



**STEAMBOAT SPRINGS PLANNING COMMISSION
MEETING AGENDA
Citizens' Meeting Room, Centennial Hall;
124 10th Street, Steamboat Springs, CO
Thursday, August 09, 2018 at 5:00 PM**

Please note that the order of the agenda may change without notice.

ROLL CALL (5:00 PM)

PUBLIC COMMENTS:

PUBLIC HEARINGS:

AGENDA ITEM #1.

Project: **Worldwest Subdivision, Lot 2, Filing 2**
Location: 1901 Curve Plaza
Applicant: Worldwest LLC, c/o Peter Patten, Patten Associates, Inc.
Type of Application: Preliminary Plat
General Description: A two lot subdivision.
CC Date: August 28, 2018

AGENDA ITEM #2.

Project: **Elk River Road Business Park, Filing 2, Lot 22, Jacob Circle Storage Additional Uses (Stauffer)**
Location: 2613 Jacob Circle
Applicant: Jacob Circle Storage, LLC.
Type of Application: Development Plan & Major Variance
General Description: A request to allow additional uses at an approved self-storage facility with variances to parking and loading standards.
CC Date: August 28, 2018

AGENDA ITEM #3.

Project: **ORDINANCE: TXT-18-02 Secondary Unit Regulations (Bessey)**
Location: City of Steamboat Springs

Applicant: City of Steamboat Springs
Type of Application: CDC Text Amendment
General Description: CDC text amendment to exempt Secondary Units from maximum Floor Area Ratio and lot coverage requirements
CC Date: August 28, 2018, September 18, 2018

PUBLIC WORK SESSION:

APPROVAL OF MINUTES:

AGENDA ITEM #4.

Minutes from the Planning Commission Policy Worksession on July 16, 2018 will be reviewed for approval.

ADJOURNMENT

This application is available for review during regular business hours at the Department of Planning & Community Development. (124 10th Street, Centennial Hall, Steamboat Springs, CO)
Or online at: www.steamboatsprings.net/currentprojects.

Three or more City Council members may attend this event and may discuss public business, to include information of public policy. For more information please contact Julie Franklin, City Clerk
970-879-2060

AGENDA ITEM #1.

Staff Report

Department of Planning & Community Development

Project Overview

Project Name	WorldWest Subdivision, Lot 1 1901 Curve Plaza
Project Code	PP-18-01
Project Type	Preliminary Plat
Project Description	Proposed two lot subdivision.
Applicant	Dan Simons, WorldWest, LLC
Zoning	Commercial Services (CS)
Report Prepared By	Bob Keenan, AICP Senior Planner
Through	Tyler Gibbs, AIA Director of Planning & Community Development
Planning Commission	August 9, 2018
City Council	August 28, 2018

Project Location



Background

WorldWest Subdivision was created in 2008 and is a resubdivision of the Curve Subdivision, Lot 1, Block 3. The WordWest subdivision consists of two lots, one vacant and the other contains a large building that previously housed the Steamboat Pilot newspaper offices. Sidewalks and landscaping surround the original subdivision.

Project Description

The applicant is proposing to subdivide the lot into two lots. Open space was not provided with previous subdivision and is proposed around the perimeter of the property and meets the requirements for open space. There are no variance proposed and the subdivision meets all required standards.

Overview	STANDARD	PROPOSED
Lot Size		
Width	25' min.	>25' for 1a & 2a
Depth	n/a	
Area	n/a	1a = 105,973 sf 2a = 75,111 sf
Other Standards		
Gross Area	n/a	4.21 acres
Number of Lots	n/a	2
Open Space		>15%

Project Analysis

The following section provides staff analysis of the application as it relates to sections of the CDC. It is intended to highlight those areas that may be of interest or concern to Planning Commission, City Council, Staff or the public. For standards and requirements applicable to this proposal please refer to the CDC or contact the staff planner.

Criteria for Approval: Preliminary Plat

Approval Criteria Summary	CONSISTENT?		
	YES	NO	NA
Conforms with CDC	✓		
Each lot is developable	✓		
Conforms to all other applicable regulations	✓		
Compatible with development pattern	✓		
Physically suitable for development	✓		

CDC Section 713.D – Preliminary Plats shall be approved upon findings that the following criteria are met:

1. The Preliminary Plat substantially conforms to all applicable requirements of this CDC, including requirements of the applicable zone district.

CONSISTENT

The Preliminary Plat conforms to all applicable requirements of the CDC and Commercial Services zone district.

2. Each lot in the subdivision that is proposed for development shall be developable. Elements reviewed for developability include a demonstrated ability to meet the requirements of this CDC in terms of zone district standards, development standards, and subdivision standards.

CONSISTENT

The two lots that are proposed are developable under the Commercial Services zone district standard and can meet development standards. The proposed lots have been reviewed for compliance with the subdivision standards and substantially conform.

3. The Preliminary Plat conforms to all other applicable regulations and requirements including but not limited to state law, the Steamboat Springs Municipal Code, any capital improvement plan or program, or any Improvements Agreement or Development Agreement for the property.

CONSISTENT

It appears that the Preliminary Plat conforms to all other applicable regulations.

4. The Preliminary Plat shall be compatible with the character of existing or planned land development pattern in the vicinity and shall not adversely affect the future development of the surrounding area.

CONSISTENT

The lots created from the proposed Preliminary Plat will be compatible with the character of the area and proposed plans for the area and vicinity should not adversely affect the future development of the surrounding area.

5. The land proposed for subdivision shall be physically suitable for development, considering its topography, the presence of steep or unstable slopes, existing natural resource features such as wetlands, floodplains, and sensitive wildlife habitat areas, and any environmental hazards such as avalanche or landslide paths, rockfall hazard areas, or wildfire hazard areas that may limit the property's development potential.

CONSISTENT

The lots created from the proposed subdivision are suitable for development and there are no environmentally sensitive areas or site characteristics that would limit the property's development.

Staff Findings

Staff finds that the WorldWest Subdivision, Lot 1, #PP-18-01, for a two lot subdivision, is CONSISTENT with the Criteria for Approval for a Preliminary Plat.

Recommended Motion

Staff recommends approval of the #PP-18-01.

Attachments

Attachment 1 – Project Timeline

Attachment 2 – Site Plan

Attachment 3 – Applicant Narrative

ATTACHMENT 1

Project Timeline

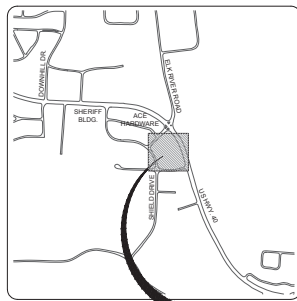
Project Code: PP-18-01
Project Name: 1901 Curve Plaza

	DATES	NOTES
Pre-Submittal Meeting		
Application Submitted	01/02/2018	
TECHNICAL ADVISORY COMMITTEE REVIEW		
TAC Letter	01/30/2018	
Resubmittal	06/26/2018	
PUBLIC NOTICE		
Newspaper Notice	07/29/2018	
Mailed Notice	07/25/2018	
Property Posting	07/25/2018	
Mineral Notice	n/a	
PUBLIC HEARINGS		
Planning Commission	08/09/2018	
City Council	08/28/2018	

NOTES

PRELIMINARY PLAT FOR WORLDWEST SUBDIVISION, FILING NO. 2 STEAMBOAT SPRINGS, COLORADO

DECEMBER 2017



CONTACT INFORMATION

PROJECT TEAM:



OWNER
WORLDWEST, LLC
600 NEW HAMPSHIRE STREET
LAWRENCE, KS 66044-2243
DSIMONS@THEWORLDWESTCO.NET
ATTN: DAN SIMONS

PLANNER
PATTEN ASSOCIATES, INC.
15954 JACKSON CREEK PARKWAY B223
MONUMENT, CO 80132
(970) 446-9111
ATTN: PETER PATTEN

CIVIL ENGINEER
LANDMARK CONSULTANTS, INC.
141 9TH STREET
STEAMBOAT SPRINGS, CO 80487
(970) 871-9494
ATTN: ERIK GRIEPENTROG, P.E.

BASE MAPPING SURVEYOR
LANDMARK CONSULTANTS, INC.
141 9TH STREET
STEAMBOAT SPRINGS, CO 80487
(970) 871-9494
ATTN: JEFF GUSTAFSON, P.L.S.

UTILITY CONTACT LIST:

UTILITY COMPANY	CONTACT	PHONE NUMBER
CITY PUBLIC WORKS	BEN BEALL, P.E.	(970) 871-8293
CITY UTILITIES	AMBER GREGORY, P.E.	(970) 871-9211
YAMPA VALLEY ELECTRIC ASSOC.	LARRY BALL	(970) 871-2282
ATMOS ENERGY	DON CRANE	(970) 876-2484
CENTURY LINK	KELLY MCCLERNON	(970) 328-8288
COMCAST	DAVID STEPESNICK	(970) 534-0610
UTILITY NOTIFICATION CTR. OF CO	N/A	(800) 922-1987

THIS LIST IS PROVIDED AS A COURTESY REFERENCE ONLY. LANDMARK CONSULTANTS, INC. ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OR COMPLETENESS OF THIS LIST. IT MAY NOT BE USED TO ACQUIRE THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL UTILITIES PRIOR TO COMMENCING ANY CONSTRUCTION ACTIVITY. PLEASE CONTACT THE UTILITY NOTIFICATION CENTER OF COLORADO (UNCC) AT 811 FOR ADDITIONAL INFORMATION.

SHEET INDEX

- C.001 - COVER SHEET
- C.002 - NOTES
- C.003 - EXISTING CONDITIONS PLAN
- C.004 - PRELIMINARY PLAT
- C.100 - PRELIMINARY WATER & SEWER PLAN
- C.700 - OPEN SPACE EXHIBIT

PROJECT BENCHMARK:

BENCHMARK #1: ALUMINUM CAP ON NO. 5 REBAR, LOCATED AT THE WESTERMOST SOUTHWESTERN CORNER OF LOT 1, WORLDWEST SUBDIVISION, STAMPED 'LS 38855' NAVD88 ELEVATION = 6662.03'

BASIS OF BEARINGS
THE EASTERLY BOUNDARY LINE OF WORLDWEST SUBDIVISION, BEARING
.....
ZONE, GRID NORTH.

FIELD SURVEY BY:

LANDMARK CONSULTANTS, INC.
PROJECT NO. 2026-003
DATE: SEPTEMBER 05, 2017

CS: Commercial Services

PROPERTY LINE	REQUIREMENT	COMPLIANCE
Front Yard Setback	30 min.	30 min.
Principal Structure	30 min.	30 min.
Accessory Structures	30 min.	30 min.
Side Yard Setback	5 min.	5 min.
Lot width x 10'	5 min.	5 min.
Lot width x 10'	5 min.	5 min.
Accessory Structures	5 min.	5 min.
Front Yard Setback	5 min.	5 min.
Principal Structure	5 min.	5 min.
Accessory Structures	5 min.	5 min.
Width	20 min.	20 min.
Depth	20 min.	20 min.
Minimum Lot Area	20 min.	20 min.

PROJECT DATA TABLE			
STANDARDS	CS ZONE DISTRICT REQUIREMENTS	LOT 1A	LOT 2A
LOT AREA	MIN. NO MINIMUM	105,973 SF	75,111 SF
LOT WIDTH	25 FT MIN/NO MAXIMUM	255 FT	206 FT
FRONT SETBACK	PRINCIPAL STRUCTURE: 30 MIN/20' MAX. ACCESSORY STRUCTURE: 30 MIN.	105'	N/A
SIDE SETBACK	PRINCIPAL STRUCTURE: LOT WIDTH + 100' 0' MIN. LOT WIDTH + 50' 7.5' MIN. ACCESSORY STRUCTURE: 7.5' MIN.	90'	N/A
REAR SETBACK	PRINCIPAL STRUCTURE: 7.5' MIN. ACCESSORY STRUCTURE: 7.5' MIN.	10'	N/A

PROPERTY OWNER/DEVELOPER

NAME: WORLDWEST, LLC.
ATTN: MR. DAN SIMONS
ADDRESS: 600 NEW HAMPSHIRE STREET
ADDRESS: LAWRENCE, KS 66044-2243

SIGNATURE _____ DATE _____

PREPARER OF PRELIMINARY PLAT

NAME: PATTEN ASSOCIATES, INC.
ATTN: MR. PETER PATTEN
ADDRESS: 15954 JACKSON CREEK PARKWAY, B223
ADDRESS: MONUMENT, CO 80132

SIGNATURE _____ DATE _____

DIRECTOR OF PLANNING & COMMUNITY DEVELOPMENT

NAME: MR. TYLER GIBBS, AIA
TITLE: DIRECTOR OF PLANNING & COMMUNITY DEVELOPMENT
ADDRESS: P.O. BOX 775088
ADDRESS: STEAMBOAT SPRINGS, CO 80477

SIGNATURE _____ DATE _____

THE ATTACHED PRELIMINARY PLAT FOR THE WORLDWEST SUBDIVISION FILING NO. 2 WAS APPROVED ON _____, 2018 BY _____

CALL UTILITY NOTIFICATION CENTER OF COLORADO



Know what's below. Call before you dig. CALL 800-4-A-DIG OR VISIT 811.CO FOR THE NUMBER OF UNDERGROUND UTILITY LOCATIONS.

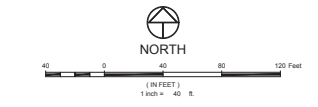
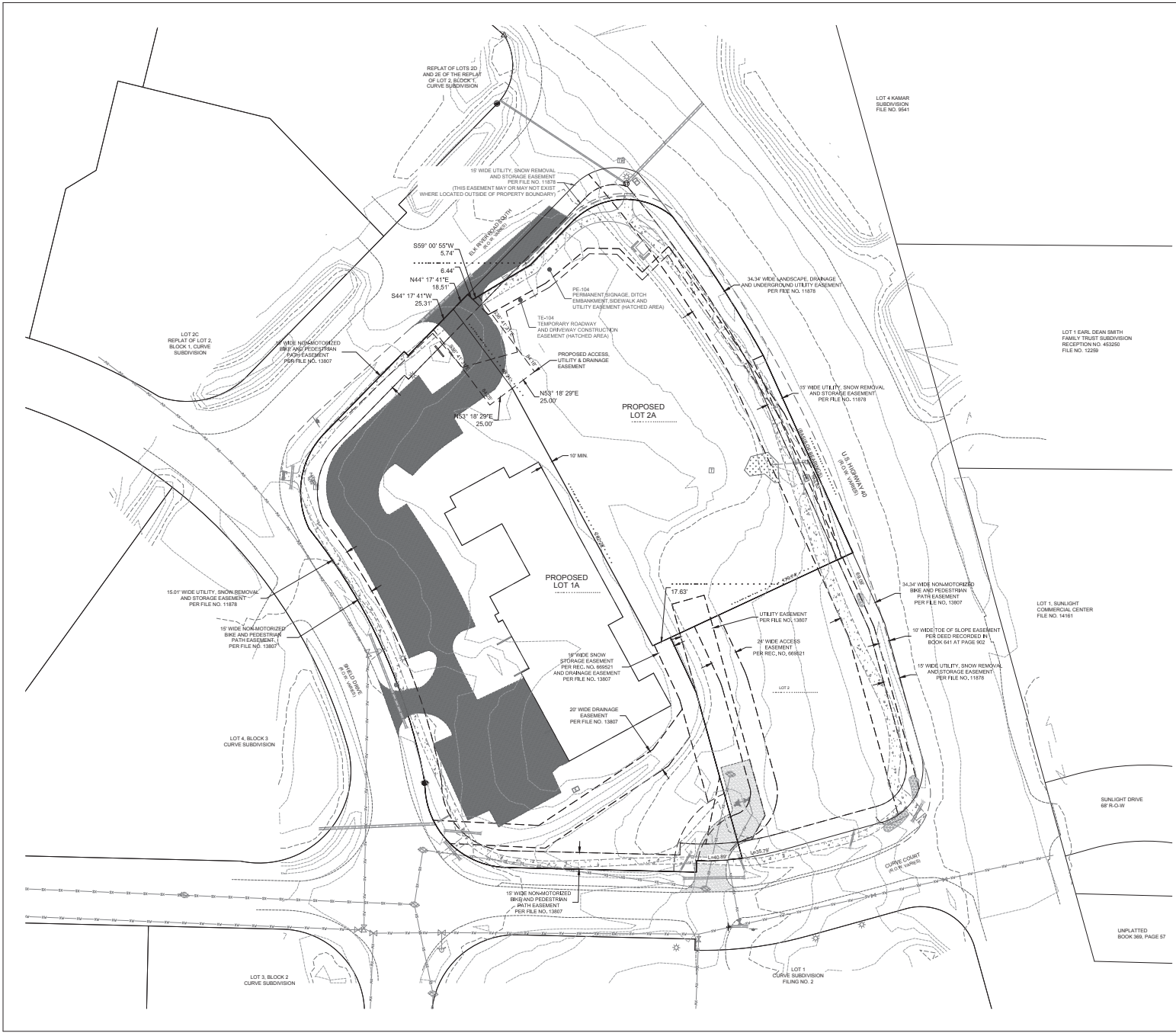
Worldwest Subdivision, Filing No. 2
Cover Sheet
 SHEET
C.001
 Of 6 Sheets

CIVIL ENGINEERS | SURVEYORS
 41 3th Street, Suite 200
 Steamboat Springs, CO 80487
 (970) 871-9494
 www.LANDMARKCO.com

LANDMARK
 CONSULTANTS, INC.

