

CITY OF STEAMBOAT SPRINGS

AGENDA

Regular Meeting NO. 2012-05
Tuesday, March 06, 2012

5:00 PM

MEETING LOCATION: Citizens' Meeting Room, Centennial Hall;
124 10th Street, Steamboat Springs, CO

MEETING PROCEDURE: Comments from the Public are welcome at two different times during the course of the meeting: 1) Comments no longer than three (3) minutes on items not scheduled on the Agenda will be heard under Public Comment; and 2) Comments no longer than three (3) minutes on all scheduled public hearing items will be heard following the presentation by Staff or the Petitioner. Please wait until you are recognized by the Council President.

With the exception of subjects brought up during Public Comment, on which no action will be taken or a decision made, the City Council may take action on, and may make a decision regarding, ANY item referred to in this agenda, including, without limitation, any item referenced for "review", "update", "report", or "discussion". It is City Council's goal to adjourn all meetings by 10:00 p.m.

PUBLIC COMMENT: Public Comment will be provided at 7 p.m., or at the end of the meeting, (whichever comes first).

CITY COUNCIL WILL MAKE NO DECISION NOR TAKE ACTION, EXCEPT TO DIRECT THE CITY MANAGER. **THOSE ADDRESSING CITY COUNCIL ARE REQUESTED TO IDENTIFY THEMSELVES BY NAME AND ADDRESS. ALL COMMENTS SHALL NOT EXCEED THREE MINUTES.**

ROLL CALL (5:00 PM)

PROCLAMATIONS:

1. **PROCLAMATION: A proclamation recognizing 2012 as "The Year of Water" in Steamboat Springs, Colorado.**

COMMUNITY REPORTS/CITY COUNCIL DISCUSSION TOPIC:

2. **Vision 2030 Report. (Marsha Daughenbaugh) (15 minutes)**
3. **Capital Improvements Program/Conservation Trust Fund. (Weber)**

**CONSENT CALENDAR: MOTIONS, RESOLUTIONS AND ORDINANCES
FIRST READINGS**

ITEMS ON THE CONSENT CALENDAR GENERALLY REQUIRE LITTLE COUNCIL DELIBERATION AND MAY BE APPROVED WITH A SINGLE MOTION. ANY MEMBER OF THE COUNCIL OR THE PUBLIC MAY WITHDRAW ANY ITEM FROM THE CONSENT CALENDAR FOR FURTHER DISCUSSION AT ANY TIME PRIOR TO APPROVAL.

4. **RESOLUTION: A resolution supporting the grant application for a River Corridors Initiative Grant from the State Board of the Great Outdoors Colorado for the Yampa River System Legacy Project. (DelliQuadri)**

PUBLIC HEARING: ORDINANCE SECOND READINGS

THE CITY COUNCIL PRESIDENT OR PRESIDENT PRO-TEM WILL READ EACH ORDINANCE TITLE INTO THE RECORD. PUBLIC COMMENT WILL BE PROVIDED FOR EVERY ORDINANCE.

5. **SECOND READING OF ORDINANCE: An ordinance amending Section 22-126 and Section 22-129 of the Steamboat Springs Revised Municipal Code implementing a onetime \$25 Sales Tax application fee beginning June 1, 2012. (Vale)**
6. **SECOND READING OF ORDINANCE: An ordinance amending Section 12-82 (2) of the Steamboat Springs Revised Municipal Code implementing a \$25 fee for a Special Activity Permit. (Franklin)**
7. **SECOND READING OF ORDINANCE: An ordinance vacating a 10 foot wide utility easement in Lot 2, Burgess Creek Ridge Subdivision, Filing 2 and vacating a 10 foot wide utility easement in Lot 40, Rendezvous Trails Subdivision, Filing 2; providing an effective date and setting a hearing date. (Peasley)**

PUBLIC COMMENT: PUBLIC COMMENT WILL BE PROVIDED AT 7 P.M., OR AT THE END OF THE MEETING, (WHICHEVER COMES FIRST).

CITY COUNCIL WILL MAKE NO DECISION NOR TAKE ACTION, EXCEPT TO DIRECT THE CITY MANAGER. THOSE ADDRESSING CITY COUNCIL ARE REQUESTED TO IDENTIFY THEMSELVES BY NAME AND ADDRESS. ALL COMMENTS SHALL NOT EXCEED THREE MINUTES.

CONSENT CALENDAR - PLANNING COMMISSION REFERRALS:

ITEMS ON THE CONSENT CALENDAR GENERALLY REQUIRE LITTLE OR NO COUNCIL DELIBERATION AND MAY BE APPROVED WITH A SINGLE MOTION. A CITY COUNCIL MEMBER MAY REQUEST AN ITEM(S) BE REMOVED FROM THE CONSENT CALENDAR FOR FURTHER DISCUSSION. ALL ORDINANCES APPROVED BY CONSENT SHALL BE READ INTO THE RECORD BY TITLE.

- 8. FIRST READING OF ORDINANCE: An ordinance to amend Section 26-65 Development Plan; amend Section 26-42 Development Review; amend Section 26-60 Pre-application Review; amend Section 26-78 Minor Exterior Modification; and amend the Development Application Fee Schedule. (Keenan)**

PUBLIC HEARING – PLANNING COMMISSION REFERRALS

PUBLIC HEARING FORMAT:

- Presentation by the Petitioner (estimated at 15 minutes). Petitioner to state name and residence address/location.
- Presentation by the Opposition. Same guidelines as above.
- Public Comment by individuals (not to exceed 3 minutes). Individuals to state name and residence address/location.
- City staff to provide a response.

There are no items scheduled for this portion of the agenda.

REPORTS

9. Economic Development Update

10. City Council

11. Reports

a. Agenda Review (Franklin):

1. City Council agenda for March 20, 2012.
2. City Council agenda for April 3, 2012.

12. Staff Reports

a. City Attorney's Update/Report. (Lettunich)

1. Oil and Gas Update.

- b. Manager's Report: Ongoing Projects. (Roberts)
 - 2. Request for sponsorship for Oil and Gas Informational Public Meeting. (Roberts)
 - c. Unnecessary Alarm Ordinance Discussion. (Rae)
-

OLD BUSINESS

13. Minutes (Franklin)

- a. Regular Meeting 2012-03, February 7, 2012.
 - b. Regular Meeting 2012-04, February 14, 2012.
-

ADJOURNMENT

BY: JULIE FRANKLIN, CMC
CITY CLERK

AGENDA ITEM # 1

CITY COUNCIL COMMUNICATION FORM

FROM: Julie Franklin, City Clerk

DATE: March 6, 2012

ITEM: A proclamation recognizing 2012 as "The Year of Water" in Steamboat Springs, Colorado.

NEXT STEP: To support the proclamation recognizing 2012 as "The Year of Water" in Steamboat Springs, Colorado.

DIRECTION
 INFORMATION
 ORDINANCE
 MOTION
 PROCLAMATION

I. REQUEST OR ISSUE:

A proclamation recognizing 2012 as "The Year of Water" in Steamboat Springs, Colorado.

II. BACKGROUND INFORMATION:

Geoff Blakeslee, Nature Conservancy, will be present to accept the proclamation.

III. SUMMARY AND ALTERNATIVES:

Staff recommends City Council support the above noted proclamation.

A PROCLAMATION RECOGNIZING 2012 AS “THE YEAR OF WATER” IN STEAMBOAT SPRINGS, COLORADO.

WHEREAS, water is Colorado’s most important and precious natural resource and is integral to our economic, societal, and environmental well-being; and provides for people well beyond the boundaries of our state; and

WHEREAS, the Yampa River and its tributaries sustain our community providing municipal water supplies, agricultural irrigation, and recreational amenities; and

WHEREAS, the health and well-being of the citizens of Steamboat Springs is dependent on a clean and sustainable water supply; and

WHEREAS, the City of Steamboat Springs, the Mount Werner Water District and many community partners, recently adopted the 2011 Water Conservation Plan to encourage responsible stewardship of this precious natural resource; and

WHEREAS, water awareness is the first step for residents of Steamboat Springs in understanding the growing demand on our limited water supplies and the need to find ways to promote their protection, conservation, and enhancement; and

WHEREAS, greater awareness of water issues can be achieved through community education, action, and celebration; and

WHEREAS, the City of Steamboat Springs desires to protect the water resources that make Steamboat Springs a world-class community.

NOW, THEREFORE, BE IT PROCLAIMED, by the City Council of the City of Steamboat Springs, Colorado, that the year 2012 is hereby declared "*The Year of Water*" in Steamboat Springs, Colorado.

ADOPTED AND APPROVED this 6TH day of March, 2012.

Attest:

Julie Franklin, CMC
City Clerk

Bart Kounovsky, President
Steamboat Springs City Council

AGENDA ITEM # 2

CITY COUNCIL COMMUNICATION FORM

FROM: Julie Franklin, City Clerk (Marsha Daughenbaugh)

DATE: March 6, 2012

ITEM: Vision 2030 Report

DIRECTION
 INFORMATION
 ORDINANCE
 MOTION
 RESOLUTION

I. REQUEST OR ISSUE:

Marsha Daughenbaugh will be present to distribute the 2009 report, explain why it is ongoing and encourage Council to utilize the report in planning efforts.





“The Yampa Valley has extraordinary people,”

was something my mom, Marie Bowes, would often say when I was growing up. There is an incredible spirit of volunteerism within our area that confirms this to me on a daily basis. Folks see a need, and then take action to get it done.

This has rung true for the Vision 2030 project. We were blessed with a very diverse, multi-talented and energetic citizens’ committee whose daily occupations range from small business owners to ranchers, a retired military colonel, oil executives, professors, elected officials, and corporate officers. I am grateful for their time, talent, energy and concern for our community. Our group had incredible dedication to their primary role of listening to members of the community about what people value most and how to ensure those values are maintained.

We heard from a very broad cross section of residents – more than five times the number of people who took the Vision 2020 survey answered the Vision 2030 survey. The Vision 2030 Citizens’ Committee made certain that citizens’ concerns and intents were incorporated in this final report. Personal agendas were set aside and the benefit of the community as a whole was placed front and center.

For me, the heart and soul of the Yampa Valley is us – the people who call this amazing place home. Those of us who live here, work here and play here, also volunteer here. Our heritage of community events such as the Routt County Fair, Winter Carnival, Oak Creek’s Labor Day and, even more recently, North Routt’s Coureur du Bois ski race were all born from the spark of an individual’s idea and the volunteer ethic to make it happen. The legacy continues onward as our legions of volunteers continue to make these events happen today.

I am hopeful for the future of the Yampa Valley. Our dedicated and tireless pioneers have left their marks on our landscape and shaped our legacy. Those of us who are now taking the torch and leading our communities forward continue their visionary work. Vision 2030 will indeed become reality through the stewardship, passion and dedication of those who care enough to take ideas and turn them into action. I urge all of us to join together in this journey.

Tammie Delaney
Vision 2030 Project Manager

TO THE PEOPLE OF ROUTT COUNTY:

Vision 2030 is a series of strong statements about the values that matter most to the people of Routt County. Just like the river that runs through it, the common thread of all of the communities within our county is our love for the Yampa Valley, our neighbors, heritage and sense of place. Throughout this report, as we speak of community, we are referring to the entire county.

Vision 2020, presented in 1994, set the stage for community input and has proven to be a strong planning and community development tool. It has been used by community planning commissions, county commissioners, grant writers, community activists and civic organizations. The report has helped develop and enforce strong master plans, foster community efforts and secure more than \$25 million in grant funding. The Vision 2030 Citizens' Committee has made every effort to build upon the Vision 2020 document, strengthening and adding to the original concept. Along the way, we discovered that the values of 14 years ago are even more important to the residents of Routt County today.

We are fortunate to have passionate leaders and public officials who truly desire what is best for our valley. Their love for Routt County and its people is apparent, giving their time to wisely guide our community into the future. They have often expressed that if they knew what our community valued, they could be more confident in their decision making, enabling them to stand fast in the face of opposition that could threaten those values. The Vision 2030 process and this Report of Recommendations is that guide. It is the voice of the people of Routt County who chose to participate in this process.

Our heartfelt thanks to the citizens of Routt County for your time, insight and energies while participating in the Vision 2030 process. Your involvement in community meetings, answering surveys, volunteering and caring so deeply about this place we call home allowed this report to become valuable.

Because of your commitment, Routt County now has a clearer vision of our future.

I became involved with the Vision 2030 process because of my love for this beautiful valley and the concerns that I have for our future. Having been born, raised and continuing to live on a cattle ranch in the Elk River Valley, I know the impacts that changes have had on our landscapes, wildlife, natural resources, culture, heritage and way of life. My biggest hope is that we are able to pass this wonderful life on to our children and their heirs in a way that will make them proud of us.

Vision 2030 has deepened my appreciation of and respect for the residents of Routt County who care so deeply about our future.



Marsha Daughenbaugh
Vision 2030 Co-chair

When I came to the Yampa Valley nearly 30 years ago I came to visit a friend for a couple of days.. Well, we all know how that goes: It started to snow, I stayed the season, met and married a wonderful man and the rest, as they say, is history. I, like so many of you, fell madly in love with this valley and decided to make it my home. We have raised our children here and own a small business near the mountain.

As the years rolled by, more people came to stay and our community grew. I often wondered, are we being careful with our valley? Are we being good stewards of this land that we have the privilege to live on?

Vision 2030 gave me the opportunity to do my part in ensuring that the Yampa Valley is looked after by those who love it most. It has been an honor to work side-by-side with so many passionate people of Routt County.



Kathy K Stokes
Vision 2030 Co-chair

INTRODUCTION

The elements that shape a community dwell in the common values shared by its residents. These values are the essence of a community's heart and soul.

Many interwoven layers work in concert to create the overall fabric of a community. Maintaining the integrity of that fabric is dependent upon balancing the interests and desires of citizens with an intuitive understanding of the community's core values. Shaping a region's future as growth and change come to bear on the sense of community requires a vision grounded in this balance. Therefore, defining our community's heart and soul is the first step in recommending actions to shape a desired future.

Vision 2030 is an innovative approach to decision-making that was inspired by a Routt County resident's memo to city and county officials requesting a process to identify and define the community's "heart and soul." The memo was prompted by the City of Steamboat Springs' 2005 Community Survey, which included an open-ended question asking respondents to "describe the elements of Steamboat Springs' 'sense of community,' its 'heart and soul,' which are most important to you." A group of individuals and local government representatives gathered to discuss the request. Several attendees noted that many of the issues brought forth from the memo and first meeting

were addressed in the 1994 Vision 2020 report. Updating this document became the starting point of the Vision 2030 process.

The Vision 2030 Citizens' Committee was created to develop and guide the process. Its goal has been to put together a broad, collaborative citizen's effort to define the future of the Yampa River Valley, gathering the wisdom of valley residents, updating the 1994 Vision 2020 Report, and encouraging region-wide stewardship of a community vision that retains and sustains our "heart and soul" assets for generations to come.

To achieve this goal, the committee needed to gather information from as many community members as possible. Seeking guidance from the forward-looking Vision 2020 format, the

*Heart and soul is defined as the **unique features, resources, special places and core values** that, if lost, would fundamentally diminish the quality of community and sense of well-being that compelled citizens to put down roots in Routt County.*

Vision 2030 committee created an extensive and methodically implemented process to listen to what Routt County

citizens want our community to look like in the next 20 years and synthesize those desires into recommended actions to achieve that vision. More than 1,600 residents representing a diverse cross section of Routt County participated in the Vision 2030 process. The result is the comprehensive set of Desired Outcomes and Recommended Actions, starting on page 17 of this report, that represent the community's desired future.

The intent of Vision 2030 is to define the community's vision, not to assign specific actions or methods, or to determine funding

mechanisms. Those tasks will be addressed by experts and interested individuals. Vision 2030 defines a path for actionable items based on our community’s core values that are essential to help guide future community efforts. It also lists desired outcomes that are the ideals or compass points in creating a vision for our community now and in the future. Vision 2030 also details recommended actions that are possible ways for achieving these outcomes. Some recommended actions in this report are already in progress.

Funding and/or implementation plans are still works in progress for some desired outcomes. However, all desired outcomes are identified in this report to acknowledge their importance to

our citizens and to help elected officials and others set priorities so these outcomes can ultimately be achieved.

This report represents the work and commitment of countless volunteers. More importantly, it reflects the candid aspirations of thousands of Routt County residents. Just as the Vision 2020 report became an important tool for our community, so too the Vision 2030 report will become more valuable over time. We hope you are inspired to get involved by what you read in these pages. It is our collective involvement that will ensure that our heart and soul is preserved for future generations.

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About the cover
 The graphic on the cover represents words used by survey respondents who answered the question, “What do you most value about your community?” The size of the word is directly proportional to the number of times the word was used by the respondents.
Created at: www.wordle.net

EXECUTIVE SUMMARY

Imprinted upon us is a sense that we live in a special place that actually becomes part of our being. It is the essence of the legendary and fictitious “Yampa Valley Curse.” As a

community, we share the responsibility to shape our future. Together, through shared values and differences of opinion, we create a vision for a cohesive community.

The heart and soul of our community is the reason people come here, put down roots and return. It is the driving force behind our community character. By describing what we value, we learn what constitutes heart and soul – the unique features, resources, special places and core values that are interconnected and, if lost, would fundamentally diminish the quality of community and sense of well-being.

Vision 2030 is an innovative approach to decision making. This values-driven method identifies a community’s core values so incremental decisions can ultimately ensure the things that really matter are enhanced and retained for future generations.

Our community has said that heart and soul is a combination of friendly people, a clean and beautiful environment, good schools, manageable local governments, a diverse population, and an unmatched lifestyle of cultural, recreational and economic opportunities.

The past decade has revealed some widely-shared concerns. We’re worried about having enough affordable housing. We wonder if growth will threaten our open space, Western ranching and farming heritage, traffic and our friendly, supportive community character.

This Vision 2030 report carries on the work of the 1994 Vision 2020 document, using a similar collaborative process. Through Vision 2020, we learned the components of what is important to us – those values that constitute our heart and soul and are most important to nurture into the future. Vision 2030 expands on this premise to affirm our shared values and recommend actions to preserve them. It relies on citizen surveys and a series of community gatherings that brought together people from every part of the greater Yampa Valley neighborhood.

This report details the responses from each Routt County community and demonstrates that while there are some differences of opinion from one area of the county to another, there is surprising agreement about what is important and what needs to be done to protect the things we cherish about our home. Defining a community vision is only the first step; a vision must also incorporate a plan for action if we hope to achieve our goals.

All of the data in this report represent the community’s thoughts about the desired outcomes and recommended actions that might constitute such a plan. The Vision 2030 committee listened carefully, and this is what the citizens of Routt County said, listed in alphabetical order:

Affordable Housing Survey respondents named affordable housing among the three most threatened needs of the county. We are convinced that a balanced economy, as well as a diverse, inclusive populace, requires accessible and attractive housing that will shelter the full-time residents who are the backbone of our community.

Agriculture & Open Space We place great value on our Western ranching and farming heritage, with its emphasis on abundant clean water, protection of wildlife habitat and corridors, a sustainable, diverse economy, and the distinctive sense of place that goes with it.

Arts & Culture We have a long tradition of appreciating accessible, affordable and high-quality arts and cultural opportunities for residents of all ages, and we encourage their continued success.

Economy We rely on a healthy regional economy that must be diverse, sustainable and productive while at the same time enhancing our community's character and providing realistic opportunities for sustainable employment.

Education We place great importance on our schools, from pre-school through college, and we strive for a high-level, community-supported, innovative 21st century continuum of lifelong learning opportunities.

Government Our local governments have reputations for being accessible, responsive and accountable. We insist on their being fiscally responsible and service-oriented, and we support their efforts to create the infrastructure and services that will foster a strong economy and a safe, comfortable quality of life.

Heritage Nothing defines our regional identity as well as our Western history and heritage. We choose a lifestyle that promotes the protection and continued use of our historic built environments, the living reminders of our rich past.

Planning We understand that there will be growth, and that growth can be good, but we insist on paced and placed growth: growth that can be engineered and absorbed in such a way as to preserve and enhance the community's character.

Recreation Recreation is a celebrated aspect of life in our corner of Colorado. We treasure a recreational lifestyle that embraces all populations, ages, abilities and socio-economic backgrounds – one that goes hand-in-hand with our abiding love for the land.

Seniors Our seniors – our institutional memory and guides – deserve a well-planned variety of housing options, accessible transportation, and a wide range of ways for staying connected to the communities they helped create.

Sustainability It is not enough for us to enjoy life here. We must find new avenues for keeping our heart and soul alive for future generations. That means healthy, clean air and water; respectful land-use practices; “green” building and living; and a lifestyle that leaves our neighborhood better than we found it.

Transportation We are a vehicle-centered society, our roads, streets and parking lots are becoming increasingly crowded. We want our leaders to plan for a multi-modal, efficient, environmentally sound transportation system that will be sufficiently affordable and appealing that we might not need to use our cars quite so much.

Youth It truly takes a village to raise a child and we want our villages to provide programs and facilities that are caring and supportive, healthy and safe for our youth. That means encouraging affordable and accessible child care for working families, and providing a family-friendly environment in which our young people can thrive.

What follows are the details of what the community said about where we should be going and how we might get there. This Vision 2030 report is intended to be more than just a summary of the community's opinions. It is meant to form the basis for a checklist for our progress in carrying out the plan to achieve the vision. In the end, we will all be the judges of how well we succeed.

METHODOLOGY

The Vision 2030 Citizens' Committee was charged with capturing the values and important qualities of our community to help future decision making by:

- Gathering the wisdom of valley residents
- Updating the 1994 Vision 2020 report
- Defining a vision that retains and sustains our heart and soul assets for generations to come through community stewardship

To ensure county-wide participation, a diverse group of Routt County citizens formed the Vision 2030 Citizens' Committee and met regularly to create a two-year collaborative process consisting of five phases:

- *Inviting* small groups to participate in identifying elements of "heart and soul"
- *Listening and learning* from large groups' ideas and prioritizing them, using keypad polling technology
- Designing "What if" scenarios to define future alternatives
- *Defining an approach* to developing recommendations for actions
- *Putting ideas into action* with a vision for the future with desired outcomes and recommended actions

This is a 20-year vision driven by long-term perspective. These recommendations may not identify all interested groups or individuals. Methodology and mechanisms for achieving the outcomes, including funding, are not determined by Vision 2030, but by post-report experts, champions and groups that carry these recommendations forward.

Actions on some recommendations may

What this report does

Gathers information
Updates the Vision 2020 report
Defines a collective vision
Identifies desired outcomes
Delivers recommendations for achievement

What this report does not do

Define methods for achieving desired outcomes
Assign tasks to individuals or groups
Determine or generate funding
Monitor outcomes

What's next

Create a citizens' stewardship committee and action groups to ensure that desired outcomes and recommended actions are fulfilled.

already be under way. Increased awareness and tracking of these efforts may be necessary.

The methods used to determine desired outcomes and recommendations involved participation from a wide cross-section of the community. These outcomes and recommendations are not the product of the committee, but of the participatory process that was both representative of the whole county and included a greater number of people than the Vision 2020 process. The committee's role was to synthesize what it heard and to do it as deliberatively and accurately as possible. The outcomes and recommendations are a compilation of the expectations and desires of citizen participants from across Routt County, not of any one special interest group.

Genesis of the Vision 2030 Committee

Inspired by a Nov. 21, 2005 memo from a Routt County resident to city and county officials requesting a process to identify and define the community's "heart and soul," a group of individuals and local government representatives gathered to discuss the proposal. This request was prompted by the City of Steamboat Springs' 2005 community survey, conducted by Northwest Colorado Council of Governments, which included an open-ended question asking respondents to "describe the elements of Steamboat Springs' 'sense of community,' its 'heart and soul,' which are most important to you." Routt County Commissioner Nancy Stahoviak noted that many of the issues brought forth from the memo and first meeting were addressed in the 1994 Vision 2020 report. She and County Commissioner Diane Mitsch Bush participated in the earlier two-year visioning process and recognized the need for an update to this document. The 27 invited attendees at this meeting formed a steering committee and devised a budget and method for a new visioning process. Current Vision 2030 committee members include some who participated in the 1992-94 Vision 2020 project.

Project Management

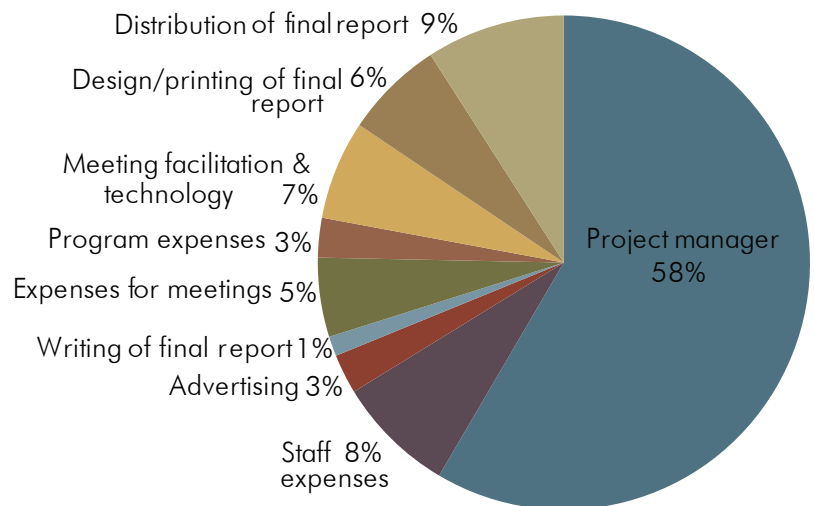
Tammie Delaney was hired as project manager to provide administrative and management support to the committee. The committee advertised the position of project manager, reviewed proposals and conducted interviews. The project manager has been responsible for support at all public meetings, project design, overall management, project coordination, meeting planning, coordination and facilitation, project communications and public relations.

