



September 05, 2025

Applicant Response in Red Below - 9/22/25

May Riegler Properties, LLC (Gaby & Kevin Riegler)

Re: Steamboat Basecamp Ph2 Apartments at 331900001

Dear May Riegler Properties, LLC (Gaby & Kevin Riegler),

This letter shall serve as the Development Review Team letter (DRT) for PL20250063 Submittal #2. 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). A DRT Meeting with applicable agencies is required prior to Submittal #3.

Please address each comments 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each comment or formally request an extension within 30 days of the date of this letter or the application may be withdrawn.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

Also, please be aware that if DRT provides comments requiring a response on Submittal #3, an additional application fee is required with Submittal #4. Resubmittal Fees are half the cost of the original application fee.

Contact me at (970) 871-8245 or kdouglas@steamboatsprings.net to schedule your DRT meeting.

Planning Review (Reviewed By: Kelly Douglas, AICP)

2. Please see the document titled "PL20250063 1850 Luna Ln DPVC Submittal 2 Planning Review"

Applicant Responses included in this document.

Engineering Review (Reviewed By: Makenzie Carroll)

Applicant Responses, and related documents, were submitted to City View on August 5, 2025. Responses are included again at the end of this PDF for convenience, and related documents are still available on City View.

1. (C.003): All existing conditions plans shall be signed and sealed by PE or PLS.
2. (A1.1): Site plan is difficult to review. Please provide more detail and consider line types, weight hatching, and/or call-outs. Distinguish between existing and proposed conditions.
3. (C.300): It appears that these 2 parking spaces will cause issues with access and queuing. Please include section in Traffic Study addressing/analyzing associated impacts with these 2 parking spaces. See section 4.4.21 in the Engineering Standards.
4. (C.300): Call out inlet
5. (C.300): Will these parking spaces function properly? Provide turning movement
6. (C.300): Isn't there a patio here?
7. (C.300): Does this building envelope still exist?
8. (C.300): All parking spaces shall conform with minimum width and length requirements (9' x 18') per Table 406-2 in the CDC.
9. (C.301): Will these parking spaces function properly? Provide turning movement
10. (C.302): Will these parking spaces function properly? Provide turning movement
11. (C.302): Turning movement for this parking space?
12. (Drainage Letter): Attach Standard Form No. 1 Drainage Letter Checklist.
13. (Drainage Letter): Attach Scope Approval Form
14. (Drainage Letter): This should be addressed to Emrick Soltis, PE, CFM or Matt Phillips, PE
City of Steamboat Springs--Public Works
15. (Proposed Drainage Plan): Update to reflect most current existing conditions plan
16. (Drainage Letter): Please show all calculations for all subbasins.
17. (Trip Generation Letter): Attach City stamped scope approval form.
18. All submitted engineering documents shall be signed and sealed. Engineering will not begin review until this requirement is met

All engineering documents are now signed and sealed.

Utilities-City Review (Reviewed By: Amber Gregory)

1. A revised water demand report must be provided.

This has been included in the resubmission.

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.
- At this time all we reviewed was the site plan for required ADA parking spots, which aligns with chapter 11 requirements from the IBC. The Building Department has no further comments other than reminding the applicant the building will need to be designed in accordance with our current Building Code Ordinance adopted by the City of Steamboat Springs, this is available to review on the Building Department website. [Todd Carr @ 03/12/2025 12:59 PM]

- 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.
- Record Drawings/CAD Files including drainage, PWQTF(s), and sidewalks shall be submitted prior to Final Engineering Site Inspection.
- Prior to any construction permit issuance, the final signed and sealed drainage study shall be submitted.
- Drainage improvements are considered a critical improvement and must be constructed and approved or accepted prior to issuance of a Certificate of Occupancy/Completion or approval of a Condo/Townhome Final Plat, whichever occurs first.
- Access drive, driveway, and parking areas are considered a critical improvement and must be constructed and approved or accepted prior to issuance of a Certificate of Occupancy/Completion or approval of a Condo/Townhome Final Plat, whichever occurs first.
- Prior to Engineering Final Approval Inspection, a Completion Letter signed and sealed by a Colorado Professional Engineer (Project Engineer) shall be uploaded to the applicable building permit condition.
- Prior to Building Permit issuance, the property owner shall record an avigation easement.
- Prior to Building Permit issuance, the property owner shall record an airport proximity disclosure.
- The applicant shall enter into an agreement, acceptable to the City, restricting the occupancy of the Workforce Units to qualified residents as defined by the Community Development Code. The agreement shall be recorded at the Routt County Clerk and Recorder prior to Certificate of Occupancy/Completion.
- The owner or rental agency for the property shall provide an annual report to the Planning Director outlining compliance with the deed restricted workforce units. The report shall, at a minimum, list all workforce units and how the occupants for each unit met the definition of Qualified Resident as defined in Community Development Code Section 802.
- Informational Comment: Contingent on approval, all even addresses off Luna Lane and all addresses off Percy Lane will be deactivated. Percy Lane will be dissolved and removed from the street database. This building will then receive an address of Big Bend Drive.