REVIEWED BY: _____
 DATE: _____
 PREPARED BY: _____
 CHECKED BY: _____
 DATE: _____

PLANNING REVIEW
NOT FOR CONSTRUCTION
 07/24/18



LEGEND:

PROPERTY BOUNDARY	---
ADJACENT PROPERTY BOUNDARY EASEMENT	---
SECTION LINE	---
CENTERLINE	---
FOUND MONUMENT	⊕
FOUND SECTION CORNER	⊕
BUILDING	---
ROOF LINE/OVERHANG	---
DECK	---
WALL	---
FENCE	---
PROPOSED MAJOR CONTOUR	---
PROPOSED MINOR CONTOUR	---
EXISTING MAJOR CONTOUR	---
EXISTING MINOR CONTOUR	---
ASPHALT	---
CONCRETE	---
GRAVEL	---
SOIL	---
PROPOSED SANITARY SEWER W/ MH	---
EXISTING SANITARY SEWER W/ MH	---
PROPOSED WATER	---
PROPOSED DV, P, H, CS	---
EXISTING WATER	---
GAS	---
GAS METER AND MANHOLE/VAULT	---
CABLE	---
CABLE PEDESTAL	---
FIBER OPTIC	---
TELEPHONE	---
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LIGHT POLE AND LIGHT POLE W/ WET	---
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INLET AND STORM MANHOLE	---
OVERLAND AND CHANNEL FLOW ARROWS	---
CONFERGUS AND DECIDUOUS TREE	---

- NOTES:**
- ALL REFERENCES HEREON TO BOOK, PAGE, FILE, RECEPTION NUMBERS AND FILE NUMBERS ARE TO PUBLIC DOCUMENTS FILED IN THE RECORDS OF ROUTT COUNTY, COLORADO.
 - EASEMENTS AND PUBLIC DOCUMENTS SHOWN OR NOTED HEREON WERE EXAMINED AS TO LOCATION AND PURPOSE AND WERE NOT EXAMINED AS TO RESERVATIONS, RESTRICTIONS, CONDITIONS, OBLIGATIONS, TERMS, OR AS TO THE RIGHT TO GRANT THE SAME.
 - UTILITIES ARE SHOWN PER APPARENT SURFACE EVIDENCE TOGETHER WITH RECORD INFORMATION. IF MORE ACCURATE LOCATIONS OF UNDERGROUND UTILITIES ARE REQUIRED, THE UTILITY WILL HAVE TO BE VERIFIED BY FIELD POT-HOLING. LANDMARK CONSULTANTS, INC. AND THE SURVEYOR OF RECORD SHALL NOT BE LIABLE FOR THE LOCATION OF OR THE FAILURE TO NOTE THE LOCATION OF NON-VISIBLE UTILITIES.
 - ANY PERSON WHO KNOWINGLY REMOVES, ALTERS OR DEFACES ANY PUBLIC LAND SURVEY MONUMENT OR LAND MONUMENT OR ACCESSORY, COMMIT A CLASS TWO (2) MISDEMEANOR PURSUANT TO STATE STATUTE 18-6-501, C.R.S.
 - THIS SITE CONTAINS A CALCULATED AREA OF 5.22 ACRES.
 - NO PORTION OF THE SUBJECT PROPERTY IS LOCATED WITHIN SPECIAL FLOOD HAZARD AREAS, AS DETERMINED BY GRAPHIC INTERPRETATION OF THE F.E.M.A. FLOOD INSURANCE RATE MAP NUMBERS 081070287D & 081070371D, WITH AN EFFECTIVE DATE OF FEBRUARY 4, 2005.
 - THE MEASURED DISTANCES SHOWN HEREON ARE IN U.S. SURVEY FEET.
 - CONTRACTOR IS ENCOURAGED TO PERFORM DEMOLITION IN A MANNER THAT MAXIMIZES SALVAGE, RE-USE, AND RECYCLING OF MATERIALS. THIS INCLUDES APPROPRIATE SORTING AND STORING, IN PARTICULAR, DEMOLISHED CONCRETE, ASPHALT, AND BASE COURSE SHOULD BE RECYCLED IF POSSIBLE.

PROPERTY DESCRIPTION:

- LOTS 1 & 2, WORDWEST SUBDIVISION, AS RECORDED AT FILE NO. 1387 IN THE CITY OF STEARNS SPRING, ROUTT COUNTY, COLORADO.

CIVIL ENGINEERS | SURVEYORS

41 3th Street, Suite 200, Bldg. 7780
Steamboat Springs, CO 80487
(970) 871-3884
www.LANDMARK-CONSULTANTS.COM

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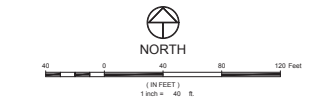
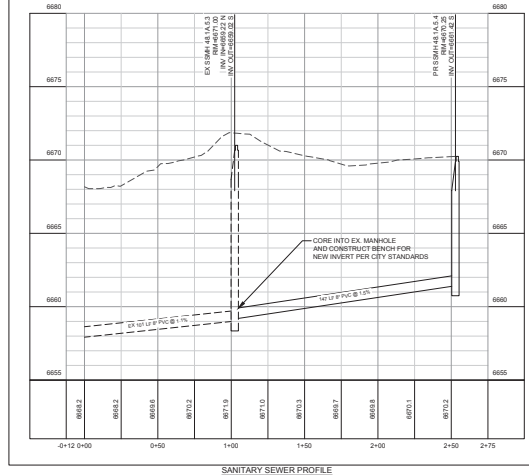
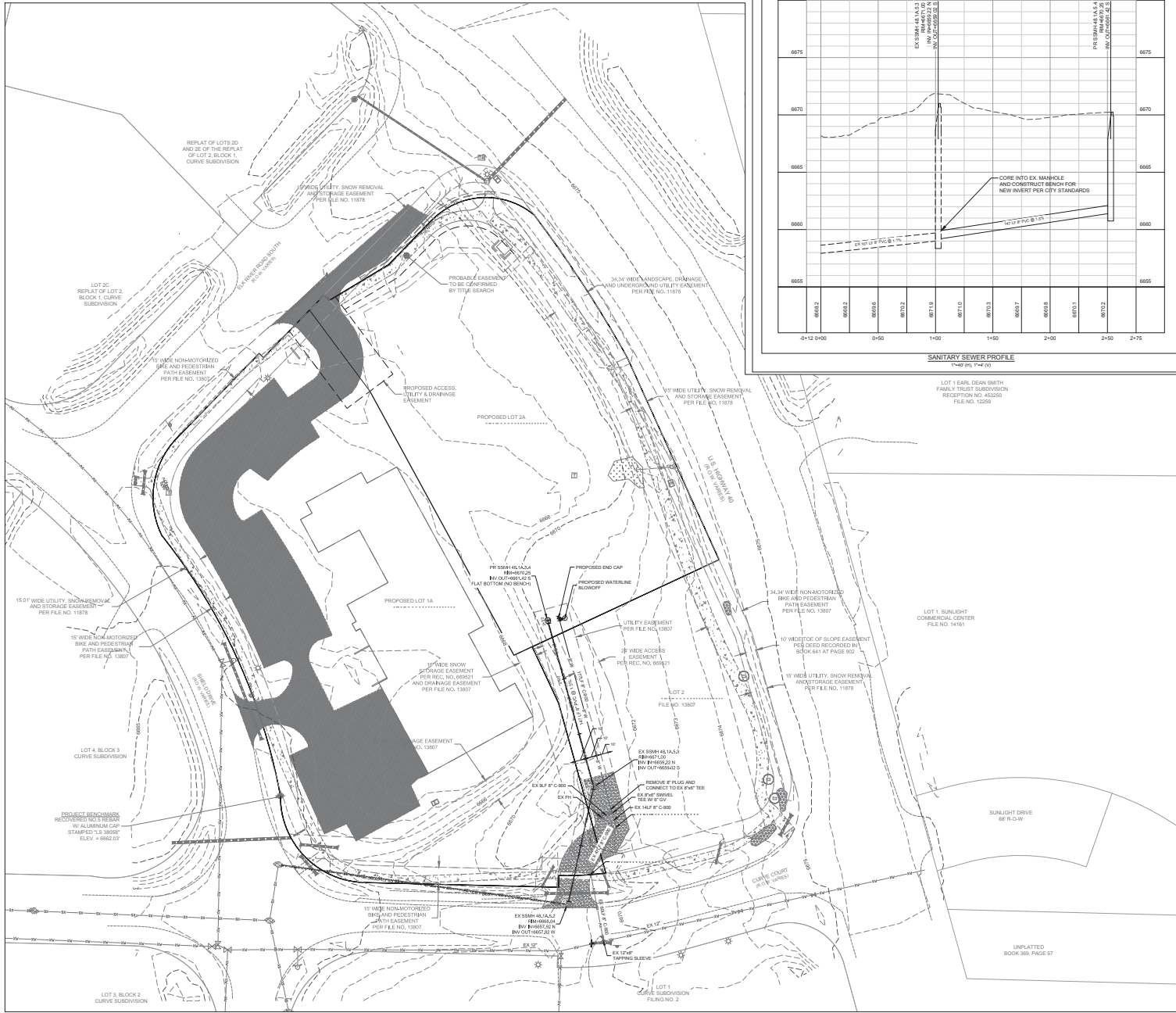
REGISTERED PROFESSIONAL ENGINEERS
REGISTERED PROFESSIONAL SURVEYORS
REGISTERED PROFESSIONAL LAND SURVEYORS
REGISTERED PROFESSIONAL CIVIL ENGINEERS

PLANNING REVIEW
NOT FOR CONSTRUCTION

PROJECT:	2024-008
TITLE:	AS IS
DRAWN BY:	AS
CHECKED BY:	EG

Wordwest Subdivision, Filing No. 2
Preliminary Plat

SHEET
C.004
Of 6 Sheets



- LEGEND:**
- EXISTING STORM SEWER
 - PROPOSED STORM SEWER
 - PROPOSED STORM INLET (CURB & AREA)
 - PROPOSED MAJOR CONTOUR
 - PROPOSED MINOR CONTOUR
 - EXISTING MAJOR CONTOUR
 - EXISTING MINOR CONTOUR
 - PROPOSED SWALE
 - PROPOSED CURB & GUTTER
 - PROPERTY BOUNDARY
 - PROPOSED LOT LINE
 - EXISTING RIGHT OF WAY
 - FLOOD HAZARD LIMITS
- PROPOSED SPOT ELEVATION
- EXISTING SPOT ELEVATION
- PROPOSED OVERLAND FLOW DIRECTION W/SLOPE
- PROPOSED CHANNELLED FLOW DIRECTION W/ SLOPE
- EXISTING CHANNELLED FLOW DIRECTION

- NOTES:**
1. THE SIZE, TYPE AND LOCATION OF ALL KNOWN UNDERGROUND UTILITIES ARE APPROXIMATE WHEN SHOWN ON THESE DRAWINGS. IT SHALL BE THE RESPONSIBILITY OF THE DEVELOPER TO VERIFY THE EXISTENCE OF ALL UNDERGROUND UTILITIES IN THE AREA OF THE WORK. BEFORE COMMENCING NEW CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING ALL UNDERGROUND UTILITIES AND SHALL BE RESPONSIBLE FOR ALL UNKNOWN UNDERGROUND UTILITIES.
 2. ALL PROJECT DATA IS ON VERTICAL DATUM, NAVD 88. SEE NOTES SHEET FOR BENCHMARK REFERENCES.
 3. ELEVATIONS FOR IMPROVEMENTS THAT ARE CONTROLLED BY ADJACENT EXISTING FACILITIES (SUCH AS PROPOSED GUTTERS ALONG EXISTING ASPHALT) MAY REQUIRE ADJUSTMENT BASED ON ACTUAL CONDITIONS. COORDINATE WITH ENGINEER TO ENSURE A CONSISTENT SECTION WITH SMOOTH TRANSITIONS WHERE NECESSARY.
 4. SEE SOILS REPORT FOR PAVEMENT, SUBGRADE AND MATERIAL PREPARATION, DESIGN AND RECOMMENDATIONS.
 5. ALL CURB SPOTS SHOWN ARE FLOWLINE ELEVATIONS, UNLESS NOTED OTHERWISE. ALL OTHER SPOTS ARE FINISHED GRADE ELEVATIONS.
 6. EXISTING UNDERGROUND AND OVERHEAD PUBLIC AND PRIVATE UTILITIES AS SHOWN ARE INDICATED ACCORDING TO THE BEST INFORMATION MADE AVAILABLE TO THE ENGINEER. THE ENGINEER DOES NOT GUARANTEE NOR IS RESPONSIBLE FOR THE ACCURACY OF SUCH INFORMATION. EXISTING UTILITY MAINS AND SERVICES MAY NOT BE STRAIGHT LINES OR AS INDICATED ON THESE DRAWINGS. CONTRACTOR TO VERIFY EXISTING HORIZONTAL AND VERTICAL LOCATIONS PRIOR TO CONSTRUCTION.
 7. ALL SEWER CONSTRUCTION SHALL BE PER CITY UTILITIES STANDARD SPECIFICATIONS, LATEST EDITION.
 8. MAINTAIN 10' HORIZONTAL AND 10' VERTICAL MINIMUM SEPARATION BETWEEN ALL SANITARY SEWER MAINS, WATER MAINS & SERVICES.
 9. MANHOLES LOCATED OUTSIDE OF THE ROADWAY SHALL PROTRUDE 1' ABOVE EXISTING GRADE TO REDUCE INFILTRATION. GRADE SURFACE TO DRAIN AROUNDWAY FROM MANHOLE RIMS.
 10. ALL MANHOLES LOCATED IN THE ROADWAY SHALL HAVE RIM ELEVATIONS ADJUSTED TO 2" BELOW FINISHED GRADE. IF NECESSARY, CONE SECTIONS SHALL BE ROTATED TO PREVENT LOGS BEING LOCATED WITHIN VEHICLE OR BICYCLE WHEEL PATHS.
 11. SEWER SERVICES SHALL HAVE A MINIMUM OF 4'-FT OF COVER.
 12. WATER SERVICE SHALL HAVE A MINIMUM OF 3'-FT OF COVER.
 13. ALL WATER PIPE SHALL BE INSTALLED WITH A #10 SMOOTH COPPER WIRE COATED WITH 45 MIL POLYETHYLENE FOR LOCATING PURPOSES. "OLEFIN TEST STATIONS" BY VALVED, INC. TRACER WIRE TEST STATIONS SHALL BE INSTALLED ADJACENT TO ALL FIRE HYDRANTS. ADDITIONAL LOCATIONS MAY BE REQUIRED.
 14. THE PARTICLE SIZE OF BACKFILL MATERIAL WITHIN 1 FOOT OF THE PIPE SHALL NOT EXCEED 1/2 INCH. ALL MATERIALS USED FOR BACKFILL SHALL BE FREE FROM REFUSE, ORGANIC MATERIAL, CORBLES, BOULDERS, LARGE ROCKS OR STONES OR FROZEN SOILS GREATER THAN 6-INCHES IN DIAMETER.
 15. ALL TRENCHES SHALL BE COMPACTED TO 95% AS DETERMINED BY ASTM D688 (STANDARD PROCTOR).

LANDMARK
CONSULTANTS, INC.