Citizens' Committee

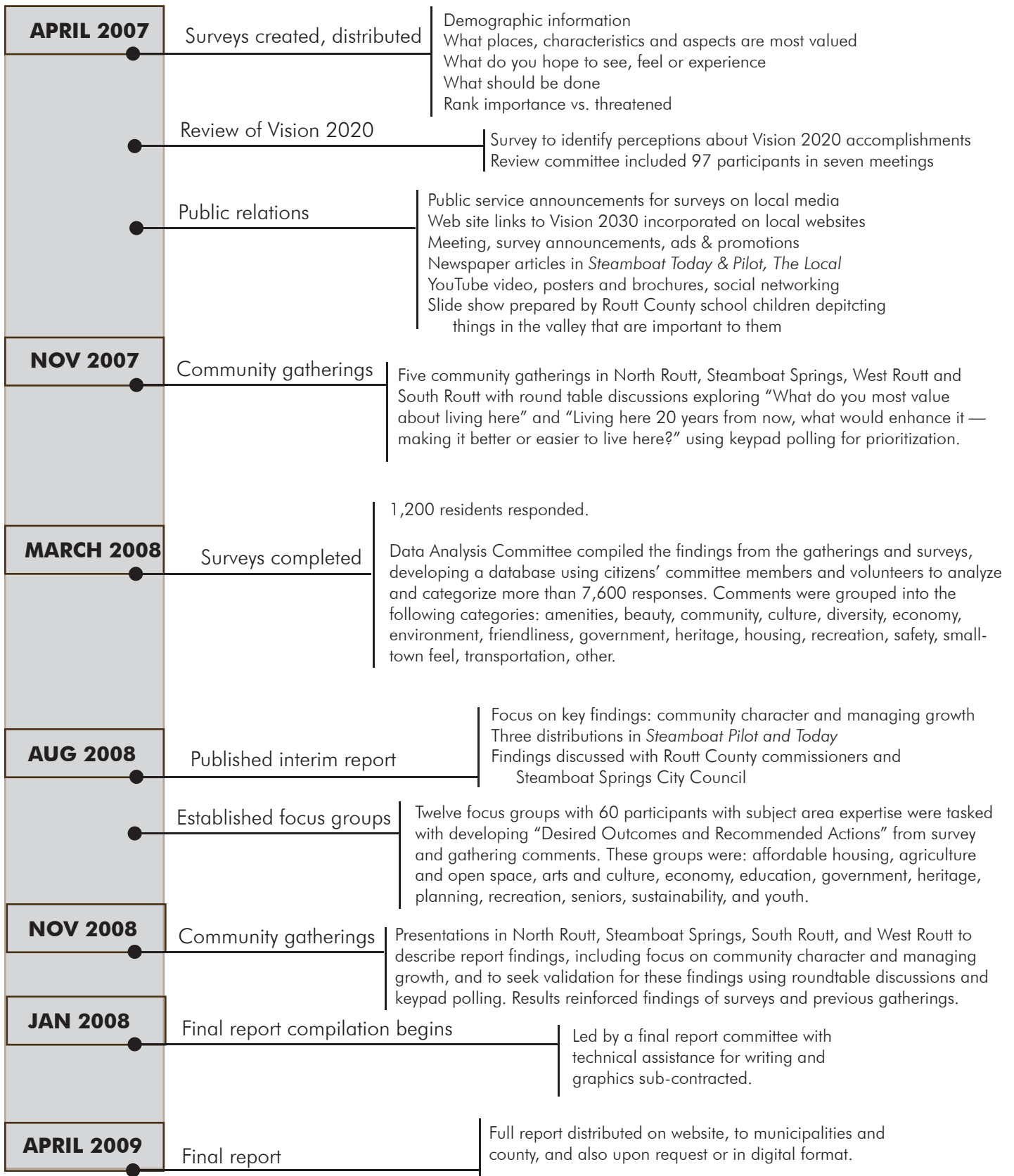
- Marsha Daughenbaugh
(Co-Chair, Elk River Valley)
 - Kathy Stokes (Co-Chair, Elk River Valley)
 - Tammie Delaney (Project Manager, West Routt)
 - Lynn Abbott (Steamboat Springs)
 - Steve Aigner* (Steamboat Springs)
 - Towny Anderson (Steamboat Springs)
 - Tracy Barnett (Steamboat Springs)
 - Meg Bentley (Steamboat Springs)
 - Maggie Berglund (Steamboat Springs)
 - Diane Brower * (Steamboat Springs)
 - Diane Mitsch Bush (Steamboat Springs)
 - Gretchen Daley (South Routt)
 - Tim Frentress (West Routt)
 - Jim Fulks* (Steamboat Springs)
 - Sandy Evans Hall (Steamboat Springs)
 - Judy Guerin (West Routt)
 - Todd Hagenbuch (South Routt)
 - Nancy Howell (Steamboat Springs)
 - George Hresko* (Steamboat Springs)
 - Paul Hughes (Steamboat Springs)
 - Marion Kahn (Steamboat Springs)
 - Karen Kosakowski (North Routt)
 - Stacey Kramer* (Steamboat Springs)
 - Holly Larson (Steamboat Springs)
 - Gavin Malia (Steamboat Springs)
 - CJ Mucklow (North Routt)
 - Lyman Orton (Steamboat Springs)
 - John Spezia (Steamboat Springs)
 - Karen Tussey* (South Routt)
 - Fred Wolf (North Routt)
- * indicates committee chair

Funding

The budget is based on a two-year project. The City of Steamboat Springs and Routt County each contributed \$77,000. This amount has been supplemented in contributions from in-kind and technology support from the Orton Family Foundation. Area businesses and other municipalities provided additional financial support.



Timeline of Vision 2030 progress



DISCOVERIES

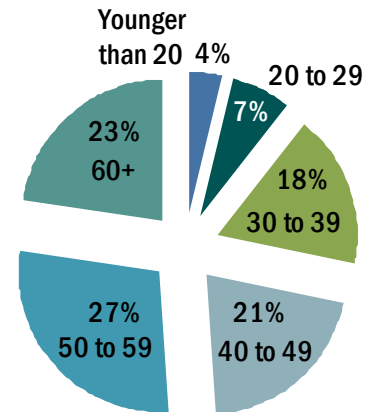
Participation

The Vision 2030 committee is confident that participants represent an accurate sample set of Routt County's demographics. A total of more than 1,600 people, approximately 7% of Routt County's total population and 11% of all county households, participated in the two-year process. More than 1,200 people completed the survey that was distributed online and in hard copy format. This was almost five times more than the number of people who responded to the Vision 2020 survey. To ensure diverse participation, the Vision 2030 committee encouraged input in surveys and at community gatherings, appealed to personal contacts and made presentations to "affinity" groups such as service organizations, school district employees, businesses and nonprofit organizations.

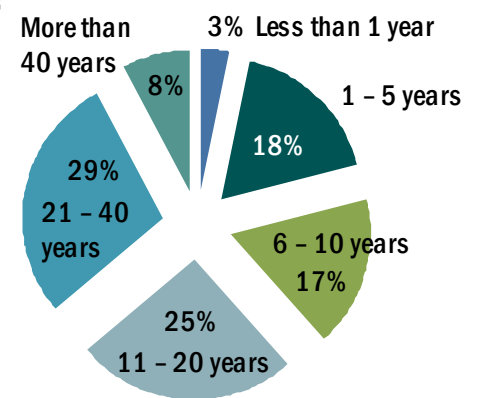
Participants were almost equally divided between men and women. Most were between 30-60 years old and had lived in Routt County for more than 10 years. The lack of participation in the 20-29 year age range is representative of the age shift in Routt County to an older demographic. Residents from all across Routt County and from a wide range of occupations participated on the Vision 2030 process.

As the Vision 2030 process continued over two years, it gained momentum, attracting new participants on the committee, in focus groups and at community gatherings. At the final community gatherings in November 2008, more than 40% of the attendees had not previously participated in the Vision 2030 process and overwhelmingly agreed with the earlier survey and gathering findings.

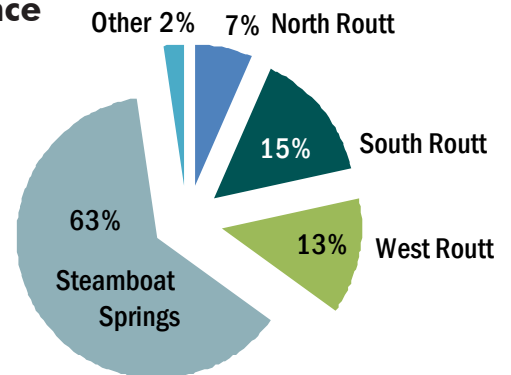
Age



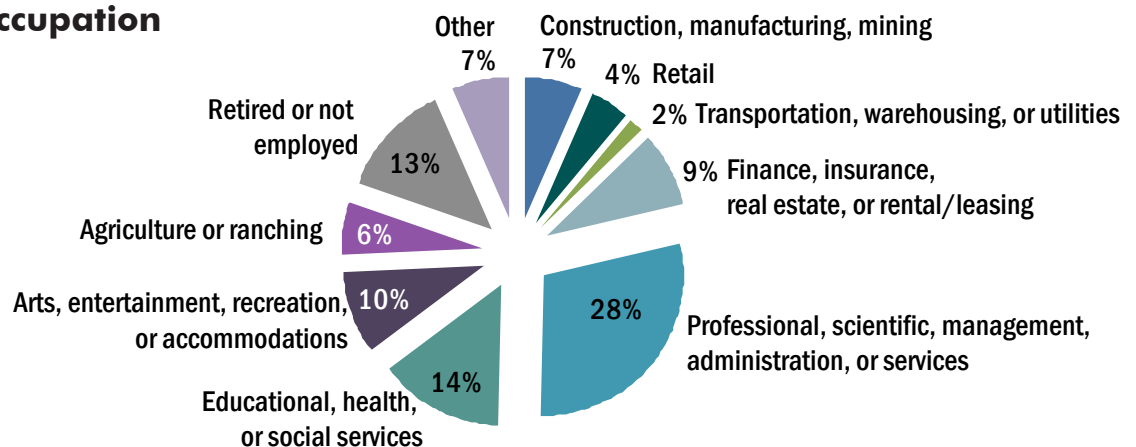
Length of time in Routt County



Residence



Occupation



WHAT WE HEARD

In its role as a steering committee, Vision 2030's responsibility was to gather comments from community members and relay that information back to the community, decision-makers and elected officials. The process gave opportunity to everyone who chose to participate. The Vision 2030 Citizens' Committee agenda encompassed three components:

- Review the Vision 2020 First Report of Recommendations
- Identify our community's heart and soul (what do we value)
- Define recommendations to ensure values are preserved

Vision 2020 review

A subcommittee reviewed the 1994 Vision 2020 report to discuss the successes and challenges from the past 15 years. Focus groups within this subcommittee recommended further development on several items for the eight report categories. Vision 2030 focus groups then used these suggestions along with new data obtained from surveys and gatherings to help define desired outcomes and recommended actions.




The Vision 2020 process led to successful formation of several citizen-led initiatives:

- First Impressions of Routt County – a nonprofit organization that supports early childhood education
- Purchase of Development Rights – a program that helps landowners use conservation easements to protect their land from development
- Routt County Open Lands Plan – furthers open space needs
- Yampa Valley Recycles – a county-wide recycling effort




In addition, the Community Agriculture Alliance, Yampa Valley Partners, Yampa Valley Land Trust and expanded medical services at Yampa Valley Medical Center all were inspired partly because individuals championed causes of interest recognized by Vision 2020. The report also helped several nonprofit organizations and the City of Steamboat Springs procure more than \$25 million in grants for open space, trails, education, historic preservation and transportation. The City of Steamboat Springs uses the Vision 2020 report as a gauge for determining if city goals are in line with community desires.

Survey question: What do we value?




North Routt

1. Community  38%
2. Environment  25%
3. Heritage  13%




South Routt

1. Community  37%
2. Friendliness  18%
3. Recreation  9%

Steamboat Springs

1. Community  43%
2. Environment  16%
3. Small-town feel  11%

West Routt

1. Community  35%
2. Education  16%
3. Heritage  16%

Complete responses to the survey and polling results from the community gatherings are available at: <http://vision2030routt.org>

What we value

Survey respondents and gatherings participants clearly stated that they value a close-knit, friendly and caring community that is safe, values families and diversity, and takes pride in its Western and historic heritage. They overwhelmingly identified preserving community character and concerns about changing economic development patterns as the top priorities they would like to see addressed in the next 20 years. Community character was mainly identified with a sense of community and small town feel, while changing economic development patterns primarily referred to managing growth. Community respondents also identified the environment as the most important community character, while affordable housing is considered the most threatened.

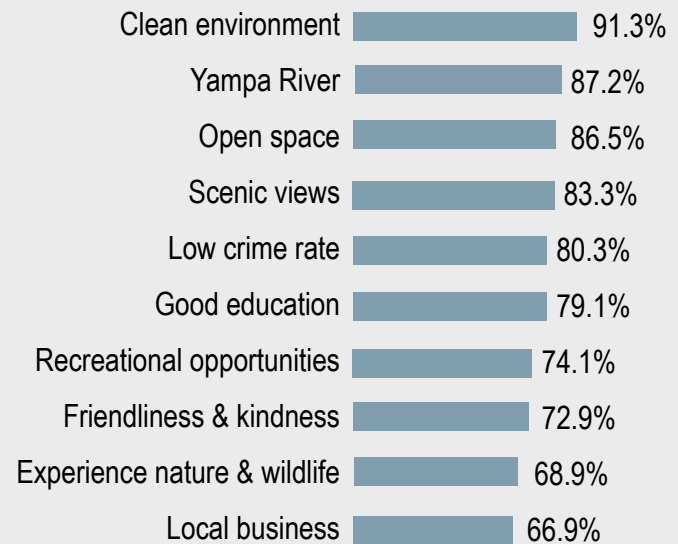
To ensure that the Vision 2030 committee had identified the top priorities for what the community wanted to preserve in the next 20 years, the group took the findings back to county residents for additional input at four county-wide gatherings in November 2008. Facilitators described scenarios about the characteristics of managing growth and community character based on desired outcomes identified by focus groups. Again, participants at these gatherings overwhelmingly agreed that these characteristics are of utmost importance to preserve.

Responses from November 2008 community gatherings ranking item as 'Very Important' or 'Utmost Importance'

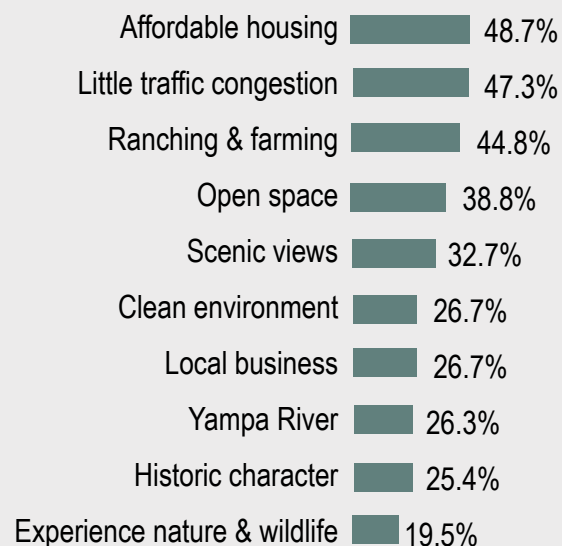
- Sustainable economy (92%)
- Community character (89% very important/ utmost importance)
- Sense of community (89%)
- Family friendliness (86%)
- Managing growth (83%)
- Transportation (85%)
- Housing patterns (83%)
- Heritage (79%)

The Vision 2030 survey listed 21 aspects of the community and asked respondents to describe them as most, somewhat, or not important/ threatened. The ten most common responses listed for most important and most threatened are listed below.

Percent of respondents who said aspect is "most important"

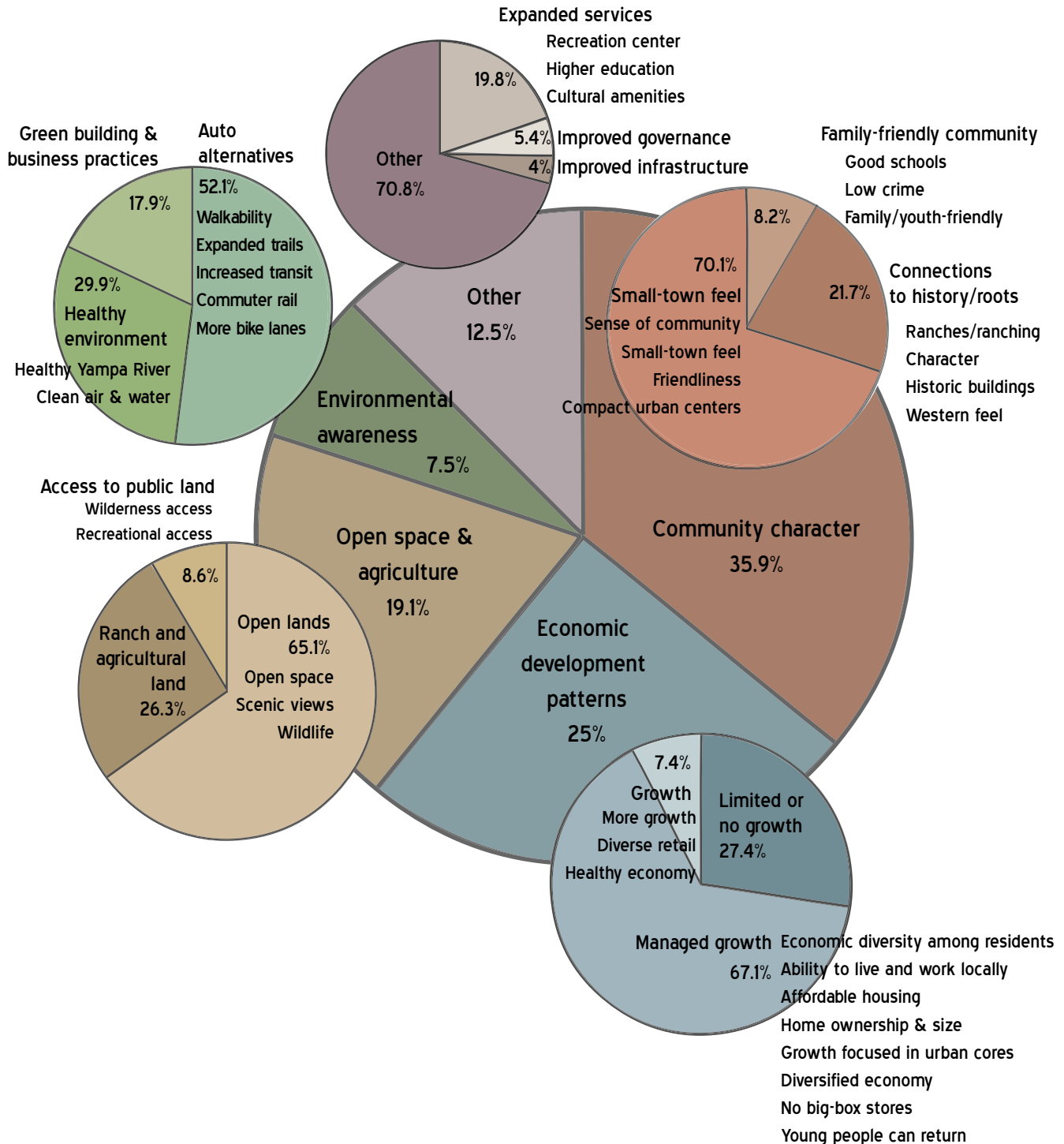


Percent of respondents who said aspect is "most threatened"



DISCOVERIES

The 2008 survey asked: **In 20 years, what would you like to see?** We heard many common phrases, like “small-town feel,” “growth,” and “open space.” This graphic divides the most frequently heard phrases and concepts into five thematic groups representing the primary comments received in responses. The five thematic groups are broken into smaller groups that identify specific qualities that respondents hoped to see in 20 years.



Respondents who suggested ways to preserve those things that we value and hope to see in 20 years identified managing growth as the top priority. Themes below are listed by frequency of comments received. Since all comments that relate to a specific category were included regardless of the respondent's stance, some suggestions will reflect opposite perspectives.

Survey question: What should be done to ensure that what you hope to see, feel, or experience is still here in twenty years?

THEME	COMMENTS RECEIVED
Manage growth	Promote density in city/town centers, encourage affordable housing, ban big boxes, encourage growth of tourism and businesses, encourage full-time residency through taxes, improve analysis of development impacts, limit home size, ban chains, restrict building height, encourage lower density, enforce zoning
Preserve open space	Conservation easements, preserve Emerald Mountain, support land trusts, require open space deeded with development
Provide better governance	Enforce master plans and zoning, less government, city/county cooperation, long-term planning, enforce conflict of interest rules
Provide affordable living	Encourage affordable day care, require affordable housing, don't require affordable housing, encourage diverse retail
Preserve character	Provide education programs about local history, encourage ability to live and work in same location, preserve ranches/ranching, historic preservation ordinance, protect downtown areas
Limit growth	Quotas on building construction, enforce zoning
Limit traffic congestion	Highway 40 bypass around Steamboat Springs, support bikes and pedestrians, improve regional transit system
Promote green living	Require renewable energy, improve recycling program, buy local products, provide environmental education programs
Preserve sense of community	Focus policies on locals, individual participation, community events, be friendly, volunteer, provide education on heritage/traditions, welcome newcomers and tourists
Promote auto alternatives	Expand regional transit, expand trails and trail infrastructure, provide more sidewalks
Participate	Volunteer, become a committee member or community leader

Other themes included: Promote healthy environment, preserve ranches, preserve historic buildings, be friendly, preserve local businesses, provide recreation access, support better infrastructure, support better schools, support the arts, support youth, support charities

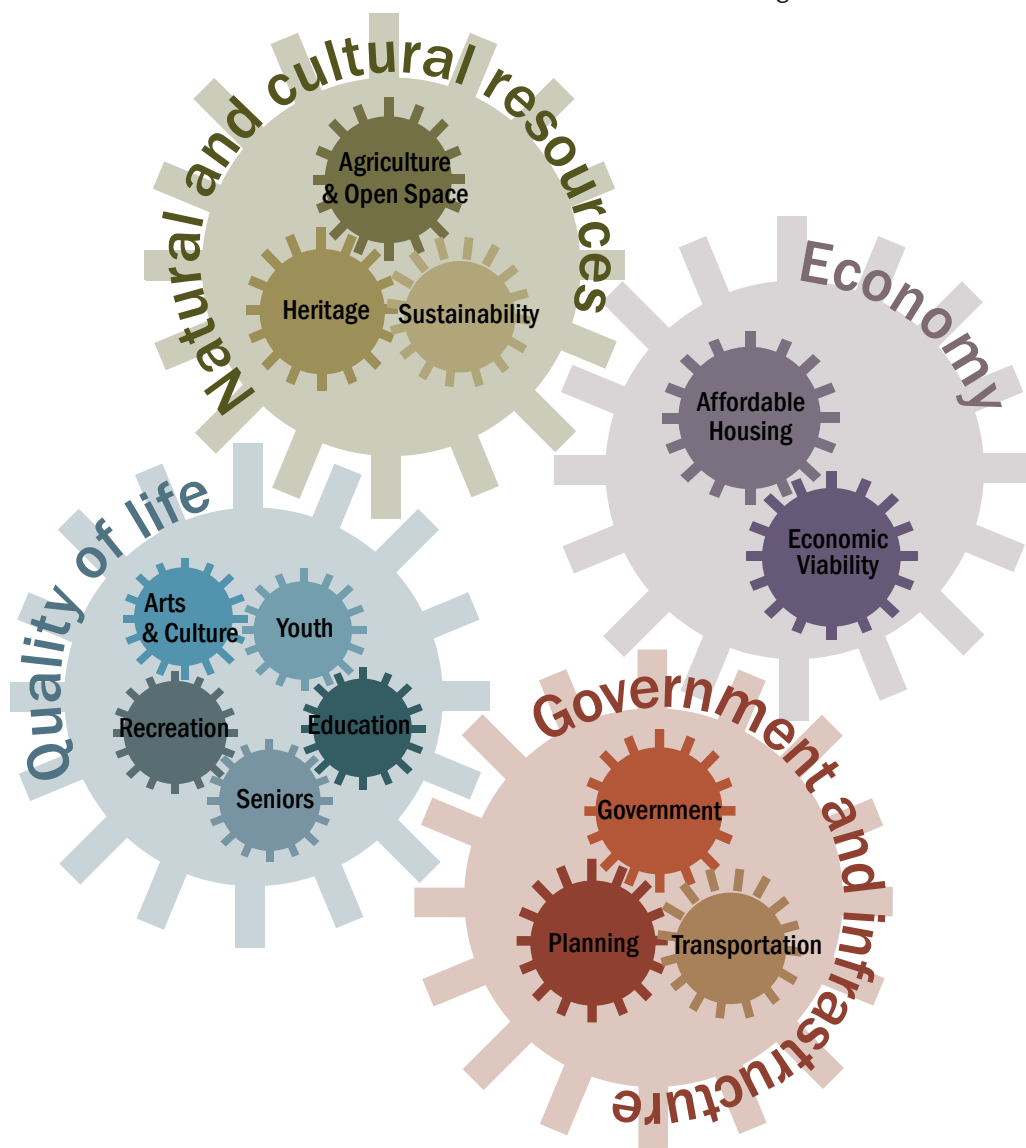
DISCOVERIES

Interconnections

An interesting discovery was the interconnectivity of the responses to every aspect of the community. Much the way the cogs of a machine are connected to one another to drive the engine forward, every aspect of our community is connected. As we have grown, more cogs have been added to the engine, all working together to drive the community forward. Losing one piece of the mechanism affects the whole engine.

Each focus group also looked at all survey responses and the Vision 2020 review to develop desired outcomes and recommended actions for 13 separate categories.

Focus groups worked independently from one another, reviewing results and comments that pertained to that specific group. A number of recommendations came out of the focus groups that naturally connect to one another. The groups recognized that respondents identified quality of life, the economy, government and infrastructure, and natural and cultural resources as encompassing the community's heart and soul while also affecting each other. For example, the importance of public policies and partnerships that supported our agricultural heritage and Western traditions such as the Routt County Fair, Winter Carnival, and Oak Creek's Labor Day celebration were suggested by both the agriculture and heritage focus groups.



DESIRED OUTCOMES, RECOMMENDED ACTIONS

Desired outcomes are the ideals or compass points in creating a vision for our community now and in the future. Recommended actions are the possible ways in which these outcomes can be achieved.

Some recommended actions in this report are already in progress. Other recommended actions may not have funding and/or appropriate mechanisms for achieving the desired outcomes available at this time, yet the necessary funding or mechanism may be realized in the future. These desires and actions are identified in this report to recognize their importance to our citizens and to help elected officials and other decision-makers prioritize so that these outcomes can ultimately be achieved.

To prepare the Desired Outcomes and Recommended Actions, input from community gatherings and surveys was sorted and analyzed by Vision 2030 committee members into general focus areas. Twelve focus groups reviewed the comments received by more than 1,600 Routt County citizens at the November 2007 Gatherings and through surveys that were conducted in the months following. The focus groups comprised more than 60 community members who are either experts in or closely involved with the area of interest. All participants attended an overview meeting and workshop.

Then they met in individual groups to review the 1994 Vision 2020 focus group notes, the record of the November 2007 Gatherings, and the survey comments to validate the accuracy of the findings. Some areas of interest included more than 20 pages of information. An additional 20 people participated in the transportation focus group using the 1994 Vision 2020 recommendations with input from the Transportation Solutions Group, a group that came together in the fall of 2008 and is facilitated by the Steamboat Springs Chamber Resort Association.

Facilitators and group leaders ensured that participants objectively established outcomes and actions based solely on the comments from the Vision 2030 process and did not promote their own agendas. Each focus group developed desired outcomes and recommended actions that were subsequently divided into 13 categories. They also identified interest groups that might champion the actions and timelines. The outcomes and actions were presented at the four November 2008 community gatherings in Hayden, Clark, Steamboat Springs and Yampa. Participants at these gatherings were asked to rank action items through keypad polling.

