



2024.11.06

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

RE: DRT Review Comments DP 3

Dear Kelly:

Planning Review (Reviewed By: Kelly Douglas, AICP)

1. Please see the document titled "PL20240125 1965 Ski Time Square Dr Planning Review Submittal 3" – [inserted below](#)

4114 Multi-Mode Facilities / Complete Streets

1. Outstanding/Updated: Per 414.D.1.f, multi-mode facilities are to be provided in accordance with the Mountain Area Master Plan (MAMP). In addition, 440.C.1.d requires that all developments with property along the ski mountain edge or along public gathering areas designated in the MAMP provide public areas for gathering, sitting, recreation, entertainment, or other like activities. MAMP identifies both the Ski Time Square frontage as well as the promenade along the western and southern edge of the property as priorities. Based on the direction provided in MAMP, staff has the following feedback:
 - a. West Promenade Extension
 - i. Staff appreciates the increased width, delineated pedestrian path and minimized retaining wall heights shown with submittal 2. However, the proposal lacks consistency with the level of street furnishings typical of the surrounding promenade context. Public areas for gathering, sitting, recreation, entertainment, or other like activities are required. Understanding Fire standards require a 20' wide access clear of obstructions, Staff encourages the applicant to incorporate street furniture such as seating, trash/recycling, access to the creek etc. inside the proposed 20' easement or within an expanded easement.
 1. It is noted a bench was added along Ski Time Square Drive with submittal #3, thank you. However, this additional bench is not enough to conclude the West Promenade Extension provides amenities consistent with the surrounding promenade context or that public areas for gathering, sitting, recreation, entertainment, or other like activities are provided.
 - a. [Response: Please see updated drawings with the West Promenade extending to the west to allow for additional](#)



benches, planting, interactive art installations, and viewing areas to enhance placemaking.

- ii. Outstanding/Updated: With respect to Burgess Creek, it is understood a wall is needed to support the Promenade and Staff appreciates minimizing grade disturbance. However, interaction with the creek is constrained. Are there modifications that can be made to allow some access or interaction to the creek below?

- a. Response: Safe access down to the Creek is not practical as discussed with Staff and is not proposed. "Lookout" areas have been incorporated with minimal guardrail along the West Promenade to allow for more visual interaction with the creek. These are areas that can be used for gathering and place making as well.

General

2. Informational: Offsite construction staging may require additional review and approval per Article 7 of the CDC.

- i. Response: OK

3. Outstanding/Updated: There is development proposed on adjacent property, Ski Hill Subdivision Parcel B. A complete signature requirement form or recorded easement with the property owner is needed in order to demonstrate the required qualifications of the applicant per 702.B (below for reference) are met.

- i. Response: The property owner consent information has been provided in a format coordinated with Staff.

702.B Qualifications of Applicant

An applicant for a development approval must either be the owner or have the right to possess the land for which the development approval is sought or submit documents to the Planning Department that provide evidence that the applicant will become the owner of the land subsequent to the approval of a development or have the right to possess the land. No development approval shall be issued to any applicant who does not possess the land or has a right to possess the land. If the holder of an easement on the land for which the development approval is sought objects to such development, that person must seek relief in a court of competent jurisdiction

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

1. C.003: PLS Stamp? This is an internal policy requiring existing condition plan sheets be stamped by either the PLS or PE to confirm onsite conditions are correct and conformance with City codes and standards.

- a. Response: We were not aware of this internal policy. The existing conditions plans provided with this application were surveyed and mapped by Landmark and have been updated as practicable to reflect the on-going construction improvements of the STS URA project. The surveyed data meets or exceeds the City's codes and standards. A stamped version will be provided with the construction permit drawings.



2. A grading and improvements easement shall be dedicated for the use of Parcel B Ski Hill Subd between the east retaining wall and property line.
 - a. [Response: Easements between the Applicant and adjacent property owner have been coordinated, including the above-described easement. These are private party easements and will not be dedicated to the Public.](#)
3. The proposed vehicular gate that is now shown towards the southern end of the west promenade shall be relocated adjacent to Ski Time Sq to limit all vehicle access. Vehicle queuing and vehicle lengths shall be considered to not impact the east bound travel lane of Ski Time Sq.
 - a. [Response: The gate has been removed from the West Promenade. Signage will be provided at the entry prevent unwanted vehicular access.](#)

Public Works Review (Reviewed By: Danny Paul)

1. Please see the document titled "DRTMemo_PL20240125_URA Comments Rev2_Final". – [inserted below](#)

Condition of Approval:

1. The "PP1" light shown on the photometric plan is not the correct fixture for the current URA light that will be provided by Yampa Valley Electric Association. As a condition of approval, the project shall be required to use the new URA light standard and fixture for the lighting standards placed within right of way along Ski Time Square Drive and used for lighting the public sidewalk.
 - a. [Response: the light fixture has been updated to match the requirement per the URA light standard and fixture standard.](#)

Outstanding Comments from Previous Submittals:

2. The western promenade has been widened to 20-ft but there are no proposed placemaking elements (e.g. benches, seat walls, landscaping, wayfinding, etc.). The design should be modified, or the promenade should be made wider, so that some placemaking elements can exist. The design should emphasize the promenade extensions as primarily for pedestrian use but balance the needs of emergency and service vehicles. Some impediments could double as a safety/security feature to prevent unpermitted private vehicles from accessing the area.
 - a. [Response: please refer to the response to item 1 per Planning Review by Kelly Douglas.](#)
3. The proposed access control gate located near Slopeside can now be found but the location is an issue. The gate is not required but is allowed. If a gate is included in the proposal, it should be moved closer to Ski Time Square Drive to prevent unauthorized vehicles from driving down the promenade. If a gate is included in the plan the applicant should develop an operations and management plan for how this will be managed for emergency and service vehicles to turnaround. Vehicles backing in or out of driveways onto Ski Time Square Drive should not be allowed. The operations and management plan could be developed in conjunction with the Promenade Improvements agreement as a condition of approval. The operations and management plan should consider who



the allowed users are, how access will be regulated and enforced, how the gate is managed, signage, etc.

- a. [Response: please refer to the response to item 3 per Engineering Review by Emrick Soltis.](#)

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

1. 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.
 - a. Response: Continue to monitor and keep us aware of planning commission hearing dates.
2. At this time the Building Department has reviewed the parking plans for ADA compliance, and we agree and understand the total number of ADA spots provided are added on all parking spaces that are not valet spaces. We have not done full ADA review on total number of Type A Vs Type B for the Units, as we assume these are R-2 but are not sure if they will be used as nightly as hotel units or owned by private owners, this review is TBD. At this point due to the plans being semi conceptual with no Building Code Study's prepare, nor any Life Safety Plans, we have no additional comments. We look forward to working with you as the design work progresses and would be happy to have meetings as design work moves forward in advance of actual permit application submittal as questions arise.
 - a. Response: Prior to Permit Submission, OZ would appreciate a page turn to review the project and code compliance. All units within the building are considered R-1 and can be further reviewed when code sheets are provided.
3. CDC Section 440 (Base Area Design Standards) requires all buildings in the Base Area to comply with third-party certification of building materials and construction techniques that are consistent with a nationally recognized sustainable building program or alternative approved by the Director of Planning and Community Development. Prior to issuance of a Building Permit, the owner shall provide documentation to the City about the proposed program the project will comply with. Prior to Certificate of Occupancy/Completion, the owner shall provide the City with proof of completion of the chosen sustainable building program.
 - a. Response: It is our intent to comply with NGBS Bronze and IECC 2021
4. 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.
 - a. 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.
5. The following items are considered critical improvements and must be constructed and approved or accepted prior to issuance of a Certificate of Occupancy/Completion: • Drainage improvements • Permanent storm water quality



treatment facilities • Ski Time Square Frontage improvements • South Promenade Extension.

- a. Response: We respectfully request that the reference to a Final Plat be modified for a Condominium Plat to differentiate the Final Plat scope requirements related to the concurrent Preliminary Plat.
6. Record Drawings/CAD Files including drainage, PWQTF(s), and sidewalks shall be submitted prior to Final Engineering Site Inspection.
 - a. Response: Ok.
7. Prior to Certificate of Occupancy/Completion, an executed Ownership and Maintenance Agreement for the Permanent Stormwater Quality Treatment Facility shall be recorded.
 - a. Response: Ok.
8. Prior to Building Permit issuance, the developer shall pay their proportionate share of potential future roadway and/or intersection improvements at Mt. Werner Rd. @ Mt. Werner Cir. intersection, calculated at 4.1% of current cost basis \$4,169,033 (indexed to CDOT CCI) or \$170,930.
9. Prior to Building Permit issuance, the developer shall pay their proportionate share of potential future roadway and/or intersection improvements at Mt. Werner Rd. @ Pine Grove Rd. intersection, calculated at 2.9% of current cost basis \$1,563,387 (indexed to CDOT CCI) or \$45,338.
10. South promenade improvements are considered a critical improvement and must be constructed and approved or accepted prior to issuance of a Certificate of Occupancy/Completion.
 - a. Response: Acknowledged

Sincerely,

OZ Architecture, Inc.

Becky Stone
Principal