



2024.07.25

Kelly Douglas
AICP Senior Planner
City of Steamboat Springs
PO Box 775088
Steamboat Springs, CO 80477

RE: DRT Review Comments

Dear Kelly Douglas:

Planning Review (Reviewed By: Kelly Douglas, AICP)

1. Please see the document titled "PL20240103 1965 Ski Time Square Dr Planning Review Submittal 1" - [inserted below](#)

General

1. Thank you for a thorough analysis, however you can remove narrative references to Article 4 except where specially called for by standards in Article 6 (Complete Streets for example.)
 - a. *Response: Please see updated narrative with Article 4 references removed.*
2. A fee adjustment is required for the Major Variances. Fee amount to be determined based on number of variances requested.
 - a. *Response: Please provide additional fee amount.*

602.C Lot Shape

3. 602.C.6 allows the Planning Director to approve a non-rectangular lot shape upon a finding that the shape is responsive to topography, streets, or other conditions of the land and generally consistent with other lots in the vicinity. In this case, the Director finds the shape is in response to topography and surrounding subdivisions. In light of this finding, please remove the variance request from the narrative.
 - a. *Response: Thank you.*

602.D Usable Lot Area

4. Please provide a usable lot area exhibit showing all areas not included in buildable lot area as defined below.

801.D.2. Useable Lot Area

Useable lot area is the total lot area excluding:

- a. Any area of land within a required property line setback or waterbody setback; and
- b. Any area of land below the ordinary high-water mark of a natural watercourse or body of water or within a floodway or wetland; and
- c. Any area of land where the existing slope exceeds 30 percent; and
- d. Any area of land with unstable slopes; and
- e. Any area of land encumbered by an easement or other building restriction that imposes restrictions on the land's use or development unless the landowner demonstrates to the Planning Director's satisfaction that the easement or restriction does not materially affect the utility of the land for the proposed use or development.



Response: Please refer to the inset exhibit shown on Sheet C.110. With the constructed improvements in STS Drive and those proposed with the Preliminary Plat, the resulting usable lot area is approximately 85%, well exceeding the minimum 65%.

602.F Circulation

414 Multi-Mode Facilities / Complete Streets

602.I Easements and Dedications

5. Additional information is needed about the proposed promenade easement:
 - a. Please provide the easement language. Public access is required.
 - i. *Response: The promenade easement will be drafted for City review and approval prior to recording the final plat. At a minimum, we have noted that Public Access is a primary permission of the easement and an updated alignment has been included on the revised plans.*
 - b. The proposed easement does not cover the extents of the proposed promenade improvements. Please revise.
 - i. *Response: The easements have been updated to reflect the promenade depicted on the concurrent Development Plan.*
 - c. A promenade easement along the west lot line of Lot 1 is proposed on property not part of the subdivision. Property owner signature is required.
 - i. *Response: These encroachments were identified and discussed with the adjacent property owners. They had signed the application accordingly.*
6. Please demonstrate that both lots can accommodate driveways that meet City Engineering Standards.
 - a. *Response: For Lot 1, the Applicant is not proposing a defined access but rather is proposing to remove the access shown on the Ski Time Square Turnaround & Complete Street Improvements plans. The existing access along Burgess Creek is shown as remaining in order to maintain access to Torian's businesses using the improved connection by the URA project. The plans have been updated to show the anticipated completion of that project. The access to Lot 1 is shown on the concurrent Development Plan, but not as part of the Preliminary Plat.*

For Lot 2, there is an abundance of different forms of access. When the Ski Hill Subdivision, Replat of Parcel D was reviewed and approved, a variance to the subdivision standard requiring that all lots abut a private or public street was necessary. The proposed lot line adjustment that 'roped' the ski lot into this application requires a new variance to this same standard. Please see the attached Variance request accompanying this resubmittal.

602.L Open Space, Parks, and Amenity Space

7. The proposed plat does not reflect designated open space per 602.L.2.a. In order to not designate open space on the plat, a Major Variance is required. A Major Variance request requires an updated variance narrative and additional Major Variance fee.
 - a. *Response: Open space has been provided and shown on the included plans. The provided Promenade Easement and Open Space easements collectively exceed the 15% Open Space requirement – please refer to sheet C.110 for the tabulation.*
8. With respect to the plat note proposed in the narrative, Staff cannot consider including land outside the proposed subdivision to meet the requirements of the proposed subdivision.