What you read on these following pages reflect the desired outcomes and recommended actions developed from the comments, observations and aspirations of the Vision 2030 participants. **These are listed in alphabetical order.**



AFFORDABLE HOUSING

LAND USE & SUPPLY

Desired outcome	Recommended actions	Timeframe
<p>Public land use policy and processes need to increase the supply of available and suitable land, increase the density of living spaces and decrease housing costs in order to preserve and promote affordable housing (both ownership and rental) in Routt County.</p>	<ul style="list-style-type: none"> ● Adjust community development policies and decision-making processes as needed to allow greater density and more developable land where appropriate in and adjacent to our existing communities and adapt to changing market demand. ● Foster focused and effective political leadership that engages the community in dialogue and decision-making processes and which enables inclusive, affordable neighborhoods. ● Participation from the four municipalities of Steamboat Springs, Yampa, Hayden and Oak Creek on a regional organization or entity for affordable housing such as Yampa Valley Housing Authority that fosters collaboration and cooperation. ● Develop a regional plan for affordable housing and coordinate affordable housing programs and activities with collaboration and cooperation on a regional level. ● Continually update housing market (both ownership and rental) to review demand, availability and needs. 	<p>short term and ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>short term and ongoing</p> <p>ongoing</p>
<p>Possible interest groups/stewards</p>		
<p><i>Governmental agencies; organizations such as Yampa Valley Housing Authority; housing advocacy groups; concerned interest groups; for-profit and non-profit entities; chambers; economic development commissions</i></p>		

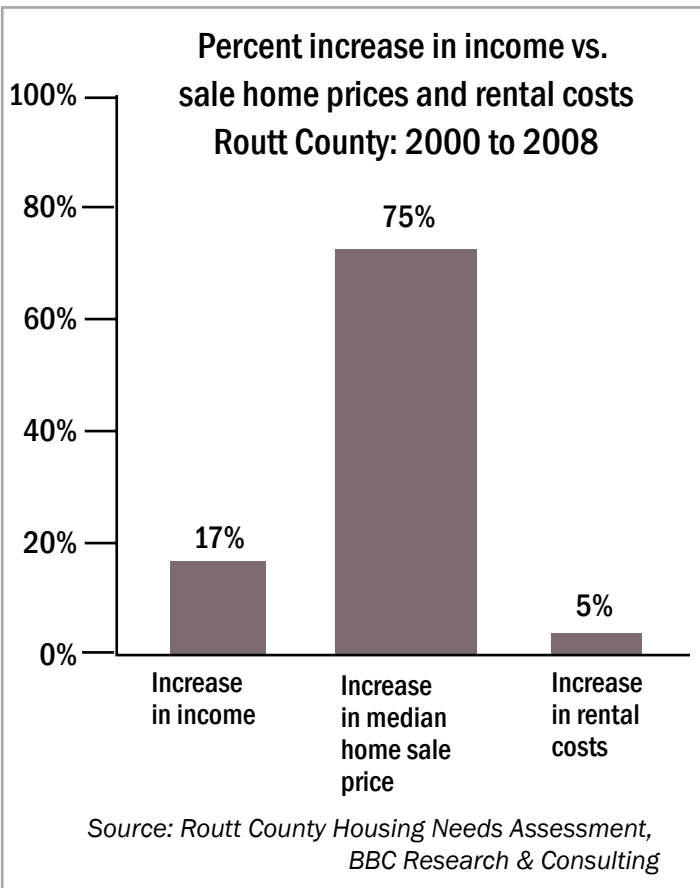
VISION 2020 TO REALITY

Affordable Housing recommendation: Create a regional housing authority

The Yampa Valley Housing Authority (YVHA) was formed in November 2003 through collaboration between the City of Steamboat Springs and Routt County governments in response to growing concern for the lack of affordable housing for people living and working in the Yampa Valley.

FUNDING

Desired outcome	Recommended actions	Timeframe
<p>Create and implement mechanism(s) that fund affordable housing in Routt County.</p>	<ul style="list-style-type: none"> ● Encourage and support the coordination of regional housing collaboration with one lead agency such as Yampa Valley Housing Authority reflecting regional needs and participation from Hayden, Oak Creek, Steamboat Springs and Yampa. 	<p>short term and ongoing</p>
<p>Possible interest groups/stewards</p> <p><i>Governmental agencies; organizations such as Yampa Valley Housing Authority; housing advocacy groups; concerned interest groups; for-profit and non-profit entities; chambers; economic development commissions; state funding sources and organizations</i></p>	<ul style="list-style-type: none"> ● Develop and implement a county-wide educational component for affordable housing and seek combined effort and support from the four municipalities. ● Identify a dedicated, ongoing funding source to implement affordable housing initiatives (land and projects) such as a ballot issue for a property tax or sales tax among others. ● Create a private donation fund that can act as a secondary source of funds for affordable housing. 	<p>short term and ongoing</p> <p>short term and ongoing</p> <p>short term and ongoing</p>

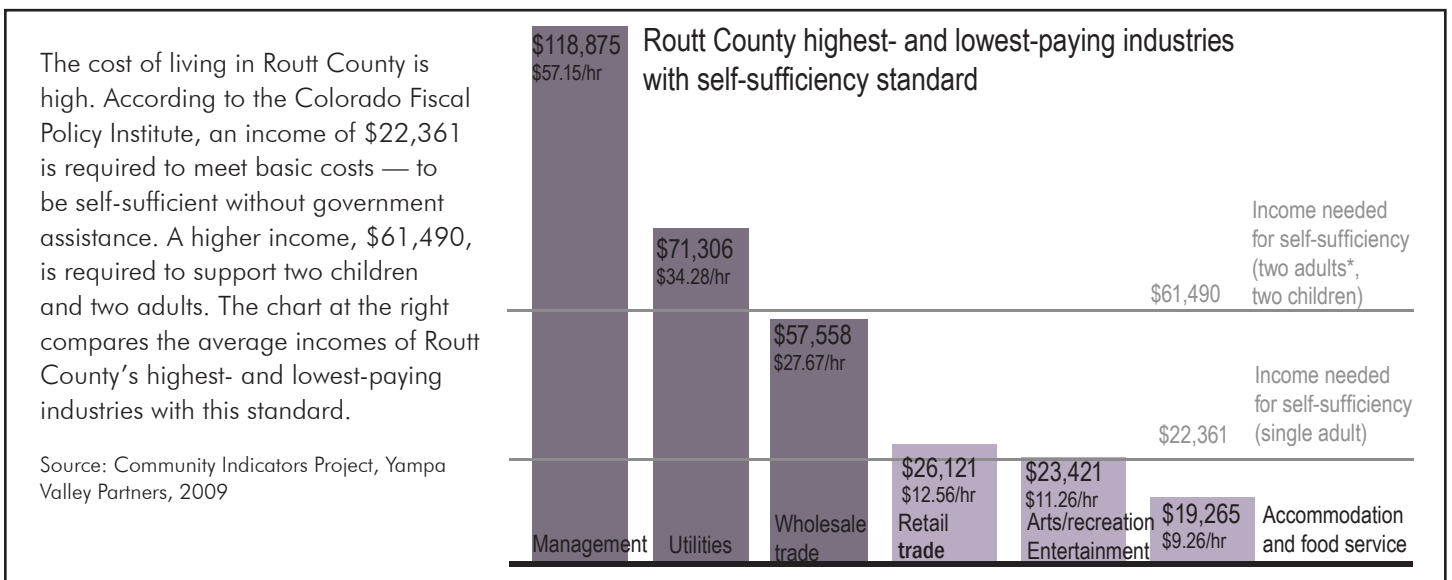


AWARENESS & EDUCATION FOR SUSTAINING A DIVERSE COMMUNITY

Desired outcome	Recommended actions	Timeframe
Seek a balanced economy that provides services, meets needs and attracts and retains residents for a diverse community, and that simultaneously values open space and a sense of place while addressing the need for affordable housing and inclusive community.	<ul style="list-style-type: none"> ● Develop and implement methods that enable collaborative decision making (with developers, employers, governmental entities, workforce and community organizations) for solutions to affordable housing. 	short term and ongoing
	<ul style="list-style-type: none"> ● Create or assign a lead organization such as Yampa Valley Housing Authority to collaborate with workforce employers and develop and implement an educational program that presents options to employers and helps to supply workforce housing for employees. 	short term and ongoing
	<ul style="list-style-type: none"> ● Develop and implement outreach affordability education for community as a whole. 	short term and ongoing
	<ul style="list-style-type: none"> ● Continue to define, identify and update housing product preferences of various age groups, building upon the Housing Demand Analysis and Needs Assessment in order to attract and retain residents who will evolve as committed members of the community. 	ongoing
	<ul style="list-style-type: none"> ● Research and implement public policy mechanisms that mitigate the economic distortion of an amenity-based region and enable a diverse socio-economic base (e.g. transfer fee assessments, consumption fees, housing land trusts, land cap restrictions). 	ongoing

Possible interest groups/stewards

Governmental agencies; organizations such as Yampa Valley Housing Authority; housing advocacy groups; concerned interest groups; for-profit and non-profit entities; chambers; economic development commissions; state funding sources and organizations





AGRICULTURE & OPEN SPACE

Vision 2020 recommended and the work of Vision 2030 confirms that comprehensive agriculture and open space strategies are necessary to preserve the “heart and soul” of the Yampa Valley. Open space and agriculture are two general characteristics that the community uniquely identifies, values, and desires to preserve for future generations in Routt County.

AGRICULTURE

Desired outcome	Recommended actions	Timeframe
Preserve, maintain and enhance our working agricultural landscapes; multi-generational ranching families; Western values; and cultural authenticity of our rural communities.	● Continue to emphasize and advocate the importance of western agricultural heritage through planning, zoning and public policy.	ongoing
	● Continue to support entities that promote our western agricultural heritage.	ongoing
	● Maintain and develop strategic partnerships to promote and support the Western traditions such as the Routt County Fair; community rodeos, Winter Carnival, etc.	ongoing
	● Maintain and provide incentives for future historic easements and facades through public education and incentives.	mid term

Possible interest groups/stewards

County/city planning and elected officials; community museums and historical societies; organizations such as Western Heritage Partnership; Historic Routt County!; Community Agriculture Alliance; Cattlewomen/Cattlemen; chambers, Steamboat Ski Area, lodging industry, agriculture and environmental organizations

VISION 2020 TO REALITY

The Community Agriculture Alliance was developed in 1999, bridging agriculture, business, community and resort interests, and has helped to develop many of the Vision 2020 recommendations, including cultural heritage tourism, value-added products, and more.

AGRICULTURE VIABILITY & SUSTAINABILITY

Desired outcome	Recommended actions	Timeframe
<p>Preserve, maintain and enhance working ranches and promote agriculture as an economic base; support a sustainable and diverse economy that includes ranching, farming, agri-tourism and the harvesting of natural resource products.</p>	<ul style="list-style-type: none"> ● Promote local products and diverse markets for local agriculture and natural resource products. ● Implement transfer of development rights program and continue support and renewal of the Purchase of Development Rights program. ● Foster educational programs and mediation options to help enforce fencing laws, water laws and land use issues. ● Enable local students to attend agricultural colleges by providing scholarships to agricultural schools and developing agricultural internships and mentoring programs within the county. ● Develop a land stewardship advocacy program that will promote efforts to encourage sustainable agriculture. ● Research water leasing and carbon sequestration programs. ● Continue to develop agriculture, recreation and environmental partnerships. 	<p>short term ongoing</p> <p>ongoing</p> <p>short term</p> <p>mid term and ongoing</p> <p>mid term</p> <p>long term</p> <p>ongoing</p>
<p>Possible interest groups/stewards</p>		
<p><i>County/city planning and elected officials, Purchase of Development Rights board, develop a citizen group for transfer of development rights; CSU Routt County Extension; Routt County Sheriffs Office; Routt County 4-H; Routt County Conservation District; Routt County CattleWomen; Sustainability Council; Natural Resource Conservation Service, Community Agriculture Alliance; The Nature Conservancy, Deep Roots; Northwest Colorado Products; all agriculture, recreation and environmental groups: organizations such as local retailers, economic councils and MainStreet programs</i></p>		

VISION 2020 TO REALITY

Vision 2020 recommended: "Identify and secure funding vehicle to buy open space and to leverage other funds."

In 1996, Routt County's Purchase of Development Rights program was voted in as a taxpayer-funded program. It was renewed in 2005.

WATER

Desired outcome	Recommended actions	Timeframe
<p>Preserve, maintain and enhance the water resources of the Yampa Valley; increase awareness and emphasize the importance of water quality, quantity and conservation issues</p>	<ul style="list-style-type: none"> ● Require that all new developments prove they can meet and/or provide for sufficient water quantity needs and maintain quality standards. ● Encourage active involvement and participation of agricultural, wildlife, forestry municipal, recreational and environmental interests in the Yampa-White River Basin Round Table and in regional water conservancy districts in order to aid in the protection and appropriate development of the water resources of the Yampa Valley. 	<p>short term and ongoing</p> <p>short term and ongoing</p>
<p>Possible interest groups/stewards</p>	<ul style="list-style-type: none"> ● Develop a citizens' water group that is active in protecting water resources for the Yampa Valley in order to ensure continued agriculture, wildlife, forestry, municipal, and recreational usage. ● Be active on local water rights and water conservation projects to ensure adequate water quantity and quality. ● Be active in state and regional water discussions. ● Encourage open communication with existing state-appointed groups. 	<p>short term and ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p>

County/city planning and elected officials; developers; develop a citizen's group comprised of all agricultural and environmental groups concerned with water resources, government agencies, municipalities, agriculture producers, etc.; Colorado Division of Water Resources, Routt County Environmental Health, Colorado Department of Health and Public Safety, Natural Resource Conservation Services; Sustainability Council

Get involved: Yampa-White River Basin Roundtable

In 2005, the Colorado legislature created basin-wide water "roundtables" with mandatory inclusion of representatives of agriculture, recreation, environmental interests, and governmental interests. The Yampa-White River Basin Roundtable meets quarterly, discusses and covers a broad range of water issues, and obtains funding for water needs assessments.

The Upper Yampa Water Conservancy District, which includes the area from the headwaters of the Yampa River to below the Craig power plant, has been active for more than 30 years in protecting and appropriately developing the water resources of the Yampa Valley. These meetings are public and interested citizens are encouraged to attend.

For more information, visit: <http://ibcc.state.co.us/Basins/YampaWhite>

ACCESS TO OPEN SPACE

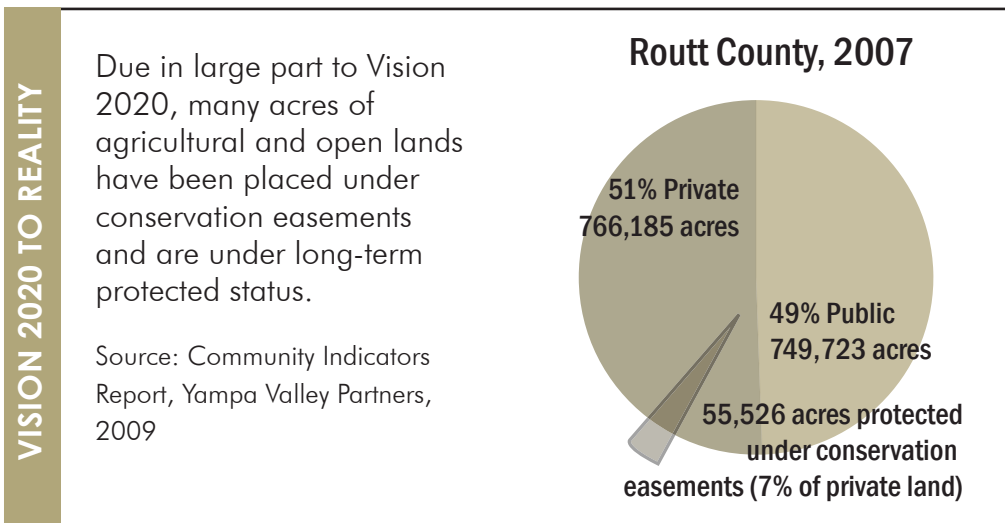
Desired outcome	Recommended actions	Timeframe
<p>Preserve, maintain and enhance recreational access on, and connecting to, public open space.</p>	<ul style="list-style-type: none"> ● Encourage decision-makers to develop and adhere to existing and future land use and recreation management plans. ● Ensure the development approval process includes a review that specifically addresses continued public access corridors. ● Encourage linkage of urban areas to public open space and public transit in land use planning. ● Provide public road and trail easements. ● Develop usage criteria for trails and access. ● Identify and prioritize high-usage roads for bicycle pathways. ● Support, develop and expand segregated recreation areas when usages are not compatible (e.g. snowmachine, cross-country skiing, horses, bikes, etc.). ● Develop linkage to parks and trails in and around our communities. 	<p>ongoing</p> <p>mid term and ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>short-term</p> <p>short-term</p> <p>ongoing</p> <p>ongoing</p>
<p>Possible interest groups/stewards</p> <p>County/city planning and elected officials, U.S. Forest Service, Bureau of Land Management, Colorado Division of Wildlife, City of Steamboat Springs Parks, Trails and Open Space; Colorado Department of Transportation; Routt County Road and Bridge</p>		
<p>VISION 2020 TO REALITY</p> <p>Vision 2020 recommended: “Create and implement the Routt County Agricultural Lands, Natural Areas and Open Space Resources Protection Plan.”</p> <p>Routt County Open Lands Plan was established in 1995. It is a plan for the protection of agricultural lands, natural areas and open spaces.</p>		




“In the year of 2030, I truly hope the marvelous view of Steamboat Lake is still here to touch my heart” — Grace Mark, North Routt Community Charter School

OPEN SPACE AND VIEW CORRIDORS

Desired outcome/actors	Recommended actions	Timeframe
Protect, maintain and enhance open space and view corridors to maintain our sense of place for current and future generations.	<ul style="list-style-type: none"> ● Adhere to existing and develop land use plans that establish a high priority for the protection of open space and view corridors. 	ongoing
Possible interest groups/stewards	<ul style="list-style-type: none"> ● Continue to require higher density in urban areas. 	ongoing
<p><i>County/city planning and elected officials; Purchase of Development Rights board, develop a transfer of development rights citizens' group; organizations such as Yampa Valley Land Trust; Colorado Department of Wildlife; Natural Resource and Conservation Services; Colorado Cattlemen's Land Trust; private landowners; CSU Routt County Extension; private landscaping companies, builders and homeowners</i></p>	<ul style="list-style-type: none"> ● Continue Routt County's Purchase of Development Rights program and implement Transfer of Development Rights program. 	ongoing
	<ul style="list-style-type: none"> ● Encourage voluntary conservation easements and continue to support entities that facilitate them. 	ongoing
	<ul style="list-style-type: none"> ● Encourage and educate about the benefits of light pollution ordinances, ridgeline standards, increase skyline ordinance areas and underground utility line placements. 	ongoing
	<ul style="list-style-type: none"> ● Encourage native landscaping. 	ongoing
	<ul style="list-style-type: none"> ● Encourage and lobby for state legislation that minimizes fragmentation of open land parcels. 	ongoing




HABITAT, WILDLIFE, WATERS

Desired outcome	Recommended actions	Timeframe
<p>Protect, conserve and enhance the wildlife habitat, riparian areas and wetlands. Prevent fragmentation of wildlife habitat, protect wildlife migration corridors and provide important transition zones from different habitat types.</p>	<ul style="list-style-type: none"> ● Adhere to existing and develop future land use and wildlife habitat plans that promote the protection of these natural resources. ● Develop a comprehensive wildlife plan: <ul style="list-style-type: none"> ■ Identify and honor habitat corridors; ■ Identify and seek preservation of critical wildlife habitats; ■ Develop and honor wildlife mitigation plans; ■ Develop and honor a holistic, eco-system perspective that seeks preservation and enhancement of wildlife habitat and corridor planning; ■ Seek methods to strengthen the weed and invasive species control program. ● Encourage water and soil conservation projects. ● Provide incentives for wildlife habitat maintenance and stewardship. ● Preserve the river corridor through agriculture tax credits. ● Designate river corridors to provide further protection of rivers, while permitting the continued appropriate development of the water resources of the Yampa River for the benefit of the present and future residents of the Yampa River Valley. ● Discourage any trans-basin diversions of Yampa River water. 	<p>ongoing</p> <p>mid-term and long-term</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p>
<p>Possible interest groups/stewards</p>		
<p>County/city planning and elected officials; current and future development projects; U.S. Forest Service, Bureau of Land Management; Colorado Department of Wildlife; Routt County services (Road and Bridge, Planning), Natural Resource and Conservation Services; landowners</p>		
<div style="border: 1px solid black; padding: 10px;"> <p><i>“This is a special place to me because I love to go there, relax, catch frogs and I love to eat lunch there...I hope in the year 2030 there will be more living trees where the noxious weeds are so there will be no more noxious weeds along the river.”</i></p> <p>— Tommy Bertram, Hayden Valley Elementary School</p>  </div>		

EDUCATION & AWARENESS

Desired outcome	Recommended actions	Timeframe
<p>Support, encourage, and foster educational efforts to provide greater awareness of the values of open space and agriculture as they relate to the sustainability and the preservation of the character of our valley.</p>	<ul style="list-style-type: none"> ● Communicate the efforts, successes and mechanisms of existing programs: federal, state, local, non-profits and organizations. ● Use existing public properties (i.e. Emerald Mountain, Legacy Ranch) as education opportunities about open space and agriculture, including public signage for public open space and conservation properties. ● Inform, educate and encourage all realtors to attend local land stewardship courses to encourage cooperative efforts. ● Strengthen public awareness efforts regarding weed and invasive species control programs. ● Support and further develop youth organizations that focus on agriculture and the environment. ● Engender and foster a culture of community that nurtures partnerships and inclusiveness. ● Continue to address estate planning and national issues that negatively impact agriculture. ● Develop actions to legislate or change the inheritance tax impacts. 	<p>ongoing</p> <p>short term and ongoing</p> <p>ongoing</p> <p>short term and ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>short term and ongoing</p>
<p>Possible interest groups/stewards</p>		
<p><i>City/county planning and elected officials; Bureau of Land Management; U.S. Forest Service; Colorado Department of Wildlife; State Land Board, organizations such as the Nature Conservancy; local conservation groups; local ranches; Forest Health and Blue Stain programs; Natural Resource and Conservation Services; Farm Service Agency; Community Agriculture Alliance; Steamboat Springs Board of Realtors; Routt County Weed Board</i></p>		

In its 2008 survey, Vision 2030 asked residents to name “special places” in Routt County. The most popular response was the Yampa River. It was named by 99 out of 859 respondents.



99 Yampa River
78 Emerald Mountain
69 Howelsen Hill
67 Downtown Steamboat
66 Steamboat ski area

FUNDING

Desired outcome	Recommended actions	Timeframe
<p>Support, encourage, and foster funding efforts that will sustain the values of public open space and agriculture as they relate to the preservation of the character of our valley.</p>	<ul style="list-style-type: none"> ● Create an endowment fund for administration of local non-profit agencies and programs (such as Community Agriculture Alliance, Yampatika, Yampa Valley Land Trust, and other agricultural entities (e.g.: Funding for the arts model from Strings)). ● Identify collaborative partnerships from agricultural/public open space groups so that available funds can be better used. ● Develop and implement collaborative partnerships that recognize and market the “value of the view” and sustain agriculture by creating a regional agriculture, working landscapes and public open space fund. ● Consider use tax, voluntary “check-off” donations, grant funding and other mechanisms to be used for public open space and agricultural sustainability. ● Brand the “going green” appeal for agriculture and western heritage (ag-tourism, working landscapes, value of the view). ● Create adoption programs for agriculture and public open space. ● Implement a consumption tax for excessive home sizes and part-time residency. ● Expanded funding for federal, state and local agencies. 	<p>long-term</p> <p>ongoing</p> <p>short term and ongoing</p> <p>short term and ongoing</p> <p>short term and ongoing</p> <p>short term and ongoing</p> <p>mid-term and ongoing</p> <p>mid-term and ongoing</p>
<p>Possible interest groups/stewards</p>		
<p><i>City/county planning and elected officials; landowners and local citizens, local non-profits and programs; local agricultural and open space groups; economic councils, chambers; retailers, resort management companies; organizations such as cultural heritage tourism; Community Agriculture Alliance; Main Street program; corporate sponsorships, foundation grants and private donors; U.S. Forest Service; Bureau of Land Management; Colorado Department of Wildlife; CSU Routt County Extension and other agricultural entities</i></p>		



ARTS & CULTURE

To enhance our quality of life and sense of community, Vision 2030 participants said that we must maintain and create accessible, affordable and quality arts and cultural opportunities for audiences, performers, and artists while growing the creative arts industry as a significant contributor to the local economy.

PROGRAMS

Possible interest groups/stewards	Recommended actions	Timeframe
<p>Support creative arts and cultural opportunities.</p>	<ul style="list-style-type: none"> ● Develop new programs to adapt to changing community demographics. ● Continue and expand the types and quality of programming. ● Develop programs to attract arts events as destination motivators. ● Continue to have education and community outreach for people of all ages, both traditional and non-traditional audiences. ● Expand arts education as core curriculum in public schools from K-12. ● Present cultural heritage programming. ● Expand outreach efforts in the Yampa Valley for all the arts. ● Create more opportunities for professional development. ● Expand workshops; seminars; master classes. 	<p>ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p>
<p><i>Organizations such as Steamboat Springs Arts Council; Strings in the Mountains; schools; galleries; local artisans; Northwest Colorado Cultural Heritage Tourism; Colorado Mountain College; Colorado Northwestern Community College; museums</i></p>		
<p>Cultural heritage tourism <i>is traveling to experience the places, artifacts and activities that authentically represent the stories and people of the past and present. It includes cultural, historic and natural resources.</i></p>		

PEOPLE

Possible interest groups/stewards	Recommended actions	Timeframe
<p>Organizations such as Steamboat Springs Arts Council; Strings in the Mountains; schools; galleries; local artisans; Northwest Colorado Cultural Heritage Tourism; Colorado Mountain College; Colorado Northwestern Community College; museums; community support funds (SS); chamber; newspapers; radio</p>	<ul style="list-style-type: none"> ● Expand audiences through programming, outreach, marketing, education, and venues. ● Recognize opportunities for free performances in unusual venues. ● Develop a community where performers and artists are valued and able to attain a viable standard of living and are supported through professional development and compensated for the work they do. ● Reach diverse audiences (ethnic, socio-economic, multi-generational). ● Form a unifying arts organization that ties together amateurs and professionals. ● Develop a strong, collaborative organizational entity including for-profits and non-profits for advocacy, support, resources and education. 	<p>ongoing</p> <p>short term and ongoing</p> <p>short term and ongoing</p> <p>ongoing</p> <p>short term and ongoing</p> <p>short term and ongoing</p>



RESOURCES

Possible interest groups/stewards	Recommended actions	Timeframe
<p>Organizations such as Steamboat Springs Arts Council; Strings in the Mountains; schools; galleries; local artisans; Northwest Colorado Cultural Heritage Tourism; Colorado Mountain College; Colorado Northwestern Community College; museums; community support funds (SS); chamber; newspapers; radio; National Endowment for Arts; foundations; government agencies; volunteer groups</p>	<ul style="list-style-type: none"> ● Seek sustainable sources for ongoing public and private funding. 	short term and ongoing
	<ul style="list-style-type: none"> ● Increase opportunities for grants (awareness, applications,) and private contributions (foundations, business sponsorships & individual contributions). 	short term and ongoing
	<ul style="list-style-type: none"> ● Funding and support by local government. 	ongoing
	<ul style="list-style-type: none"> ● Private sponsorships, foundation grants, membership and individual contributions. 	ongoing
	<ul style="list-style-type: none"> ● Tap local resources such as people with expertise. 	ongoing
	<ul style="list-style-type: none"> ● Engage community in the arts through volunteer opportunities. 	short term and ongoing
	<ul style="list-style-type: none"> ● Develop a business plan to grow the creative arts industry. 	short term and ongoing
	<ul style="list-style-type: none"> ● Build collaborations and partnerships to accomplish goals. 	short term and ongoing

INFRASTRUCTURE

Possible interest groups/stewards	Recommended actions	Timeframe
<p>Organizations such as Steamboat Springs Arts Council; Strings in the Mountains; schools; galleries; local artisans; Northwest Colorado Cultural Heritage Tourism; Colorado Mountain College; Colorado Northwestern Community College; museums; community support funds (SS); chamber; newspapers; radio</p>	<ul style="list-style-type: none"> ● Create an arts center with classroom, exhibition, and performance space. 	mid term
	<ul style="list-style-type: none"> ● Develop a theater with additional space for rehearsals, sets, etc. 	mid term
	<ul style="list-style-type: none"> ● Winterize Strings as a facility for year-round performances. 	short term
	<ul style="list-style-type: none"> ● Explore creative use of existing venues. 	ongoing
	<ul style="list-style-type: none"> ● Develop committee to research venue options. 	short term



ECONOMIC VIABILITY

We will nurture a diverse, sustainable economy while enhancing the character of our community.

