



June 21, 2022

Four Points Surveying and Engineering - Walter  
440 S Lincoln Ave  
Steamboat Springs, CO 80487

**Re: West Acres Ranch Subd Exemption Plat L1 (Gossard Pkwy) 280600001 at 280600001**

**Dear Four Points Surveying and Engineering - Walter,**

This letter shall serve as the Development Review Team letter (DRT) for Submittal #3 of the above referenced project.

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

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each comment or formally request an extension within 30 days of the date of this letter or the application may be withdrawn.

The resubmittal should include:

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

Please submit materials digitally through the Portal on our website. Complete submittals shall be distributed within two business days of receipt.

Please feel free to contact me at (970) 871-8260 or by email at [bkeenan@steamboatsprings.net](mailto:bkeenan@steamboatsprings.net) with any questions or concerns.

**Planning Review** (Reviewed By: Bob Keenan, AICP)

1. The variance narrative dated 12/7/21 subject heading indicates variances to Interior Landscaping and Vegetation and Site Grading standards. However, the body of the letter includes other variances such as building height and retaining wall height but omits vegetation and grading variance. Please revise accordingly.
2. Building APH and OH height narrative shall specifically note, in the summary, the building height variance, building #, what building elevation, right, left, front, etc.

3. The interior landscape variance should be updated to clearly specify what is required (square-footage and amount of trees) and what is proposed by the applicant via the variance.
4. Staff will consider support for all variances with your next submittal when they have been updated.
5. Please note that with the current phasing proposed, all buildings in phase 1 will require a building permit at the same time and Certificate of Occupancy can only be issued once all buildings in phase 1 are complete and all critical improvements are complete. If you think you may need a CO for building 1 before building 3 then you should propose that phasing.
6. The ROW and other infrastructure improvements will likely be required with the subdivision to create these two lots and the ROW.
7. The east and west lots are not currently proposed with the associated Preliminary Plat. Why aren't they included?
8. The property was reviewed for compliance with MF-3 zoning even though it is not currently zoned that way. See Preliminary Plat for additional comments on zoning.
9. Please see attached mark-up of the parking table. It appears to be missing information and also appears to need some clarification..
10. The turning template is difficult to read. How many point turn is required for backing out?
11. The floor plans seem to be lacking for each building type and are not labeled consistent with the site plan identifications for buildings. Example 1a, 1b, 2.
12. Access Road Plan - Access road will be required to be constructed as part of the Preliminary Plat. Please refer to PP comments regarding this road. This should be removed from this application.
13. Landscaping - provide parking lot setback landscaping analysis and meet requirements and depict on the color coded plan.
14. It appears that the parking lot landscaping standards in table 402-4 are not met for parking lots. Please revise accordingly.
15. Provide a perspective for building type 2.
16. Demonstrate that the building variation required through 437.H.1.c is being met
17. Demonstrate that the roof pitch requirements of 437.F.
18. To obtain the maximum height allowed in the zone district, demonstrate that the buildings meet the requirements to be considered underground via the definition of basement in section 801.p.
19. Staff maintains that the following design standards are not met by this application.
  - a. It appears that the proposed layout doesn't comply with 437.C, Building Placement Standards.
  - b. The proposed building orientation does not appear to orient to predominant public and private streets per 437.D. particularly buildings 2, 4, and 5
  - c. Surface parking, 437.G. Parking is located between buildings 2 and 3 and the street which does not meet this standard.

- d. Minimum glazing requirements for the ground story. 437.H.4
- 20. The request for skyline waiver shall be reviewed processed with the Preliminary Plat instead of the development plan.
- 21. Per our concurrent review requirements please resubmit the associated preliminary plat concurrently with a resubmittal for this application.

Sincerely,



Bob Keenan, AICP  
Principal Planner