



Development Plan – Minor Modification Signature and Submittal Requirements Form - Planning Applications

A presubmittal meeting is required. All submittal items are required unless indicated otherwise by staff. To be considered complete, this checklist must accompany all of the materials listed below, in a PDF format. Failure to provide required materials will result in a returned application at which point processing will be delayed.

**City of Steamboat Springs Planning Dept.
Presubmittal Meeting**

05/15/2025 dkenyon
PS25-0090-1855SkiTimeSquire-TorianPlum.pdf

Submittal Requirements

Submittal Item	Staff Use Only
Property Owner Signature & Submittal Requirements Form	(this Form)
Proof of Ownership	
Detailed Narrative	Address the CDC Development Plan Criteria for approval, and also address any changes to snow storage + pedestrian circulation, landscaping, etc.
Fire Code Analysis, Fire Flow Demand and Availability Form	Not required
Existing Conditions Plan	
Site Plan	
Phasing Plan	Not required
Architectural Drawings	Provide details of proposed ramp
Landscape Plan	Required if any landscaping changes are proposed
Grading & Drainage Plan	Required if any changes to grading and or drainage
Utility Plan	Required if any changes to grading and or drainage
Lighting Plan	
Traffic Study or Waiver*	Not required
Soils & Geo-Technical Report or Waiver*	
Drainage Study or Waiver*	
Water Demand Report or Waiver*	Not required
Preliminary Floodplain Analysis	Not required
Other	

* Preconsultation approval required prior to submitting a Development Plan application.

All Property Owner Signatures Required

I hereby affirm that I am the lawful owner of the parcel(s) this application is concerning. I further authorize the applicant to submit this application and supporting materials for the applicable departmental review by the City of Steamboat Springs.

Catie Haynes, GM 5/21/2025

Name & Date

Name & Date


Signature


Signature

Applicant Signature Required

I, the applicant, affirm that this application includes all the required materials to be deemed complete. I understand that if this application or any of the submittal items are incomplete or found to be insufficient, this application will be returned and not processed any further. In submitting this application, I affirm that all information contained within is true and correct. I also understand that all information provided in connection with this application is subject to public disclosure pursuant the Colorado Open Records Act.

Patrick Farrell 7/7/2025

Name & Date


Signature