RESOURCES

Desired outcome	Recommended actions	Timeframe
<p>We will nurture and promote a regional, diverse, and sustainable economy, fostering a range of industries, employment, and resources and resulting in a variety of products and services. This will be provided by resources, initiatives for businesses, land use options, and transportation.</p>	<ul style="list-style-type: none"> ● Increase broad-band capacity through public private partnerships. ● Ensure county-wide cell-phone coverage. ● Pursue new technology, new industry sectors (e.g. location neutral businesses such as software programming, financial services, bio-tech industries), new energy economy (bio-fuels, waste to energy, etc.) in order to develop a diverse economy. ● Provide economic education that includes economic trending, research and bringing new information from the region’s businesses. ● Continue to provide vocational training on a regional basis. ● Advocate for workforce attraction and retention including workforce housing, international workers, and more. 	<p>short term to mid term</p> <p>short term</p> <p>mid term</p> <p>short term</p> <p>short term</p> <p>short and mid term</p>
<p>Possible interest groups/stewards</p>		
<p><i>Economic development councils; chambers; organizations such as Yampa Valley Partners; MainStreet Steamboat; Routt County Livability Index; schools</i></p>		

VISION 2020 TO REALITY

Vision 2020 recommended: Support development of telecommunications infrastructure

In 2003, the “Beanpole Project” was formed by the Yampa Valley Economic Development Council. The Beanpole Project was part of a state-funded technology initiative to bring high-speed Internet access to every county seat in the state, and then spread the connection to public facilities such as government buildings, schools and libraries.

INITIATIVES FOR BUSINESSES

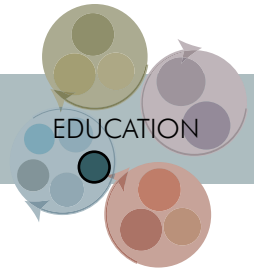
Possible interest groups/stewards	Recommended actions	Timeframe
<i>Colleges such as Colorado Mountain College; organizations such as Northwest Colorado Council of Governments</i>	● Fund Small Business Resource Center long-term.	mid term
	● Create local incubator program.	mid term
	● Create a micro-loan fund and access to capital.	mid term

LAND USE OPTIONS

Possible interest groups/stewards	Recommended actions	Timeframe
<i>Colleges such as Colorado Mountain College; planning schools</i>	● Implement entrepreneurial advocacy and seek adaptive zoning that enables entrepreneurial activities.	short term
	● Create enterprise zones and industrial parks to encourage economic development and office space availability.	short term

TRANSPORTATION

Possible interest groups/stewards	Recommended actions	Timeframe
<i>Organizations such as the Transportation Solutions Group; Yampa Valley Airport Commission; County/City Government; Chambers; Cultural Heritage Tourism</i>	● Develop railhead access for large-scale transport.	mid term
	● Form regional transportation authority to provide and maintain transportation infrastructure and opportunities.	short term
	● Enhance all-season, all-weather air access to ensure commuting, tourism and business activities.	ongoing
	● Investigate options for high speed rail for regional and state-wide transit and movement of workforce within the region.	long term
	● Emphasize ease of access for urban areas.	ongoing



EDUCATION

The educational systems in the Yampa Valley will offer an exemplary and exceptional level of community-supported 21st century innovative education that is sufficiently funded, serves a spectrum of learners and makes collaborative use of all available educational resources.

EDUCATIONAL CLIMATE

Desired outcome	Recommended actions	Timeframe
<p>Foster an educational climate that creates access to a variety of 21st century educational opportunities from early childhood education through lifelong learning.</p>	<ul style="list-style-type: none"> ● Maintain and enhance high quality, accessible facilities, fitting the community character, with current and innovative technology for all types of learners. ● Increase a regional funding base that is fair and equitable to all educational entities in Routt County to provide services to all student populations. 	<p>ongoing</p> <p>short term and ongoing</p>
<p>Possible interest groups/stewards</p> <p><i>Public and private schools; school boards; Colorado Mountain College; Colorado Northwestern Community College; organizations such as First Impressions; Education Fund Board; Rocky Mountain Youth Corps; Yampatika</i></p>	<ul style="list-style-type: none"> ● Enhance collaboration on a county-wide level to provide educational services, work-force development, and comprehensive resources. 	<p>ongoing</p>

EXCEPTIONAL STAFF

Desired outcome	Recommended actions	Timeframe
Provide collaborative opportunities to attract and retain exceptional educators and staff who will facilitate educational success.	<ul style="list-style-type: none"> ● Attract and retain experienced, educated and adaptable educators capable of meeting a variety of educational needs. ● Develop and enhance efforts that demonstrate the value and respect for educators by providing adequate compensation, training, development and resources. ● Collaborate with community efforts to provide affordable living alternatives within each community. ● Enhance educational opportunities by collaborating with community entities in the arts, humanities, recreation, agriculture and heritage. 	<p>ongoing</p> <p>short term and ongoing</p> <p>ongoing</p> <p>ongoing</p>
Possible interest groups/stewards <i>Public and Private Schools; School Boards; Colorado Mountain College; Colorado Northwestern Community College; First Impressions; non-profit organizations; community agencies and organizations</i>		

21st CENTURY LEARNING

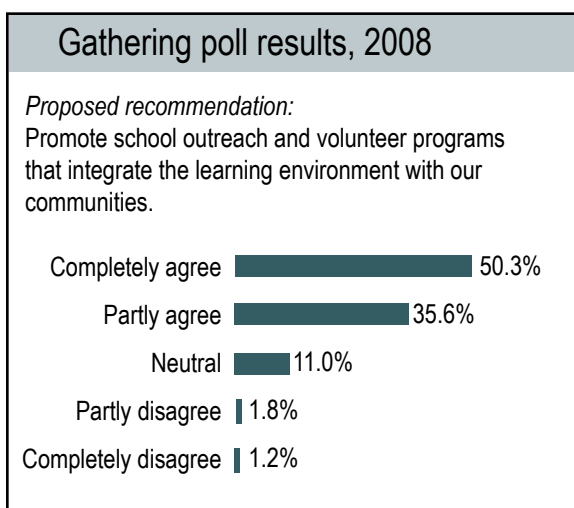
Desired outcome	Recommended actions	Timeframe
In order to create 21st century learners we will emphasize an educational environment that fosters innovative and creative problem solving skills.	<ul style="list-style-type: none"> ● Enhance school collaboration with community agencies and resources to promote family health and well-being that will foster learning. 	ongoing
Possible interest groups/stewards <i>Public and private schools; school boards; Colorado Mountain College; Colorado Northwestern Community College; First Impressions; non-profit organizations; community agencies and organizations</i>		

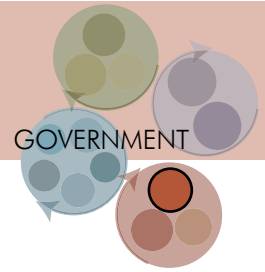
QUALITY EDUCATION

Desired outcome	Recommended actions	Timeframe
<p>Promote quality education through maintaining small, personable, community-based learning environments that emphasize high-achievement and foster innovative, creative problem-solving.</p>	<ul style="list-style-type: none"> ● Maintain a caring and welcoming, safe and secure school environment with small class sizes through appropriate student to teacher ratios. ● Promote outreach and volunteer programs that integrate the learning environment with our communities. ● Adapt our educational resources to meet the needs of our changing learner demographics in order to attain high achievement. 	<p>ongoing</p> <p>ongoing</p> <p>ongoing</p>

Possible interest groups/stewards

Public and private schools; school boards; Colorado Mountain College; Colorado Northwestern Community College; organizations such as First Impressions; Education Fund Board





GOVERNMENT

Routt County currently enjoys a wide variety of governmental and semi-governmental services that are provided by water and sanitation districts, fire districts, school districts, library districts, municipalities and county administration.

FISCAL RESPONSIBILITY

Desired outcome	Recommended actions	Timeframe
Governmental entities within Routt County will be fiscally responsible.	<ul style="list-style-type: none"> ● Planning ahead (at least one to five years) for providing desired services and facilities at the highest level that is commensurate with the resources that they expect to have. 	short term; annual
Possible interest groups/stewards <i>Governmental agencies; municipalities; county</i>	<ul style="list-style-type: none"> ● Proposing a system of taxation that is, at any given time, understandable, productive, fair and progressive. 	mid term
	<ul style="list-style-type: none"> ● Supplementing tax revenues with appropriate charges for services, grants and increases in productivity. 	short term and ongoing
	<ul style="list-style-type: none"> ● Adopting annual budgets that are reflective of their citizens' needs and desires while taking into consideration existing economic conditions. 	ongoing
	<ul style="list-style-type: none"> ● Adopt a five year capital improvement plan and review and update it on a regular basis. 	
	<ul style="list-style-type: none"> ● Explore options for regular review of changing financial demographics as they relate to tax structure. 	
	<ul style="list-style-type: none"> ● Periodically review fee structures to ensure appropriate charges for services. Continuously review productivity to ensure efficiency, seeking new methodology and techniques. 	
	<ul style="list-style-type: none"> ● Without sacrificing services, allow flexibility during budgeting periods to adapt to changing conditions. 	

PUBLIC HEALTH, SAFETY, WELFARE

Desired outcome	Recommended actions	Timeframe
Law enforcement, emergency services, public health and welfare agencies, all of whom exist to protect and serve, will be community- and service-oriented to help ensure the desired community character.	<ul style="list-style-type: none"> ● Continue to uphold the highest standards in recruiting and retaining public service professionals. ● Programs such as Neighborhood Watch, Community Policing and Elder Watch should be encouraged. ● Continue citizen education programs such as TIPS, CPR, emergency preparedness, Firewise and others to build safer and healthier communities. 	ongoing short term and ongoing short term and ongoing
Possible interest groups/stewards	<ul style="list-style-type: none"> ● Support efforts to maintain or improve air and water quality. ● Ensure the provision of affordable, quality physical health and mental health services. 	ongoing ongoing
<i>Governmental/public service agencies; county; municipalities; water districts</i>		

INFRASTRUCTURE

Desired outcome	Recommended actions	Timeframe
Government entities will continue to provide adequate water and sewer capacity, roads and bridges, public facilities and parks, and communication and transportation networks.	<ul style="list-style-type: none"> ● Determine the water and sewer capacities needed to meet the needs of projected growth within Routt County. Work with development interests to provide those capacities. ● Seek supplemental revenues and collaborative partnerships to provide for ongoing maintenance and improvement of roads and bridges, public facilities and parks, and communication and transportation networks. ● Work to maintain and update the technological standards of the communication infrastructure to meet the needs of our citizens. ● Form a Regional Transportation Authority or other regional methodology to provide a collaborative, coordinated approach to addressing transportation needs. 	ongoing ongoing ongoing short term
Possible interest groups/stewards		
<i>Municipalities; county; water districts; developers; non-governmental organizations; corporations; Yampa Valley Economic Development Council; Northwest Council of Governments; Associated Governments of Northwest Colorado</i>		

CITIZEN INVOLVEMENT

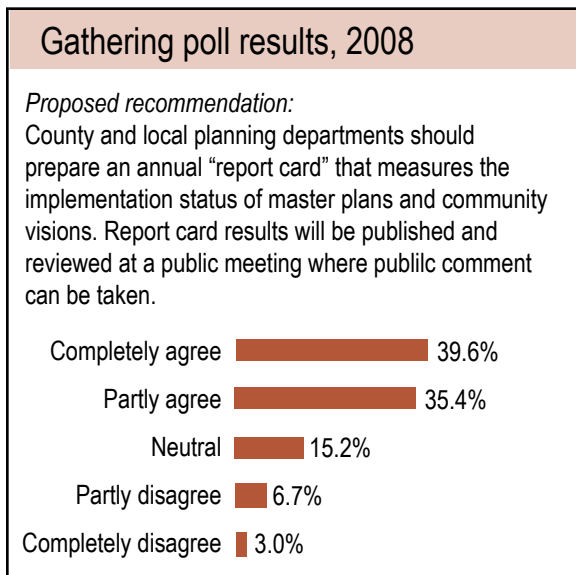
Desired outcome	Recommended actions	Timeframe
<p>Governments must constantly seek ways of bringing citizens into the legislative and administrative processes that affect their lives, and give them opportunities to make their needs and opinions known. Local governments have long received high marks for accessibility, responsiveness and accountability, but continuous citizen involvement is essential if Routt County governments are to maintain openness and transparency in their dealings.</p>	<ul style="list-style-type: none"> ● Maintain and enhance collaborative decision-making that is based upon seeking “common interests” rather than “positions.” ● Citizens are encouraged to provide feedback to elected officials and government agencies in all steps of the governmental process, including planning, budgeting, and other aspects. ● Local governmental entities will ensure the accessibility of government through effective and efficient communications using advanced technology while keeping a feel of personalized service. ● Variable and personalized service delivery methods will be maintained and enhanced to maintain a “small-town feel” and meet the needs of all citizens (e.g. water bills paid in-person, online, or at supermarkets). ● Continue to ensure the accessibility to public elected officials, boards and commissions through active participation in community life. 	<p>ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p>

Possible interest groups/stewards

All concerned; government; agencies; elected officials; citizens and beyond

IMPLEMENTATION OF COMMUNITY VISION

Desired outcome	Recommended actions	Timeframe
<p>The Vision 2030 Report will serve Routt County decision-makers with clear statements of citizens' wishes, recommendations for fulfilling those wishes, and encouragement in that mission. A community vision without a plan to achieve it is a goal never reached. Governmental decision-making will direct resources and efforts toward making that vision real.</p>	<ul style="list-style-type: none"> ● Governmental agencies are highly encouraged to regularly review, update, integrate and implement Master Plans after seeking citizen input and direction. ● Continue to manage public expectations for decision-making through education and communication efforts. ● Develop and include in community master plans a "community character" standard that will encourage developers to show how well their proposal supports the important aspects of community character that Vision 2030 has identified. ● County and local planning departments should prepare an annual "report" which measures the implementation status of the variety of master plans and community visions. This report will be published and reviewed at a public meeting where public comment can be taken. ● Continue to seek public input through regular community surveys, both formal and informal, and set measurable public service standards. 	<p>mid term updates; ongoing for existing</p> <p>ongoing</p> <p>short term</p> <p>short term and ongoing</p> <p>midterm and ongoing</p>
<p>Possible interest groups/stewards</p> <p><i>Governmental agencies; planning bodies; citizen groups</i></p>		



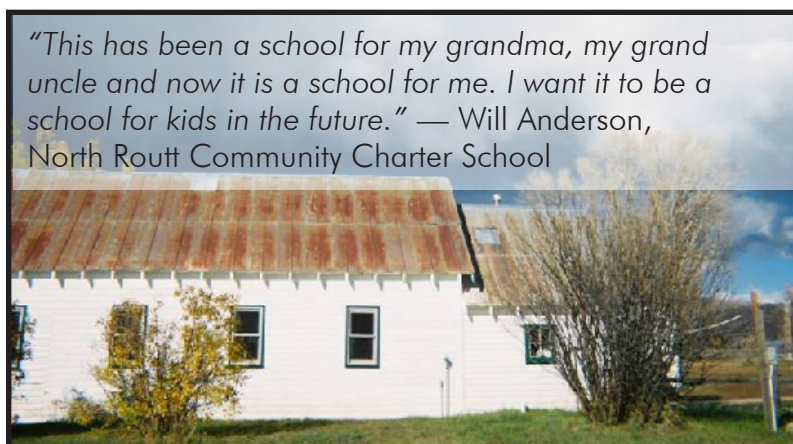
Community character
 includes the sense of community, family friendliness and a connection to our history, roots and sense of place.

HERITAGE



BUILT ENVIRONMENT

Desired outcome	Recommended actions	Timeframe
<p>Preserve the elements and promote the protection and continued use of our built environments that reflect the heritage of Routt County.</p>	<ul style="list-style-type: none"> ● Design and implement an evaluation process for the impacts of proposed actions (decision making or policies) on historic resources. ● Define, encourage and adopt a community preservation ethic that encompasses our western heritage, small town feel and friendliness as the basis for policy-making and from which decisions and development impacts are evaluated. ● Instill a historic preservation education and ethic for K-12 and beyond. ● Implement sustainable building practices that include historic preservation as a green initiative. ● Develop, seek public approval and implement a Purchase of Development Rights Fund for historic buildings . Build capacity to buy-down the difference between existing square footage and the maximum allowable by zoning and to purchase façade easements. ● Seek and research methods to develop and implement financial incentives for owners of historic properties who agree to preserve their properties in coordination with a Purchase of Development Rights fund. 	<p>short term</p> <p>ongoing</p> <p>ongoing</p> <p>short term</p> <p>mid term</p> <p>mid term</p>
<p>Possible interest groups/stewards</p>		
<p><i>Citizens; planning commissions and planning staff; elected officials; Historic Preservation Advisory Committee; Routt County Historic Preservation Board; Partners in Preservation; Historic Routt County!; MainStreet Steamboat Springs; schools; colleges and museums; Yampa Valley Recycles; chambers of commerce, Sustainability Committee</i></p>		



CULTURAL LANDSCAPE

Desired outcomes	Recommended actions	Timeframe
<p>Preserve the elements and patterns of the rural cultural landscape shaped by agriculture, mining, recreation, the arts, forestry, industry, transportation, water and commerce.</p>	<ul style="list-style-type: none"> ● Encourage public policy and economic development that promotes and enhances the financial viability of local farming and ranching to maintain the cultural landscape. ● Encourage preservation of the structures that contribute to and help define the cultural landscape. ● Foster the stewardship of our heritage through education and awareness in k-12 and life-long learning. ● Identify the elements and patterns of the cultural landscape and use this as the framework to incorporate into future design and new construction. ● Preserve and maintain the integrity of conservation and access easements on those properties that contribute to our cultural landscape. ● Connect people to their food sources and teach them where their food comes from. ● Invest in and implement cultural heritage tourism programs that interpret and showcase local history. ● Transform the Legacy Ranch and other public spaces into interpretive centers for agriculture and the working landscape. ● Continue to expand the County Purchase of Development Rights (PDR) program to fund conservation/ preservation of cultural landscapes. ● Seek methods to develop and implement financial incentives for property owners in coordination with Purchase of Development Rights program. 	<p>ongoing</p> <p>short term and ongoing</p> <p>ongoing</p> <p>mid term</p> <p>ongoing</p> <p>ongoing</p> <p>short term and ongoing</p> <p>mid term</p> <p>mid term</p> <p>mid term</p>
<p>Possible interest groups/stewards</p>		
<p><i>Economic development councils; chambers; organizations such as Community Agriculture Alliance; Yampa Valley Land Trust and others; citizens; government; elected officials; finance directors; schools; colleges; planning commissions; grocers; Historic Routt County!, museums</i></p>		
<p>What is a cultural landscape?</p> <p>“Distinct geographical areas or properties uniquely representing the combined work of nature and of man.” — World Heritage Committee</p> <p>“A geographic area, including both cultural and natural resources and the wildlife or domestic animals therein, associated with a historic event, activity, or person or exhibiting other cultural or aesthetic values.” — National Park Service</p> <p>What is cultural heritage tourism?</p> <p>“Traveling to experience the places and activities that authentically represent the stories and people of the past and present. It includes historic, cultural and natural resources.” — National Trust for Historic Preservation</p>		

“I would encourage public policy and economic development that promotes and enhances the financial viability of local farming and ranching to maintain the cultural landscape.”

Source: *Vision 2030 gatherings, 2008*

Completely agree	57.9%
Partly agree	27.5%
Neutral	8.2%
Partly disagree	5.8%
Completely disagree	.6%

REGIONAL IDENTITY

Desired outcome	Recommended actions	Timeframe
<p>Western heritage continues to define us. Outdoor recreation, agriculture and arts and culture events are the backbone and building blocks of our regional identity.</p>	<ul style="list-style-type: none"> ● Encourage economic development that builds from our natural and historical resources and our western heritage. ● Encourage and foster local gathering places. ● Continue to support traditional events and celebrations (Winter Carnival; Routt County Fair; Labor Day; Fourth of July; Colorado Days, Olympic Legacy, rodeo; homecomings, etc.) and encourage new traditions to evolve that reinforce our western heritage (farmers markets, South Meets West, Coureur des Bois, Steamboat Springs Marathon, etc.). 	<p>ongoing</p> <p>short term and ongoing</p> <p>ongoing</p>
<p>Possible interest groups/stewards</p>		
<p><i>Economic development councils, chambers, business communities, local governments; citizens, planning officials, planning commissions, elected officials, media, organizations such as MainStreet Steamboat Springs; Community Agriculture Alliance; Historic Routt County!; Steamboat Springs Winter Sport Club</i></p>		





PLANNING

PACED & PLACED GROWTH

Desired outcome	Recommended actions	Timeframe
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Paced Growth

Develop regulations and guidelines for paced growth that are incremental, where growth can be limited and absorbed in a way that retains or enhances the community character (e.g. growth caps; square footage restrictions; limits on building permits).

- Identify and promote location and direction for growth by innovative zoning and urban growth boundaries throughout the county and four municipalities.
- Research, design and implement growth management processes and tools that are deemed proven successes in similar communities and regions.
- Ensure city and county officials collaborate on growth control tools and implementation.
- Cultivate better regional collaboration among municipalities regarding growth issues.

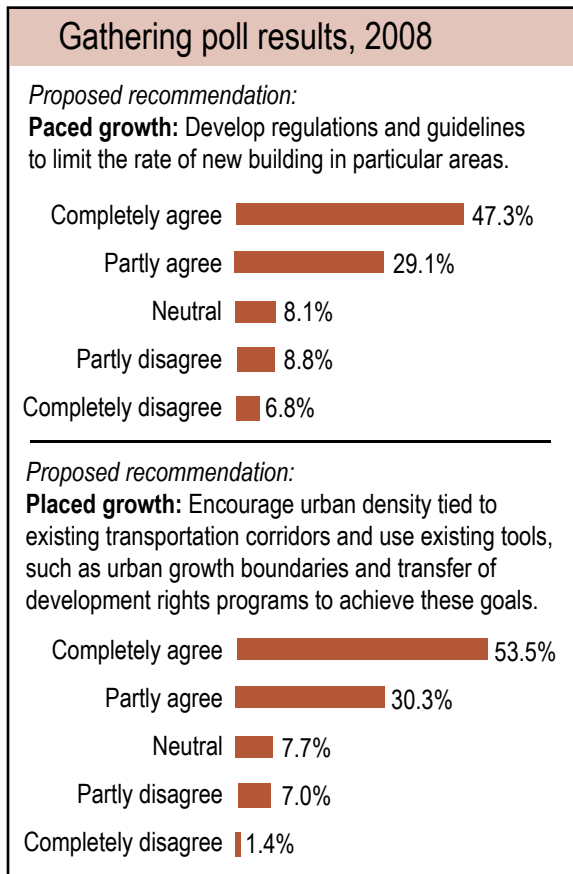
short term and ongoing
short term and ongoing
short term
short term

Placed Growth

Support the maintenance of open space and preservation of rural ranching character while preventing sprawl. Encourage urban density tied to existing transportation corridors. Use existing tools, such as design standards, urban growth boundary and transfer of development rights to achieve these goals.

Possible interest groups/stewards

City(s) and county planning departments/ code enforcement/compliance personnel; county commissioners; city councils; planning commission.

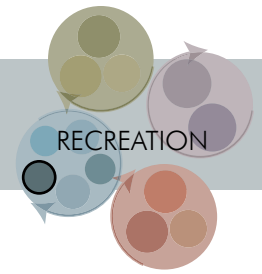


COMMUNICATION & PARTICIPATION

Desired outcome	Recommended actions	Timeframe
<p>Improve communication and pursue participation in the public process, encouraging citizens to become directly involved in the planning and decision-making process of growth-management with the intent to build mutual trust and respect between citizens and decision-makers.</p>	<ul style="list-style-type: none"> ● Develop awareness of the existing participation tools (phone, radio, television and webcast use). ● Research and implement tools and technology to increase public awareness and participation in managing growth (community kiosks, websites, advertising and new, innovative techniques). ● Establishment of a weekly newspaper insert (i.e. Development Activity This Week) that publishes weekly development applications, informing the public as to major planning decisions and encouraging involvement ahead of time. Create a funding line item in budget for cost of insert or negotiate with local newspaper for insert subsidized by ad sales. Cost could be offset by hybrid of both. 	<p>short term and ongoing</p> <p>short term and ongoing</p> <p>short term</p>
<p>Possible interest groups/stewards</p> <p><i>City; county planning departments; elected officials; citizens committees; newspapers</i></p>		

ENFORCEMENT & STRINGENCY

Desired outcome	Recommended actions	Timeframe
<p>Decision-makers must recognize that citizens expect master plans to be upheld and enforced and that plans need to be regularly updated with specificity and clarity to minimize interpretation.</p>	<ul style="list-style-type: none"> ● Require timing and scheduled updates of city, county and area plans and identify responsible parties for updating plans. <ul style="list-style-type: none"> ▪ City and county review plans annually ▪ Plans are updated every five years. ● Enforce existing municipal and county planning regulations. ● Use annual “State of the City” and “State of the County” planning forums as tools for citizen input and measures of accountability. 	<p>short term; mid term; long term</p> <p>ongoing</p> <p>short term</p>
<p>Possible interest groups/stewards</p> <p><i>City/county planning staff; elected officials; citizens</i></p>		

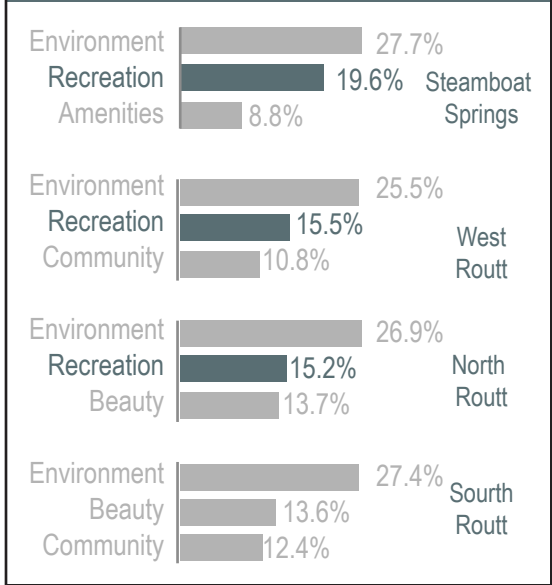


RECREATION

Recreation is one of the key components to the lifestyle, culture and character of Routt County and should ensure inclusivity for all populations, ages, genders, abilities and socio-economic backgrounds.