Sincerely,





Kelly Douglas, AICP
Senior Planner



April 08, 2025

APPLICANT RESPONSE IN RED BELOW
8/5/25

May Riegler Properties, LLC (Gaby & Kevin
Riegler)
<NO STREET ADDRESS>

Re: Steamboat Basecamp Ph2 Apartments at 331900001

Dear May Riegler Properties, LLC (Gaby & Kevin Riegler),

This letter shall serve as the Development Review Team letter (DRT) for PL20250063 Submittal #1. 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).

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

Also, please be aware that the following may be required if comments are not addressed with future submittals:

- Required Meeting: If DRT provides comments requiring a response on Submittal #2, a meeting with applicable DRT agencies is required prior to Submittal #3.
- Resubmittal Fee: If DRT provides comments requiring a response on Submittal #3, an additional application fee is required with Submittal #4 and all submittals thereafter. Resubmittal Fees are half the cost of the original application fee.

Please feel free to contact me at (970) 871-8245 or by email at kdouglas@steamboatsprings.net with any questions or concerns.



Planning Review (Reviewed By: Kelly Douglas, AICP)

1. Please see the document titled "PL20250063 1850 Luna Ln DPVC Submittal 1 Planning Review" **Noted - responses to each of these comments is included in the resubmission.**

Engineering Review (Reviewed By: Makenzie Carroll)

1. (C.003): All existing conditions plans shall be signed and sealed by PE or PLS. **This has been completed**
2. (A1.1): Site plan is difficult to review. Please provide more detail and consider line types, weight hatching, and/or call-outs. Distinguish between existing and proposed conditions. **See revised site plan**
3. (C.300): It appears that these 2 parking spaces will cause issues with access and queuing. Please include section in Traffic Study addressing/analyzing associated impacts with these 2 parking spaces. See section 4.4.21 in the Engineering Standards. **See email from Stolfus Engineering responding to this comment. Included on pg 5 of this doc.**
4. (C.300): Call out inlet **This has been completed**
5. (C.300): Will these parking spaces function properly? Provide turning movement **Yes - Turning movements are shown in Passenger Vehicle Parking Exhibit**
6. (C.300): Isn't there a patio here? **Yes, this has been coordinated.**
7. (C.300): Does this building envelope still exist? **No, the building envelope was vacated in final plat for townhomes reception no. 861286**
8. (C.300): All parking spaces shall conform with minimum width and length requirements (9' x 18') per Table 406-2 in the CDC. **Noted, all spaces conform.**
9. (C.301): Will these parking spaces function properly? Provide turning movement **Yes - Turning movements are shown in Passenger Vehicle Parking Exhibit**
10. (C.302): Will these parking spaces function properly? Provide turning movement
11. (C.302): Turning movement for this parking space? **Turning movements are shown in Passenger Parking Exhibit**
12. (Drainage Letter): Attach Standard Form No. 1 Drainage Letter Checklist. **This has been attached**
13. (Drainage Letter): Attach Scope Approval Form **This has been attached**
14. (Drainage Letter): This should be addressed to Emrick Soltis, PE, CFM or Matt Phillips, PE City of Steamboat Springs--Public Works **This has been changed**
15. (Proposed Drainage Plan): Update to reflect most current existing conditions plan **This has been completed**
16. (Drainage Letter): Please show all calculations for all subbasins. **This has been completed**
17. (Trip Generation Letter): Attach City stamped scope approval form. **This has been included in resubmittal**

