



January 15, 2025

Corey Adams  
2305 MT WERNER CIR  
STEAMBOAT SPRINGS, CO 80487

**Re: Steamboat Resort Design Review Committee Sign Program at 211077001**

**Corey Adams,**

This letter shall serve as the Development Review Team letter (DRT) for PL20220360 Submittal #4. This letter as well as marked up documents and conditions of approval are available on Portal.

Your proposal has generated comments that need resolution prior to scheduling for hearing(s) or a decision being made.

Please address each comment and provide all requested items in one submittal to the Planning Department. Per CDC Section 702.I, you are required to provide a complete response that adequately addresses each comment or formally request an extension within 30 days of the date of this letter or the application may be withdrawn.

Please submit materials digitally through the Portal by uploading a **New Version** of each applicable document. Complete submittals shall be distributed within two business days of receipt. The resubmittal should include:

- The most recent revision date on applicable sheets
- A response to each individual comment
- Flattened PDFs of all materials

**Planning Review** (Reviewed By: Toby Stauffer, AICP)

1. See Comments D-20, plans need to be revised or Adjustment may be needed.

The correct measurements have been added to this document.

2. See Document Markups in Master Sign Plan V4-Markup

All markup items have been addressed and corrected in the fifth submittal. A code comparison has been added to the documents for the wall sign and projecting sign area allowances, outlining both the city sign code allowance and the master plan allowance. Additionally, we have adjusted the maximum allowance for certain uses to compensate for

increased allowances in other areas.

3. D-35: These signs are not consistent with criteria for approval of a sign plan. Demonstrate how the signs meet criteria for approval for a sign plan and guidelines in Section 507 B, or remove the request or request a Major Adjustment.

The plans have been updated to reflect current graphics and allowances, ensuring alignment with other window graphic allowances included in the plan.

4. Add the following note to all portable sign pages: Portable signs will comply with CDC Section 509.I at all times.

This note has been added to all portable sign drawings.

5. An approved revocable license is required prior to placing any signs within a public right-of-way or easement. Signs in this plan that are shown in the ROW shall be removed and included in a revocable license application. See document "SSRC Master Sign Plan Development

The public right-of-way signage has been removed from this plan. SSRC will complete a revocable license application for any right-of-way signs.

P.O. Box 775088, Steamboat Springs, Colorado 80477-5088  
970.879.2060 \* 970.879.8851 (fax) \* [steamboatsprings.net](http://steamboatsprings.net)



Application\_URA comments\_Rev09.26.22\_Final" for additional information.

**Public Works Review** (Reviewed By: Danny Paul) Please see attached letter.

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

- A revocable license application for all signs within the public ROW's shall be submitted by March 1, 2025. All comments from LCREV20232836 shall be addressed by the new application.

SSRC requests an April 15 submittal date for the revocable license applications to incorporate these with the WB agreement signs in a cohesive parking communication sign package.

- Signage included in this plan is the maximum allowable for the areas covered by this plan.

- Outstanding fees are required to be paid.
  - Items 3 and 4 on Page 2 of the sign plan shall be incorporated into a revocable license application.
  - All portable signs shall comply with CDC Section 509.I at all times.
- To comply with CE20220038 the applicant shall complete this process by March 1, 2025 and show progress and a good faith effort to complete the revocable license application.

SSRC requests an April 15 submittal date for the revocable license applications to incorporate these with the WB agreement signs in a cohesive parking communication sign package.

If you have questions, you can contact me at [tstauffer@steamboatsprings.net](mailto:tstauffer@steamboatsprings.net) or 970.871.8280.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Toby Stauffer', is written over a faint, light blue circular background.

Toby Stauffer, AICP  
Senior Planner

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