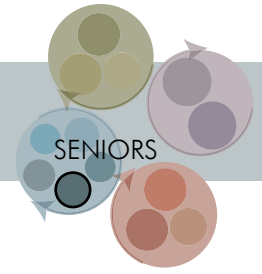
FUNDING

Desired outcome	Recommended actions	Timeframe
<p>Enhance recreational opportunities through development of sustainable funding utilizing a county-wide collaborative partnership.</p>	<ul style="list-style-type: none"> ● Develop and implement a countywide recreation organization or coalition that: <ul style="list-style-type: none"> ▪ Develops and coordinates partnerships, both public and private; ▪ Leverages larger funds; ▪ Distributes funding through grants; ▪ Develops and supports volunteer coalitions. 	<p>short term</p>
<p>Possible interest groups/stewards</p>	<ul style="list-style-type: none"> ● Research the development and implementation of a county-wide recreation district, organization or coalition to ensure financial sustainability for recreation. <ul style="list-style-type: none"> ▪ Combine municipal efforts ▪ Implement regional programming 	<p>long term</p>
<p>Survey question: What three aspects of this area have special meaning or importance to you?</p>	<ul style="list-style-type: none"> ● Encourage county and municipal participation in open space, recreation and trails coordination for non-incorporated areas of the county that are adjacent to municipalities. ● Develop a cost analysis of operating programs and facilities. ● Develop mechanisms that identify those activities that should be self-supporting and those that need subsidization. 	<p>mid term</p> <p>short term</p> <p>short-term</p>



AMENITIES

Desired outcome/actors	Recommended actions	Timeframe
<p>Ensure that a variety of quality recreational amenities is available, both outdoor and indoor, organized and non-organized, that support diverse recreational activities and meet the needs of a changing and growing population</p>	<ul style="list-style-type: none"> ● Decision-makers adhere to parks and recreation plans. ● Develop a county-wide recreation organization or coalition that ensures the coordination and linkage of parks and recreation master plans and ensures these reflect the greatest public interest and are not led by special interest groups. ● Provide safe and affordable opportunities for youth including teen programs and after-school programs. ● Research and develop a bike/pedestrian trail that connects all county municipalities. ● Access to recreational amenities should be encouraged in proximity to urban areas and neighborhoods in both city and county planning processes and in planning new developments. ● Coordinate and ensure a diversity of park options between natural open space and those with developed amenities. Amenities in parks have a variety of design applications that provides both natural environment and landscaped options. ● Foster collaborative efforts and written agreements among schools, government, businesses and non-profits (including arts and culture entities) to ensure access and opportunity for both organized (leagues, competitions, etc) and non-organized indoor and outdoor activities (e.g. pick-up games, dog parks, drop-in sports, etc.). ● Encourage the inclusion of multi-use, multi-purpose recreational amenities in new public and private developments. ● Form a county-wide coalition and partnership for recreation on and access to the Yampa River to assist with coordination of activities and the health and sustainability of the river. 	<p>ongoing</p> <p>short term</p> <p>short term</p> <p>short to long term</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p>
<p>Possible interest groups/stewards</p> <p><i>Government; elected officials; community foundations; non-profit recreation organizations; municipalities; schools, businesses; developers; private landowners and interest groups such as Friends of the Yampa</i></p>		



SENIORS

Develop adequate housing, facilities and transportation to ensure that the seniors can reside in Routt County for as long as they desire, through all the phases of aging.

HOUSING & FACILITIES

Desired outcome/actors	Recommended actions	Timeframe
<p>Seniors should be able to live in their existing homes as long as possible and stay in Routt County in the event they can no longer live at home. There should be a well-planned, graduated tier of housing options as seniors move through different phases of aging.</p>	<ul style="list-style-type: none"> ● Live at home independently as long as possible. ● Live independently in affordable senior housing. ● Live with support from family, but needs an additional level of care: <ul style="list-style-type: none"> ▪ Live-in assisted care facilities; ▪ Live in nursing facilities; ▪ Live in respite and palliative care facilities. 	<p>ongoing</p> <p>ongoing</p> <p>ongoing</p>
<p>Possible interest groups/stewards</p>		
<p><i>Northwest Colorado Visiting Nurses Association; Routt County Council on Aging; state agencies; AARP; governmental agencies; Yampa Valley Medical Center</i></p>		

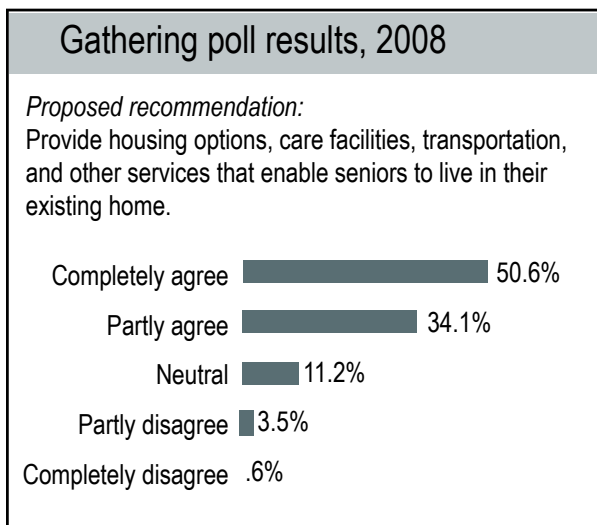
Of those who attended Vision 2030's 2008 gatherings, 81% said they would be willing to help fund services to be provided to help seniors to live at home; 12% said they would be willing to volunteer their time to this outcome.

TRANSPORTATION

Desired outcome	Recommended actions	Timeframe
<p>Seniors must have access to adequate transportation services where in a large, mountainous geographical area with severe weather, transportation becomes a critical lifeline for many rural seniors.</p>	<ul style="list-style-type: none"> ● Keep existing free bus service in Steamboat Springs. ● Continue low-cost transportation from outlying areas such as Hayden and Craig. ● Expand low-cost transportation from North and South Routt. ● Create sliding scale payment for seniors. ● Increase services for frail and disabled seniors. 	<p>ongoing</p> <p>ongoing</p> <p>short term</p> <p>short term</p> <p>short term</p>
<p>Seniors need to be able to get out of their homes to do necessary chores or to make connections with their community, contributing to their quality of life.</p>		

Possible interest groups/stewards

Northwest Colorado Visiting Nurses Association (e.g. Aging Well; Haven; Rollingstone; Hospice); Routt County Council on Aging; State agencies; AARP; Governmental agencies; YV Medical Center; for-profit and non-profit entities



PROGRAMS & SERVICES

Desired outcome	Recommended actions	Timeframe
<p>Continue to enhance existing senior programs and services in Routt County while developing new programs and services to meet the demands of the future.</p>	<ul style="list-style-type: none"> ● Continue and support existing programs. ● Create new programs for volunteers, connecting businesses in need of help with seniors willing to give their time and expertise. ● Create new programs that integrate seniors with younger generations as a way to share their incredible wealth of knowledge and wisdom. ● Encourage private businesses, such as Steamboat Ski & Resort Corp, Old Town Hot Springs, Strings and retail stores, to provide discount days or other programs to help seniors participate in community amenities they may not be able to afford. 	<p>ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p>
<p>Possible interest groups/stewards</p>		
<p><i>Northwest Colorado Visiting Nurses Association (e.g. Aging Well; Haven; Rollingstone; Hospice); Routt County Council on Aging; state agencies; AARP; governmental agencies; Yampa Valley Medical Center; for-profit and non-profit entities; businesses; schools</i></p>		

SUSTAINABILITY

Desired outcome	Recommended actions	Timeframe
<p>Ensure that future generations of seniors will have the same opportunity to retire and live in Routt County for as long as they desire.</p>	<ul style="list-style-type: none"> ● Create a belief system that values seniors. ● Secure funding and provide incentives for senior services. 	<p>ongoing</p> <p>short term and ongoing</p>
<p>Possible interest groups/stewards</p>		
<p><i>Northwest Colorado Visiting Nurses Association (e.g. Aging Well; Haven; Rollingstone; Hospice); Routt County Council on Aging; citizens</i></p>		

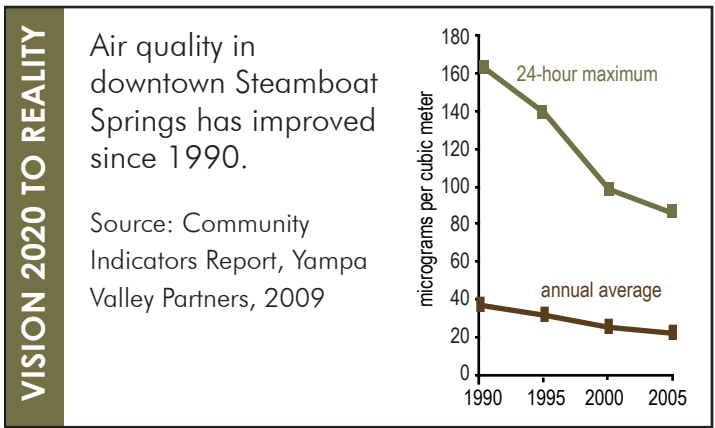
SUSTAINABILITY



Sustainability enhances the current quality of life for future generations by setting goals and measuring progress toward attaining clean water, clean air, affordability, clean renewable energy sources, and a diversified economy.

AIR QUALITY

Desired outcome	Recommended actions	Timeframe
Maintain or enhance existing air quality for future generations that includes both health based standards and visibility.	<ul style="list-style-type: none"> ● Ensure compliance with the National Ambient Air Quality Standards county-wide. ● Educate to encourage retrofit or replacement of solid fuel burning devices to cleaner technology. ● Develop a mechanism to enforce emission standards for internal combustion engines. ● Recognize and encourage continued support of municipal street sweeping. ● Encourage dust suppression on applicable county roads. ● Enforce current policies that reduce light pollution and develop uniform standards. ● Educate to encourage retrofit of existing light fixtures to protect the dark sky. ● Seek methods to reduce vehicle miles traveled. 	<p>short term; ongoing</p> <p>short-term; ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p>
Possible interest groups/stewards		
<i>Citizen action groups; governmental agencies; individuals and organizations</i>		



WATER QUALITY & QUANTITY

Desired outcome

Ensure the integrity of our water supply, both in quantity and quality, for future generations.

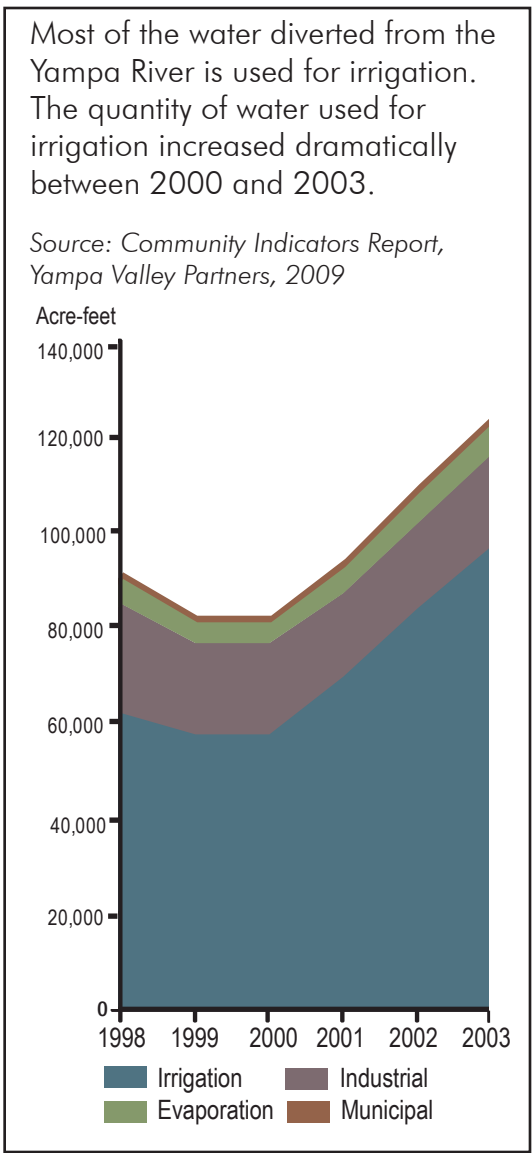
Possible interest groups/stewards

Citizen action groups; governmental agencies; individuals and organizations; Upper Yampa Water Conservancy District and Yampa-White River Basin Roundtable

Recommended actions

- Establish ongoing monitoring mechanisms for water quantity flow and quality measurements. short term; ongoing
- Continue to monitor and expand gauging stations for appropriate historic, baseline flows and on-going comparisons. ongoing
- Continue to conduct critical species monitoring mechanisms. ongoing
- Implement water monitoring program to address water quality and quantity issues and update existing city and county regulations and procedures as necessary:
 - Section 208 Clean Water Act;
 - Colorado Point Discharge Elimination System Program MS4;
 - County zoning and sub-division regulations;
 - Routt County 1041 regulations—areas and activities of state interest;
 - State, County and Local regulations for storm water management and erosion control techniques (e.g. City of Steamboat Springs Green Building Code and Watershed Protection Ordinance);
 - Mitigation of contaminated sites and pursue funding mechanisms in place.
- Continue to support and expand public education and awareness for water quality and water quantity, including best management practices for non-point sources. ongoing
- Develop forestry practices to prevent erosion and address beetle-kill impacts on the watersheds. short term

Timeframe



LAND STEWARDSHIP

Desired outcome

Growth management and land use planning should be compatible with sustainable land use practices including protection of bio-diversity and conservation of natural resources [applicable action items are listed within Agriculture/Open Space and Planning]

ENERGY

Desired outcome

Use clean, renewable energy, with conservation, diversification, and mitigation of fossil fuel impacts that focus upon sustainable technologies and practices to meet the needs of future generations.

Possible interest groups/stewards

Public utilities, governmental agencies, individuals and organizations

Recommended actions

- Support and encourage efforts of organizations in collaboration with governmental agencies to promote conservation, encourage renewable energy sources, and implement energy strategies.
- Immediately implement energy conservation programs.
- Immediately implement a renewable energy mitigation program that funds and supports local renewable energy efforts.
- Develop a plan to implement reduction of greenhouse gas emissions through mechanisms such as impact fees, mineral severance tax, carbon footprint tax, renewal energy mitigation programs and others.
- Diversify, promote and incentivize grid energy sources including solar, wind, geo-thermal, bio-fuels (waste to energy, pellets), efficient domestic fossil fuels and additional alternatives.

Timeframe

ongoing

short term

short term

mid term

mid-term; on-going

BUILT INFRASTRUCTURE

Desired outcome	Recommended actions	Timeframe
<p>Build and locate it right the first time. Built infrastructure, both old and new, considers environmental, social and economic impacts to plan for future generations. Use existing infrastructure when possible, including renovation, preservation and use of historic assets to ensure community character and heritage.</p>	<ul style="list-style-type: none"> ● Develop an inventory of existing infrastructure, including water, wastewater and energy transmission, for communities in Routt County to better determine how to accommodate future needs. ● Research, develop and provide incentives for preservation of historic buildings to bring up to modern energy-efficient standards. ● Develop a plan and adopt a standard to obtain efficient energy use and zero waste buildings by 2030. ● Encourage the development and implementation of water conservation standards. ● Reduce the use of raw materials, re-use materials that can be used and recycle other materials which can be used to create new projects. Encourage source separation and recycling of waste materials on new and demolition projects. 	<p>short term</p> <p>mid term</p> <p>mid term</p> <p>short term; ongoing</p> <p>short term; ongoing</p>
<p>Possible interest groups/stewards</p> <p><i>Governmental agencies, public utilities; organizations</i></p>		

These two trees have been standing next to our school since it began. They remind us how change can be beautiful if done right.”
 — Madison King, North Routt Community Charter School



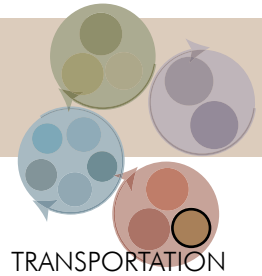
GREEN LIVING

Desired outcome	Recommended actions	Timeframe
<p>Create, educate and implement safe and convenient choices for self-sufficient living that reduces individual carbon footprints and enhances the greater public health, safety and security.</p>	<ul style="list-style-type: none"> ● Maximize the options for transportation choices, including pedestrian, bike, car-sharing, transit and more. ● Address the recycling barriers of an isolated community. ● Continue to support efforts of Yampa Valley Recycles, Home ReSource and the Yampa Valley Sustainability Council. ● Pursue large funding sources through the Governor’s Energy Office to enable rail transportation options and more. ● Determine ways to reduce and re-use food, yard, beetle kill, manure and other compostable waste through Green Waste programs. ● Create and promote programs that encourage and enable local food production, marketing, sales and consumption including community-supported agriculture, greenhouses, co-ops and more. ● Provide for appropriate local recycling and/or disposal of hazardous materials. ● Continue to educate and support business efforts that ensure environmental, economic and social sustainability. 	<p>mid term; ongoing</p> <p>ongoing; short term</p> <p>ongoing</p> <p>short term</p> <p>short term; ongoing</p> <p>short term</p> <p>short term; ongoing</p> <p>ongoing</p>
<p>Possible interest groups/stewards</p>		
<p><i>All interested parties; public/private partnerships and governmental agencies</i></p>		

VISION 2020 TO REALITY

Successes from Vision 2020 include formation in February 1998 of Yampa Valley Recycles, a dedicated group of citizens, representing Routt County, concerned with promoting the recycling of solid waste and educating the public on reducing, re-using, and recycling.

“YVR believes it is possible for people to co-exist with the environment without depleting natural resources or polluting the environment. We aim to expand and support comprehensive recycling programs in the Yampa Valley by educating, promoting, and implementing creative solutions to help communities reduce, reuse, and recycle. We have a strong sense of citizenship towards our community, both locally and globally. We feel a responsibility to encourage a “Stewardship of the Earth” in the projects we promote and in the way we live our lives.”

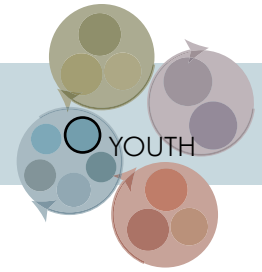


TRANSPORTATION

These recommendations are proposed by the Transportation Solutions Group.

Desired outcome	Recommended actions	Timeframe
<p>Create a multi-modal transportation system of corridors, highways and pathways that will relieve congestion and move people throughout the Yampa Valley in an efficient, environmentally sound, affordable and appealing manner. This system will more effectively link local communities with each other and facilitate regional, national and international connections.</p>	<ul style="list-style-type: none"> ● Establish a local funding source to share and initiate future transportation projects. <ul style="list-style-type: none"> ■ Establish a Regional Transportation Authority to coordinate the planning, funding and implementation of an integrated transportation system. ● Expand and develop transit centers throughout the valley. Transit centers are hubs for our multi-modal transportation system comprised of commuter rail lines, walking paths, bike and equestrian trails, tramway, vans, buses and taxis. <ul style="list-style-type: none"> ■ Seek opportunities to create land bank for future park-and-rides. ■ Continue to develop alternative parking options for ski area access. ■ Upgrade Walton Creek parking lot. ■ Develop transit site at east end of town. ■ Park and ride in Hayden. ■ Park and ride centers to be included for future developments. ● Expand our attractive system of paths, walkways and mountain routes in a way that encourages transit use and pedestrian orientation. <ul style="list-style-type: none"> ■ Seek opportunities for easements and pathways for route access. ■ Add bike racks to commercial buildings. 	<p>short term</p> <p>mid term</p> <p>short term; ongoing</p>
<p>Possible interest groups/stewards</p>		
<p><i>Governmental agencies, commercial interests, individuals, and organizations</i></p>		

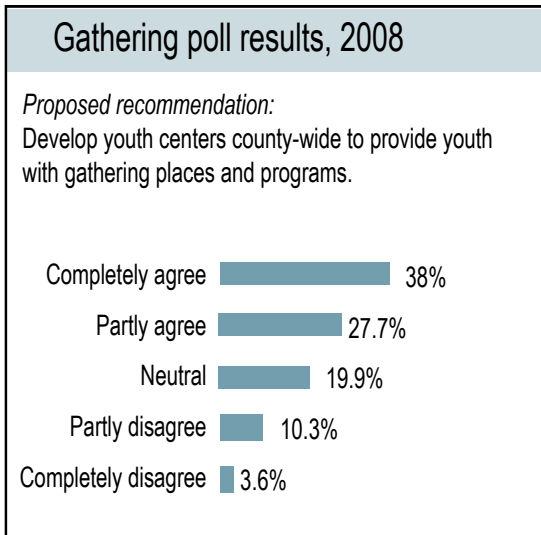
Recommended actions	Timeframe
<ul style="list-style-type: none"> ● Expand bus service to airports and throughout the county. <ul style="list-style-type: none"> ■ Develop transit pods or hubs within the Steamboat area for mountain, Pine Grove; Downtown and West Steamboat areas with interconnecting systems. ■ Collaborate with private businesses and organizations to provide airport and county-wide bus service. ■ Seek van pool options. ■ Consider express buses during certain times of days. ■ Provide heated bus stops. 	ongoing
<ul style="list-style-type: none"> ● Ensure that local land use planning processes assess the transportation ramifications of all planning and development petitions. <ul style="list-style-type: none"> ■ Re-configure traffic generation centers (schools, post offices, etc.) to reduce congestion impacts and determine feasibility for local solutions to congestion. ■ Encourage construction of basic commercial services—like grocery stores—in growth centers to reduce unnecessary trips and avoidable traffic congestion. ■ New commercial offices and retail establishments should be located as close as possible to trails, sidewalks and transit stops to encourage transit use and to enable pedestrian access. 	short term
<ul style="list-style-type: none"> ● Preserve rail corridors and opportunities for commuter rail systems to enable future construction of a commuter rail system connecting all parts of the community, distant ski areas, and feeding into a statewide and national passenger train system. 	short term; ongoing
<ul style="list-style-type: none"> ● Continue to seek opportunities to improve local transit and parking within Steamboat Springs. <ul style="list-style-type: none"> ■ Explore and develop alternative routes through Steamboat Springs. ■ Seek consolidation of shuttle services for traffic reduction and efficiency. ■ Develop ongoing management of shuttles, system and partnerships with shuttle agencies, public-private partnerships and company partnerships. ■ Seek opportunities to improve parking capacity and develop systems for parking management. 	ongoing
<ul style="list-style-type: none"> ● Develop ongoing plans for regional airports. <ul style="list-style-type: none"> ■ Increased capacity and ramp capacity at the Yampa Valley Regional Airport. ■ Increased general aviation at both airports. 	ongoing
<ul style="list-style-type: none"> ● Continue to maintain the existing infrastructure for roads and transportation. <ul style="list-style-type: none"> ■ Upgrade of Routt County roads 129 and 14 for shoulder improvement. ■ Upgrade of Colorado Highway 131 shoulders. 	ongoing
<ul style="list-style-type: none"> ● Encourage telecommuting and flexible work and school schedules. 	ongoing
<ul style="list-style-type: none"> ● Phase in expansion and improvement of existing public transit. 	ongoing



YOUTH

ACTIVITIES, PROGRAMS, JOBS

Desired outcome	Recommended actions	Timeframe
<p>Promote diverse activities, programs, transportation and facilities that include youth in a caring, supportive and healthy community.</p>	<ul style="list-style-type: none"> ● Develop youth centers county-wide to provide youth with gathering places and programs. ● Develop and build a centralized facility where youth serving organizations reside and where all volunteer efforts are coordinated for meaningful community service. ● Expand and enhance a transportation network that connects the community to youth activities, programs and locations. ● Encourage strong, accessible and affordable programs that collaborate with community and youth organizations to ensure broad interest areas are addressed, including artistic and cultural options. ● Support and enhance programs to foster community mentoring, civic engagement and a volunteer ethic. ● Develop and implement a career development program that mentors youth for work ethics, life skills and career choices. ● Support county-wide collaboration to ensure youth needs are supported and met in the outlying rural areas. ● Provide education and awareness for sustainable practices for generations to come for earth stewardship, from consuming choices to recycling and more. 	<p>short and mid term</p> <p>mid term</p> <p>mid term; ongoing</p> <p>ongoing</p> <p>ongoing</p> <p>short term</p> <p>ongoing</p> <p>ongoing</p>

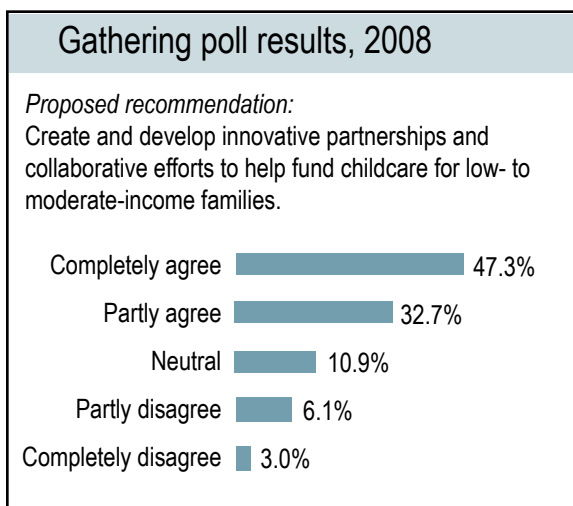


CHILD CARE

Desired outcome	Recommended actions	Timeframe
Develop affordable and accessible early childhood care and educational options in our communities	● Create and develop innovative partnerships and collaborative efforts to provide subsidized childcare options for low to moderate income families.	short term; ongoing
	● Recruit, retain and reward early childhood care providers to ensure availability of consistent, quality childcare options.	ongoing

FAMILY-ORIENTED COMMUNITY

Desired outcome	Recommended actions	Timeframe
Promote a multi-generational community that connects families of diverse socio-economic levels in order to maintain the Yampa Valley as a “great place to raise kids.”	● Promote community awareness and embrace the researched developmental assets that support and create a strong sense of caring for our youth.	ongoing
	● Seek innovative partnerships to promote and develop community awareness for youth literacy and education.	ongoing
	● Promote affordable housing initiatives to foster a family-oriented community.	short term; ongoing
	● Provide a wide variety of community programs and activities that focus on youth and their needs (e.g. school and sports activities, recreation programs, theater, arts and more).	ongoing



HEALTH & SAFETY

Desired outcome	Recommended actions	Timeframe
Provide a community that is a healthy and safe place to raise kids.	<ul style="list-style-type: none"> ● Support and provide a healthy youth culture that is drug, tobacco and alcohol free (e.g. compliance checks, discourage alcohol consumption at family-oriented activities, places for youth to congregate). ● Develop informal and formal local gathering places for youth that are drug and alcohol free (e.g. new library). ● Explore affordable health care plans for families to ensure access to health care options. ● Develop awareness for healthy eating, exercise and living. ● Continue to provide partnerships with law enforcement and youth to protect and serve. ● Develop and implement strong mental health programs for youth (e.g. suicide prevention, grief and counseling support systems). ● Expand and enhance a transportation network that safely connects the community to youth activities, programs and locations. ● Promote safe, affordable and licensed early childhood care. 	<p>ongoing</p> <p>ongoing</p> <p>short term</p> <p>short term and ongoing</p> <p>ongoing</p> <p>short term and ongoing</p> <p>short term and ongoing</p>

Citizens' Stewardship Committee

To ensure that the voice of the community is heard and its desires are carried out by decision makers, the Vision 2030 Citizens' Committee strongly recommends that one entity embrace this document as a whole, track progress and be accountable for achieving the desired outcomes. Because retaining the heart and soul of Yampa Valley is a long term vision, the challenge will be sustaining the effort over time.