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. **Noted**
- At this time all we reviewed was the site plan for required ADA parking spots, which aligns with chapter 11 requirements from the IBC. The Building Department has no further comments other than reminding the applicant the building will need to be designed in accordance with our current Building Code Ordinance adopted by the City of Steamboat Springs, this is available to review on the Building Department website. [Todd Carr @ 03/12/2025 12:59 PM] **Noted**
- 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. **Noted**



- Record Drawings/CAD Files including drainage, PWQTF(s), and sidewalks shall be submitted prior to Final Engineering Site Inspection. **Noted**
- Prior to any construction permit issuance, the final signed and sealed drainage study shall be submitted. **Noted**
- Drainage improvements are considered a critical improvement and must be constructed and approved or accepted prior to issuance of a Certificate of Occupancy/Completion or approval of a Condo/Townhome Final Plat, whichever occurs first. **Noted**
- Access drive, driveway, and parking areas are considered a critical improvement and must be constructed and approved or accepted prior to issuance of a Certificate of Occupancy/Completion or approval of a Condo/Townhome Final Plat, whichever occurs first. **Noted**
- Prior to Engineering Final Approval Inspection, a Completion Letter signed and sealed by a Colorado Professional Engineer (Project Engineer) shall be uploaded to the applicable building permit condition. **Noted**
- Prior to Building Permit issuance, the property owner shall record an avigation easement. **Noted**
- Prior to Building Permit issuance, the property owner shall record an airport proximity disclosure. **Noted**
- The applicant shall enter into an agreement, acceptable to the City, restricting the occupancy of the Workforce Units to qualified residents as defined by the Community Development Code. The agreement shall be recorded at the Routt County Clerk and Recorder prior to Certificate of Occupancy/Completion. **Noted**
- The owner or rental agency for the property shall provide an annual report to the Planning Director outlining compliance with the deed restricted workforce units. The report shall, at a minimum, list all workforce units and how the occupants for each unit met the definition of Qualified Resident as defined in Community Development Code Section 802. **Noted**
- Informational Comment: Contingent on approval, all even addresses off Luna Lane and all addresses off Percy Lane will be deactivated. Percy Lane will be dissolved and removed from the street database. This building will then receive an address of Big Bend Drive. **Noted. These addresses have already been deactivated.**

Sincerely,

A handwritten signature in black ink that reads "Kelly Douglas".

Kelly Douglas, AICP
Senior Planner

Gaby Riegler

Subject: FW: Updated Parking Study

From: Max Rusch <max@Stolfusandassociates.com>

Sent: Tuesday, July 29, 2025 2:15 PM

To: Gaby Riegler <gaby@mayriegler.com>

Subject: RE: Updated Parking Study

Hi Gaby,

The additional three parking spaces are not expected to cause any operational problems. Our traffic study showed minimal queuing (<3 feet) along Big Bend Dr at the intersection of Big Bend Dr/Curve Ct. These queues are minimal enough that they will not interfere with vehicles pulling into or out of the parking spaces. Since the two spaces will be for residential use, low activity is expected in this location, thus having minimal impacts on vehicles traveling along Big Bend Dr.

Please let me know if you have any questions or need additional information from us.

Thanks,

Max Rusch, PE, PTOE, RSP

Transportation Project Manager

Stolfus

Stolfus & Associates, Inc. | 5690 DTC Boulevard, Suite 330W | Greenwood Village, CO 80111

P: [303-221-2330](tel:303-221-2330) | max@stolfusandassociates.com

From: Gaby Riegler <gaby@mayriegler.com>

Sent: Friday, July 25, 2025 1:23 PM

To: Max Rusch <max@Stolfusandassociates.com>

Subject: RE: Updated Parking Study

Max,

Still working through our resubmittal on this project. I had a quick question for you re: a comment made by the City.

We added a few head in parking spaces across from the ones already existing in front of the new proposed building and on the Curve ct. side of the site. Engineering is concerned that it will cause issues with queuing, etc? See attached for the particular comment. Any thoughts here? I think so long as it's resident only parking (which it will be) shouldn't be an issue, since the turnover isn't much (like retail/commercial).

Please let me know your thoughts on the above. Thanks!!

Gaby

Gaby Riegler
gaby@mayriegler.com
202-373-8309