CIVIL ENGINEERS | SURVEYORS

41 5th Avenue • P.O. Box 778 •
Sarasota, Florida 34236 • Phone 941-557-1111
Fax 941-557-1112 • www.LANDMARK-CD.com

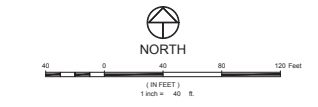
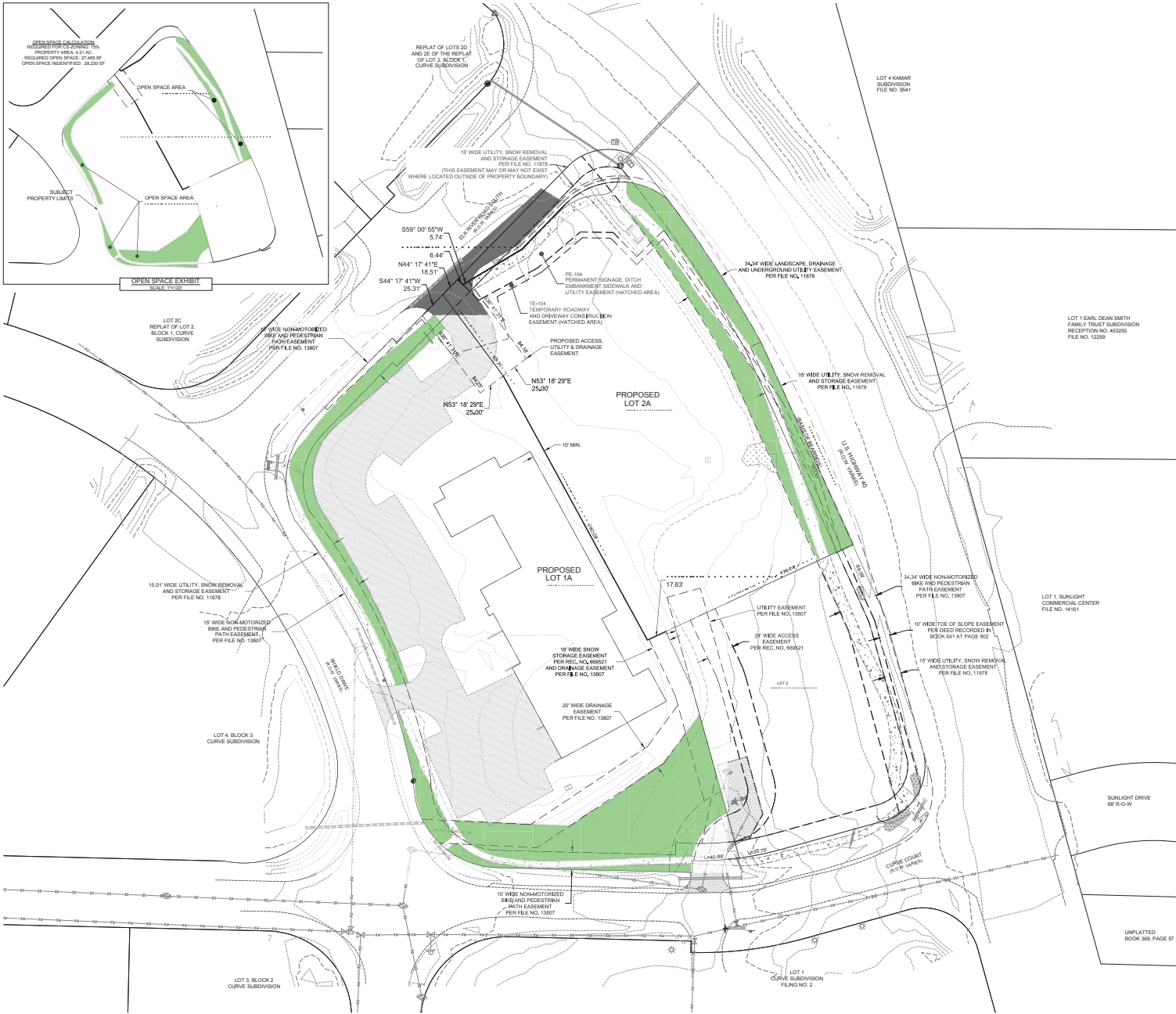
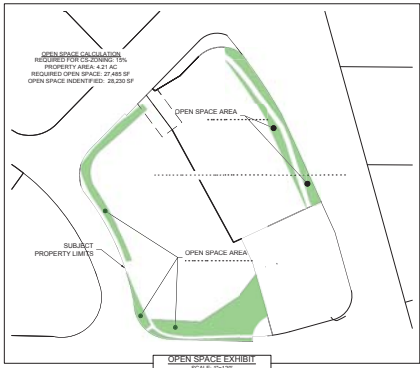
PLANNING REVIEW
NOT FOR CONSTRUCTION
07/24/24

NO.	DATE	BY	DESCRIPTION

PROJECT:	2024-008
TITLE:	AS IS
DRAWN BY:	AS
CHECKED BY:	EG

Worldwest Subdivision, Filing No. 2
Preliminary
Water & Sewer Plan

SHEET
C.100
Of 6 Sheets



LEGEND:

PROPERTY BOUNDARY	---
ADJACENT PROPERTY BOUNDARY EASEMENT	---
SECTION LINE	---
CENTERLINE	---
FOUND MONUMENT	○
FOUND SECTION CORNER	○
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DICK	---
WALL	---
FENCE	---
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CONCRETE	---
GRAVEL	---
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TELEPHONE PEDESTAL AND MANHOLE/VAULT	---
ELECTRIC	---
ELECTRIC PED. JUNCTION BOX AND METER	---
LIGHT POLE AND LIGHT POLE W/ MAST	---
PROPOSED DITCH / SWALE	---
UTILITY POLE AND GUY WIRE	---
DITCH/SWALE	---
EXISTING STORM SEWER W/ FES	---
PROPOSED STORM SEWER W/ FES	---
INLET AND STORM MANHOLE	---
OVERLAND AND CHANNEL FLOW ARROWS	---
CONFEROUS AND DECIDUOUS TREE	---
OPEN SPACE MEETING CDC DEFINITION	---

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PROPERTY DESCRIPTION

9. LOTS 1 & 2, WORLDVIEW SUBDIVISION, AS RECORDED AT FILE NO. 13807 IN THE CITY OF STEARNS SPRINGS, ROUTT COUNTY, COLORADO.

CIVIL ENGINEERS | SURVEYORS

LANDMARK CONSULTANTS, INC.

411 8th Street, Suite 200, Steamboat Springs, CO 80487
Phone: 970.751.3884
www.LANDMARKCO.com

PLANNING REVIEW
NOT FOR CONSTRUCTION

PROJECT: 2024-008
DATE: 08/20/24
DRAWN BY: JAS
CHECKED BY: EGS

Worldview Subdivision, Filing No. 2
Open Space Exhibit

SHEET
C.700
Of 6 Sheets

WorldWest Subdivision, Filing 2

Preliminary Plat Narrative

Revised June 2018

Background

The Applicant, WorldWest, LLC (WW), represented by Dan Simons, is proposing WorldWest (WW) Subdivision Filing 2: a 2-lot subdivision on the 4.2 acre parcel known as Lot 1 WorldWest Subdivision. The block, which is contained by Elk River Road, US 40, Curve Court and Shield Drive currently has two lots – the 4.31 acre Lot 1 and Lot 2 consisting of .91 acres. All of the property in the block is zoned Commercial Services (CS). The 4.2 acre Lot 1 is proposed to be subdivided into Lot 1A, consisting of the WorldWest Building along with the accessory uses such as parking, access and landscaping and a new vacant Lot 2A. Below is an aerial photo showing project location and existing and proposed lot layouts.



This narrative is a component of the revised Preliminary Plat plan package that includes: Cover Sheet/Vicinity Map, Project Notes, Existing Conditions, Preliminary Plat and Preliminary Water & Sewer Plan.

Site Description

As shown in the above photo, the WW building and accessory uses occupy proposed Lot 1A. The photo below is a panorama of proposed Lot 2A and indicates that the site is vacant with vegetation consisting mostly of tall grasses, several aspen trees near the existing access and some willow trees associated with a small wetland. Access to the WW building occurs off Elk River Road and Shield Drive. CDOT’s construction of the US 40/Elk River Road intersection has impacted the north portion of the site adjacent to the intersection. The lot line has changed and two easements have been granted to allow for expansion and construction of the new intersection. Landscaping associated with the WW building is located mostly on the south and east sides of the building.



Photo of vacant lot to be created by WorldWest Subdivision looking north/northeast
Access to the new lot will be located off the existing driveway shown here

Preliminary Plat Description

Subdivision Site Plan

The proposal is split the existing 4.2 acre Lot 1 into two lots as shown below. The objective is to have only the WW building and grounds on a separate parcel so that it can be sold separately from the remaining vacant land, creating Lot 2A as a prime commercial property fronting on US 40 and Elk River Road. No changes to the existing accesses or parking are proposed. New Lot 2A will access directly off the existing Elk River Road access with appropriate easements. The new lot boundary will create a rear setback of 10’ for the WW building, exceeding the rear setback requirement in the CS Zone District of 7.5 feet. It is important to understand that the applicant is not proposing any development with this proposal; this is simply a subdivision creating the two lots.

Lot/Parcel	Approx. Size in Acres
Existing Lot 1	4.2
Proposed Lot 1A	2.48
Proposed Lot 2A	1.72

Regarding the 15% open space required for commercial subdivisions, an Open Space Plan has been created and submitted as part of the Preliminary Plat plans. The Open Space Plan requirement is 27,485 sf (based on a 4.21 acre site). The proposed Open Space Plan designates 28,230 sf of open space.

Infrastructure Plan

Access

Primary access to the proposed lot will share the existing drive onto Elk River Road on the north side of the site. Easements will be provided as shown for the mutual benefit of the respective property owners. Additionally, Lot 2 of the WW Final Plat includes an access easement that could potentially connect through the proposed Lot 2A. The actual site access system will be determined when a development plan is pursued by the future lot owner.

Water/Service Sewer Service

The WW Final Plat dedicated a utility easement over Lot 2 for the extension of an existing water and sewer main to the proposed Lot 2A. This water and sewer extension into the new lot is proposed with this Preliminary Plat.

Dry Utilities

Dry utilities (electric, gas, telephone and cable) exist along the perimeter of the property. Actual loading and demand requirements cannot be predetermined in the absence of a development proposal. We are unaware of any capacity concerns at this time.

Compliance with Preliminary Plat Criteria

Applicant responses to the criteria are found in italics below each criterion.

Criteria for approval. All preliminary plats shall only be approved where the plat, supporting materials and documentation and any testimony and evidence presented during a public hearing (where applicable), establishes that all of the following standards have been met:

1. The Preliminary Plat substantially conforms to all applicable requirements of this CDC, including requirements of the applicable zone district.

Response: The proposed plat conforms will all applicable regulations of the CDC and specifically, the regulations of the CS Zone District.

2. Each lot in the subdivision that is proposed for development shall be developable. Elements reviewed for developability include a demonstrated ability to meet the requirements of this CDC in terms of zone district standards, development standards, and subdivision standards

Response: The proposed lots comply with applicable zone district standards as well as subdivision standards.

3. The Preliminary Plat conforms to all other applicable regulations and requirements including but not limited to state law, the Steamboat Springs Municipal Code, any capital improvement plan or program, or any Improvements Agreement or Development Agreement for the property.

Response: The Applicant is not aware of any non-conformance with other applicable regulations or requirements, including state law, Steamboat Springs Municipal Code, and other requirements set by a capital improvement plan or program, or any approved subdivision improvements agreement or development agreement for the property.

4. The Preliminary Plat shall be compatible with the character of existing or planned land development pattern in the vicinity and shall not adversely affect the future development of the surrounding area.

Response: Again, no changes in use or zoning are being requested – the future use of Lot 2A will not be revised with this plat. The new Lot 2A was previously created through a subdivision process and met this criterion then and still does. This is a buildable, viable commercial lot.

5. The land proposed for subdivision shall be physically suitable for development, considering its topography, the presence of steep or unstable slopes, existing natural resource features such as wetlands, floodplains, and sensitive wildlife habitat areas, and any environmental hazards such as avalanche or landslide paths, rockfall hazard areas, or wildfire hazard areas that may limit the property's development potential.

Response: The land has previously been subdivided as part of the original The Curve Subdivision, so has met this criterion. There may be a small wetland on proposed Lot 2A which will be dealt with by the future developer of that lot.

Compliance with Design Standards for Commercial and Industrial Subdivisions

(a) Design standards. The following design standards for commercial and industrial subdivisions are in addition to the design standards referenced in section 26-183, Standards for all subdivisions.

(b) Lots.

(1) Irregular shape lots are discouraged. For the purpose of calculating the minimum lot sizes and useable lot area, areas within lots where there is less than twenty-five (25) feet between lot lines shall not be included in the required square footage.

(2) For the purpose of calculating lot size, public rights-of-way and private street easements shall not be included.

(3) A public or private street shall not divide a subdivided lot.

Response: No irregular shaped lots are proposed, public rights-of way and private street easements are not included in the proposed lot size. No streets divide the subdivided lots.

(c) Circulation.

(1) Commercial lots shall abut a public street or be served by a private street meeting city standards.

(2) Industrial lots shall abut a public street or private street, or be served by an access easement. Any street that provides access to more than two (2) lots shall be a public street and shall be constructed to city standards.

(3) No access easement shall serve more than two (2) lots.

(4) No access easement shall exceed one hundred (100) feet in length.

(5) Lots adjacent to a public or private street shall have a minimum of forty (40) feet of frontage, or twenty-five (25) feet of frontage if the lot also has legal access through an alley.

Response: All the above standards are either complied with or are not applicable. The lots abut public streets, the access easement only serves one new lot, the access easement is not more than 100 feet and the minimum frontage is met.

(d) Open space and trails. Each nonresidential subdivision (or part of a subdivision) shall set aside and designate land for the purpose of constructing open space, passive recreation, and recreation trails for the benefit of their occupants. Such designations shall be governed by the provisions and procedures of subsection 26-184(e), except that

(1) Commercial development. A minimum of fifteen (15) percent of the gross land area of the site shall be designated.

Response:

AGENDA ITEM #2.

Staff Report

Department of Planning & Community Development

Project Overview

Project Name	Elk River Road Business Park, Lot 22, Filing 2 2613 Jacob Circle (Jacob Circle Storage Additional Uses)
Project Code	DPP-18-03
Project Type	Development Plan & Major Variance
Project Description	A request to allow additional uses at an approved self-storage facility with variances to parking and loading standards.
Applicant	Jacob Circle Storage, LLC.
Zoning	I: Industrial
Report Prepared By	Toby Stauffer, AICP Senior Planner
Through	Tyler Gibbs, AIA Director of Planning & Community Development
Planning Commission	August 9, 2018
City Council	August 28, 2018

Project Location



Background

The Jacob Circle Storage development was approved on this property July 5, 2016. The project was constructed and a certificate of occupancy issued in 2017. Earlier this year City staff became aware that one of the storage units was being used to manufacture tiny homes. A notice of violation was issued to the owner in March; the applicant submitted materials to remedy the violation in April.

Project Description

The project would allow additional industrial uses in seven units within the Self-Storage development. The requested uses are Contractor Shop, Light Industrial, Indoor Self-Service Storage Facility, Warehouse, and Wholesale Facility. The majority of units would remain as self-storage, only 7 units, Units 123-129, are large enough to accommodate the additional proposed uses, and only those seven units would be approved for the new uses. The new uses require dedicated parking and loading spaces, the applicant is requesting variances to parking and loading standards. For additional information see the applicant's narrative and materials.

Dimensional Standards Overview	STANDARD	PROPOSED
Parking		
Number of Parking Spaces		
Contractor Shop	2 per 3 employees= 21 spaces for 7 units	20 spaces
Light Industrial	1 per 500 SF = 17 spaces	20 spaces
Warehouse	1 per 800 SF = 11 spaces	20 spaces
Wholesale Facility	1 per 700 SF = 12 spaces	20 spaces
Indoor Self-Service Storage Facility	5+1 per 20 units >100 = 7 spaces	20 spaces
Loading		
5,000- 25,000 SF	1 space per total net floor area per lot	zero dedicated loading spaces

Project Analysis

The following section provides staff analysis of the application as it relates to sections of the CDC. It is intended to highlight those areas that may be of interest or concern to Planning Commission, City Council, Staff or the public. For standards and requirements applicable to this proposal please refer to the CDC or contact the staff planner.

Principal Discussion Items

The primary concern with this application is ensuring that the uses can function effectively without conflict or potential enforcement. The goal of planning approvals is to set the applicant up for success by considering all uses and managing impacts from all uses. In this case, staff analysis shows that the primary impact from the proposed uses will likely be parking and loading conflicts. To ensure success for a Contractor Shop with three employees, each unit needs three

dedicated parking spaces. The proposed request includes a variance to the standard and is short one space for all seven units to have contractor uses. Additionally, with all required parking in front of the overhead doors, the effectiveness of the doors for loading and unloading is diminished.

The proposed uses of Warehouse, Wholesale Facility, and Light Industrial are likely to have a greater need for loading and more constant use of an overhead door than the approved use of Self-Storage. The proposal would block the space in front of the overhead door with required parking. The configuration of the development does not ensure success of the uses, and there is a concern that the proposed development plan will lead to conflicts between tenants and limit the success of the development. Though the CDC does not have an explicit standard that requires the space in front of an overhead door to remain clear of vehicles, the CDC does prohibit parking spaces that block access to loading spaces. Staff has found through application and enforcement of standards that there is less conflict and more potential for successful development when access to overhead doors is always available and parking is located elsewhere.

