

**TO:** All

**FROM:** Kelly Douglas, AICP, Senior Planner

**THROUGH:** Rebecca Bessey, AICP, Planning and Community Development Director

**DATE:** May 13, 2024

**RE:** PL20240129 Routine and Minor CDC Text Amendment

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## Purpose

The Community Development Code (CDC) is a living document that requires maintenance. The purpose of this staff-initiated amendment is to ensure the community and staff have the clearest, most current document possible to work with.

The purpose of this memo is to provide context for the modifications proposed with CDC Text Amendment PL20240129 in advance of formal public hearings beginning with Planning Commission on June 13, 2024, followed by City Council on June 25, 2024 and July 2, 2024.

## Summary of Proposed Changes

The changes proposed in Attachment A, and summarized below, are generally meant to be routine and minor items that improve application of the CDC.

### Article 2

- Correct a grammatical error.

### Article 3

- Remove footnote #5 and references to the Large-Format Retail Overlay Zone to make consistent with recently adopted TND Ordinance No. 2932 (Attachment E).
- Change zoning procedure for Multiple-Family Residential in G-1 and temporary Real Estate Sales Trailers.

### Article 4

- Formally incorporate WI-18-05 (Attachment B) into Waterbody Setback section.
- Allow revegetation to be reviewed at time of Certification of Occupancy request for improved coordination.
- Apply phasing plan requirements to all phased development, not just residential development in certain zone districts.
- Remove references to the Large-Format Retail Overlay Zone to make consistent with recently adopted TND Ordinance No. 2932.
- Clarify application of building variety design standards for Multiple-Family Residential buildings.

### Article 7

- Allow modification to retaining walls height standards through the Minor Adjustment process.
- Clarify the amendments process for Minor Adjustments.
- Remove certificate of deposit as an acceptable form of collateral for Improvements Agreements to improve staff efficiency.

### Article 8

- Incorporate WI-20-05 (Attachment C) and add a definition of Wall Area.
- Incorporate WI-20-05 (Attachment C) and add a definition of Transparency Area

- Incorporate WI-19-04 (Attachment D) and expand the definition of Eave.
- Add definition of Underground to clarify application of standards throughout the CDC.

## Outreach

PL20240129 has been distributed to Planning Department staff, the Development Review Team, Planning Commission, City Council, the Board of Adjustment, the Historic Preservation Commission and Planning Department notification subscribers for review and comment. It is also open for public review and comment. The proposed amendment can be access on the [City's website](#) or [Portal](#). Please share any comments or feedback with Kelly Douglas, Senior Planner at [kdouglas@steamboatsprings.net](mailto:kdouglas@steamboatsprings.net) or 970-871-8245 by **May 24, 2024**.

## Next Steps

After May 24, 2024, all feedback will be considered, and a second draft will be finalized. CDC Text Amendment PL20240129 is set to come before Planning Commission on June 13, 2024, for recommendation, followed by City Council on June 25, 2024 and July 2, 2024 for adoption.

## Attachments

- A. PL20240129 Routine and Minor CDC Text Amendment.  
*See this document for the specific changes proposed to the CDC.*

*See the following documents for the source of the proposed amended language:*

- B. WI-18-05
- C. WI-20-05
- D. WI-19-04
- E. Ordinance No. 2932