



Ph: 970-871-6772 · Fax: 970-879-8023 · P.O. Box 775966 · Steamboat Springs, Colorado 80477

April 10, 2024

City of Steamboat Springs Planning and Community Development
137 10th Street
Steamboat Springs, CO 80477
Phone: (970)-871-8207, Fax: (970)-879-8851

RE: Lot A and Lot B, Mountain Office Park Subdivision
2955 Village Drive, Steamboat Springs
Village Drive Apartments Development Plan

Dear City of Steamboat Springs Planning Department,

Please accept this narrative for the Preliminary Plat of the Village Drive Apartment project. The Village Drive Apartments is a proposed apartment and work force development project located on Lot A and Lot B, Mountain Office Park Subdivision. Mountain Office Park is currently a two lot subdivision of 1.28 acres zoned Multi-Family 3 (MF-3). The project is located on the northwest corner of Village Drive and Walton Creek Road. On behalf of the Owner, Sunscope, LLC, and Four Points Surveying and Engineering (FPSE) we are pleased to provide this application for a preliminary plat that will consolidate the two lots. A concurrent development plan for the apartment project is being submitted under a separate application.

The project meets the preliminary plat standards listed in Section 602 as follows;

Further, the preliminary plat as submitted meets the Community Development Code for approval under Section 713, Preliminary Plat.

A Preliminary Plat shall be approved upon a finding that the following criteria are met:

- 1. The Preliminary Plat substantially conforms to all applicable requirements of this CDC, including requirements of the applicable zone district. The preliminary plat is for the consolidation of an existing two lot subdivision. The Preliminary Plat substantially conforms to all applicable requirements of this CDC for the MF-3 zone district.*
- 2. Each lot in the subdivision that is proposed for development shall be developable. Elements reviewed for developability include a demonstrated ability to meet the requirements of this CDC in terms of zone district standards, development standards, and subdivision standards. The proposed lots will be fully developable with access, drainage, and utilities infrastructure and all appropriate easements dedicated. Below is a summary of an analysis of the development standards as outlined in the CDC Article 602 (General Standards).*

602.C Lot Shape: The combined lot meets the criteria 1-6 of this section.

602.D Usable Lot Area. The project meets the criteria for usable lot area.

602.E Blocks: There are no blocks proposed for this preliminary plat.

602.F Circulation: The project will use the existing circulation pattern of the current property from Village Drive. The development project includes additional widening and construction of sidewalks along the east and north property boundary.

602.G Vegetation and Site Grading: There is no site grading proposed for the consolidation final plat.

602.H Drainage: Drainage conveyance from the consolidate lot will not be modified.

602.I Easements and Dedications. The preliminary plat is relocating the greenbelt easements dedicated on the Mountain Park Subdivision. A separate easement vacation application is being submitted.

602.J Utilities. Water and Sewer are currently installed into the existing building. These utility services are not being modified during the preliminary plat process.

602.K Postal Facilities. Postal facilities are not included as part of the preliminary plat application. Future development on the property will include postal facilities.

602.L Open Space, Parks and Amenity Space. The original greenbelt easements are being vacated by a separate application. The proposed preliminary plat is dedicating 11,787 sq. ft of open space which is 21% of the consolidated property. The southwest open space area is planned for a stormwater pond in the development application.

602.P Phasing. There is no phasing proposed for the required infrastructure. A concurrent development permit is being submitted that will include installation of the required sidewalks and other infrastructure.

602.Q Flood Damage Prevention. Not Applicable.

604.D Standards for Commercial and Industrial Subdivisions: Not Applicable.

Traffic Contribution

There is no change proposed for the traffic at this time. The future development project will address traffic impacts.

Stormwater Quality Treatment Facility Easement Dedication

There are no changes proposed to the existing stormwater quality treatment facilities. The future development will address stormwater treatment.

3. *The Preliminary Plat conforms to all other applicable regulations and requirements including but not limited to state law, the Steamboat Springs Municipal Code, any capital improvement plan or program, or any Improvements Agreement or Development Agreement for the property. The Preliminary Plat conforms to all other applicable requirements as outlined above. There are no pre-existing agreements, capital improvements plans, or currently planned developments associated with Lot 1 and Lot 2, Mountain Office Park Subdivision*

4. *The Preliminary Plat shall be compatible with the character of existing or planned land development pattern in the vicinity and shall not adversely affect the future development of the surrounding area. The consolidation of the two lots will remove a property line that is currently under the existing building and result in a single MF-3 property. A concurrent development permit is being submitted for the property. The project will not adversely affect the future development of the surrounding area.*

5. *The land proposed for subdivision shall be physically suitable for development, considering its topography,*

the presence of steep or unstable slopes, existing natural resource features such as wetlands, floodplains, and sensitive wildlife habitat areas, and any environmental hazards such as avalanche or landslide paths, rockfall hazard areas, or wildfire hazard areas that may limit the property's development potential. The Mountain Office Park Subdivision land is physically suitable for development when considering the topography, existing natural wetlands, and the property is outside of any flood areas.

Conclusions

The preliminary plat as presented in the drawings and within this narrative meet the CDC criteria for approval. We look forward to the review of the preliminary plat and working with City planning and engineering staff to approve this plat. Please feel free to contact Four Points with any questions, comments, or concerns.

Sincerely.

Walter Magill, PE
Four Points Surveying and Engineering