One contributing factor that has encouraged staff to support this development is that the units are owned and leased by a single entity. Single ownership can improve consistency in application of rules and covenants to enforce the requirements of this request. However, if the ownership structure were to change in the future, there would be less assurance that the project can function effectively. If ownership is divided there is a greater potential for conflicts, violations, and enforcement.

Criteria for Approval: Development Plan

Approval Criteria Summary	CONSISTENT?		
	YES	NO	NA
Consistent with character	✓		
Minimizes adverse impacts	✓		
Provides adequate vehicular access	✓		
Complies with requirements of CDC	✓		
In substantial conformance with approved conceptual development plan			✓

CDC Section 709.C – Development Plans shall be approved upon findings that the following criteria are met:

1. The Development Plan is consistent with the character of the immediate vicinity or enhances or complements the mixture of uses, structures, and activities present in the immediate vicinity.

CONSISTENT

The proposed uses are allowed by-right in the Industrial zone district and are consistent with the character of other uses and zoning in the area.

2. The Development Plan will minimize any adverse impacts on the natural environment, including water quality, air quality, wildlife habitat, vegetation, wetlands, and natural landforms.

CONSISTENT

The buildings, pavement and drainage were approved previously and environmental impacts have been evaluated and managed. No additional buildings or pavement are requested with this project. A dumpster and dumpster enclosure are proposed with this

project. The dumpster and enclosure will need to be located such that all drainage and other infrastructure remains functional for the approved development.

- The Development Plan provides adequate vehicular access, considering grade, width, and capacity of adjacent streets and intersections; parking; loading, unloading, refuse management, and other service areas; pedestrian facilities; and public or private transportation facilities.

CONSISTENT

Adequate vehicular access, parking and loading are possible with approval of the variances as indicated below.

- The Development Plan complies with all applicable requirements of this CDC.

CONSISTENT

The Development Plan complies with all applicable requirements with the exception of those listed below in the variance section.

- The Development Plan is in substantial conformance with an approved Conceptual Development Plan, if applicable.

NOT APPLICABLE

Criteria for Approval: Major Variance

Variance Request: The applicant proposes to locate two parking spaces in front of each of the seven storage units proposed for a change of use.

Approval Criteria Summary	CONSISTENT?		
	YES	NO	NA
Will not adversely impact conforming uses or impacts accurately assessed and mitigated	✓		
Compatible with direction of the Community Plan	✓		
Acceptable alternative	✓		

CDC Section 719.D - Variances may be approved upon a finding that the following criteria are met:

- The Variance will not injure or adversely impact legal conforming uses of adjacent property, or the applicant has accurately assessed the impacts of the proposed Variance and has agreed to mitigate those impacts.

CONSISTENT

The variance will not impact conforming uses of adjacent property. All impacts should be managed and maintained on the subject property.

- The Variance is compatible with the preferred direction and policies outlined in the Community Plan and other applicable adopted plans.

CONSISTENT

The variance supports development of additional uses on the property which supports Goal ED-1 of the Area Community Plan, to have diverse year round economy.

3. Acceptable Alternative. The proposed development provides the following acceptable alternative(s) to the standard:
 - i. The alternative achieves a result that is equal to or better than the code standard to which a variance is being sought.

CONSISTENT

The Code standard that is being varied is the requirement for loading spaces. The purpose of loading is: 1) to prevent traffic congestion and conflict between parking, pedestrians, and vehicular traffic and loading or unloading activity, and 2) loading areas are to be designed, operated, and maintained in a manner that ensures their usefulness and protects public safety. Additionally, CDC Section 407.C.2 indicates that "Off-street loading spaces shall not be located within a parking space or an access way or circulation aisle."

The CDC is silent on whether parking spaces should be allowed in front of overhead doors, however, through administration and enforcement of the code for a variety projects over the years, staff has found that the space in front of overhead doors should be available for access and it should not be used for parking to ensure effectiveness of the door and the use it supports. While there is concern that the design and layout of this project may compromise the effectiveness of the proposed uses or cause future conflicts between tenants or uses and create an enforcement problem, staff finds that the proposed alternative is equal to the standard. Analysis of the applicant's narrative and operating plan, in conjunction with the proposed development agreement, shows that parking and loading will be managed to accommodate needs, and the configuration can work for the proposed uses. Additionally, the property is owned and managed by one entity so that should allow for enforcement of the approval and consistency as tenants turn over, hopefully reducing enforcement issues in the future. These circumstances are not always present in similar projects and the existing uses, existing site development, and ownership structure are important components to support this finding.

Criteria for Approval: Major Variance

Variance Request: The applicant proposes 9' wide parking spaces behind the building.

Approval Criteria Summary	CONSISTENT?		
	YES	NO	NA
Will not adversely impact conforming uses or impacts accurately assessed and mitigated	✓		
Compatible with direction of the Community Plan	✓		
Acceptable alternative	✓		

CDC Section 719.D - Variances may be approved upon a finding that the following criteria are met:

1. The Variance will not injure or adversely impact legal conforming uses of adjacent property, or the applicant has accurately assessed the impacts of the proposed Variance and has agreed to mitigate those impacts.

CONSISTENT

The variance will not impact conforming uses of adjacent property. All impacts should be managed and maintained on the subject property.

2. The Variance is compatible with the preferred direction and policies outlined in the Community Plan and other applicable adopted plans.

CONSISTENT

The variance supports development of additional uses on the property which supports Goal ED-1 of the Area Community Plan, to have diverse year round economy.

3. Acceptable Alternative. The proposed development provides the following acceptable alternative(s) to the standard:
 - i. The alternative achieves a result that is equal to or better than the code standard to which a variance is being sought.

CONSISTENT

The dimensional standard for parking spaces in the Industrial zone district is 10' wide by 20' long. Of the spaces proposed for the use, 14 spaces in front of the building meet these dimensional standards. Six spaces, behind the building are proposed to be 9' wide and 20' long to allow an adequate drive aisle and parking on the other side of the drive aisle for existing storage units. The larger size space in the industrial district is intended to accommodate larger vehicles that are typically associated with an industrial use. For some of the proposed uses, Warehouse, Wholesale Facility, and Light Industrial, two larger spaces per unit meet the requirement for the use. In that regard, staff finds that the alternative is equal to the standard. For the remaining uses, Contractor Shop and Self-Storage, it is possible that not all vehicles may require the larger space and larger spaces are still available for the uses, so staff finds that the proposal meets the intent of the standard. As indicated above, the development agreement, operational plan and single ownership support consistency and enforcement of use standards considered in the approval and should help reduce future conflicts and manage impacts from the design and configuration of the project.

Staff Findings

Staff finds that the Jacob Circle Storage Additional Uses project at Elk River Road Business Park, Lot 22, Filing 2, 2613 Jacob Circle, DPP-18-03, for additional uses at an approved self-storage facility with variances to parking and loading standards, is CONSISTENT with the Criteria for Approval for a Development Plan and Major Variance.

Recommended Motion

Planning Commission recommends approval of DPP-18-03 with the findings as listed in the staff report and the following conditions of approval:

1. Owner shall locate the dumpster and dumpster enclosure so that the storm sewer easement can still accommodate all drainage required for the site. The dumpster enclosure location cannot block or damage required drainage.
2. A maximum of three employees shall be allowed per unit used as a Contractor Shop use.
3. The Owner shall record a development agreement that specifies permitted uses, the maximum number of employees allowed for uses in units 123-129, and the use of space in front of overhead doors. The Owner shall record the development agreement within 10 days of this approval.
4. The Owner shall provide the development agreement to tenants of Units 123-129 with the other lease documents.

5. Units 123-129 are permitted for only the following principal uses: Contractor Shop, Light Industrial, Indoor Self-Service Storage Facility, Warehouse, and Wholesale Facility. The remainder of the units on the property are permitted for only Indoor Self-Service Storage Facility.
6. Prior to permit issuance for any required permit for the property or within 30 days of this approval, the Owner shall submit payment to the City for the proportionate share of future improvement costs at Downhill Drive / US40 intersection as calculated in the Trip Generation Letter by Landmark Consultants dated March 20, 2016, last revised July 3, 2018, calculated at 0.19% of \$6,420,000.00 or \$12,198.

Attachments

- Attachment 1 – Project Timeline
- Attachment 2 – Applicant Narrative
- Attachment 3 – Site Plan
- Attachment 4 – Draft Development Agreement

ATTACHMENT 1

Project Timeline

Project Code: DPP-18-03

Project Name: Elk River Road Business Park, Filing 2, Lot 22 (2613 Jacob Circle)

	DATES	NOTES
Pre-Submittal Meeting	03/26/2018	
Application Submitted	04/11/2018	
TECHNICAL ADVISORY COMMITTEE REVIEW		
TAC Letter	05/18/2018	
Resubmittal	06/29/2018	
TAC Letter	07/18/2018	
Resubmittal		
TAC Letter		
Resubmittal		
TAC Letter		
PUBLIC NOTICE		
Newspaper Notice	07/29/2018	
Mailed Notice	07/25/2018	
Property Posting	07/25/2018	
Mineral Notice	06/29/2018	
PUBLIC HEARINGS		
Planning Commission	08/09/2018	
City Council	08/28/2018	

NOTES

ATTACHMENT 2

NARRATIVE JACOB CIRCLE STORAGE – ADDITIONAL USE

This is a Development Plan application to allow additional uses for seven existing units within the Jacob Circle storage project. The proposed additional uses are: seven units to be used as Warehouse, Wholesale Facility, Light Industrial and Industrial Services-Contractor Shop with less than three employees. No physical improvements or alterations to the property are proposed, other than striping of parking spaces and location of a dumpster on site.

BACKGROUND

A Final Development Plan for this project was approved by the City of Steamboat Spring on July 5, 2016 as DPR-16-04 for self-storage. The project was constructed and a certificate of occupancy has been issued. The majority of the project is comprised of small storage units ranging in size from 12x30 to 10x15. There are seven 20x60 sized units located at the south end of the project (“Warehouse Units”) as shown on the site plan.

After completion of the project and marketing to the public, it has become apparent that there is a demand for the Warehouse Units by small business owners for use as storage as well as other uses related to these small businesses. Most recently, the City has issued a Notice of Violation with regard to a builder utilizing two of the Warehouse Units for storing materials and also performing some fabrication of “tiny homes” within the units. This has brought to light the limitation of the Warehouse Units as being only approved for self-storage. In the applicant’s short experience with this project, it appears that there is market demand for small industrial warehouse space that can be somewhat flexible in meeting the varied needs of small businesses, whether it is building tiny-homes or proto-typing and manufacturing items such as paddleboards, sleeping bags, or other recreational gear as part of a start-up business.

PROPOSAL AND CRITERIA FOR APPROVAL

The applicant is seeking approval of the seven Warehouse Units indicated on the site plan for use as Warehouse, Wholesale Facility, Light Industrial, and Industrial Services (including contractor services) with no more than three employees, in addition to the currently approved use as self-storage. No physical changes are proposed for the structures or the site other than to stripe and allocate parking spaces for the Warehouse Units as set forth below and to locate a dumpster on site.

Criteria for Approval:

1. This Development Plan is consistent with the character of the immediate vicinity or enhances or complements the mixture of uses, structures, and activities present in the immediate vicinity. The project is located in the Industrial zone district with storage facilities on two sides, an auto body shop on one side and an empty industrial lot to the south. The surrounding uses in Jacob Circle and Downhill Drive are industrial in nature, with construction companies, utility companies, auto body shops and a trash/recycling center all located in the surrounding area. Warehouse and Wholesale Facility are both By-Right Use within the Industrial zone district. Light industrial is a Limited Use within the Industrial zone district. The only use standard for Light Industrial is that such use shall not be located adjacent to property zoned OR, RE, RN, RO, MH or MF, except for OR that is designated open space or City-owned open space. The project is in compliance with

the use standard as the project is surrounded by property that is either zoned Industrial or Commercial Services.

2. The Development Plan will minimize any adverse impacts on the natural environment, including water quality, air quality, wildlife habitat, vegetation, wetlands, and natural landforms. These requirements were met when the Project was approved in 2016 and constructed in 2017. The proposal should have no adverse impact on the natural environment as a result of adding the proposed uses to the existing property as no physical changes are proposed to the structures or site and the uses will be contained within the structure and therefore will not impact the natural environment.
3. The Development Plan provides adequate vehicular access, considering grade, width, and capacity of adjacent streets and intersections; parking; loading, unloading, refuse management, and other service areas; pedestrian facilities; and public or private transportation facilities. Access to the site will not be altered by the proposed additional uses and is adequate. Circulation within the site will be modified slightly to provide for the required parking. The circulation is reflected on the attached site plan and is modified to provide for one way traffic in the middle corridor. Given the minimal amount of traffic that typically occurs in self-storage, the applicant does not anticipate any conflicts resulting from the one way traffic flow in the middle corridor. Parking will meet City requirements for such additional uses. Loading is proposed to be located within the parking and as such, a variance is requested. Both parking and loading are addressed below. Service areas, pedestrian facilities and transportation facilities were addressed in the original Development Plan for the project and are not impacted by this proposal.
4. The Development Plan complies with all applicable requirements of this CDC, provided that a variance is requested for loading as more particularly set forth below.
5. There was no Conceptual Development Plan for this project, therefore 709.C (5) is inapplicable.

REFUSE MANAGEMENT

The applicant intends to provide an area for dumpsters or refuse containers to be located as more particularly shown on the site plan, with such dumpsters or refuse containers to be provided by the tenants as needed for particular activities.

PARKING.

The parking requirement for Light Industrial is one space per 500sf; Warehouse is one space per 800sf; Wholesale Facility is one space per 700sf; Contractor Services is two spaces per three employees. The applicant proposes to meet the parking requirement by creating two parking spaces in front of each unit, for a total of fourteen spaces as more particularly shown on the site plan. To the rear of the units, 6 parking spaces will be located as well.

LOADING –Variance

The parking spaces are proposed to also serve as loading for each of the seven (7) Warehouse Units, as the tenants of those units would control the parking and loading at the same time. When loading or unloading occurs, the tenant can temporarily move vehicles to unoccupied spaces. It is not anticipated

that these uses will have constant loading and unloading. As a result, the tenants are able to manage and coordinate the parking and loading/unloading in front of their own units. Given that the remainder of the project is self-storage which traditionally has very infrequent visitation, the applicant does not anticipate any conflicts or concerns with this request to allow parking and loading to overlap. The original approval for the Project allowed for an overlapping of parking and loading in the self storage units based upon similar logic. This alternative achieves a result that is equal to or better than the code standard because the overlapping of parking and loading for these seven Warehouse Units does not create traffic congestion nor does it create a shortage of off-street parking. Again, the advantage of avoiding unnecessary additional impervious surface supports this overlap in use for both parking and loading.

BUILDING CODE

It is anticipated that the proposed additional uses would fall within F1 occupancy for low hazard manufacturing or S1 for low hazard storage (Table 508.4 of the 2015 Building Code). As a result, no changes are needed to the existing structure. The applicant does not intend to allow for high hazard manufacturing or storage. The Warehouse Units are heated and have power. All leases for any use other than storage will contain a provision that tenants are responsible for obtaining a building code review from the building department prior to occupancy to ensure compliance with the applicable building code.

EXHIBIT B

VARIANCE REQUESTS Jacob Circle Storage Off-Street Parking & Dimensional Standards

The applicant proposes to create two parking spaces in front of each of the seven (7) Warehouse Units proposed for a change of use, for a total of fourteen spaces as more particularly shown on the site plan. To the rear of the units, 6 parking spaces will be located. This will meet the required maximum number of spaces as required by code. As shown on the site plan, fourteen (14) of the parking spaces will be located in front of the overhead doors and therefore a variance has been requested. Additionally, the 6 spaces to the rear of the units will be 9' in width, requiring a variance to the required dimensional standard for parking spaces in the Industrial zone district.

VARIANCE REQUEST – OFF STREET PARKING

Section 406. Off-Street Parking provides that the purpose of such parking provision is to:

1. Prevent a shortage of vehicular parking areas
2. Require parking areas to be designed, operated, and maintained in a manner that ensures their usefulness, prevents congestion, and protects public safety.
3. Encourage multi-modal transportation.

The layout of the proposed parking related to the seven (7) Warehouse Units with six (6) parking spaces to the rear of the units and fourteen (14) parking spaces in front of the Warehouse Units, is not anticipated to interfere with usefulness of the parking areas, create congestion or a shortage of parking. Although not specifically prohibited in the code, planning staff have indicated that parking may not be located in front of the overhead doors for the seven (7) Warehouse Units and that a variance must be obtained or parking located elsewhere.