- a. *Response: That plat note referred only to property within the subdivision. Regardless, the Open Space requirement has been met as described in the response above (#7a).*

602.O Critical Improvements

9. Draft Condition: The following items are considered critical improvements and shall be constructed and approved and/or accepted or surety provided prior to recording of a Final Plat:
 - a. *Response: We respectively request the following clarifications be included with these conditions.*
 - b. Drainage improvements
 - i. *Response: as shown on the Preliminary Plat drawings.*
 - c. West promenade extension
 - i. *Response: (Only the easement will be provided with the Final Plat) Perhaps the condition can be similar to: 'Easements for both Promenades shall be shown and provided on the Final Plat'*

Section 604 Standards for Commercial and Industrial Subdivisions

10. Proposed Lot 2 does not abut a public street or private street. A Major Variance request is required. A Major Variance request requires an updated variance narrative and additional Major Variance fee.
 - a. *Response: Please see the Variance request included with this resubmittal as a separate document.*

Engineering Review (Reviewed By: Adan Camano)

2. Access does not meet engineering standards.
 - a. *Response: The Applicant is not proposing a defined access but rather is proposing to remove the access shown on the Ski Time Square Turnaround & Complete Street Improvements plans. The existing access along Burgess Creek is shown as remaining in order to maintain access to Torian's businesses using the improved connection by the URA project. The plans have been updated to show the anticipated completion of that project.*
3. Please include the Ski Time Square Dr. improvements, done by others.
 - a. *Response: The plans have been revised to reflect the anticipated completion of the Ski Time Square Turnaround & Complete Street Improvements plans.*
4. Is there a drainage easement for Burgess Creek?
 - a. *Response: There is an existing easement for Burgess Creek on the Torian 2 parcel only. Please see Easement 105 on the Existing Easement Exhibit sheet C.710. The proposed Promenade Easement shown on sheet C.711 includes drainage and encompasses the length of Burgess Creek as well as the overflow conduit.*
5. If this is a structural feature, a easement/revocable is necessary.
 - a. *Response: That boulder slope was constructed when the turnaround on Parcel B was constructed circa 2001 and Easement 111 was provided for that encroachment. Ski Time Square Turnaround & Complete Street Improvements effectively shrinks the easement substantially and removes the need for that rock slope. Please refer to sheet C.301 which depicts the final condition.*



6. Should we consider a stub out for the east adjacent property future expansion?
 - a. *Response: The storm sewer realignment has been further coordinated with the owner of Parcel B. The realignment includes both interim drainage improvements as well as easements for future development.*

7. Is the sediment pond sized based on the historic conditions or the pre-development conditions?
 - a. *Response: The Sediment Pond has been sized per City of Steamboat Springs Engineering Standards, Chapter 8 (Construction Stormwater Management Program), Section 8.7.1 (Sediment Basins). The methodology for the SP does not consider historic or pre-development conditions like a detention pond would.*

8. Disturbing the existing access road at this location.
 - a. *Response: The intent is not to disturb the existing access as part of the Preliminary Plat scope of work. That access will be replaced as part of the scope of the Development Plan however.*

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

1. The new sewer easement to be dedicated to MWW - dedicated via the plat and include all appropriate dedication and acceptance language.
 - a. *Response: The sewer easement has been shown and proposed for the plat. The sewer replacement work (upsizing the 12" to 18") is depicted as a Development Plan improvement as it requires coordination with the construction of the Promenade, which is also in the DP scope.*

Public Works Review (Reviewed By: Danny Paul)

1. Please see the document titled "DRTMemo_PL20240103_URA Comments" – [inserted below](#).

This review has been completed with a primary focus on the proposed project improvements in coordination with the Steamboat Springs Redevelopment Authority (SSRA) mountain plan area's past and current efforts.

1. Some of the existing conditions shown on the Existing Condition Map dated 2023 are currently in the process of being modified via the Steamboat Springs Redevelopment Authority's (SSRA) project to improve the streetscape along Ski Time Square Drive and create a public turnaround at the easterly terminus of the street. As the project moves forward the plans should be updated to reflect the new existing conditions. The existing conditions map identifies tracts F1 and D1 as separate parcels, but they are not specifically called out as part of the proposed PP.
 - a. *Response: The plans have been updated to show the anticipated completion of the Ski Time Square Turnaround & Complete Street Improvements project. The Preliminary Plat proposes to consolidate Tracts D, D1, E, F, and F1 as well as adjust the southern property line. Please refer to the dedication language on the Draft Final Plat cover sheet for the entire property description. F1 and D1 are slivers along the ROW, but they are indeed included.*

2. The URA goals and objectives include enhancing the safety of the visitor and pedestrian experience in the mountain base area. The 2022 Mountain Area Master Plan identifies pedestrian connections between the existing promenade and Ski Time Square Drive in the



area of this development parcel (see below). At time of development plan the applicant should include a public pedestrian connection along the Burgess Creek corridor and include dedication language in the final plat. The easement shall be 25-ft minimum and dedicated for public use. The design will be further evaluated as part of the development plan review. The promenade is 16' wide.