Vision 2030's fulfillment of the desired outcomes and recommended actions and its measure of success is dependent upon a post-report Citizens' Stewardship Committee. This committee will meet regularly to track the progress and will include representation from all parts of Routt County and all areas of Routt County life. The composition of the citizens' stewardship committee is important. The majority of the committee should be citizen volunteers and will also include representation from all municipalities and county governments.

The stewardship committee will need administrative support from county and municipal planning personnel, or may opt to hire a

coordinator. To ensure continuity and assist in the transition between the activation of the Citizens' Stewardship Committee and the Vision 2030 final report publication/acceptance by municipalities, the Citizens' Committee for Vision 2030 should continue to meet to provide a transition until the Citizens' Stewardship Committee is functioning.

The primary role of the Citizens' Stewardship Committee is to:

- Convene around the desired outcomes and recommended actions to implement items.
- Monitor progress, successes, challenges and emerging new opportunities.
- Assure appropriate performance measures are selected and used.
- Report successes and annual progress through yearly gatherings.
- Maintain and routinely update the Vision 2030 web site to communicate the function and actions of the committee.
- Develop timeline for implementation.
- Develop specific action steps.
- Set measureable goals.

Action groups

The Citizens' Stewardship Committee may form action groups that will focus on specific areas of interest, such as transportation, growth management, etc. The action groups' roles are to convene around the desired outcomes and recommended actions; monitor their progress, successes, challenges and emerging new opportunities; and report on these areas as necessary and required to the citizens' stewardship committee.

CONCLUSIONS & CONNECTIONS

Since the publication of the Vision 2020 report in 1994, the Yampa Valley has experienced unprecedented growth. In the face of this expansion, we risk losing, or forever altering, those attributes from which our heart and soul are derived.

A primary theme in the Vision 2030 report is “Sense of Community.” The importance and relevance of our community character remains integral to our region today and is considered the highest valued aspect that residents want to maintain. It is not an exaggeration to say our community character is, indeed, our “heart and soul.” It is the essence of our special place that, if lost, will never be recovered.

Over the past two years, the Vision 2030 Citizens Committee learned repeatedly how important our community character is to residents of Routt County. It encompasses family friendliness (all ages from infants to seniors), our Western heritage (historic buildings and our agricultural values and open space), and a sense of community (knowing each other and taking care of one another). We also learned that each of these components of community character is supported by “managing our growth,” described as the pace and placement of new development, paying close attention to the affordability of living in our region, economic sustainability and transportation systems.

If we nurture our community character as we grow, and recognize its importance to our decision-making process, we will begin to understand and realize the benefits to every sector of our valley, including ranching, tourism and being one of the best places in the nation to live. We cannot afford to take for granted our open space, ranches, access to outdoor recreation and high quality of life where we know our neighbors and have a high level of trust and respect for one another. These

attributes can be nurtured and retained for our future. Our heart and soul benefits not only residents of the Yampa Valley, but visitors and everyone who works here and makes our community a special place.

Based on what we heard about the desired outcomes during the Vision 2030 process, we encourage a process of policy- and decision-making that is based on community character. Each and every proposed policy and decision should be weighed against its impact and potential consequences to our community character – our heart and soul. If the net result is a diminishment of this core asset, we should question the wisdom of adopting or approving.

Vision 2030 is an innovative, values-based approach to community decision-making. Incremental decisions that are based on core values are initially less tangible than readily understood traditional methods such as tax revenues. The Vision 2030 process of exploring what people value most and how to ensure these values are retained for our future, helps us understand that community character, heritage, family-friendliness, sense of community and commitment to our environment are central components of our heart and soul. Measurements such as keypad polling helped quantify these often intangible values to make the approach objective and ultimately effective.

All the recommendations in this Vision 2030 report are important, yet we heard that those that help enhance community character and are accomplished through managing growth are of highest priority. As decisions are made within our community, understanding our core values will enable us to determine if we are achieving the desired outcomes of our actions. If Routt County in 2030 is to retain the essence of our heart and soul, we must make decisions that retain the community character we value.

CONCLUSIONS & CONNECTIONS

The following data and information were gathered over the course of the Vision 2030 project may be viewed on the project website at www.vision2030routt.org.

- Vision 2020 Review Meeting Notes
- Vision 2020 Summary Reports
- Vision 2030 Survey Responses – Master Data Sheet
- Vision 2030 November 2007 Gathering Results
- Vision 2030 November 2008 Gathering Results
- Vision 2030 Citizen’s Committee Meeting Minutes
- Vision 2030 Stewardship Committee





PO Box 1568
Hayden CO 81639

*Vision 2030 is a joint effort of Routt County
and the City of Steamboat Springs*

This is ***your*** personal copy of
our communities' vision.

We hope you will use it and refer
to it for years to come.

Vision 2030 Citizens Committee
June 2009

ECRWSS
Postal Patron
Routt County
Colorado

South Routt Photo courtesy of Geri Bruggink

PRSR STD
U.S. POSTAGE PAID
Steamboat Springs
Colorado
Permit 21

AGENDA ITEM # 3

CITY COUNCIL COMMUNICATION FORM

FROM: Kim Weber, Director of Financial Services (Ext 250)
THROUGH: Jon Roberts, City Manager (Ext. 218)
DATE: March 6, 2012
ITEM: Capital Improvement Program/Conservation Trust Fund
NEXT STEP: Discussion and provide direction to staff regarding use of Conservation Trust Funds.

INFORMATION
 DIRECTION

I. REQUEST OR ISSUE:

The available Conservation Trust Fund dollars (Colorado Lottery Proceeds) were requested to be used for the Howelsen Hill Centennial Projects during the 2012 budget process. City Council requested these funds not be earmarked for any project until they had a clear picture of what projects these funds could be used for. City Council also voted that one of their goals for the year was to review in detail the Capital Improvements Program.

During this presentation there will be an overview of where the Conservation Trust Funds come from, what types of projects are eligible projects, and detailed information about each project that is currently on the City's 6-year Capital Improvement Program.

II. RECOMMENDED ACTION:

Provide direction of use of available Conservation Trust Funds.

III. FISCAL IMPACTS:

Current available Conservation Trust Fund dollars are \$321,320. The City of Steamboat Springs typically received about \$110,000/year.

IV. BACKGROUND INFORMATION:

The Conservation Trust Fund dollars were last used for Howelsen Ski Hill snowmaking improvements and lighting improvements for \$225,710.90. Prior to that the funds were used for the construction of the new Tennis Center.

Howelsen Hill Centennial Campaign Background Information:

The original fundraising plan for the Howelsen Hill Centennial Campaign included an anticipated congressional earmark, private contributions, private foundation and GOCO grants, as well as already budgeted funds from City Council.

Private donors reached their fundraising goal of \$300,000. Grant funding brought in \$42,000 more than projected, however the City did not receive the planned congressional earmark of \$700,000, leaving the entire campaign short of funds. Staff worked with the Centennial Campaign Committee and the Steamboat Springs Winter Sports Club to reduce the scope of work for the project, so that the current gap in funding needed to complete the campaign and construct the summer ski jump is now \$342,951.

However, the challenge grant of \$100,000 from the Gates Foundation requires the project to be fully funded by June. The \$700,000 special initiative grant from GOCO requires that the project be complete by December 2013. To ensure meeting this deadline, the City would need to start construction of the ski jump this year. In order to construct the jump this year, the City needs to secure needed funds and give the notice to proceed to the winning construction firm in the next few weeks.

A total of 546 donors have contributed to the Howelsen Hill Centennial Campaign, with individual donations directed toward different campaign elements. Donations specific to snowmaking and lighting have been spent. Currently the City has \$231,471 in donations and pledges for the ski jump. Donors to the City received a tax credit through the existing enterprise zone, as well as the ability to deduct the donation as a charitable contribution. As a result of the enterprise zone tax credit, it would be problematic for the City to return donations to the campaign.

Allocating Colorado Conservation Trust funds to the project now would enable the City to meet the Gates Foundation challenge grant and to utilize the GOCO funds for the project. If the City does not meet the challenge grant or the GOCO deadline, we lose those funds, however are still left with the private donations to the City for the project.

V. LEGAL ISSUES:

Use of the Conservation Trust Funds must follow the guidelines set forth by the Department of Local Affairs.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

None noted.

VII. SUMMARY AND ALTERNATIVES:

Earmark the Conservation Trust Fund dollars for a specific project or continue to let the money accrue for a future project.

* Capital Improvement Program

Possible Use of Conservation Trust Funds

* Conservation Trust Fund

- * Administered by Department of Local Affairs
- * 40% of net proceeds of the Colorado Lottery is distributed to municipalities and counties in proportion to their population.
- * 50% goes to Great Outdoors Colorado.
- * 10% goes to Colorado State Parks.

* Eligible Uses of Conservation Trust Funds

* Capital Expenditures related to Parks, Open Space, and Recreation. For Example:

- * Athletic fields & courts
- * Campgrounds
- * Skate parks
- * Skating rinks
- * Playgrounds
- * Soccer fields
- * Pavilions & Shelters
- * Ski jumps
- * Fairgrounds

ELECTRONIC DOCUMENT MANAGEMENT - 2012 CAPITAL

3.8

Description	2012	2013	2014	2015	2016	2017	TOTA
Capital Improvements Project City Clerk's Office							
Licenses	\$7992.00						\$7992.00
Hardware	\$78,273.00						\$78,273.00
Total Estimated Budget \$175,000	\$6455.00						\$6455.00
Software	\$6,880.00						\$6,880.00
Training	\$30,400.00						\$30,400.00
Capital Improvements Fund = \$175,000							
Outside Ser- vices							
Grant Funds: none							
TOTAL	\$130,000.00						\$130,000.00

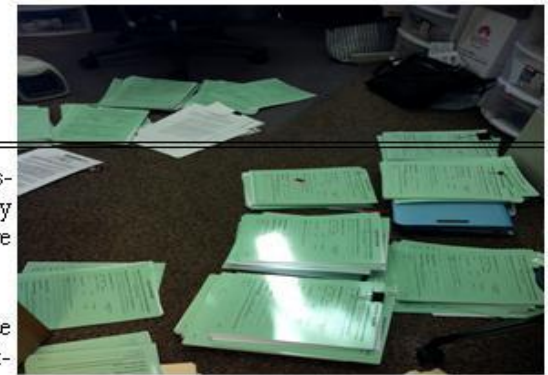
Budgeted in 2009: \$60,000.00.
Total spent in 2009: \$48,884.00
 Storage Area Networks (SAN) for use by the entire City.
Budgeted for 2011: \$175,000.00 Plus \$11,115.00 rolled over from 2009.
Total: 186,115.00
Total spent in 2011:
 \$19,500.00 SIRE server core upgrade, 15 software EDMS license, server core annual maintenance & EDMS software maintenance.
 \$17,830.00 Agenda/Minute Management package (licenses, software maintenance, streaming audio/video and training)
 \$6510.00 IPADs for Council & City Manager.
Total: \$43,840.00
Total spent to date in 2012:
 \$49,202.00 purchased 2 SANS for use by the entire City.
Remaining: \$ 93,073.00
-\$325.00 over budget
 The EDMS project will not commence, and therefore not occupy any of this storage, until July 2012.

Est. Annual Operating Costs: \$7200.00 Audio Streaming.
 \$5400.00 Maintenance (maintenance on hardware & software).

Project Description: A centralized electronic document management system and technology infrastructure to support it which will have the ability to store all permanent and archived documents and allow for future growth.

This project, in conjunction with the implementation of the new Finance software, also allowed the City to implement video/agenda/minutes software to further the City's transparency goals.

Project Need/Benefits: A comprehensive, integrated DMS will do the following: address the City's current and future document imaging needs; improve document security and disaster recovery capabilities; provide a reliable repository that is easily accessed by staff; improve customer service quality and timeliness; limit the need for off site storage; eliminate the overuse of paper, and allow the City to be in compliance with the Colorado Municipal Records Retention Schedule.



COMMUNITY HOUSE AT LITTLE TOOTS PARK RENOVATION

39

Total Budget = \$120,000
 Total Estimated Cost =
 \$120,000
 General Fund = \$40,000
 Outside Revenue =
 \$80,000

Description	2012	2013	2014	2015	2016	Estimate	TOTAL
Construction				100,000			100,000
Design				20,000			20,000
Equipment							
Land Acquisition							
TOTAL				\$120,000			\$120,000
Est. Annual Operating Costs:							

Project Description: The Historic Structures Assessment identified various elements for renovation including replacing the foundation, providing roof supports and returning the building to its 1920s appearance.

Project Need/Benefits: The Historic Preservation Policy Review Committee recommends that the City take the lead on preserving its historic resources. The building's foundation and roof are in need of preservation treatments. Once renovated, the building could be leased for seasonal use in the summer.

Undesirable consequences if not approved: Building will continue to deteriorate.

Options/Alternatives Considered:

Outside Funding Sources: Possible funding from the State Historical Fund.

Community House



Contact: Steve Hoots,
 Facilities Maintenance Mgr.
 Alexis Eiland,
 Historic Preservation
 Planner

LEGACY RANCH RENOVATION

Total Budget = \$180,000
 Total Estimated Cost =
 \$180,000
 General Fund = \$60,000
 Outside Revenue =
 \$120,000

Description	2012	2013	2014	2015	2016	2017	TOTAL
Construction					\$153,000		\$153,000
Design					\$27,000		\$27,000
Equipment							
Land Acquisition							
TOTAL					\$180,000		\$180,000
Est. Annual Operating Costs:							

3.10

Project Description: Final phase of the historic restoration of the Legacy Ranch structures including structural, foundation upgrades, roofing, interior and exterior repairs and finishes, and mechanical and electrical system upgrades on the barn, stock shed and coal shed.

Project Need/Benefits: Expands overall use of the property by the existing or future tenant.

Undesirable consequences if not approved: Limits ability to use these buildings

Options/Alternatives Considered:

Outside Funding Sources: Possible funding from the State Historical Fund.

Contact: Steve Hoots,
 Facilities Maintenance Mgr.
 Alexis Eiland,
 Historic Preservation
 Planner

Legacy Ranch



OLD CHAMBER (BUTTERFLY) BUILDING RENOVATIONS

Total Budget = \$150,000
 Total Estimated Cost =
 \$150,000
 General Fund = \$40,000
 Outside Revenue =
 \$110,000

Description	2012	2013	2014	2015	2016	2017	TOTAL	3.11
Construction			\$135,000				\$135,000	\$135,000
Design			\$15,000				\$15,000	\$15,000
Equipment								
Land Acquisition								
TOTAL			\$150,000				\$150,000	\$150,000
Est. Annual Operating Costs:								

Project Description: Window rehabilitation, interior and exterior repairs and upgrades, installation of fire detection system, roof replacement and installation of curb and sidewalk along 12th St. as identified in the Historic Structures Assessment prepared in 2010.

Project Need/Benefits: The Historic Preservation Policy Review Committee recommends that the City take the lead in preserving its historic resources. The building's deferred maintenance needs to be addressed in order for the tenant, Yampa Valley Land Trust and any future tenant, to operate in a safe and viable facility.

Undesirable consequences if not approved: The building will continue to deteriorate and if renovation is delayed, may result in higher emergency repairs costs and safety issues.

Options/Alternatives Considered: Close building at lease expiration.

Outside Funding Sources: Possible grant from the State Historical Funds

Old Chamber (Butterfly) Building



Contact: Steve Hoots,
 Facilities Maintenance Mgr.
 Alexis Eiland,
 Historic Preservation
 Planner

MESA SCHOOL HOUSE

Total Budget = \$100,000
 Total Estimated Cost =
 \$100,000
 General Fund = \$30,000
 Outside Revenue =
 \$70,000

Description	2012	2013	2014	2015	2016	2017	TOTAL
Construction		\$100,000					\$100,000
Design							
Equipment							
Land Acquisition							
TOTAL		\$100,000					\$100,000
Est. Annual Operating Costs:							

3.12

Project Description: Repair water damage and cracking of interior plaster walls and ceilings; paint

Project Need/Benefits: Maintain the integrity of the interior. Improved appearance makes it more appealing to renters.

Undesirable consequences if not approved: Deterioration will continue.

Options/Alternatives Considered: Defer repairs until funding is available.

Outside Funding Sources: Possible funding from the State Historical Fund and the National Preservation Trust.

Mesa School House



Contact: Steve Hoots,
 Facilities Maintenance Mgr.
 Alexis Eiland,
 Historic Preservation
 Planner

DEPOT RENOVATIONS

Total Budget = \$297,000
 Total Estimated Cost = \$297,000
 General Fund = \$61,000
 Outside Revenue = \$236,000

Description	2012	2013	2014	2015	2016	2017	TOTAL
Construction	\$110,000	\$187,000					\$297,000
Design							
Equipment							
Land Acquisition							
TOTAL	\$110,000	\$187,000					\$297,000
Est. Annual Operating Costs:							

3.13

Project Description: 2012—replace roof and install insulation; 2013—rewire second floor electrical system, repair and paint exterior siding and baggage room windows, improve crawl space ventilation and perimeter drain, upgrade site lighting and replace lattice; repave parking lots and reroute roof drains

Project Need/Benefits: The existing metal roof guards have been torn from the structure by heavy snow loads and falling ice and are now a life safety issue. The exterior finishes are in need of painting and repair as part of ongoing upkeep of the building. Electrical system and perimeter drain improvements are necessary to insure a safe environment.

Undesirable consequences if not approved: Structural damage due to moisture; safety concerns with ice dams sliding off the roof and overall preservation and upkeep of the building continues to be deferred. Unplanned, emergency repairs generally come at a higher cost.

Options/Alternatives Considered: Defer repairs until funds are available. Enter into long term lease with current tenant requiring them to replace roof and perform all maintenance.

Outside Funding Sources: Possible funding from the State Historical Fund and matching funds from the Steamboat Springs Arts Council.

Depot roof issues



Contact: Steve Hoots,
 Facilities Maintenance Mgr.
 Alexis Eiland,
 Historic Preservation
 Planner

ACCOUNTING/FINANCE SOFTWARE - CAPITAL PROJECTS

3.14

Description	2011	2012	2013	2014	2015	2016	2017	TOT
Capital Projects Fund Finance Department								
Personnel	\$15,000							\$15,000
Design								
Capital Projects Fund Finance Department								
Equipment	\$191,000	\$50,000						\$241,000
Land Acquisition								
TOTAL	\$206,000	\$50,000						\$256,000

2011: Did not spend the full \$206,000 because of withheld payment to vendor. Actual amount spent was \$175,390.

2012: Will need to appropriate the additional \$30,610 plus the \$50,000 for 2012 for completion of project.

Contact: Kim Weber
Finance Director

Project Description:

Replacing the Financial Accounting System to provide for General Ledger Accounting, Payroll, Human Resources, Fixed Assets, Purchasing, Grants Management, Utility Billing, Sales Tax Collection and Cash receipting functions all in one comprehensive system. The project includes the cost of software, hardware, training and implementation.

Project Need/Benefits:

Provide an integrated system to eliminate or minimize journal entries between systems. Provide on-line sales tax filing, on-line utility bill review and payment, provide more transparency via budget to actual financial reports posted weekly for the public to retrieve.

Undesirable consequences if not approved:

Already been approved. Have not paid vendor full payment due to project not being complete.

Options/Alternatives Considered:

Not complete project. Items not completed include:
 *On-line sales tax filing (ETA- March 2012)
 *Streamline Accounts Payable via electronic submittal and approval (ETA-unknown. Software vendor may not be able to provide what we were expecting) Currently examining options.



PEDESTRIAN/BICYCLE BASE AREA CONNECTIONS - CAPITAL PROJECTS

3.15

Total Estimated Budget
\$329,000
General Fund = none

Total Estimated Budget
\$329,000
General Fund = none

Developer Funds =
\$329,000

% city match = n/a

Description	2011	2012	2013	2014	2015	2016	2017	TOT
Construction	\$210,000	\$110,000						\$320,000
Design								
Equipment								
Land Acquisition								
TOTAL	\$210,000	\$110,000						\$320,000

Est. Annual Operating Costs: Per City Code, sidewalks on private property are maintained and replaced by property owner. No additional City costs estimated.

Project Description: Construct base area pedestrian improvements according to the private development agreement that provided these funds. In 2011, projects included missing links of the core trail bypass and the ski times square parking garage sidewalks. In 2012, projects include the Thunderhead trail (little P) and other to be determined pending easements.

Project Need: The sidewalk master plan identified a number of missing sidewalk links in the base area. The Edgemont development approval required a contribution from the project to provide facilities to mitigate their project. Also, the City has received complaints and requests for construction of base area missing links.

Undesirable consequences if not approved: Developer funds have been contributed, and the developer has requested that the funds be used for needed projects as soon as feasible.

Options/Alternatives Considered: Staff is evaluating options for the projects in 2012 based on need and right of way availability.



Contact: Philo Shelton,
Public Works Director

GOSSARD PARKWAY - CAPITAL PROJECTS

Cost Share Funded Project

Public Works

Department

Total Estimated Budget

\$275,000

General Fund = \$250,000

Bank Fund = \$25,000

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL
Construction	\$240,000							\$240,000
Design	\$10,000							\$10,000
Equipment								
Land Acquisition								
TOTAL	\$250,000							\$250,000

Est. Annual Operating Costs: Minimal if boulder fill wall functions as designed.

Project Description: Due to a heavy Spring 2011 runoff, slope failures occurred within new road cuts for the Gossard Pkwy roadway, which was constructed from 2009 to Fall 2010.

Project Need/Benefits: To mitigate additional slope failure from occurring.

Undesirable consequences if not approved: The Contractor and design team have already been paid for this work, which was determined to be a safety concern, and construction was completed when conditions were optimal to complete this type of work (winter, frozen ground).

Options/Alternatives Considered: Allow the slope additional time to reach equilibrium, however, this could result in damage to the newly constructed roadway or private property.

Contact: Philo Shelton,
Public Works Director



CASEY'S POND TRAIL - CAPITAL PROJECTS

General Fund Project
Public Works Department

Total Budget
= \$405,000

General Fund = \$81,000

Grant Funds, CDOT
= \$324,000

% city match = 20%

Description	2011	2012	2013	2014	2015	2016	2017	TOT.	3.17
Construction	\$77,500	\$277,500						\$355,000	
Design	\$50,000							\$50,000	
Equipment									
Land Acquisition									
TOTAL	\$127,500	\$277,500						\$405,000	

Est. Annual Operating Costs: Additional plowing and maintenance for the new sections and replacement for all is estimated at \$14,450

Project Description: Design and Construction of a trail at the intersection of US 40/Walton Creek Road including

- Remove and Replace 650 ft of aged asphalt trail (blue/black)
- Add 50 ft trail connection to signal/intersection (blue)
- Add 400 ft trail connection from US 40 to Casey's pond Senior site (blue)
- Add 470 ft connector trail to JD Hays Way (blue)

Project Need: The existing asphalt trail is damaged and needs to be replaced. The new trails provide a needed connection along one of the more heavily traveled pedestrian/bike commuting corridors.

Undesirable consequences if not approved: City has received Grant funding, and there are future funding implications to returning a grant. Additionally, significant repair would be required on sections of the existing asphalt trail, and there are safety concerns for pedestrians using the shoulder on Walton Creek Road or US 40.

Options/Alternatives Considered: The connections are missing links on a high traffic volume collector road and are part of the Sidewalk Master Plan. There are no feasible alternative sidewalk alignments that would provide the needed connections.

Casey's Pond Trail Layout



0 55 110 220 330 440 Feet

Contact: Philo Shelton,
Public Works Director

FISH CREEK TRAIL - CAPITAL PROJECTS

Grant/General Fund
Project
Public Works Department

Total Current Budget
\$200,000

General Fund = \$40,000
Grant Funds, CDOT
= \$160,000

% city match = 20%

Contact: Philo Shelton,
Public Works Director

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL
Construction			\$160,000					\$160,000
Design			\$40,000					\$40,000
Equipment								
Land Acquisition								
TOTAL			\$200,000					\$200,000

3.18

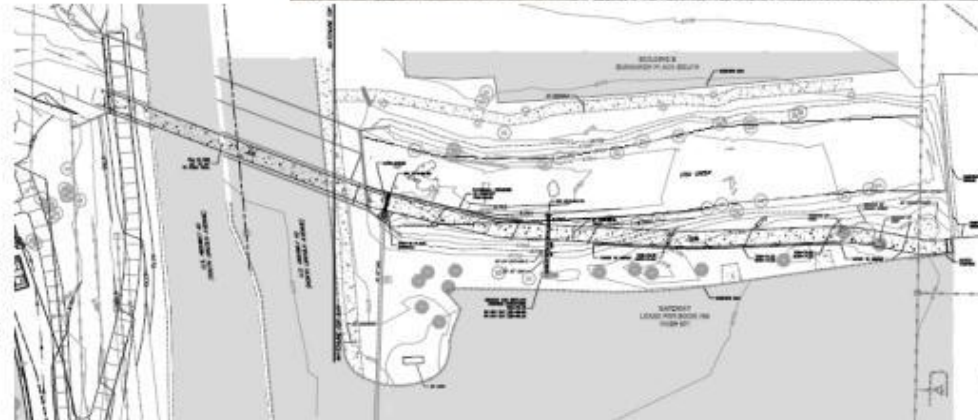
Est. Annual Operating Costs: Will require repairs in high runoff years; budget replacement and repair of \$8,000 per year.

Project Description: Design and Construction of underpass crossing below US40 in the southernmost box culvert of Fish Creek, will connect Safeway to Walgreens. City received design grant funds. Remaining dollars will be applied to construction, and CDOT has indicated additional construction dollars will be available in FY 2013.

Project Need: The trail connections from the Core Trail at the confluence of the Yampa River and the Base Area is slowly coming together. US40 presents a major hurdle, and CDOT has made grant funds available. The hope is that this will also reduce pedestrian use of the busy Pine Grove/US40 intersection, which has had one pedestrian death in recent years.