The rationale for locating the parking in front of the overhead doors is that the tenants of those Warehouse Units would control the parking and loading in front of the tenant's particular unit. When loading or unloading occurs, the tenant can temporarily move vehicles to unoccupied spaces elsewhere in the project. Given the size of the units (1200 square feet), the Warehouse Units are not anticipated to serve as a major production or warehouse facility necessitating constant loading and unloading. The likelihood is that there will be intermittent loading or unloading via the overhead doors. As a result, the tenants will be able to manage and coordinate the parking and loading/unloading in front of their own units.

It is important to note that the requested uses for the Warehouse Units are: Warehouse, Wholesale Facility, Light Industrial and Industrial Services-Contractor-Shop. Not all of these uses will have loading or unloading via the overhead doors. Moreover, the parking requirements for some of these uses are less than what is being provided due to the fact that the Applicant is seeking to create flexibility based on the market demand and therefore must provide the maximum required parking for any of the proposed uses.

Given that the remainder of the project is self-storage which traditionally has very infrequent visitation, the applicant does not anticipate any conflicts or concerns with this request to allow parking and loading to overlap. The original approval for the Project allowed for an overlapping of parking and loading in the self storage units based upon similar logic.

The Warehouse Units will be rented and are not able to be sold, so the Applicant remains in control of the entirety of the Project and can adjust leases and rules to address any conflicts if they occur. In order to avoid conflicts, an operations plan will be developed with rules and regulations to be enforced within the Project. The operations plan will include the following provisions:

- Parking spaces will be assigned to each Unit such that parking spaces located in front of overhead doors will be parking spaces assigned to such Unit and therefore under the control of the Unit. The parking spaces to the rear will not be assigned and will be available for short term overflow parking when cars must be moved from in front of overhead doors.
- An ADA space will be located in front of restrooms.
- Parking will be monitored and parking rules will be enforced by towing and fines. The parking lot will be posted with signage regarding towing as specified in Section 406.C of the City of Steamboat Springs municipal code.
- No parking or standing is permitted within drive surface and fire/emergency lanes. The parking lot will be striped to identify No Parking areas and Fire/Emergency lanes. Cars parked in violation of this rule will be towed.
- Leases will incorporate the restrictions set forth above and include a provision that violation of the parking restrictions will be deemed a default under the lease.

Section 719.D Criteria for Approval:

1. The variance will not injure or adversely impact legal conforming uses of adjacent property, or the applicant has accurately assessed the impacts of the proposed variance and has agreed to mitigate those impacts.

There will be no injury or adverse impact to legal conforming uses of adjacent property. Any conflict that could occur regarding parking and the overhead garages would likely result in conflict between neighboring units within the project and should not impact neighboring properties in either visual, noise or other manners.

2. The variance is compatible with the preferred direction and policies outlined in the Community Plan and other applicable adopted plans.

Goal ED-1 of the Community Plan calls for Steamboat Springs to have a vital, sustainable, and diverse year-round economy. The community continues to seek diversity of its economy beyond traditional retail and service sectors. The applicant is seeking a change in use for these units to meet market demand for smaller flexible space to accommodate start-up businesses that need some but not too much space for tasks such as building and designing a tiny-home, designing proto-types of outdoor equipment, serving as the home base for contractor businesses. Allowing the parking in front of the overhead doors creates the flexible space that helps fuel the diversity in our economy.

3. The variance application meets with the criteria for unnecessary hardship or practical difficulty, as applicable or the criteria for an acceptable alternative.

This alternative achieves a result that is equal to or better than the code standard because the location of a portion of the required parking in front of the overhead doors for these seven Warehouse Units does not create traffic congestion nor does it create a shortage of off-street

parking for the reasons stated above, related to the control of parking by the tenant, the size of the space, and the flexibility of the uses and unlikelihood for conflict. The advantage of avoiding unnecessary additional impervious surface supports locating parking in front of these overhead garage doors in lieu of creating an even larger parking lot that will be empty and unused.

VARIANCE REQUEST – PARKING WIDTH DIMENSIONAL STANDARD

Section 406-2 Off-Street Parking Dimensions

	Standard	Zone-specific standard
Width	9' min.	I: 10' min.
Length	18' min	I: 20' min.

The applicant requests a variance to allow the 6 spaces to the rear of the building to be 9' rather than the 10' required in the Industrial zone. Please note that the 14 spaces in front of the building will meet the 10' minimum required. These 6 spaces will not have parking on either side and the applicant believes that there is sufficient room to avoid any conflict as a result of the slight reduction in parking width. Moreover, the parking is within an area that will be well-maintained and subject to frequent snow plowing and therefore it is not anticipated that snow build up would push the parking to one side or the other.

Section 719.D Criteria for Approval:

1. The variance will not injure or adversely impact legal conforming uses of adjacent property, or the applicant has accurately assessed the impacts of the proposed variance and has agreed to mitigate those impacts.

There will be no injury or adverse impact to legal conforming uses of adjacent property. The parking is entirely located on the subject property.

2. The variance is compatible with the preferred direction and policies outlined in the Community Plan and other applicable adopted plans.

Goal ED-1 of the Community Plan calls for Steamboat Springs to have a vital, sustainable, and diverse year-round economy. The community continues to seek diversity of its economy beyond traditional retail and service sectors. The applicant is seeking a change in use for these units to meet market demand for smaller flexible space to accommodate start-up businesses that need some but not too much space for tasks such as building and designing a tiny-home, designing proto-types of outdoor equipment, serving as the home base for contractor businesses. Allowing the slight reduction in the width of 6 of the parking spaces creates the flexible space that helps fuel the diversity in our economy.

3. The variance application meets with the criteria for unnecessary hardship or practical difficulty, as applicable or the criteria for an acceptable alternative.

The alternative achieves a result that is equal to or better than the code standard to which a variance is being sought. In this case, 14 of the 20 parking spaces will meet the larger parking width of 10'. The 6 overflow parking spaces to the rear of the units which is adjacent to the drive aisle is such a minor alteration to the requirement, that the result will be the same. It should be

noted, that the proposed 9' width meets the dimensional standard for all other zone districts – it is only due to the fact that this project is within the industrial zone district that the required width is increased to 10'

ATTACHMENT 3

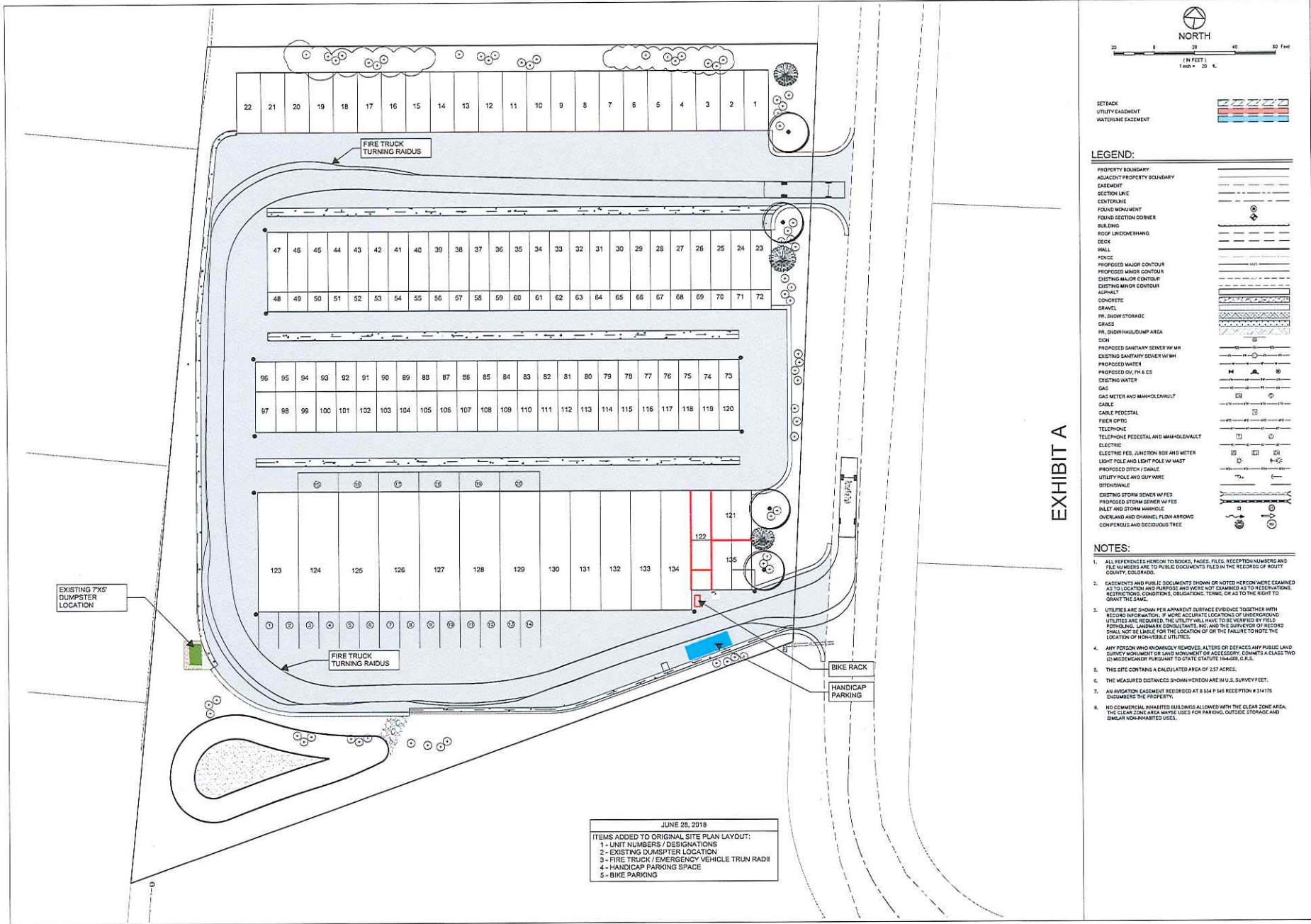
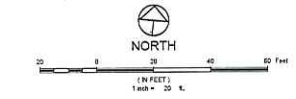


EXHIBIT A

JUNE 28, 2018
 ITEMS ADDED TO ORIGINAL SITE PLAN LAYOUT:
 1 - UNIT NUMBERS / DESIGNATIONS
 2 - EXISTING DUMPSTER LOCATION
 3 - FIRE TRUCK / EMERGENCY VEHICLE TURN RADIUS
 4 - HANDICAP PARKING SPACE
 5 - BIKE PARKING



LEGEND:

PROPERTY BOUNDARY	[Symbol]
ADJACENT PROPERTY BOUNDARY	[Symbol]
EASEMENT	[Symbol]
SECTION LINE	[Symbol]
ENTRANCE	[Symbol]
FOUND MONUMENT	[Symbol]
FOUND SECTION CORNER	[Symbol]
BUILDING	[Symbol]
ROOF LINE/CHIMNEY	[Symbol]
DECK	[Symbol]
WALL	[Symbol]
FOURCE	[Symbol]
PROPOSED MAJOR CONTOUR	[Symbol]
PROPOSED MINOR CONTOUR	[Symbol]
EXISTING MAJOR CONTOUR	[Symbol]
EXISTING MINOR CONTOUR	[Symbol]
ASPHALT	[Symbol]
CONCRETE	[Symbol]
GRAVEL	[Symbol]
PR. SNOW STORAGE	[Symbol]
GRASS	[Symbol]
PR. SHOW/HOLDUP AREA	[Symbol]
SEW	[Symbol]
PROPOSED SANITARY SEWER W/ MH	[Symbol]
EXISTING SANITARY SEWER W/ MH	[Symbol]
PROPOSED WATER	[Symbol]
PROPOSED DV, PH & CS	[Symbol]
EXISTING WATER	[Symbol]
GAS	[Symbol]
GAS METER AND MANHOLE/VAULT	[Symbol]
CABLE	[Symbol]
CABLE PEDESTAL	[Symbol]
FIBER OPTIC	[Symbol]
TELEPHONE	[Symbol]
TELEPHONE PEDESTAL AND MANHOLE/VAULT	[Symbol]
ELECTRIC	[Symbol]
ELECTRIC FED. JUNCTION BOX AND METER	[Symbol]
LIGHT POLE AND LIGHT POLE MANHOLE	[Symbol]
PROPOSED DITCH / DRAIN	[Symbol]
UTILITY POLE AND GUY WIRE	[Symbol]
STORMWATER	[Symbol]
EXISTING STORM SEWER W/ FES	[Symbol]
PROPOSED STORM SEWER W/ FES	[Symbol]
RULEY AND STORM MANHOLE	[Symbol]
OVERLAND AND CHANNEL FLOW ARROWS	[Symbol]
CONIFEROUS AND DECIDUOUS TREE	[Symbol]

- NOTES:**
- ALL REFERENCES HEREON TO BOOKS, PAGES, FILES, RECEPTION NUMBERS AND FILE NUMBERS ARE TO PUBLIC DOCUMENTS FILED IN THE RECORDS OF ROUTE COUNTY, COLORADO.
 - EASEMENTS AND PUBLIC DOCUMENTS SHOWN OR NOTED HEREON WERE EXAMINED AS TO LOCATION AND PURPOSE AND WERE NOT EXAMINED AS TO REPRESENTATIONS, RESTRICTIONS, CONDITIONS, OBSERVATIONS, TERMS, OR AS TO THE RIGHT TO GRANT THE SAME.
 - UTILITIES ARE SHOWN PER APPROPRIATE SURFACE EVIDENCE TOGETHER WITH RECORD INFORMATION. IF MORE ACCURATE LOCATIONS OF UNDERGROUND UTILITIES ARE REQUIRED, THE UTILITY WILL HAVE TO BE VERIFIED BY FIELD POTHOLING. LANDMARK CONSULTANTS, INC. AND THE SURVEYOR OF RECORD SHALL NOT BE LIABLE FOR THE LOCATION OF OR THE FAILURE TO NOTE THE LOCATION OF NON-VISIBLE UTILITIES.
 - ANY PERSON WHO UNLAWFULLY REMOVES, ALTERS OR DEFACES ANY PUBLIC LAND SURVEY MONUMENT OR LAND MONUMENT OR ACCESSORY CORNER IS A CLASS TWO (2) MISDEMEANOR PURSUANT TO STATE STATUTE 18A-608, C.R.S.
 - THIS SITE CONTAINS A CALCULATED AREA OF 2.57 ACRES.
 - THE WEATHERED DISTANCES SHOWN HEREON ARE IN U.S. SURVEY FEET.
 - AN AVIGATION EASEMENT RECORDED AT 8:54 P 545 RECEPTION # 214175 ENCOMPASSES THE PROPERTY.
 - NO COMMERCIAL INHABITED BUILDINGS ALLOWED WITHIN THE CLEAR ZONE AREA. THE CLEAR ZONE AREA MAYBE USED FOR PARKING, OUTSIDE STORAGE AND OTHER NON-INHABITED USES.

CIVIL ENGINEERS | SURVEYORS
 141 5th Street - P.O. Box 77643
 Denver, Colorado 80207
 (303) 733-4644
 www.LANDMARK-CD.com



STATE PLAT FILE # 144
 COVERED BY PLAT # 144
 THIS IS A PRELIMINARY PLAT
 PROVIDED FOR INFORMATION
 ONLY. IT IS NOT TO BE USED
 FOR CONSTRUCTION OR
 ANY OTHER PURPOSE.
 CONSULT THE FINAL PLAT.

