an accent color under item "2.D". Based on the Appendix, we believe all of the colors selected meet the CDC requirements.

9. West access turnaround and sidewalk, north sidewalk/trail, and east 30' public access easement and associated improvements are required improvements to be constructed or an Improvements Agreement executed prior to recording final plat

Understood. Those elements are all currently shown on plat

#### **Engineering Review (Reviewed By: Emrick Soltis, P.E.)**

1. See Preliminary Plat (PL20230055) corrections.

2. Engineering agrees that a discussion in regard to the Walton Creek Floodplain H&H would be beneficial to have at DRT and then take offline if needed. The applicant's engineers will schedule review of the hydrology report for Walton Creek Floodplain in early June. The buildings are designed to be 2' above the FEMA floodplain per the 2005 FEMA mapping.

#### **Utilities-Mount Werner Review (Reviewed By: Frank Alfone)**

1. Miscellaneous Corrections:

Plant Investment Fees (PIF) are due prior to approval of the Building Permit. Please submit a PIF form (on MWW Website) to MWW for review and approval. The applicant will submit the required forms during the building permit application.

#### **External Agency Review**

See comments from the Division of Wildlife in Documents and Images titled " Application Number PL 2023056 Holiday Inn Express Development Plan"

The applicant has reviewed the DOW documents and comments from April 12, 2023. The applicant will follow the majority of the best management practices except the development or construction within 300 feet of the Ordinary High Water Mark. For this practice the applicant has followed the City of Steamboat Springs Community Development Code criteria. Most of the remaining BMPs from DOW are currently part of the

CDC code and City of Steamboat Springs Storm water requirements. Guests of the hotel will be informed of the human-wildlife conflicts through signage and use of secure waste facilities.

The applicant reviewed the draft conditions of approval for this application as listed below.

1. Plant Investment Fees (PIF) are due prior to approval of the Building Permit. Please submit a PIF form (on MWW Website) to MWW for review and approval. **Understood.**
2. Prior to issuance of a construction permit an address shall be approved by City GIS. **Understood.**
3. Prior to Building Permit or Grade and Fill Permit issuance, the owner shall receive approval of a Floodplain Development Permit. **Understood.**
4. Prior to approval of Civil Construction Plans, an approved CDOT access permit shall be submitted to the City. **Understood.**
5. Civil construction plans prepared/signed/sealed by a licensed Colorado Professional Engineer are required to be submitted to the RCRBD with a Building Permit/Grading Permit application for review and approval prior to the start of any construction. **Understood.**
6. Record Drawings/CAD Files including drainage, PWQTF(s), and sidewalks shall be submitted prior to Final Engineering Site Inspection. **Understood.**
7. Prior to Engineering Final Approval Inspection, a Completion Letter signed and sealed by a Colorado Professional Engineer (Project Engineer) shall be uploaded to the applicable building permit condition. **Understood.**
8. Prior to Building Permit issuance, the developer shall pay their proportionate share of potential future roadway and/or intersection improvements at abc @ xyz intersection, calculated at 0.TBD% of current cost basis \$TBD (indexed to CDOT CCI) or \$x,000.  
**Cost contribution should be defined at this time – TIS shows this to be 3% for signalization of the intersection and 8.7% of the future Stone Lane bridge.**
9. The following items are considered critical improvements and must be constructed and approved or accepted prior to issuance of a Certificate of Occupancy/Completion or approval of a Condo/Townhome Final Plat, whichever occurs first: **Understood.**
  - Access drive, driveway, and parking areas •Sidewalk
  - Drainage improvements
  - Permanent storm water quality treatment facilities
10. Prior to any construction permit issuance, the final signed and sealed drainage study shall be submitted. **Understood.**
11. Prior to approval of any Building Permit for a building that is to be located within the FEMA Special Flood Hazard Area, the applicant shall demonstrate compliance with CDC Section 419, Flood Damage Prevention, by way of a complete “construction drawings” FEMA Elevation Certificate. **Understood.**
12. An approved Army Corps permit for wetland removal is required prior to building permit issuance.
13. West access turnaround and sidewalk, north sidewalk/trail, and east 30' public access easement and associated improvements are required improvements to be constructed or an Improvements Agreement executed prior to recording final plat **Understood.**
14. Encroaching dumpster enclosure on north property line shall be removed prior to building permit issuance. **Understood.**

Four Points looks forward to working with City Staff and bringing this Project to the community. Please do not hesitate to call with any questions, comments, or concerns.

Sincerely,

Walter Magill, PE  
Four Points Surveying and Engineering