Undesirable consequences if not approved: Loss of leveraged dollars for improvements if match is not met. Part of Walgreen's sidewalk connection improvements are contingent on construction of this trail segment.

Options/Alternatives Considered: There are no feasible alternative sidewalk alignments that would provide a separated grade pedestrian crossing of US40.



US 40 SOUTH CORRIDOR ACCESS CONTROL PLAN - CAPITAL PROJECTS

3.19

General Fund Project
Public Works Department

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL
Construction								
Design			\$170,000					\$170,000
Equipment								
Land Acquisition								
TOTAL			\$170,000					\$170,000

Total Estimated Budget

\$170,000

General Fund = 85,000

Grant Funds = (potential
for 85,000 CDOT match)

% city match = 50%

Est. Annual Operating Costs: None.

Project Description: Create an access control plan for the south US 40 corridor. (A plan was previously created for the west corridor.)

Project Need: The CDOT access code allows one access per parcel, and without an access plan, that location may be approved in a location that is detrimental to the capacity and flow of US40. An access plan can increase the value of development parcels by pre-negotiating with CDOT, and by creating cross connections to maximize full movement access opportunities. It can help the community to reduce congestion by preventing multiple closely spaced access points.

Undesirable consequences if not approved: Without a plan, CDOT may approve access that does not provide adequate circulation between and across parcels, or that gives one access to each parcel, increasing congestion. Also, parcel access may be restricted, which could devalue land and limit circulation.

Options/Alternatives Considered: Since the City does not control access permitting on US 40, other options such as a City master plan would not bind CDOT to the agreed locations and movements.



Contact: Philo Shelton,
Public Works Director

CITY PARKING LOT PAVEMENT MAINTENANCE PROGRAM – CAPITAL PROJECTS

General Fund Project
Public Works Department

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL	3.20
Construction		\$100,000	\$75,000	\$75,000	\$75,000	\$100,000	\$75,000	\$500,000	
Design									
Equipment									
Land Acquisition	\$200,000							\$200,000	
TOTAL	\$200,000	\$100,000	\$75,000	\$75,000	\$75,000	\$100,000	\$75,000	\$700,000	

Total 2012 Budget
\$100,000

General Fund = \$100,000

Grant Funds—None

Est. Annual Operating Costs: Assumed to be part of existing annual operating costs, however, some parking lot improvements could introduce new operating costs (curb & gutter, sidewalk, etc.) or potentially reduce existing operating costs depending on the scope of each project and existing maintenance requirements.

Project Description: Repair and maintain the 47 City-owned parking lots. Some projects may consist of patching, new asphalt or concrete; some projects will have larger scopes of work, due to size or nature of the required improvements, and will require increased funding to complete. Preventative maintenance also included.

Project Need/Benefits: To provide maintenance and improvements to City infrastructure to ensure prolonged lifecycles and acceptable levels of service.

Undesirable consequences if not approved: Some parking lots already have begun to deteriorate to the point they are not safe, are in poor operating condition, or have not maximized their use. If ignored, future costs could be significant compared to an ongoing preventative program.

Options/Alternatives Considered: Parking Lot Improvement projects can be submitted on an annual basis for consideration in the budgeting process, however, this will cause for uncertainties for funding with each project, which may effect project delivery timing and impacts to meeting construction deadlines.

Attachments: List of City Owned Parking Lots; Top City Parking Lots In Need of Repair and/or Improvements.



Contact: Philo Shelton,
Public Works Director

STREET CRACKFILLING PROGRAM - CAPITAL PROJECTS -

General Fund Project

Public Works

Bi-annual Crack fill Program

Total Estimated Budget

\$170,000

General Fund = \$170,000

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL
Construction		\$70,000		\$70,000		\$70,000		\$210,000
Design								
Equipment								
Land Acquisition								
TOTAL		\$70,000		\$70,000		\$70,000		\$210,000

3.21

Est. Annual Operating Costs:

Extends pavement lifecycle of Pavement to 12 years.

Project Description:

Contract the installation of crack fill material within the 76 miles of City streets and alleys.



Project Need/Benefits:

Increase useful life and reduces expensive re-construction.

Undesirable consequences if not approved:

Streets will deteriorate much quicker.

Options/Alternatives Considered:

Sealcoat and micro surfacing.

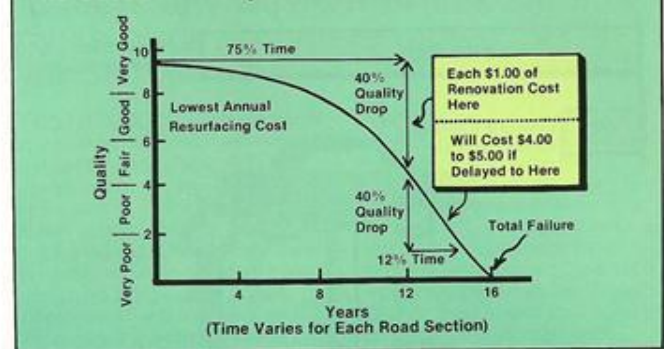
Contact: Philo Shelton,

Public Works Director

Doug Marsh

Street Superintendent

The Cost of "Timely" Maintenance



MASTER TRANSPORTATION PLAN - CAPITAL PROJECTS

3.22

General Fund Project
Public Works Department

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL
Construction								
Design			\$150,000					\$150,000
Equipment								
Land Acquisition								
TOTAL			\$150,000					\$150,000

Total Estimated Budget
\$150,000
General Fund = \$150,000
Grant Funds = n/a

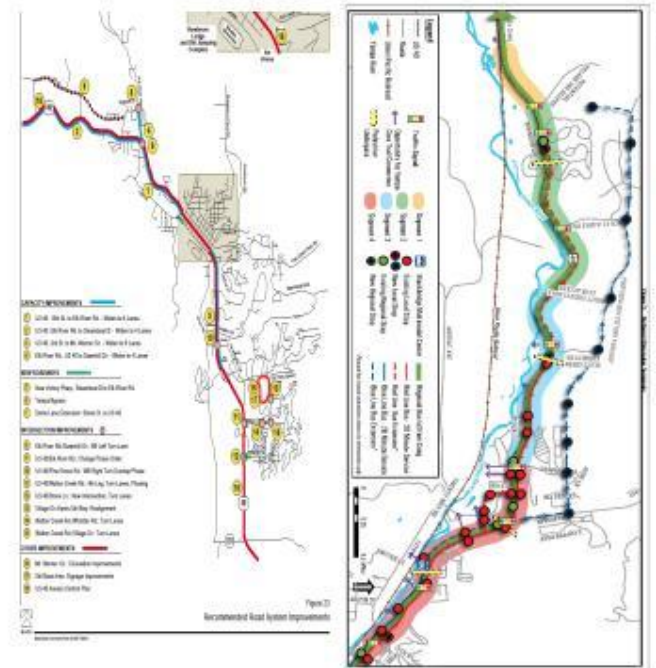
Est. Annual Operating Costs: None.

Project Description: A citywide master traffic plan will update outdated traffic studies and provide a method to more equitably allocate the costs to mitigate impacts of new development to the US 40 intersections.

Project Need: Developers have complained that the current city system for allocating traffic impacts is not equitable. The linear nature of our road network requires most users to travel on US 40. Allocating the impact costs only to adjacent sites results in a significant burden to those development sites and no cost to other users.

Undesirable consequences if not approved: There are some developers near US40/129 who have indicated the traffic impact cost has prohibited them from developing their site.

Options/Alternatives Considered: With the reductions in federal and state highway funding, the City needs to come up with other alternatives for equitably funding needed improvements to US 40 intersections. Impact fees, grants, and different allocation systems were reviewed. Based on our linear network, a city-wide plan and fee were identified as the most effective and equitable method.



Contact: Philo Shelton,
Public Works Director

11TH ST BRIDGE – CAPITAL PROJECTS

General Fund Project
Public Works Capital
Program

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL
Construction					\$600,000			\$600,000
Design				\$100,000				\$100,000
Equipment								
Land Acquisition								
TOTAL				\$100,000	\$600,000			\$700,000

3.23

Total Spent = \$0
Total Budget = \$700,000
Total Estimated Cost = \$700,000
General Fund = \$0

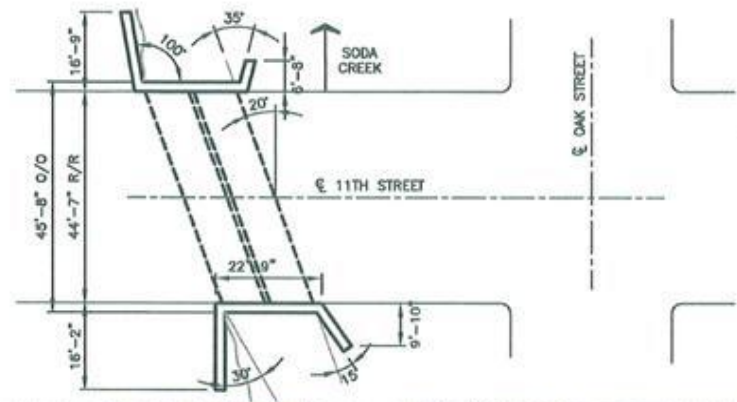
Est. Annual Operating Costs: No added operating costs from current levels; 50-year replacement cost \$14,000 per year.

Project Description: Replace existing bridge with new bridge and pedestrian connections.

Project Need/Benefits: CDOT biannual inspections show this bridge to be next on the replacement list with a sufficiency rating of 68.2 (scale 0-100). The new bridge would be designed to convey the 100yr flood (floodplain currently overflows 11th St. and US40 at this location).

Undesirable consequences if not approved: Delayed replacement cost, potential liability of having a functionally obsolete bridge in City bridge inventory.

Options/Alternatives Considered: Perform repairs as identified by CDOT inspection to improve score and delay replacement, wait for sufficiency rating to fall below 50 to qualify for Federal replacement dollars.



Contact: Philo Shelton,
Public Works Director

STORMWATER SYSTEM IMPROVEMENT PLAN - CAPITAL PROJECTS

General Fund Project
Public Works Department

Total 2012 Budget
\$200,000

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL
Construction								3.24
Design		\$200,000						\$200,000
Equipment								
Land Acquisition								
TOTAL		\$200,000						\$200,000

Est. Annual Operating Costs: TBD - System improvement operating costs to be determined by subsequent utility rate study and funded by stormwater utility fees.

Project Description: Develop a city-wide stormwater master plan, create a stormwater utility. In future years with utility project will construct identified improvements and maintain system.

Project Need: The existing stormdrain system is sporadic, in some cases undersized, and is not adequately funded for maintenance. This can result in flooding, adverse impacts to property, and blocking of roadways. Additionally, the project will aid in removing roof drain connections to sanitary sewer, which unduly takes up costly capacity at the treatment plant.

Undesirable consequences if not approved: The storm system will continue to degrade, blockages will increase, I & I at the treatment plant will require capacity improvements, and flooding of property or roadways may increase.

Options/ Alternatives Considered: Other alternatives are to continue to use the general fund, which has increasing competition for funds, or to bond for the improvements once the master plan is completed (doesn't address maintenance). Using a stormwater utility will provide a dedicated funding source for both capital and operating expenses.



Contact: Philo Shelton,
Public Works Director

UTILITY UNDERGROUNDING - CAPITAL PROJECTS

General Fund Project
Public Works Department

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL	Estim: Additi	3.25
Construction									\$1,75	
Design	\$65,000							\$65,000	\$150,000	
Equipment										
Land Acquisition									\$85,000	
TOTAL	\$65,000							\$65,000	\$1,985,000	

Est. Annual Operating Costs: None.

Project Description: Underground the utility lines along Yampa Street from 6th Street to 12th Street.

Project Need: The franchise agreement with YVEA identifies a funding source to underground existing lines within the City. The next priority is the Yampa Street Corridor to improve the aesthetics and avoid interferences with future redevelopment.

Undesirable consequences if not approved: Utility lines stay visible and may impact the design of some multi-story buildings due to required clearances.

Options/Alternatives Considered: The only other identified alternatives to undergrounding or leaving the lines above ground is switching the sides of the street. That would not resolve any of the existing issues (aesthetics, maintenance, or building conflicts). YVEA has indicated that it is not feasible to underground by the block, the whole corridor needs to be completed at once.



Contact: Philo Shelton,
Public Works Director

ALTERNATE MODES & SAFETY ENHANCEMENTS – CAPITAL PROJECTS

3.26

General Fund Project
Public Works Department

Description	2011	2012	2013	2014	2015	2016	2017	2018	TOTAL
Construction	\$57,700	\$50,000							\$107,700
Design									
Equipment									
Land Acquisition									
TOTAL	\$57,700	\$50,000							\$107,700

Est. Annual Operating Costs: \$1050 per year for sign replacement/repair.

Project Description: Annual implementation of the Multi-Mode Master Plan. Note there is another Alternate Mode CIP for future years on the parked list. The 2012 project includes the safe routes to school and city-wide trail wayfinding. The project design has been completed, signs are ordered, and the remaining task of sign installation is scheduled for spring.

Project Need: The master plan identified missing links and repairs needed, totaling \$12 million in sidewalks, and additional un-talked needs for trails, transit, and bike facilities. The 2012 plan includes the Council directed project to implement Phase II of the wayfinding program to help direct students to school routes and help the community and visitors identify pedestrian/bike friendly travel routes.

Undesirable consequences if not approved: The schools published a school route map and website. The signs are designed to work with the maps; without them, there will not be clear directions for kids and other residents to encourage biking/walking and reducing congestion at the schools.

Options/Alternatives Considered: A signing master plan was developed that evaluated which routes to sign and where to effectively sign.



Contact: Philo Shelton,
Public Works Director

BUTCHERKNIFE CREEK FLOODPLAIN MITIGATION – CAPITAL PROJECTS

3.27

General Fund
Project
Public Works Department

Total Spent = \$44,073
(50% match, City/
Colorado Dept of Emer.
Management)

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL	Estimate Additions
Construction									\$3,200,000
Design	\$100,000							\$100,000	\$300,000
Equipment									
Land Acquisition									
TOTAL	\$100,000							\$100,000	\$3,500,000

Est. Annual Operating Costs: Periodic maintenance of additional storm sewer pipe and inlets \$500 per year, 50-year replacement cost \$60,000 per year.

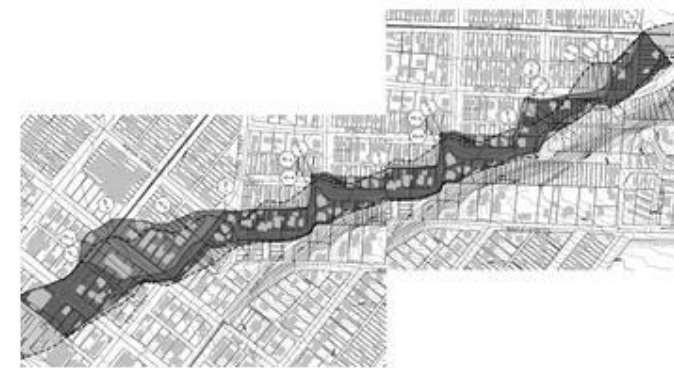
Total Estimated Cost =
\$3,500,000
Potential FEMA Hazard
Mitigation Grant (75/25
split) = \$2,625,000
City match = \$875,000

Project Description: Install a bypass culvert to divert all excess floodwaters in Butcherknife Creek, replace all roadway creek crossings to handle the 100yr storm event, install storm sewer improvements along Missouri and 7th Streets, connect to existing box culvert installed as part of Lincoln Avenue reconstruction.

Project Need/Benefits: Reduce floodplain impacts through Old Town due to flooding including all 100yr storm impacts to Lincoln Avenue and adjacent building.

Undesirable consequences if not approved: Potential damage to homes and businesses as a result existing FEMA mapped flood extents, impacts to Lincoln Avenue in the event of a 100 year storm event.

Options/Alternatives Considered: Local City match may be obtained should the City form a Stormwater Utility.



Contact: Philo Shelton,
Public Works Director

CENTRAL PARK DRIVE RECONSTRUCTION — CAPITAL PROJECTS

General Fund Project
Public Works Paving
Program

Total Budget = \$90,000
Total Estimated Cost =
\$990,000
General Fund = \$990,000

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL	Estimated Addit
Construction									\$90,000
Design		\$90,000						\$90,000	
Equipment									
Land Acquisition									
TOTAL		\$90,000						\$90,000	\$900,000

3.28

Est. Annual Operating Costs: No added operating costs from current levels. (Does not include lifespan replacement.)

Project Description: Repave asphalt, reconfigure curblines, curb cuts, reduce to one lane each direction with bike lanes, formalize pedestrian crossing near transit stop.

Project Need/Benefits: The current asphalt surface is deteriorating and requires annual repairs to keep the roadway functioning to current acceptable level of service. Pedestrian improvements are necessary based on level of use.

Undesirable consequences if not approved: Elevated annual maintenance costs to repair road, potential safety concern for pedestrian use near transit shelter location.

Options/Alternatives Considered: Mill and overlay only, mill and overlay with select improvements only, full depth pavement reclamation with select improvements, full depth reclamation with lane realignment.

Areas of Roadway Degradation



Contact: Philo Shelton,
Public Works Director

DOWNTOWN IMPROVEMENTS - CAPITAL PROJECTS

General Fund Project
Public Works Department

Total Estimated Budget
\$30,000
General Fund = \$30,000

Description	2011	2012	2013	2014	2015	2016	2017	TOT.
Construction	20,370							\$ 3,229
Design	287							\$287
Equipment	9,343							\$9,343
Land Acquisition								
TOTAL	30,000							\$30,000

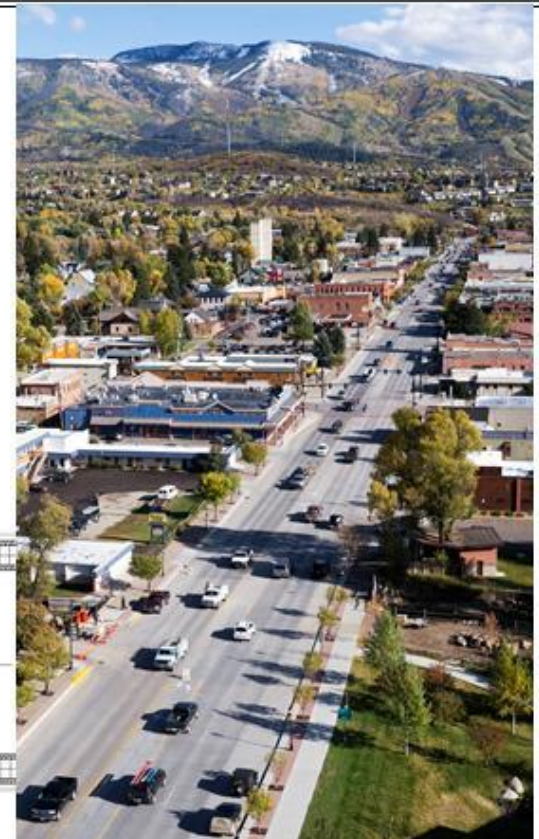
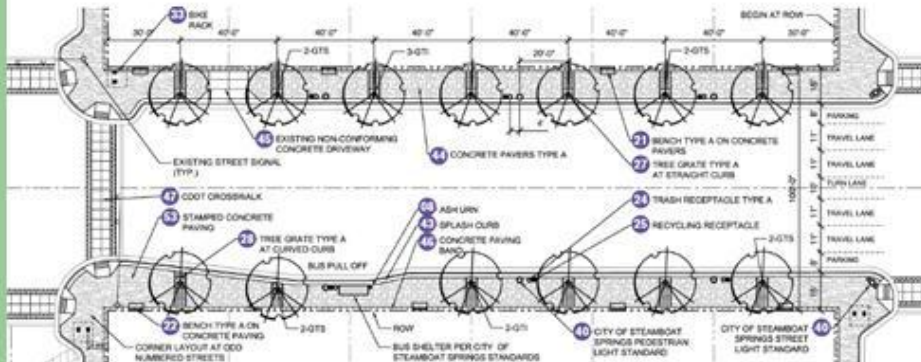
Est. Annual Operating Costs: No additional operating costs from 2011 levels.

Project Description: To complete paver repair work associated with bus shelter installation and kiosk removal.

Project Need: Final bus shelter construction was delayed in order to reconcile differences with an adjacent property owner. Pavers need to be repaired to complete the bus stop surface.

Undesirable consequences if not approved: Existing streetscape impact to user experience.

Options/Alternatives Considered:



Contact: Philo Shelton,
Public Works Director

PAVEMENT MAINTENANCE PROGRAM - 2012 CAPITAL PROJECTS

General Fund Project
Public Works
Annual Paving Program
 Total Estimated Budget
 \$3,500,000
 General Fund = \$3,500,000

Description	2011	2012	2013	2014	2015	2016	2017	TOT	3.30
Construction	700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$4,9	7
Design									
Equipment									
Land Acquisition									
TOTAL		\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$4,900,000	

Est. Annual Operating Costs:

Normal operating costs of: Sweeping, crack fill, asphalt patch repair, striping, signage, drainage control and snowplowing

Project Description:

Mill and/or overlay of existing 76 miles of Streets and Alleys.

Project Need/Benefits:

Estimated lifecycle of Streets and Alleys

Residential—15-20 years

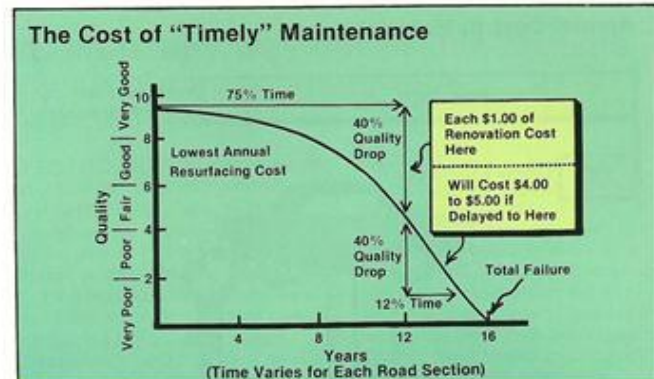
Collectors—10-12 years

Undesirable consequences if not approved:

Roads will deteriorate quicker, causing more potholes and making repairs more expensive. Instead of rehabilitating roads we may have to reconstruct them.

Options/Alternatives Considered:

Concrete Pavement but it costs 4 times more per lane mile.



Contacts: Philo Shelton,
 Public Works Director
 Doug Marsh,
 Street Superintendent

SPRINGS RESTORATION - LONG-TERM CAPITAL PROJECTS—

General Fund Project
Department of Planning &
Community Development

Total Estimated Budget
\$260,000

General Fund = \$70,000
Grant Funds,
SHF=\$190,000
% match = 25%

Description	2010	2011	2012	2013	2014	2015	2016	TOTAL
Construction						130,000	130,000	260,000
Design								
Equipment								
Land Acquisition								
TOTAL						130,000	130,000	260,000

3.31

Est. Annual Operating Costs: The park is maintained by the Department of Parks, Recreation and Open Space. The restoration work will not impact the annual operating costs.

Project Description: 2015: Phase 1 of the project will address the critical and serious prioritized work items at Lithia Spring. The projects will include mitigation of previous vandalism to the site, necessary repairs and more appropriate historic improvements. These include restoration of the stone columns, stone information booth, replacement of the concrete apron with appropriate material, replacement of benches, and crusher fine walkways. Planning for restoration at remaining springs. Planning grants have no deadline and do not require a match.

2016: Phase 2 of the project will address the remaining prioritized work items at Lithia Spring which include site and lighting improvements. Prioritized work items for the remaining springs will begin at this time.

Project Need/Benefits: The restoration projects will greatly benefit the community with continued growth in heritage tourism and cultural education.

Undesirable consequences if not approved: Continued vandalism will lead to greater destruction of the Lithia Spring site. Lack of restoration of the historic landmarks will cost the community valuable revenue from heritage tourism dollars.

Options/Alternatives Considered: There are currently no alternatives for the restoration projects.



Contact: Tyler Gibbs,
Planning Director

TRANSIT FLEET REPLACEMENT — CAPITAL PROJECTS

Combination of Grant Funds and General Fund Match

Grants have not been contracted or awarded to date.

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL
Construction								
Design								
Equipment	\$669,000	\$604,000	\$1,264,200	\$1,327,410	\$1,393,780	\$1,463,470	\$1,536,643	\$8,258,503
Land Acquisition								
TOTAL	\$669,000	\$604,000	\$1,264,200	\$1,327,410	\$1,393,780	\$1,463,470	\$1,536,643	\$8,258,503

3.32

Est. Annual Operating Costs: No added operating costs from current levels (bus would replace bus in current operation).

Project Description: Replace one 30' diesel bus with a 35' diesel-electric Hybrid bus.

Project Need/Benefits: Current bus is beyond the Manufacturer's recommended life span, has been refurbished and is in need of component replacement that is not economically prudent. The replacement Hybrid will have an expanded capacity while operating at a lower cost by utilizing the hybrid systems for increased fuel economy and reduced component replacement due to regenerative braking.

Undesirable consequences if not approved: Vehicle has outlived the recommended lifespan. Elevated annual maintenance costs, diminished parts availability, and potential of component failure make continued operation of this vehicle undesirable.

Options/ Alternatives Considered: Options and alternatives include continued operation of existing vehicle, potential reduction in service, purchase of used equipment, and purchase of a diesel powered bus.

Existing Diesel powered Bus



Contact: Philo Shelton,
Public Works Director

CONCRETE REPLACEMENT IN SST PARKING LOT - CAPITAL PROJECTS

3.33

Total 2012 Budget = \$75,000
 General Fund = \$43,000
 Total 2012 Budget = \$75,000
 General Fund = \$43,000
 Grant Funds, Faster = \$32,000

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL
Construction		\$75,000	\$75,000			\$75,000		\$225,000
Design		(In-House)						\$0
Equipment								
Land Acquisition								
TOTAL		\$75,000	\$75,000			\$75,000		\$225,000

Est. Annual Operating Costs: There will be no additional operating costs from current levels with this project. If the parking lot repairs are ignored, it will result in ongoing maintenance and temporary repairs to keep the surface functional for the buses.

Project Description: Grant funding will be used to make parking lot repairs to an aging concrete surface. Existing roof drains on the Transit Center building, which are currently tied directly into the sanitary sewer system, will be re-routed to the exterior of the building.

Project Need/Benefits: Portions of the parking lot have already failed and will require complete replacement. Preventative measures will be taken on the remainder of the parking lot, where grant funds may not be adequate enough to cover complete replacement. To be in compliance with the City's Inflow & Infiltration (I&I) Reduction Program, stormwater drain lines need to be removed from the City's sanitary sewer distribution system for a savings on capacity and treatment at the wastewater treatment plant. (See utility fund for I&I budget.)

Undesirable consequences if not approved: The parking lot will continue to deteriorate to the point it is no longer useable, or significant repairs may be required. The City will not be complying with the program developed, and the wastewater treatment plant will continue to treat stormwater.

Options/Alternatives Considered: None.



Contact: Philo Shelton,
 Public Works Director

RADIO GPS SYSTEM — CAPITAL PROJECTS

Combination of Grant Funds and General Fund Match

Grants have not been contracted or awarded to date.