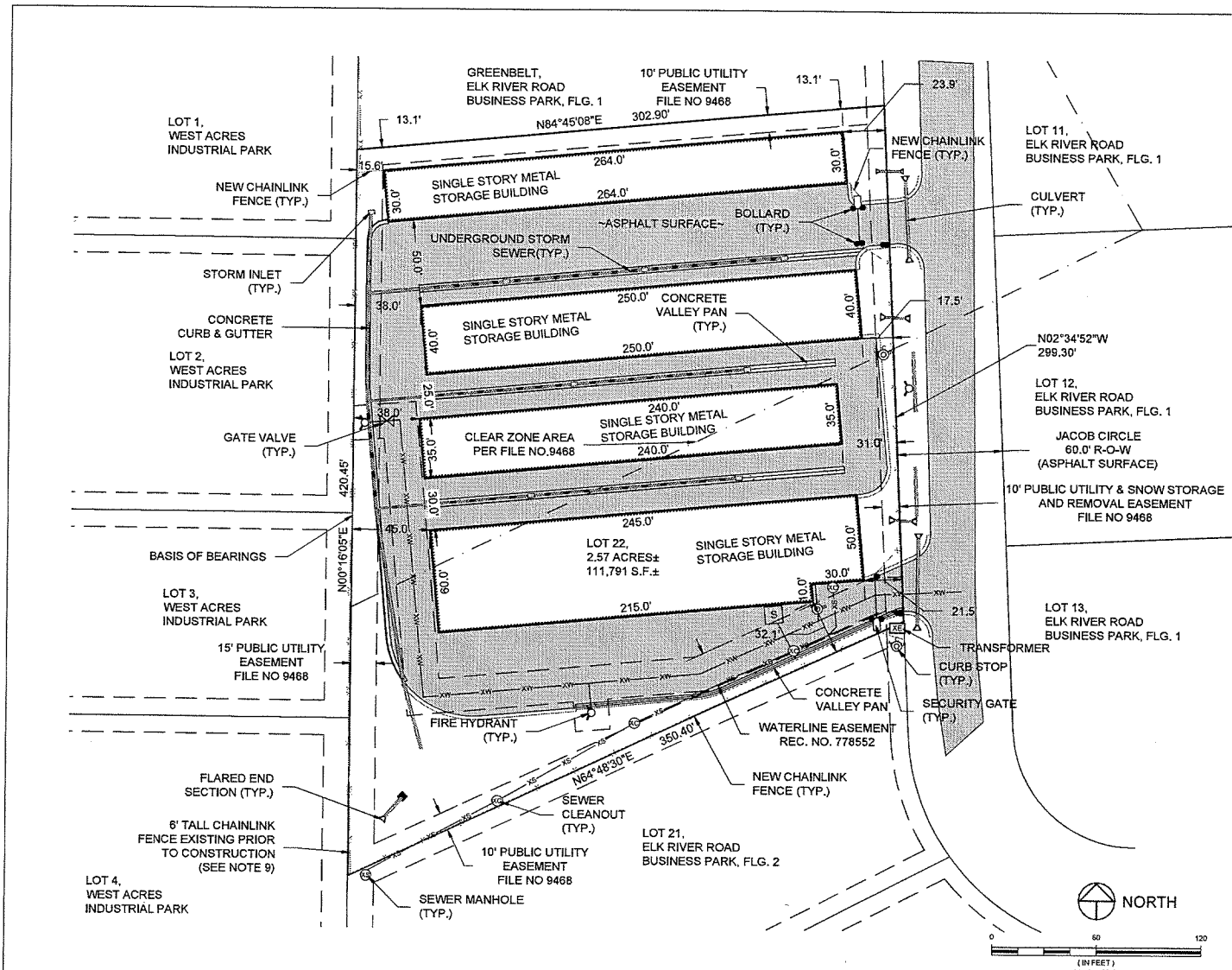
NO.	DATE	BY	DESCRIPTION
1	06-28-2018	RE	Initial Permit
2	06-12-2018	RS	PLAN LOCATIONS

PROJECT: 202602
 DATE: 7/26/2018
 DRAWN BY: JH
 CHECKED BY: RS

Lot 22, Elk River Road Business Park
 Fire Truck Turning Movement

SHEET
 1
 Of 11 Sheets

DRAWING FILE NAME: P:\1182-020\DWG\1182-020-PLC.dwg LAYOUT NAME: layout DATE: Oct 20, 2017 - 10:25am CAD OPERATOR: jaf
LIST OF XREFS: (NONE)



PROPERTY DESCRIPTION:

LOT 22,
ELK RIVER ROAD BUSINESS PARK, FLG. NO. 2.
COUNTY OF ROUTT,
STATE OF COLORADO.

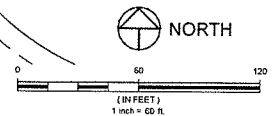
NOTES:

1. THIS IMPROVEMENT LOCATION CERTIFICATE WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE INSURANCE COMMITMENT OR A TITLE INSURANCE POLICY. A TITLE INSURANCE COMMITMENT OR A TITLE INSURANCE POLICY MAY DISCLOSE FACTS NOT REFLECTED ON THE IMPROVEMENT LOCATION CERTIFICATE. THIS IMPROVEMENT LOCATION CERTIFICATE DOES NOT CONSTITUTE A TITLE SEARCH BY LANDMARK CONSULTANTS, INC. TO DETERMINE OWNERSHIP OF THIS TRACT. VERIFY THE DESCRIPTIONS SHOWN, VERIFY THE COMPLETIBILITY OF THIS DESCRIPTION WITH THAT OF ADJACENT TRACTS, OR VERIFY EASEMENTS OF RECORD.
2. BASIS OF BEARINGS: THE WEST LINE OF LOT 2, ELK RIVER ROAD BUSINESS PARK BEARING N00°16'05"E BASED ON THE COLORADO COORDINATE SYSTEM NORTH ZONE, NAD83(2011).
3. PROPERTY DESCRIPTION WAS SUPPLIED BY CLIENT.
4. EASEMENTS ARE SHOWN PER THE PLAT OF ELK RIVER ROAD BUSINESS PARK, FLG. NO. 2.
5. THE LAST FIELD INSPECTION OF THE SITE WAS OCTOBER 12, 2017.
6. STREET ADDRESS: 2613 JACOB CIRCLE (PER ROUTT COUNTY GIS).
7. RECORDED AND APPARENT RIGHTS-OF-WAY AND EASEMENTS OF RECORD EXCEPT THOSE SHOWN ON RECORDED PLAT ARE NOT SHOWN ON THIS DRAWING AND THE CLIENT DID NOT REQUEST RIGHTS-OF-WAY AND EASEMENTS OF RECORD RESEARCHED OR SHOWN.
8. BURIED UTILITIES AND/OR PIPE LINES ARE SHOWN PER VISIBLE SURFACE EVIDENCE OR AS-BUILT DRAWINGS OF THE CONSTRUCTED UTILITY LINES. IF ANY UNDERGROUND UTILITY LOCATIONS ARE REQUIRED, THEY WILL HAVE TO BE VERIFIED BY FIELD POT-HOLING THE UTILITIES. LANDMARK CONSULTANTS, INC. AND THE SURVEYOR OF RECORD SHALL NOT BE LIABLE FOR THE LOCATION OF OR THE FAILURE TO NOTE THE LOCATION OF NON-VISIBLE UTILITIES.
9. CHAINLINK FENCE ALONG THE WEST SIDE OF LOT 22 EXISTED PRIOR TO STORAGE FACILITY CONSTRUCTION, IS IN POOR CONDITION, AND MAY VARY IN LOCATION BY UP TO 2 FEET ON EITHER SIDE OF THE LOT LINE.

SURVEYOR'S CERTIFICATION:

I HEREBY CERTIFY THAT THIS IMPROVEMENT LOCATION CERTIFICATE WAS PREPARED FOR JACOB CIRCLE STORAGE, LLC AND HLCC, THAT IT IS NOT A LAND SURVEY PLAT OR IMPROVEMENT SURVEY PLAT, AND THAT IT IS NOT TO BE RELIED UPON FOR THE ESTABLISHMENT OF FENCE, BUILDING, OR OTHER FUTURE IMPROVEMENT LINES. I FURTHER CERTIFY THAT THE IMPROVEMENTS ON THE ABOVE DESCRIBED PARCEL ON THIS DATE, OCTOBER 15, 2017 EXCEPT UTILITY CONNECTIONS, ARE ENTIRELY WITHIN THE BOUNDARIES OF THE PARCEL, EXCEPT AS SHOWN, THAT THERE ARE NO ENCROACHMENTS UPON THE DESCRIBED PREMISES BY IMPROVEMENTS ON ANY ADJOINING PREMISES, EXCEPT AS INDICATED, AND THAT THERE IS NO APPARENT EVIDENCE OR SIGN OF ANY EASEMENT CROSSING OR BURDENING ANY PART OF SAID PARCEL, EXCEPT AS NOTED.

JEFFERY A. GUSTAFSON, LICENSED LAND SURVEYOR
COLORADO LICENSE NO. 29039
FOR AND ON BEHALF OF LANDMARK CONSULTANTS, INC.

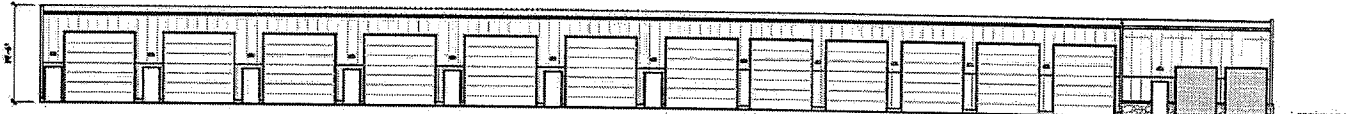


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DATE:	10/16/2017												
DRAWN BY:	AJS												
CHECKED BY:	JAG												

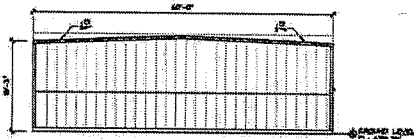


141 9th Street - P.O. Box 774943
Steamboat Springs, Colorado 80477
(970) 871-9494 www.LANDMARK-CO.com

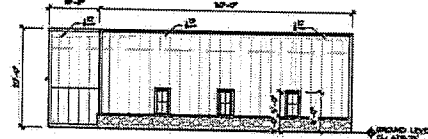
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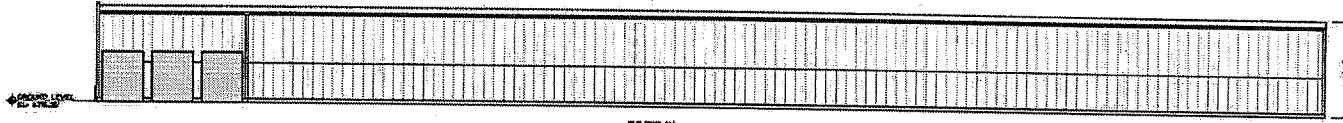
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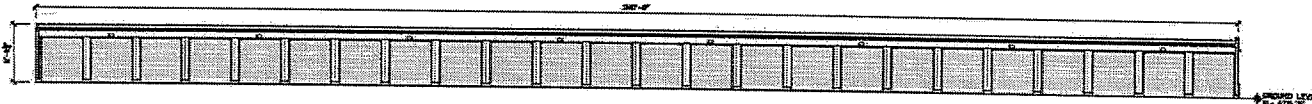
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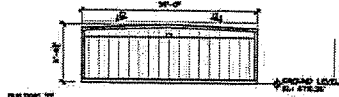
3 EAST ELEVATION



4 NORTH ELEVATION



5 SOUTH ELEVATION

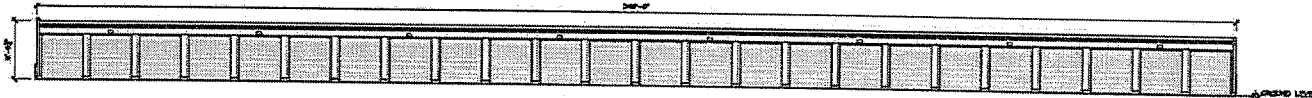


6 WEST ELEVATION



7 EAST ELEVATION

METAL BUILDING
COLOR FOR ROOF AND EXTERIOR DOORS:
SERVICED AGED BRICK
COLOR FOR WALLS AND TRIM:
MINERAL BEIGE-TM



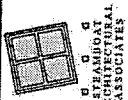
8 NORTH ELEVATION

THESE ELEVATIONS
DO NOT INCLUDE
THE COMPONENTS
NECESSARY FOR
CONSTRUCTION
(SAFETY)

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EXTERIOR ELEVATIONS - BLDG A
EXTERIOR ELEVATIONS - BLDG B

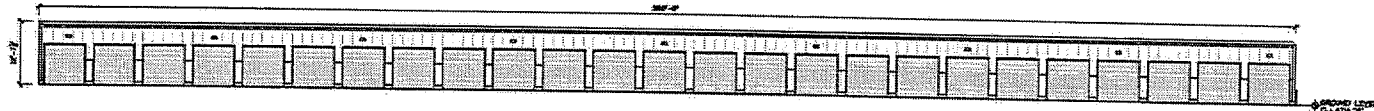
William J. Raugitsch
570 S. 27th St. #119
P.O. Box 772910 345 Lincoln Ave. Ste. 100
Arcambeen Springs, CO 80177



A NEW STORAGE FACILITY
JACOB CIRCLE STORAGE
3613 JACOB CIRCLE STORAGE
STEADHOLT SPRINGS, CO 80667

11 MAR 16
08 MAY 16
FDP-31
18-02

7.19



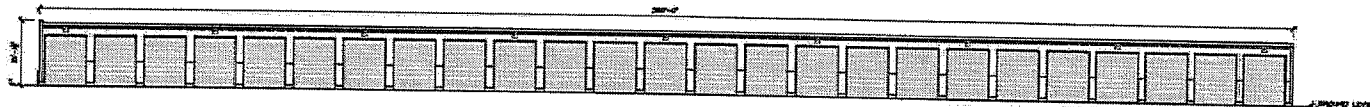
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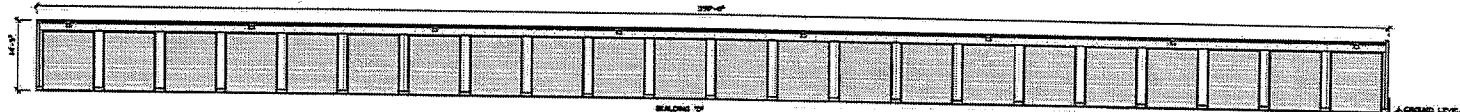
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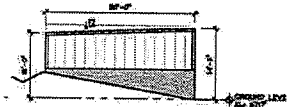
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4 NORTH ELEVATION



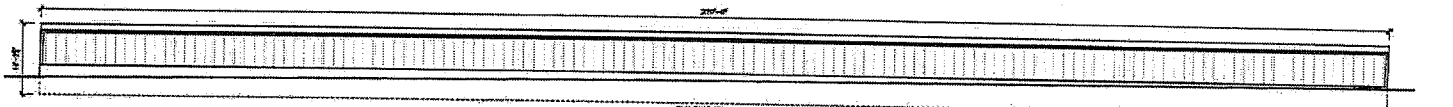
5 SOUTH ELEVATION



6 WEST ELEVATION



7 EAST ELEVATION



8 NORTH ELEVATION

METAL BUILDING
COLOR FOR BODY AND EXTERIOR DOORS
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COLOR FOR WALLS AND TRIM
SERVICING SERVA TAN

THESE ELEVATIONS
DO NOT INDICATE
THE FOOTING OR
NECESSARY FOR
CONSTRUCTION
SAFETY.

