



Sign Off & Submittal Requirements Form

For Office Use

Pre-Submittal Meeting Date _____

Planner Initials _____

Identifier _____

Pre-Submittal Code _____

Preconsultation

To be considered complete, this checklist must accompany all of the materials listed below. A pre-submittal meeting is also required and may be completed in person, over the phone or via email depending on project complexity. Failure to provide required materials will result in a returned application at which point processing will be delayed. Additional materials may be required.

Please submit all items in a PDF format.

Submittal Requirement	Notes
✓ 1 Drainage and Stormwater Treatment Scope Approval Form or Waiver Request	
✓ 2 Traffic Study Scope Approval Form or Waiver Request	
✓ 3 Geotech Report Waiver Request	
✓ 4 Water Demand Report Waiver Request	
✓ 5 Other	Narrative - explain and describe the proposed project
✓ 6 Other	Renderings - Provide plans as-needed to convey the proposed project

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.

Rebecca Durysa General Manager

 Signature

agent for all owners

 Signature

11/29/21

 Date

Applicant Signature Required

I, the applicant, affirm that this proposal complies with all CDC regulations and standards, unless specifically requesting a variance, and that this application includes all the required materials to be deemed complete. I understand that if this application or any of the aforementioned submittal requirements 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.

[Handwritten Signature]

 Signature

11/24/2021

 Date

Submittal Requirement Waiver: Waivers must be approved by the respective reviewing agency and the approved waiver must be submitted with the application to be considered complete. If the waiver is not approved, the report is required for a complete submittal.

Project Information

Project Name The Lodge at Steamboat South Parking Structure Remodel
Physical Address 2700 Village Drive, Steamboat Springs, CO 80487
Legal Description _____
Parcel ID # 137177001

To waive any of the following items, contact the Community Development Engineer at 970-871-8227 or sking@steamboatsprings.net

Traffic Impact Analysis Report

Reason for Waiver Amenity for Building Occupants Only
Approved? Y N Determined By _____ Date _____

Soils & Geo-Technical Report

Reason for Waiver Minimal new foundation Proposed (New stair & Trash Enclosure)
Approved? Y N Determined By _____ Date _____

Drainage Study

Reason for Waiver Impervious area not substantially increased
Approved? Y N Determined By _____ Date _____

To waive the report below, contact City of Steamboat Springs Water District Utilities Engineer at 970-871-8211 or agregory@steamboatsprings.net

Water Demand Report

Reason for Waiver No new bathrooms or Residential units proposed
Approved? Y N Determined By _____ Date _____