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May 27, 2024

City of Steamboat Springs Planning and Community Development  
137 10<sup>th</sup> 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 Preliminary Plat – DRT Reply

Dear City of Steamboat Springs Planning Department,

Please accept this letter and attached documents as the DRT reply for the Village Drive Apartments preliminary plat for the Mountain Office Park Subdivision within the City of Steamboat Springs. On behalf of the Owner, Sunscope, LLC, RPGA Architects and Four Points Surveying and Engineering (FPSE) we are pleased to provide this reply for the preliminary plat of the Village Drive Apartments, PL20240113.

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

1. C2: Stamp? **The existing conditions plan is stamped.**
2. C3: Sidewalks required to be constructed with this Plat. **Understood.**
3. C3: Access easements required for sidewalks located outside of the right-of-way. **Easements are added to the preliminary plat.**

Planning Review (Reviewed By: Toby Stauffer, AICP)

1. 602.I: The original dedication of greenbelt/open space easement calls for "perpetual easements to the city over the land for use as greenbelt, open space and non vehicular path" and the acceptance by the city describes a bike path. To achieve the intent of the original easement, through vacation and rededication on the preliminary plat, a non vehicular public access easement should be dedicated for the sidewalk and soft surface trail around the perimeter of the site. The non vehicular public access easement should be dedicated on the preliminary plat. **A new perimeter open space easement and trail is dedicated on the preliminary plat and shown on the development plans.**
2. 602.I: Provide public access easement for sections of sidewalk that are on private property. 602 in the southeast corner of the proeprty there are utility boxes that interfere with the sidewalk. Will those be moved to accommodate the sidewalk? Show proposed locations on site plan and show any necessary easements on the plat. **Four Points is submitting an engineering variance for this area with the development plans.**
3. Remove setback lines and topography from plat. **Setback lines are removed from the preliminary plat per your request, but both of these items are on the City checklist for a preliminary plat.**
4. 602.I: provide a utility easement for existing utilities along the east and west property lines. Show any existing easements on existing conditions and existing and proposed easements on the plat. **New and existing easements are shown on the**

preliminary plat.

5. 602.I: dedicate drainage easements for proposed drainage facilities. **New drainage access and use easements are shown on the preliminary plat.**

6. 602.L: connect the open spaces for contiguity. **The open space is connected as perimeter trail**

7. 602.F: the 8' sidewalks along Village Drive and Walton Creek Road shall be infrastructure installed and associated with the subdivision. **Understood.**

8. 602.G: The variance to tree preservation standards will be included and processed with the subdivision application and the development plan application. The narrative for 719.D.3 indicates other standards are improved by approving this variance, indicate which CDC standards are improved. Clarify the narrative to indicate if any existing trees will remain or if all existing trees and vegetation will be removed. If any trees/vegetation will remain, indicate the existing trees to remain on the site plan for the subdivision. Include additional information about alternatives that were evaluated to maintain existing trees and what was considered to mitigate impacts and address 719.D.1. The future land use classification also calls for landscape buffers to help new development transition to existing development. Address how this project is consistent with the future land use classification. **A revised variance is submitted with this application.**

9. 602.G: move proposed sewer infrastructure north to limit impacts to existing vegetation on the south property line. **The sewer infrastructure is revised to be within the parking lot to preserve vegetation.**

10. Provide a site plan for the subdivision that is distinct from the site plan for the development. Show proposed improvements and easements necessary for the subdivision as well as existing conditions that are relevant to the subdivision. A new site plan with the sidewalks only is being submitted.

11. 602.M: revise the subdivision name to be consistent with the standards, remove "apartments". **The plat name is revised.**

Utilities-Mount Werner Review (Reviewed By: Beau Cahill)

1. Revise sewer easement to include portion of proposed sewer line in SE corner of proposed development. **The sewer easement is revised as requested.**
2. Coordination required with MWW staff to include easement acceptance and dedication language in plat cover page. **At the time of final plat the language for the acceptance and dedication will be finalized.**
3. Installation and acceptance of proposed sewer main will be critical infrastructure and is required prior to any issuance of certificate of occupancy. **Understood.**

Thank you for your comments on the preliminary plat and we look forward to the additional planning department review and processing application. Please call or reply with any questions.

Sincerely;

Walter N. Magill, P.E. 33743  
Four Points Surveying and Engineering