EXTERIOR ELEVATIONS - BLDG C
EXTERIOR ELEVATIONS - BLDG D

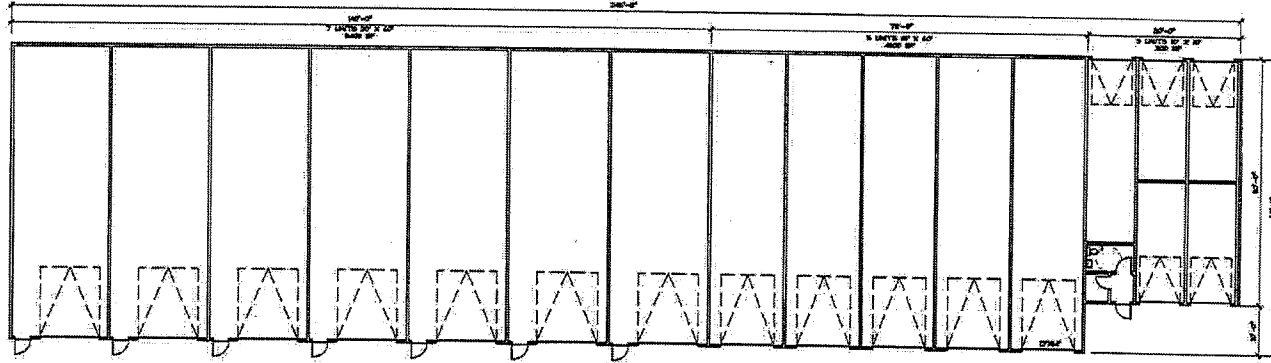
William J. Kanbitsch
970.879.0815
p.o. box 772910 ASE Lincoln Ave. Ste. 300
Steamboat Springs, CO 80477



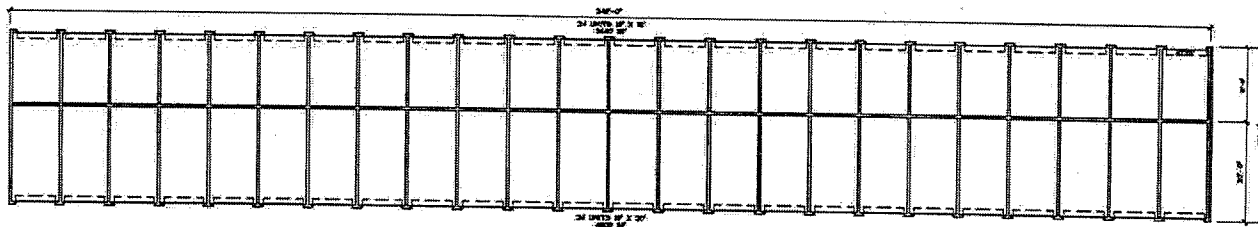
A NEW STORAGE FACILITY
JACOB CIRCLE STORAGE
343 JACOB CIRCLE STORAGE
STEAMBOAT SPRINGS, CO 80487

11 MAR 18
08 MAY 18
FDP-3.2
18-02

7.20



BUILDING W
1 FLOOR PLAN
REV. 11-10

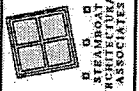


BUILDING W
2 FLOOR PLAN
REV. 11-10

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ARE PREPARED FOR
THE CONTRACTOR
AND ARE NOT TO BE
USED FOR
CONSTRUCTION
WITHOUT THE
WRITTEN
CONSENT OF
THE ARCHITECT.
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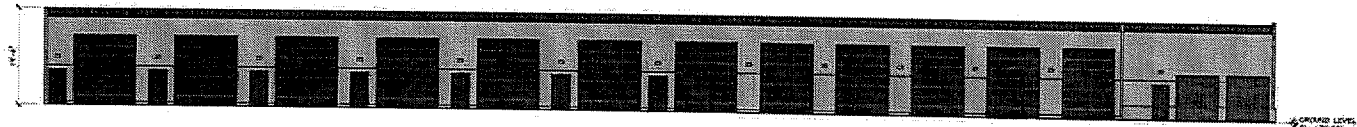
FLOOR PLANS
BLDG A & BLDG B

William J. Rangitsch
5770 S. 77th Ave. Ste. 110
P.O. Box 77010-346 Lincoln Ave. Ste. 200
Memphis Springs, Mo. 64417

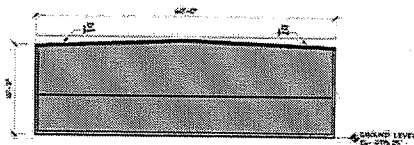


A NEW STORAGE FACILITY
JACOB CIRCLE STORAGE
2611 JACOB CIRCLE STORAGE
STEAMBOAT SPRINGS, CO 80487
TREAR & ASSOCIATES

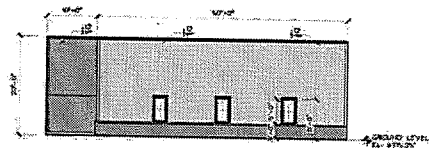
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16-02



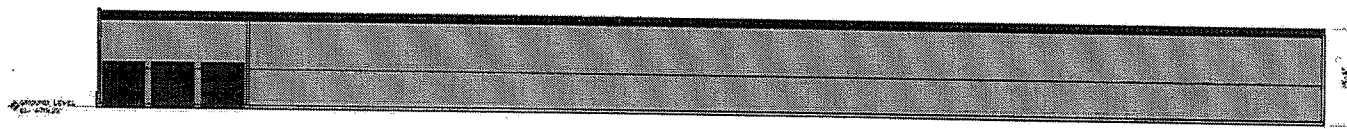
BUILDING NO.
1 SOUTH ELEVATION
SHEET - 1-02



BUILDING NO.
2 WEST ELEVATION
SHEET - 1-01



BUILDING NO.
3 EAST ELEVATION
SHEET - 1-01



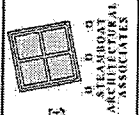
BUILDING NO.
4 NORTH ELEVATION
SHEET - 1-01

NETAL BUILDING
COLOR FOR ROOF AND EXTERIOR DOORS,
PAINTING ACID BRIDGE
COLOR FOR WALLS AND TRUS
INCLUDE WORK TYP

THESE DRAWINGS
DO NOT CONSTITUTE
NECESSARY FOR
CONSTRUCTION
SAFETY.
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COLOR EXTERIOR ELEVATIONS

William J. Rangitach
670-879-0810
7700 G Street
Steamboat Springs, CO 80477



A NEW STORAGE FACILITY
JACOB CIRCLE STORAGE
203 JACOB CIRCLE STORAGE
STEAMBOAT SPRINGS, CO 80477

11 MAR 18
03 MAY 18
FDP-3.3
16-02

7.22

DEVELOPMENT AGREEMENT

This Development Agreement is made effective this ____ day of _____, 2018 by and between _____ ("Owner") and the City of Steamboat Springs, a Colorado home rule municipal corporation ("City").

RECITALS:

WHEREAS, the Owner has obtained Development Plan approval for seven storage units (Units 123-129) to allow the uses of Contractor Shop, Light Industrial, Indoor Self-Service Storage Facility, Warehouse, and Wholesale Facility, permit #DPP-18-03 (the "Project") on premises more particularly described as Elk River Road Business Park, F2, L22, 2613 Jacob Circle (the "Property"); and

WHEREAS, the approved plans reflect parking for the proposed uses in front of overhead doors; and

WHEREAS, the City approved development permit DPP-18-03 with the following conditions:

1. Owner shall locate the dumpster and dumpster enclosure so that the storm sewer easement can still accommodate all drainage required for the site. The dumpster enclosure location cannot block or damage required drainage.
2. A maximum of three employees shall be allowed per unit used as a Contractor Shop use.
3. The Owner shall record a development agreement that specifies permitted uses, the maximum number of employees allowed for uses in units 123-129, and the use of space in front of overhead doors. The Owner shall record the development agreement within 10 days of this approval.
4. The Owner shall provide the development agreement to tenants of Units 123-129 with the other lease documents.
5. Units 123-129 are permitted for only the following principal uses: Contractor Shop, Light Industrial, Indoor Self-Service Storage Facility, Warehouse, and Wholesale Facility. The remainder of the units on the property are permitted for only Indoor Self-Service Storage Facility.
6. Prior to permit issuance for any required permit for the property or within 30 days of this approval, the Owner shall submit payment to the City for the proportionate share of future improvement costs at Downhill Drive / US40 intersection as calculated in the Trip Generation Letter by Landmark Consultants dated March 20, 2016, last revised July 3, 2018, calculated at 0.19% of \$6,420,000.00 or \$12,198.

NOW, THEREFORE, in consideration of the recitals set forth above and the terms and provisions hereof, Owner and the City agree, and Owner declares the

Property, and all portions of it, is, and shall be held, transferred, sold, and conveyed subject to the provisions hereinafter set forth in this Agreement:

- 1. DEVELOPMENT.** Development of the Owner's Property shall be subject to and comply with the Conditions of Approval as listed in the recitals hereinabove.
- 2. APPROVED DEVELOPMENT PERMIT.** The development permit is approved with consideration that the property is currently owned and managed by a single owner/entity. Should the units or ownership change over time to include more than one owner, or separation of ownership of the units, the approved permit ~~may not be valid~~ will need to be reconsidered.
- 3. ALLOWED USES.** Owner agrees that Units 123-129 shall be limited to Contractor Shop, Light Industrial, Indoor Self- Service Storage Facility, Warehouse, and Wholesale Facility uses. In no circumstance shall any other use be allowed to locate inside Units 123-129, or any other unit on the property.
- 4. ALLOWED EMPLOYEES.** For any unit that is used as a Contractor Shop, a maximum of three employees is allowed.
- 5. PARKING.** Owner agrees that Units 123-129 shall have designated parking spaces in front of and behind the units that are consistent with the approved development plan for the property. No other parking or parking spaces for Units 123-129 shall be allowed on the property or surrounding area. Parking shall be striped, signed, managed, and monitored as indicated in the approved development permit.
- 6. PARKING AND LOADING FOR WAREHOUSE, WHOLESALE FACILITY, INDOOR SELF-SERVICE STORAGE FACILITY AND LIGHT INDUSTRIAL USES.** For any unit that is designated or classified as Light Industrial, Indoor Self- Service Storage Facility, Warehouse, or Wholesale Facility, the space in front of the unit's overhead door shall be designated as loading space and not used for parking. Parking for the designated unit shall be in other assigned spaces in front or behind the building.
- 7. AIRPORT INFLUENCE ZONE.** The subject property and future uses are located within the airport influence zone. The Owner acknowledges that in all air space above the surface the Property, noise, vibrations, fumes, dust, fuel particles, and all other effects may be caused by the operation of aircraft landing at, taking off from, or operating at or on said City of Steamboat Springs Airport. The Owner hereby fully waives and releases any right or cause of action which they may now have or which they may have in the future against the City of Steamboat Springs Airport it successors and

assigns, due to such noise, vibrations, fumes, dust, fuel particles, and all other effects that may be caused or may have been caused by the operation of aircraft landing at, or taking off from or operating at or on said City of Steamboat Springs Airport.

- 8. RECORDATION.** This Agreement shall be recorded pursuant to the provisions of Colorado statutes and all contracts and deeds of conveyance relating to the Property, or any part thereof, shall be subject to the provisions of this Agreement. Taking title to all or a portion of the Property shall be considered affirmative consent to be bound to the provisions of this Agreement. Owner agrees to pay the fee for recordation of this Agreement.
- 9. ENFORCEMENT.** Either party may undertake any action legally available to enforce the provisions hereof in addition to any remedy herein provided for, including but not limited to, specific performance. The City may also deny a Certificate of Occupation upon a finding by the Building Inspector that Owner or Owner's successors have failed perform. In the event either party is required to undertake any action to enforce the terms of this Agreement, the prevailing party in any such enforcement action or litigation shall be entitled to recover from the other party its reasonable expenses, including attorney's fees incurred with respect to such action.
- 10. AMENDMENT.** This Agreement may be modified, amended or annulled only upon the express prior written approval of Owner and the City by resolution duly adopted.
- 11. EXERCISE OF CITY RIGHTS; WAIVER.** The parties are not required to exercise the rights granted herein except, as either shall determine to be in their respective best interests. Failure by either party to exercise any right herein granted shall not be construed as a waiver of that right or any other right. Nothing herein shall be deemed or construed to constitute a dedication of any real property to the City.
- 12. SEVERABILITY.** If any section, sections or provisions of this Agreement is declared invalid for any reason whatsoever by a competent court, such invalidity shall not affect any other section or provision of this Agreement if they can be given effect without the invalid section, sections, or provisions.
- 13. GRAMMATICAL RULES.** The following grammatical rules shall apply to this Agreement; any gender includes the other gender; the singular number includes the plural and vice versa, unless manifestly inapplicable; and word shall be construed according to context and approved usage of language.

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IN WITNESS WHEREOF, Owner and City have executed this Agreement, and hereby encumber the Property on terms, conditions and covenants contained herein.

CITY OF STEAMBOAT SPRINGS,
A Colorado Home Rule Municipality

BY: _____
Gary Suiter, City Manager

ATTEST:

Julie Franklin, CMC
City Clerk

State of Colorado)
) ss.
County of Routt)

The foregoing instrument was acknowledged before me this ____day of _____, 2018, by Gary Suiter as City Manager and attested by Julie Franklin, City Clerk, for the City of Steamboat Springs, a Colorado Home Rule Municipality.

WITNESS my hand and official seal.

Notary Public
My Commission expires: _____

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AGENDA ITEM #3.

PLANNING COMMISSION COMMUNICATION FORM

FROM: Rebecca D. Bessey, AICP, Principal Planner
THROUGH: Tyler Gibbs, AIA, Director of Planning & Community Development
DATE: August 1, 2018
ITEM: TXT-18-02: Revisions to Secondary Unit Regulations

PETITION: A text amendment to:

- 1) Exempt secondary units from floor area ratio (FAR) and lot coverage requirements by amending the following Sections:
 - 801.L, Lot Coverage
 - 801.M, Floor Area Ratio (FAR)

APPLICANT: City of Steamboat Springs
Department of Planning and Community Development

I. COMMUNITY DEVELOPMENT CODE (CDC) – STAFF ANALYSIS SUMMARY

CDC - Section 723.B: Criteria for approval. Text amendments to the CDC shall be evaluated and may be approved if one of the following criteria exist:					
		CONSISTENT			NOTES
		Yes	No	NA	
1	Compatible with the community plan.	☒			
2	Error or goal/objective.	☒			
3	Public health, safety, & welfare	☒			
Staff Finding: Staff finds that TXT-18-02: Revisions to secondary unit regulations is consistent with the criteria for approval per CDC Section 723.B.					

II. BACKGROUND

One of City Council's stated goals is to define the City's policies and processes that may help to facilitate viable options for diverse community housing opportunities. To that end, City Council has directed Staff to explore options for incentivizing and creating affordable and attainable housing opportunities within the City. At a recent work session, Council discussed various

options presented by Staff and provided direction to further explore ways to incentivize the creation of additional secondary units in the City.

Currently, the CDC permits one secondary unit as an accessory use to a principal single-family dwelling (excluding manufactured homes) in all zone districts where single-family dwellings are allowed. Secondary units are limited to a maximum of 650 square feet in floor area and are prohibited from being used for nightly rentals. Given these restrictions, secondary units have the potential to provide more affordable housing for locals.

To incentivize the creation of additional secondary units within the City, the proposed amendment would do the following:

- Exempt secondary unit floor area from FAR (this would only be applicable to the RO district).
- Exempt secondary unit floor area from lot coverage.

These suggestions are similar to the City’s current incentive for workforce units that exempts 50% of floor area from FAR calculations.

The following table details the potential impact of the proposed amendment.

Zone District	Lot Size (min.)	Current Code		Proposed Amendment	
		Standards (max.)	Floor Area (max.) ¹	Floor Area (max.) ¹	Effect (max.)
RO	6,000 sf	FAR: 45% Lot Coverage: 35%	2,700 sf 2,100 sf ²	3,350 sf 2,750 sf ³	FAR: 56% Lot Coverage: 46%
RN-4 (w/ alley)	2,500 sf	Lot Coverage: 45%	1,125 sf ²	1,775 sf ³	Lot Coverage: 71%
RN-4 (w/o alley)	5,000 sf	Lot Coverage: 45%	2,250 sf ²	2,900 sf ³	Lot Coverage: 58%
RN-3	6,000 sf	Lot Coverage: 35%	2,100 sf ²	2,750 sf ³	Lot Coverage: 46%
RN-2	8,000 sf	Lot Coverage: 35%	2,800 sf ²	3,450 sf ³	Lot Coverage: 43%
RN-1	10,000 sf	Lot Coverage: 35%	3,500 sf ²	4,150 sf ³	Lot Coverage: 42%

¹ Maximum floor area based on a minimum size lot per zone district.
² Maximum floor area of building footprint.
³ Maximum floor area of building footprint if 100% of secondary unit was located on the ground floor.

III. CRITERIA FOR REVIEW AND APPROVAL

CDC Section 723. CDC Text Amendments

Criteria for approval. Text amendments to the CDC shall be evaluated and may be approved if one of the following criteria exist:

1. The proposed amendment is compatible with the preferred direction and policies outlined in the Community Plan and other applicable adopted plans.

Staff Analysis: Consistent: The proposed text amendment will provide incentives for development of secondary units, which supports and is compatible with the Steamboat Springs Area Community Plan goal of achieving a mix of housing types.

2. The proposed amendment will correct an error or will further a public goal or objective.

Staff Analysis: Consistent: The text amendment is related to City Council's stated goal to define the City's policies and processes that may help to facilitate viable options for diverse community housing opportunities.

3. The proposed amendment is necessary to ensure public health, safety and welfare.

Staff Analysis: Consistent.

IV. STAFF FINDINGS

Staff finds that TXT-18-02: Revisions to secondary unit regulations is consistent with the criteria for approval per CDC Section 723.B.

V. ATTACHMENTS

- 1) Proposed amendment

1) Amend Section 801.L, Lot Coverage, as follows:

801.L Lot Coverage

1. General Rule

Lot coverage is the combined gross area of the footprint (or foundation) of all buildings on a lot, plus the gross area of any enclosed projections beyond the footprint (such as cantilevered floors or bays), divided by gross lot area of the lot on which the buildings are located. Lot coverage is conveyed as a percent.

$$\text{Lot coverage} = ((\text{gross floor area of footprint} + \text{enclosed projections}) / \text{gross lot area}) \times 100$$

2. Secondary Units

In the case of gross floor area of a secondary unit that, under Section 801.L.1 General Rule, would otherwise contribute to the gross floor area of the footprint (or foundation) or any enclosed projections beyond the footprint (such as cantilevered floors or bays), such floor area of a secondary unit shall be excluded from the measurement of gross floor area for the purpose of calculating lot coverage.