- a. Response: The width of the promenade varies based on available property and constraints. Please refer to the revisions on the Development Plan for additional geometry updates. The Preliminary Plat shows the revised easement that aligns with the design depicted on the DP and the easement specifically calls for public access.*

3. The URA has a planning fund intended to be utilized for design coordination with incoming development projects in key areas where SSRA projects are planned. The applicant is encouraged to contact the SSRA project manager to discuss opportunities for partnering.
 - a. Response: Thank you. The Applicant will continue to communicate and coordinate accordingly.*

4. The proposed easement for the promenade extension to the east to connect to Parcel B does not appear to encompass the underlying trail that is shown. Additional easement dedication is required for the promenade. A 25-ft wide public access easement is of sufficient size for extension of the promenade. This easement shall be dedicated for public use. If the applicant desires, part of the new promenade easement could fall on the ski parcel, so long as both parts together are at least 25-ft in width.
 - a. Response: The easements have been updated to reflect the promenade depicted on the concurrent Development Plan.*

5. The promenade extension and connection to Ski Time Square Drive along Burgess Creek shall be ADA compliant.
 - a. Response: The promenades reflected on the Development Plan are intended to meet the ADA guidelines. Please see the updated plans for additional information and details.*

6. From the PP Narrative: Additionally, the Applicants desire to shift the southern boundary of this consolidated parcel to accommodate the proposed extension of the Promenade along the ski area for an eventual continuation to the properties farther east, as shown on the Mountain Area Master Plan. Adjusting this property line will allow the completion of the primary promenade to connect to Ski Time Square Drive as well as the secondary trail extending along the ski edge to the adjacent property; both located on development parcels and not the Ski Parcel. It is unclear how the southern boundary will be adjusted and how adjusting it will allow the completion of the primary promenade to Ski Time Square Drive- aren't these two separate issues and separate areas?
 - a. Response: The promenades are important components of the MAMP and are long envisioned goals of the URA and the Steamboat Community. There are design and construction challenges in both promenades and the space required competes with the viability of the project. Adjusting the southern property line aids the solution of providing ADA routes along the Ski Parcel as well as completing the emergency turnaround near Slopeside – which allows the completion of the connection to STS Drive. They seem to be separate issues and separate areas, but they do have continuity and need to work together.*

Please see draft conditions of approval for this application below. All conditions of approval are also visible in Portal.



- Mineral Rights Notification: Submit a signed affidavit no later than eight days prior to the required public hearing confirming the required notice has been completed in accordance with Section 703.C.4.
 - *Response: Thank you for the reminder.*

- Initial Notice 04/24/24 [Kelly Douglas @ 04/25/2024 10:53 AM]
- 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. IA for revegetation over 5 acres.
 - *Response: We respectfully request that the need for Civil Construction Drawings be limited solely to the improvements reflected on the Preliminary Plat. The building permit for the Development Plan shall include the necessary Civil scope items for review as part of the Building Permit application – not a separate Civil drawing submittal.*
 - *The probable area of disturbance appears to be about 4-acres. This will continue to be reviewed. Thank you for the reminder regarding the 5-acre threshold. There will be an IA likely regardless, and the revegetation will be included.*

- The northern access shown on the Preliminary Plat shall be constructed and approved and/or accepted or surety provided prior to recording of a Final Plat. This northern access must meet engineering standards.
 - *Response: Please note that there is not an access proposed on the Preliminary Plat. The Ski Time Square Turnaround & Complete Street Improvements show 'intersection' improvements to the existing access along Burgess Creek and the existing access to the parking area is proposed to be removed in the PP scope. Please contact Erik Griepentrog at Landmark to further clarify this if necessary.*

- Civil Construction Plans prepared/signed/sealed by a licensed Colorado Professional Engineer are required to be submitted to DRT for review and approval prior to approval of any Improvements Agreement, Building Permit, Grading Permit, or Final Plat and prior to the start of any construction.
 - *Response: We respectfully request that the need for Civil Construction Drawings be limited solely to the improvements reflected on the Preliminary Plat. The building permit for the Development Plan shall include the necessary Civil scope items for review as part of the Building Permit application – not a separate Civil drawing submittal.*

- Prior to any construction permit issuance, the final signed and sealed drainage study shall be submitted.
 - *Response: Ok*

Sincerely,

OZ Architecture, Inc.

Beck Stone
Principal, OZ Architecture