2) Amend Section 801.M, Floor Area Ratio (FAR), as follows:

801.M Floor Area Ratio (FAR)

1. General Rule

Floor area ratio (FAR) is the ratio of gross floor area, excluding basements, of a building or buildings to gross lot area of the lot on which the building or buildings are located. FAR is conveyed as a percent.

$$\text{Floor area ratio} = ((\text{gross floor area} - \text{basement}) / \text{gross lot area}) \times 100$$

a. Principal Building FAR

Principal building FAR is measured using the combined gross floor area, excluding basements, of all principal buildings on the lot.

b. Accessory Building FAR

Accessory building FAR is measured using the combined gross floor area, excluding basements, of all accessory buildings on the lot.

c. Total FAR

Total FAR is measured using the combined gross floor area, excluding basements, of all principal and accessory buildings on the lot.

2. Special Rules

a. Stories Greater Than 20 Feet in Height

In the case of a building or a portion of a building with a story that is greater than 20 feet in height, one half of the horizontal area at a height of 10 feet shall be considered as floor area in the measurement of gross floor area for the purpose of calculating FAR.

b. Workforce Units

- i. In the case of a workforce unit or units in an accessory building, one half of the floor area of the workforce unit or units shall be excluded from the measurement of gross floor area for the purpose of calculating FAR.
- ii. In the case of a workforce unit or units in a principal building, one half of the floor area of the workforce unit or units, up to a maximum of 18 percent of the gross floor area of the principal building, shall be excluded from the measurement of gross floor area for the purpose of calculating FAR.

c. Secondary Units

The gross floor area of a secondary unit shall be excluded from the measurement of gross floor area for the purpose of calculating FAR.

AGENDA ITEM #4.

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STEAMBOAT SPRINGS PLANNING COMMISSION

PUBLIC POLICY WORK SESSION MINUTES

July 16, 2018

The regularly scheduled public policy work session of the Steamboat Springs Planning Commission was initiated at approximately 12:00 p.m. on Monday, July 16, 2018, in Rooms 113-114, Centennial Hall, 124 10th Street, Steamboat Springs, Colorado.

Planning Commission members in attendance were:

Chair Rich Levy, Vice-Chair Brian Adams, Tom Ptach, Lee Calihan and Michael Buccino.

Absent: Eck, Kingston, Weese

Staff members present included staff planners Toby Stauffer, Kelly Douglas, Bob Keenan, Principal Planner Rebecca Bessey and Planning Director Tyler Gibbs.

Secondary Unit Regulations

Rebecca Bessey:

This item was not on your list of priorities or probably on your radar screen at all, but it came out of a conversation that Tyler has been having with City Council looking for ways to incentivize or achieve more affordable or attainable housing units for our local workforce. They met with some folks from the development community and asked them for their ideas of what works, what doesn't, how can we move the needle, policies that would help make a difference in terms of achieving additional units in our community.

Secondary units was one of the items that came out of that discussion.

Tyler Gibbs:

We've taken a long list of approaches to affordable housing to Council over the last few years. In February they said they really wanted to limit it to things that don't cost any money because there's no money to contribute to this. They wanted to have a conversation with the local development community to say is there anything as far as process improvements, fee deferrals, the sort of thing that would in Jason Lacy's term "move the needle." We had a series of meetings with local builders and developers. What I heard that was kind of surprising to me was that none of them were interested in fee deferrals. They said that simply deferring a fee that you're going to have to pay eventually wasn't going to make that big a difference in the overall economics of the project; they would be interested in fee waivers, which wasn't being offered. They really didn't see much in the way of process that could be changed. A couple of them suggested let's not have a process; just give them a permit and they'll go out and build stuff. They thought more incentives to encourage people to build secondary units may be helpful. The other thing they said was someplace in town for a new manufactured home park. We had one a couple years ago in Copper Ridge, which ultimately was not supported. It's pretty tough looking at the map to see any real likely candidates.

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I told Council that what we hear a lot is we just need more land for development and that waiting for a specific proposal to show up from Brynn Grey or whatever may not be the long-term answer. We may actually be looking at just bringing some additional land into the city. As we see pressure to rezone land around the airport for residential, I think it's just a symptom that we just need more land.

Buccino: I was encouraged when this came out. I thought what was good is we're trying to come up with solutions that are quicker and easier. I know some cities in California and around the country have eased up some zoning on ADU's that allowed people to really take advantage of them.

You gave us a couple options: Exempt a portion of secondary floor area, coverage lot and FAR. From a developer's standpoint, how is that the incentive? How is that the benefit? There's a lot of parcels in Old Town where they can build an ADU (accessory dwelling unit?) on their property. Not everyone wants to own a house. I think there's an underlying feeling that we have to provide a way for everyone to buy a 150-\$200,000 house. That's not necessarily going to solve affordable housing. We need to be able to have a product that someone thinks they can rent. In Old Town, there are these little homes on big lots. Being able to provide a nice house for someone on the remainder of that lot is a quick solution that City Council could make possible right now. So for me that was very encouraging.

Bessey: Right now, secondary units are allowed in all of our residential zones. Pretty much most anywhere that you can build a single-family house, you can have a secondary unit. I provided the standards that you have to meet: 650 square foot net floor area maximum, additional parking space. Those are the two major standards that determine whether someone can build a secondary unit. Net floor area is how we measure the size of a secondary unit, but FAR is based on gross floor area. So there might be some additional floor area that goes along with that secondary unit that would play into the FAR calculation that is beyond the 650, but we don't really need to parse that out.

People may have space to add a secondary unit, but their existing development on the lot may preclude them from adding additional floor space. You could have a secondary unit that's smaller than 650 square feet, but is that worth it?

This is not a huge incentive. I think our secondary unit regulations are already quite permissive. The only residential district where we have an FAR is RO, so that's Old Town, Brooklyn and Fairview for the most part. We do see people hit that FAR cap, and that impacts what they can build. In some of the smaller-lot RN districts where we don't have an FAR but we do have a lot coverage, Michael does see some building permits start to max out that lot coverage. RN3 has the same lot sizes we see in RO; people do bump up against that lot coverage.

The places we thought we'd be able to provide incentives in these areas would be to give a slight bonus for the FAR and the lot coverage similar to what we do for workforce units right now; 50% of the floor area of a workforce unit doesn't count towards the FAR.

Gibbs: They continue to be prohibited from being used as nightly rentals.

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Buccino asked what incentives staff may have considered but rejected.

Bessey: You could allow for more than one secondary unit per lot. I've had some community members suggest that.

Ptach: Did you give any consideration to allowing secondary units in duplexes?

Bessey: No. Once you add three units to a structure, it would meet the definition of a multi-family, which would kick you into a whole different set of building permits. So if you allowed more than one secondary unit on a lot, one of them would have to be detached.

Stauffer: I went to a housing session at the last state conference. A trend in some communities is converting single-family housing units to multi-family buildings.

Bessey: Did they speak to how they're overcoming building code challenges with that?

Stauffer: I think that's part of the challenge. I think they're working with building departments to do retrofits or some type of inspections or a number of safety requirements that can be installed. Maybe there's some leniency in there.

Ptach: The area off of Hunters Drive comes to mind as a place that could accommodate it barring Building Code issues.

Bessey: In our TND districts, secondary units are allowed on duplex lots in detached structures. We could potentially consider modeling that same standard in our traditional zone districts on some of those larger duplex lots where you could accommodate parking and additional density as long as the secondary unit was in a detached structure. The third option would be to look at parking, which I think is a tricky one. Right now a minimum of two spaces are required for each single-family home, and there's one additional space required for a secondary unit. It might be challenging to try to reduce that requirement beyond that.

Buccino: We always run into problems with parking. People have to find a parking spot in the winter. That's almost non-negotiable.

Stauffer: At that same seminar, they said they've taken away the parking requirement for secondary units in other communities, and it has been a very successful incentive. They don't get the same snow that we have, but it has been a tool that other places have used.

Ben Beall, City Engineer:

That's something we would have to really assess with our Engineering Standards. Since we started the secondary unit provision, we've had a significant issue with illegal driveway installations. People are plowing their front yards and parking there during the winter. It would be interesting to go through Old Town and see the differences in the driveway layouts pre and post-secondary units. We've seen a lot of variance requests because three spaces in our lifestyle is not even enough. It's more of an aesthetic issue than an engineering issue. Do we want a community that has front yards that are gravel?

Adams: Both in Barn Village and downtown I've run into a problem of trying to add one but not being able to get that third parking space onto the lot because we have that maximum 22-foot-wide...

Beall: It goes to 30 with a secondary unit.

Adams: Do you think that's adequate? Is there a way to help alleviate this larger problem just by giving a wider connection to the lot?

Beall: It's as much of an aesthetic issue. We struggle a lot with our alleys. Everybody pushes their snow right back in the alley, which then goes to the next person's driveway, then back to the alley, then the next driveway. Then you get to the end of the alley and there's nowhere to put it; so we end up having to haul snow. So there's very much an operations cost. We don't even maintain new alleys anymore for that exact reason.

Could we look at alleviating some of the requirements if we got rid of all the alleys from city maintenance? That might be something to look at. There's also a discussion of alley parking versus street frontage parking. That's another aesthetics conversation, but there's really that operations connection on the alleys as well.

Adams: Maybe parts of town would qualify for exemption from that parking restriction.

Bessey: It would be a big challenge; there would be a lot for us to discuss pro or con, and I think we would see enforcement issues continue. But everything is on the table.

Beall: If there were some sort of perpetual snow agreement for each property, then there would just be the aesthetics issue.

Gibbs: Don't we require that you take access either from the street or the alley but not both?

Beall: Engineering Standards allow you to keep an existing garage access from the front street and add something from the alley as well. If you don't have it served by a garage, you have to remove that driveway from the front street and move all your access to the alley. That does conflict with Planning which allows you to keep an existing driveway off of the front.

Bessey: Do you think that requirement to move all access to the alley increases that operational issue? That might be one potential to think about. I could see perhaps for challenging Old Town lots that are narrow, if there's a way to allow for parking for the main house on the front and the secondary on the alley. Maybe that's something we could consider; we'll need to talk internally and with Engineering about it.

Beall: I think you really start to get into splitting hairs, though, because not all streets are equal. Taking a front driveway off of Oak Street would be very different than taking one off of Aspen.

Buccino mentioned the number of single-family homes on in-fill lots going up around town.

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Gibbs: There's a lot of single-family lots; it gets tighter as you start to look at opportunities for bigger projects. For the most part, they're not priced for affordability.

Adams: But having a secondary unit would help with that.

Bessey: With nightly rentals becoming so prevalent, what we're starting to find is that – I think when the secondary unit regulations were put into place, the long-term rental option for these was a win-win. They provided these more affordable units for people to rent, and they provided the homeowner with more income to help meet their mortgage. Now we're finding that people are reluctant to rent them out long term because they want the flexibility to rent it out nightly or weekly when they want to. Without good enforcement making sure we're cracking down on short-term rentals in secondary units, it's really just becoming a win for the property owner; we're losing the win for the people who need affordable, long-term rentals.

Buccino thought the inconvenience of having to manage the property along with paying the required taxes would keep many people from renting short-term.

Levy: Most of our long-term rentals are converting to short term despite that hassle. Maybe we should make the penalty enough to support another enforcement officer. It would discourage the abuse and give the city the resources to enforce it properly, because we don't. My understanding is that when we catch them we ask them to change it, then we ask them again; maybe the third time we start issuing citations.

Keenan: It's interesting that you can do the main house, which has the most bedrooms and probably provides the most housing, but you can't do the smaller unit. You could make an argument that renting out the smaller unit would be less of an impact.

Stauffer: Those single-family or duplex homes on large lots with a lot of parking are sometimes rented to multiple people long term. If we found a way to make that work with the Building Code, that might be a new win-win. Then maybe we could legalize the illegal uses across the community.

Bessey: That comes down to our definition of family. Right now a single-family duplex is supposed to be limited to three unrelated, which we know isn't happening and is also very difficult to enforce. We have talked about that a little bit.

Stauffer: We could maybe make those safer, because they'll set up a hot plate in the bedroom with a mini-fridge. Maybe that's not the best way to do things in a house that was set up as a single-family. Maybe we could find a way to divide them into smaller, studio apartments.

Bessey asked if anyone had concerns about considering some slight FAR and lot coverage bonuses, and if not, which percentage should the bonus be.

No commissioners spoke up in concern.

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Stauffer suggested allowing the use of the area above the garage regardless of the square footage as a secondary unit because that would preclude the owner from having to do any tricky architectural work to keep the unit at 650 square feet.

Levy wondered why the maximum of 650 square feet was put in place since it would not likely satisfy families.

Buccino and Bessey offered anecdotes that families were living in those spaces or smaller.

Bessey: You're looking at net. I don't know where the 650 came from. It was the number that was put in the code when secondary units were. It also I think ties into that one parking space. If you start to make that larger, I think we need to look at how that ties into parking. I think the intent was that it would have minimal impact on our neighborhoods.

I do think it probably serves some seasonal housing needs; it could also probably serve some young family just starting out, especially in Old Town where you're close to downtown.

Stauffer: Another trend we're seeing in census and planning data is single-person households. We have a fair number in this community with people who can work from home. People don't want a lot of space because they've just got themselves.

Ptach wondered if the approach taken was holistic enough.

Keenan: Maybe this is also an opportunity to do another amnesty period for illegal secondary units to get them safe and get them registered so they can always be a secondary unit in the future rather than maybe going away.

Buccino said that would also mean increased sewer and water fees.

Beall pointed out that current fees are not based on size and thought that calculating fees on that basis would be an additional incentive for people to rent 650 square-foot secondary units.

Adams thought that would be a small incentive since the fee could be bundled into the rental price.

Bessey: I think it's the TAP fee rather than the base fee that's going to be a deal breaker. We have a policy in place based on the current code language that if somebody comes forward with an illegal unit that they demonstrate was constructed prior to 2009, Todd at the Building Department will work with them to issue a building permit. They will waive the building permit plan review fees; the city fee will also be waived. What we cannot waive is the TAP fee, which is around \$6,000.

Beall: When I did mine it was \$2,000.

Bessey: That's probably the bigger hit than a \$30 increase in the water bill, and that's a policy that we have not been willing to waive.

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Buccino: And there's a good reason for that. We have sewers that need to be upgraded.

Bessey: I think that amnesty period is still active and we will still work with them to get their CO, make sure it's safe, and waive the plan review fees. We won't waive the use tax or the TAP fees. I would guess that a good portion of those illegal units don't meet the standards. How do you deal with them versus the people who did things the right way?

Adams: I think we could do a 100% FAR increase for that 650. If that 2700 square foot max became 3350 for anybody who was able to offer more long-term housing, that doesn't bother me.

Buccino agreed.

Stauffer suggested that doing that and re-advertising the amnesty period might be successful in bringing in more illegal units.

Bessey wasn't sure how to handle the larger units.

Keenan suggested warning people that this would be their last opportunity; otherwise they would need to tear them down.

Levy: For this to be successful, I think there's going to be impacts to the neighborhoods. I don't necessarily have a problem with that. Lot coverage seems like it might be a little bit harder to touch, but I don't care what you do with FAR.

Adams: Anybody was legal under the prior FAR could all now add a secondary unit.

Buccino: That's a good marketing point in those areas.

Stauffer suggested allowing duplexes to have an unattached garage with a secondary unit on top.

Bessey thought that would be a challenge in duplexes with two owners but thought the option was worth exploring.

Stauffer: They could do an A-B-C plat and then share it.

Commissioners agreed with adding a bonus of 100% of a secondary unit to lot coverage and a 100% bonus to FAR.

Bessey said that the amendment would come back to the Commission for further consideration.

Stauffer: If you gave RN3 lot coverage at 35% 5-10% additional lot coverage, it might be similar to the square footage you're getting in RO. So maybe it's a 5-10% lot coverage, because you're exempting a portion of the secondary floor unit area, so you'd have to redo 100 for the 650 square feet, which is a little bit more than 10% to get the same incentive on the same-size lot.

Bessey said this would be on the agenda for August 9.

Planning Commissioner Updates

Levy: I had up-zoning on my list. Since this increased density may have an impact on neighborhood character, maybe we should be talking about having that discussion about whether we want more dense communities. The surveys say that's what we want, but that could be only if it's not next to me. I'd like to see that brought up a little bit more.

Second, if we're talking about affordable rentals, let's make sure that's what we call it rather than affordable housing or attainable housing for purchase. This does not address that; Bryn Grey does not address that from what I've heard. Council is considering eliminating inclusionary zoning, which means we will have no plan for purchasing affordable housing in our community.

Stauffer: If we had discussion about up-zoning and thinking about a duplex lot with a secondary unit, and we could subdivide that into three small parcels, that would be an upzone without a major impact which would change some density and provide some housing.

Levy provided some feedback regarding the Downtown Plan workshop that the educational items depicting height were difficult to understand, as was the concept of a contributing historic building. He thought the penciled-in picture of what Riverview was going to look like as seen from Main Street was a better depiction of buildings of a certain height would look like – with or without step-backs.

Staff Updates

None.

ADJOURNMENT

The meeting adjourned at approximately 1:26 p.m.