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL	3.34
Construction									
Design									
Equipment		\$82,104						\$82,104	
Land Acquisition									
TOTAL		\$82,104						\$82,104	

Est. Annual Operating Costs: Annual subscription and support costs estimated at \$3,000.

Project Description: Provide a system to instantly identify the location of each vehicle by bus number and route to aid the dispatchers as well as the public.

Project Need/Benefits: This system would enable dispatchers to monitor the progress of all buses on a moment by moment basis. This would greatly assist in improving service by enabling staff to know where all the buses are and avoid service delays. This system would also increase security by knowing the pinpoint location of buses that may need assistance, or by querying drivers when a lengthy delay is observed. Passengers would be able to know, via smart technology, where the specific bus they are looking for is. This can alert them to delays, load factors and other route options to create convenient, real time transportation.

Undesirable consequences if not approved: Currently, dispatchers rely on drivers to radio their locations. With up to 16 vehicles in operation at any given time, this can be a difficult process. Passengers must rely on office personnel, a phone call and a radio transmission to know where buses are currently.

Options/Alternatives Considered: Cell phone GPS system requiring a more expensive basic system and annual subscription.

Opportunity for real time system awareness



Contact: Philo Shelton,
Public Works Director

ALTERNATIVE FUELS PLANNING GRANT — CAPITAL PROJECTS

Combination of Grant Funds and General Fund Match

Total 2012 Budget = \$37,500

General Fund = \$7,500
Grant Funds = \$30,000

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL
Construction								
Design		\$37,500						\$37,500
Equipment								
Land Acquisition								
TOTAL		\$37,500						\$37,500

Est. Annual Operating Costs: The goal of alternative fuel is to reduce the operating costs to the City's fuel budget.

Project Description: This planning project will look at all alternative fuel options and review the transit fleet needs, facility needs and associated capital and operating costs to convert to an alternative fuel.

Project Need/Benefits: While the City has been converting its fleet to diesel electric hybrid vehicles as part of its fleet replacement program, this study will investigate if this is the best strategy, or whether the City should convert to compressed natural gas (CNG), propane or some other clean fuel to help stabilize its operating costs with fuel. This planning grant is a necessary step with FTA in order to seek grant funding.

Undesirable consequences if not approved: The City may not be competitive in receiving grants to convert the fleet to an alternative fuel without a plan that supports our desire to change fuels.

Options/Alternatives Considered: Continue to replace vehicles with diesel electric hybrid vehicles or conventional diesel buses.



Contact: Philo Shelton,
Public Works Director

WALTON CREEK PARK & RIDE PAVEMENT AND RESTROOMS - CAPITAL PROJECTS

3.36

Total Budget
\$726,905
General Fund = \$132,624

Total Budget
\$726,905
General Fund = \$132,624
Grant Funds, CMAQ =
\$386,370, FTA = \$207,911
% match = 10%

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL
Construction		\$646,905						\$646,905
Design	\$29,900	\$50,100						\$80,000
Equipment								
Land Acquisition								
TOTAL	\$29,900	\$697,005						\$726,905

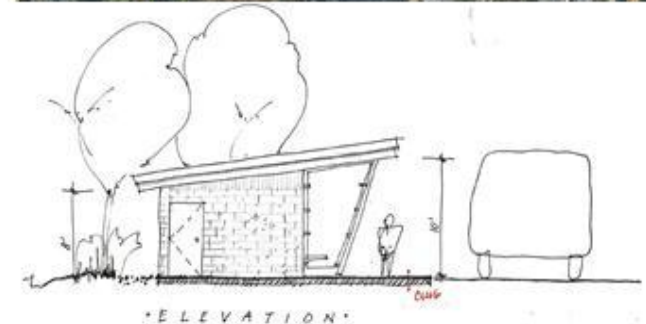
Est. Annual Operating Costs: Annual operating cost = \$27,500 (includes cleaning, plowing, supplies, utility bills), Periodic maintenance repair and replacement budget = \$11,000 per year.

Project Description: Pave existing gravel parking area, install side-walk connection to Core trail, build bus shelter/restroom facility.

Project Need/Benefits: To create a regional transit facility at the southern gateway to the City to complement the existing Stockbridge facility on the westside of the City, improvement of air quality within the City's air shed, and provision of a public restroom along the Core trail and for bus drivers working the Green, Orange, and Condo lines.

Undesirable consequences if not approved: Loss of grant dollars, lack of public and transit restroom facility on south side of town.

Options/Alternatives Considered: Additional restrooms were 2010 City Council's goal.



Contact: Philo Shelton,
Public Works Director

FIRE DEPARTMENT—MT FIRE STATION

(HWY 40 ACCESS AND PARKING LOT REPAIR)

General Fund Project
Fire Department
Hwy 40 Emergency access
and Parking lot repair

Description	2012	2013	2014	2015	2016	2017	TOTAL
Construction	\$79,275						\$79,275
Design							
Equipment							
Land Acquisition							
TOTAL	\$79,275						\$79,275
Est. Annual Operating Costs: None							

Total Budget = \$79,275

Estimated General Fund
Revenue = 52,850

Estimated Outside
Revenue = \$26,425

Project Description: This project will repair the parking lot and apparatus pad in front of the station which is degrading and requires on-going maintenance. The first part of the project to improve emergency access was completed in 2011.

Project Need/Benefits: Improved emergency access and repairs parking lots.

Undesirable consequences if not approved: Increased emergency response times and increase repair costs to parking lot.

Options/ Alternatives Considered: None, crucial to maintaining access to and from the Mt Fire Station.

Contact: Mel Stewart,
Acting Deputy Fire Chief

Mt Fire Station Lot and Access



FIRE DEPARTMENT—NEW TRAINING FACILITY

(LOCATED NEAR STEAMBOAT AIRPORT)

Description	2012	2013	2014	2015	2016	2017	TOTAL
Construction							
Design			\$30,000		\$850,000		\$885,000
Equipment							
Land Acquisition			\$5,000				
TOTAL			\$35,000		\$850,000		\$885,000
Est. Annual Operating Costs:	Regular repair and Maint., utilities plus training supplies						

General Fund Project
Fire Department
Hwy 40 Emergency access
and Parking lot repair

Total Budget = \$885,000

Estimated General Fund
Revenue = \$425,000

Estimated Outside
Revenue = \$460,000

Contact: Mel Stewart,
Acting Deputy Fire Chief

Project Description: Create a training facility for firefighters to train on basic and advanced fire and rescue skills. Ultimate buildout includes a pump pit, extrication platform, flashover simulator, burn building, and 5 story tower with various training props.

Project Need/Benefits: The closest training facility is south of Hayden, is too distant for on duty crews to provide coverage to the city while training. For realistic training to occur, private property can not be utilized.

Undesirable consequences if not approved: Inability to gain need training to ensure crews are properly training to provide safe and professional service.

Options/Alternatives Considered: None of these options are available in the city or district. Regular, realistic, ongoing training is paramount for safe and effective firefighters. CMC has express interest in partnering to provide a training venue for their Fire Science program

Training Facility



FIRE DEPARTMENT APPERATUS-FLEET REPLACMENT (FIRE TRUCKS AND AMAMBULANCES)

General Fund Project
Fire Department
Apparatus

Description	2012	2013	2014	2015	2016	2017	TOTAL
Construction							
Design							
Equipment	\$384,370	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$2,314,370
Land Acquisition							
TOTAL	\$384,370	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$2,314,370

Total Budget = \$2,314,370

Est. Annual Operating Costs: Operating costs are incorporated into the annual operating budget

Estimated General Fund
Revenue = \$1,543,000

Project Description: This is a fleet replacement fund that will be used to replace fire apparatus based on a department replacement schedule, generally ambulances are on a 10 year replacement schedule and fire trucks are on a 15 year replacement schedule

Estimated Outside
Revenue = \$771,370

Project Need/Benefits: Replaces apparatus before they become obsolete, unreliable and/or un-safe

Undesirable consequences if not approved: Obsolete equipment becomes unreliable and expensive to maintain

Options/Alternatives Considered: None, crucial to providing service.

Contact: Mel Stewart,
Acting Deputy Fire Chief

Fire Apperatus



BALLFIELD IMPROVEMENTS - CAPITAL PROJECTS

General Fund Project
Parks, Open Space and
Recreational Services

Total Spent = \$35,000
Total Budget = \$475,000
Total Estimated Cost =
\$475,000
General Fund = \$475,000

Description	2012	2013	2014	2015	2016	Estimate	TOTAL
Construction	\$215,000			\$225,000			\$475,000
Design							
Equipment							
Land Acquisition							
TOTAL	\$215,000			\$225,000			\$475,000

3.40
9

Est. Annual Operating Costs: 50% less operating costs for 25 year life cycle in energy savings and maintenance costs.

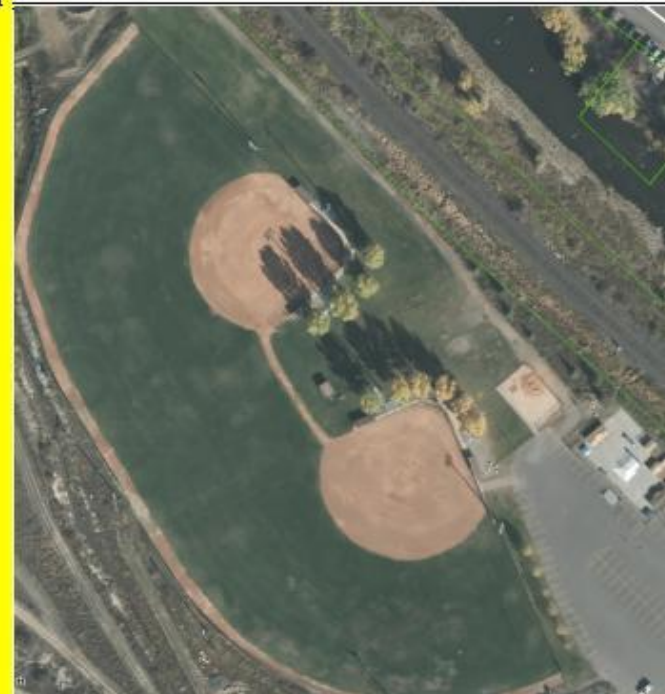
Project Description: Installation of new lighting system and scoreboard on Adams field in 2012. Simillion field new lighting system and scoreboard will occur in 2015.

Project Need/Benefits: To provide better lighting, reduce energy costs and maintenance costs. Current 28 year old technology has become very expensive and inefficient.

Undesirable consequences if not approved: Increased repair and maintenance costs currently \$2,000 - \$2,500/year. Lost revenue from cancelling and postponing games.

Options/Alternatives Considered: Continue repairing old lighting equipment.

Adams and Simillion Ballfields at Howelsen Hill



Contact: Chris Wilson,
Parks, Open Space and
Recreational Services
Director

EMERALD MOUNTAIN TRAILS AND LINKAGES - CAPITAL PROJECTS

General Fund Project
Parks, Open Space and
Recreational Services

Total Spent = \$0

Total Budget = \$50,000

Total Estimated Cost =
\$50,000

General Fund = \$1,000

Grant = \$35,000

Private Funding = \$14,000

Contact: Chris Wilson,
Parks, Open Space and
Recreational Services
Director

Description	2012	2013	2014	2015	2016	Estimate	TOTAL
Construction							
Design	\$50,000						\$50,000
Equipment							
Land Acquisition							
TOTAL	\$50,000						\$50,000

3.41

Est. Annual Operating Costs:

Project Description: A Master Plan will be done for the 2011 purchase of 586 acre Orton parcel on Emerald Mountain that was a high priority for the Steamboat Springs Community.

Project Need/Benefits: A Master Plan for the property is needed to guide improvements and tie into existing recreation on Emerald.

Undesirable consequences if not approved: Development of parcel may not occur until later date.

Emerald Mountain Trails and Linkages



RAW WATER IRRIGATION SYSTEMS FOR PARKS - CAPITAL PROJECTS

General Fund Project
Parks, Open Space and
Recreational Services

Total Spent = \$25,000

Total Budget = \$235,000

Total Estimated Cost =
\$235,000

General Fund = \$195,000

Grants = \$40,000

Description	2012	2013	2014	2015	2016	Estimate	TOTAL
Construction	\$45,000	\$45,000	\$50,000	\$45,000			\$185,000
Design	\$5,000	\$5,000	\$10,000	\$5,000			\$25,000
Equipment							
Land Acquisition							
TOTAL	\$50,000	\$50,000	\$60,000	\$50,000			\$235,000

3.42

Est. Annual Operating Costs: Substantiality less then the treated water expense.

Project Description: Convert irrigation systems in parks from potable to non-potable water to use water rights in Spring Creek, Butcherknife Creek, Soda Creek and the Yampa River.

Project Need/Benefits: Make beneficial use of water rights so they do not get put on the abandonment list. This will reduce turf maintenance costs (water bills for treated water) and be a greener, more sustainable method of irrigation.

Undesirable consequences if not approved: Continued expense of using treated water, risk to water rights, and not honoring water conservation principals.

Raw Water Irrigation Systems for Parks



Contact: Chris Wilson,
Parks, Open Space and
Recreational Services
Director

SKATE PARK ACCESS CONSTRUCTION (LAGOON COURT) - CAPITAL PROJECTS

General Fund Project
Parks, Open Space and
Recreational Services

Total Spent = \$0

Total Budget = \$1,800,000

Total Estimated Cost =
\$1,800,000

General Fund = \$200,000

Grants = \$1,600,000

Description	2012	2013	2014	2015	2016	Estimate	TOTAL
Construction	\$1,800,000						\$1,800,000
Design							
Equipment							
Land Acquisition							
TOTAL	\$1,800,000						\$1,800,000

3.43

Est. Annual Operating Costs: Vary depending on the scope of the project.

Project Description: Entry road construction with permanent parking area as match for a larger Yampa River Legacy grant application. Elements of this grant include river restoration, river access/recreational elements, access and park amenity improvements.

Project Need/Benefits: This provides needed access improvements to the first developed City Park in this neighborhood while meeting numerous community needs as discussed in the larger Yampa River Legacy grant concept paper.

Undesirable consequences if not approved: Limited access to skate park and bike park amenities, no onsite parking, continued decline in the riparian corridor while ignoring recreational access to the Yampa River.

Options/Alternatives Considered: If grant request is declined then only gravel road and parking lot improvements will be completed with city budget .

Skate Park Access Construction (Lagoon Court)



Contact: Chris Wilson,
Parks, Open Space and
Recreational Services
Director

WEST LINCOLN PARK BRIDGE - CAPITAL PROJECTS

General Fund Project
Public Works Department

Total Estimated Budget
\$790,081

General Fund = \$39,760
Grant Funds, CDOT = \$587,000; GOCO = \$163,321, Livewell = \$15,000

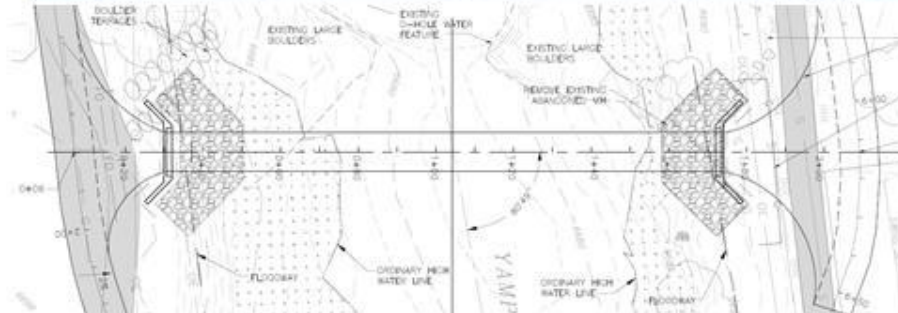
Grant match provided by
City and GOCO funds

Contact: Philo Shelton,
Public Works Director

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL
Construction	704,348							\$704,348
Design	85,733							\$85,733
Equipment								
Land Acquisition								
TOTAL	790,081							\$790,081

3.44

Est. Annual Operating Costs: No additional operating costs from current levels (formerly Parks and Rec plowing operations were forced to use 13th Street for continuation, now can use bridge), 50yr replacement cost = \$11,460 per year.



TENNIS CENTER CLAY COURT RESURFACING - CAPITAL PROJECTS

General Fund Project
Parks, Open Space and
Recreational Services

Description	2012	2013	2014	2015	2016	Estimate	TOTAL	3.45
Construction		\$110,000					\$11	
Design								
Equipment								
Land Acquisition								
TOTAL		\$110,000					\$110,000	

Total Spent = \$110,000
Total Budget = \$110,000
Total Estimated Cost =
\$110,000
General Fund = \$110,000
Grants = \$0

Est. Annual Operating Costs: approximately \$5,000 - \$7,000 is needed to cover the cost of surfacing clay annually. Placement and ongoing surface treatments are presently the responsibility of the concessionaire.

Project Description: Remove and replace clay and liner on six (6) outdoor hydrocourts. Approximately 40 tons per court. Compact, roll and shore up edges.

Project Need/Benefits: This procedure for clay courts is just like resurfacing hard courts and should be performed every ten (10) years. Our courts are seventeen (17) years old and have not been resurfaced. Needed for longevity and quality of courts

Undesirable consequences if not approved: Court quality diminishes and may require closure if conditions decline.

Options/ Alternatives Considered: Remove the clay courts and replace them with hardcourts, this is less maintenance and more affordable/sustainable in the long term. Cost is \$50,000-\$75,000 per court.

Contact: Chris Wilson,
Parks, Open Space and
Recreational Services
Director

Tennis Center Clay Court Resurfacing



FIRST NATIONAL BANK/REHDER BUILDING REHABILITATION & RENOVATION

Total Budget = \$750,000
 Total Estimated Cost =
 \$750,000
 General Fund = \$0
 Outside Revenue =
 \$750,000

Description	2012	2013	2014	2015	2016	Estimate	TOTAL	3.46
Construction		\$305,000	\$350,000				\$655,000	
Design		\$45,000	\$50,000				\$95,000	
Equipment								
Land Acquisition								
TOTAL		\$350,000	\$400,000				\$750,000	
Est. Annual Operating Costs:								

Project Description: 2013—Bring mechanical, electrical and plumbing systems up to current code and install fire detection system
 2014—Replace second floor appliances, heating system, finishes, etc.; provide ADA access to second floor and rear portion of building

Project Need/Benefits: The building is on the National Register of Historic Places and is at a key location in downtown Steamboat Springs. As a means of fulfilling the intent of the donation, the City leases the building to the Steamboat Art Museum who operates a museum celebrating the pioneer history of Routt County. The electrical, mechanical and plumbing systems require upgrades to meet current building and safety codes. Upgrades to the second floor apartment provide additional space to SAM and their programs.

Undesirable consequences if not approved: Limits SAM's ability to utilize the entire building

Options/Alternatives Considered: SAM will be responsible for funding all desired improvements.

Outside Funding Sources: All funding is dependent upon outside sources including possible grants from the State Historical Funds and matching funds raised by the tenant, Steamboat Art Museum

First National Bank/Rehder Building



Contact: Steve Hoots,
 Facilities Maintenance Mgr.
 Alexis Eiland,
 Historic Preservation
 Planner

HOWELSEN HILL LIGHTING/COMMUNICATION/TIMING - CAPITAL PROJECTS

General Fund Project
Parks, Open Space and
Recreational Services

Description	2012	2013	2014	2015	2016	Estimate	TOTAL
Construction	\$150,000				\$75,000		\$225,000
Design	\$50,000				\$10,000		\$60,000
Equipment							
Land Acquisition							
TOTAL	\$200,000				\$85,000		\$285,000

3.47

Total Spent = \$0
Total Budget = \$285,000
Total Estimated Cost =
\$285,000
General Fund = \$285,000
Grants = \$0

Est. Annual Operating Costs: Approximately \$500.00

Project Description: Complete Phase III of jumping facility inrun lighting and communications. Replace alpine timing and communications systems and start shack.

Project Need/Benefits: Improvements will replace outdated and failing lighting and communications systems enhancing and complementing recent improvements completed at jump facility.

Undesirable consequences if not approved: Less night jumping may occur. Communication and timing systems may continue to fail impacting scheduled events.

Options/Alternatives Considered:

Howelsen Hill Lighting/Communication/Timing



Contact: Chris Wilson,
Parks, Open Space and
Recreational Services
Director

HOWELSEN HILL CENTENNIAL PROJECTS - CAPITAL PROJECTS

General Fund Project
Parks, Open Space and
Recreational Services

Total Spent = \$579,500
Total Budget = \$1,625,165
Total Estimated Cost =
\$1,045,665
General Fund = \$102,085
Grants = \$943,580

Description	2012	2013	2014	2015	2016	Estimate	TOTAL
Construction	\$1,005,665						\$1,005,665
Design							
Equipment	\$40,000						\$40,000
Land Acquisition							
TOTAL	\$1,045,665						\$1,045,665

3.48

Est. Annual Operating Costs: Hard surface jump - \$15,000 performed by SSWSC.

Project Description: Construct a hard surface HS 45 summer jump, snow making improvements, and install one little kids magic carpet.

Project Need/Benefits: Facility improvements are necessary for safe, efficient operations and are supported by the community.

Undesirable consequences if not approved: Steamboat Springs Winter Sports Club (SSWSC) developmental jumping programs will not advance. Magic carpet equals more maintenance hours with older lift.

Howelsen Hill Centennial Projects



Contact: Chris Wilson,
Parks, Open Space and
Recreational Services
Director

HOWELSEN HILL STABILIZATION AND ENGINEERING STUDIES - CAPITAL PROJECTS

General Fund Project
Parks, Open Space and
Recreational Services

Total Spent = \$715,000
Total Budget = \$715,000
Total Estimated Cost =
\$365,000
General Fund = \$365,000
Grants = \$0

Description	2012	2013	2014	2015	2016	Estimate	TOTAL
Construction	\$240,000	\$110,000					\$350,000
Design	\$10,000	\$5,000					\$15,000
Equipment							
Land Acquisition							
TOTAL	\$250,000	\$115,000					\$365,000

3.49

Est. Annual Operating Costs:

Project Description: Complete engineering and design of jump rehomologation for k90 and k114 and their outruns. Begin construction of these jumps.

Project Need/Benefits: Jump rehomologation is required to meet FIS standards for international jump competitions.

Undesirable consequences if not approved: FIS sanctioned events cannot be held at Howelsen Hill.

Howelsen Hill Stabilization and Engineering Studies



Contact: Chris Wilson,
Parks, Open Space and
Recreational Services
Director

LAND ACQUISITION/ APPROACH PROTECTION/ PAVEMENT MAINT - AIRPORT FUND

3.50

Bob Adams Field
FAA funded project with
2011 AIP entitlement
funds.

Description	2011	2012	2013	2014	2015	2016	2017	TOT.
Construction	\$97,894							\$9
Design								
Equipment								
Land Acquisition	\$60,000							\$60,000
TOTAL	\$157,894							\$157,894

Est. Annual Operating Costs: No operating cost.

Total Estimated Budget
\$157,894, FAA grant of
\$153,947 and a local match
of \$3,947.

Project Description: This project would include acquiring the land either fee simple or avigation easement within the Runway Protection Zone (RPZ). This will prevent incompatible development from occurring within the zone. The pavement maintenance project consists of replacement of the joint seals on the concrete apron.

Project Need/Benefits: Prolong the life of existing pavement at airport for safe aircraft and vehicle operations. Grant assurances required easements in Runway RPZ for approach and departure zones. The FAA requires the airport operator to have sufficient property interest and control in the RPZ to prevent the growth of trees or the construction of buildings or other objects. Some land uses, such as golf courses and agricultural operations, are allowed in the RPZ, while other uses, such as churches, schools, hospitals, shopping centers, and fueling facilities are expressly disallowed.

Undesirable consequences if not approved: Pavement will deteriorate rapidly and need to be replaced at a much higher cost. FAA may not fund future airport improvements.

Options/Alternatives Considered: Operate airport without FAA standards improvements.



Contact: Philo Shelton,
Public Works Director

GA ENTITLEMENT ALPHA CONNECTOR RELOCATION

PHASE 1 – AIRPORT FUND

3.51

Bob Adams Field
FAA AIP Project,
The 2012, 2013 and 2014
airport entitlement grants
of \$150,000 each year will
be combined to fund this
project.

Total estimated budget
\$473,324 with a local match
of \$11,842.

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL
Construction				\$333,324				\$333,324
Design				\$140,000				\$140,000
Equipment								
Land Acquisition								
TOTAL				\$473,324				\$473,324

Est. Annual Operating Costs: Pavement maintenance cost will initially be less because of the new asphalt, and the total square footage of pavement will increase only approximately 10% from the current amount.

Project Description: Relocation of the Alpha connector to runway 32/14. This project will correct the last exception to FAA airport design standards.

Project Need: The FAA has determined the need to redesign runway 32/14 Alpha connector. The construction will improve operational safety at the airport.

Undesirable consequences if not approved: The FAA considers this the current design standard for improvement at Bob Adams Field. Future infrastructure improvements will not be considered by the FAA until completed.

Options/ Alternatives Considered: Continue airport operations using the current runway connector.



Contact: Philo Shelton,
Public Works Director

SMARTWOOL IMPROVEMENTS — AIRPORT FUND

3.52

Bob Adams Field
Airport funded project.

Total Budget
\$946,500.

Description	2011	2012	2013	2014	2015	2016	2017	TOT
Construction		\$900,000						\$900,000
Design		\$46,500						\$46,500
Equipment								
Land Acquisition								
TOTAL		\$946,500						\$946,500

Annual Operating Costs: The New FBO will be more energy efficient with new building codes and will have less operating costs than the old FBO.

Project Description: This project involves moving the FBO from the main terminal building and construction of a new FBO passenger facility to allow SmartWool to utilize the old FBO space for additional office space. In addition, a mezzanine level office space is planned to be constructed at the terminal building.

Project Need/Benefits: To provide room in the terminal building for SmartWool expansion that allows for a 10 year lease extension.

Undesirable consequences if not approved: The new FBO is 80% completed. The lease agreement has been approved by City Council.

Options/Alternatives Considered: The New FBO is constructed in the location on the airport layout plan approved by FAA. Alternatives were considered some years back during the airport layout plan update.



Contact: Philo Shelton,
Public Works Director

MFS HANGAR PURCHASE/100 SELF SERVE ISLAND

3.53

- AIRPORT FUND

Bob Adams Field, FAA and CDOT/CAB Grant funded project.

Total Estimated Budget \$918,128 with a local match of \$56,286. The project is not currently included on our 6 Year CIP with the FAA or CDOT/CAB.

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL
Construction				\$170,000				\$170,000
Design				\$30,000				\$30,000
Equipment								
Land Acquisition				\$718,128				\$718,128
TOTAL				\$918,128				\$918,128

Estimated balance of building life is 44 years. Annual Operating Costs and Building Maintenance is \$25,275 per year. The estimated annual revenue generated from nightly hangar rental is \$38,850.

Project Description: Involves the purchase of the Mountain Flight Service Hangar next to the relocated FBO passenger facility. A 100LL avgas self service fuel island will be constructed next to the hangar.

Project Need/Benefits: To provide de-icing and overnight hangar rental for transient and local aircraft owners.

Undesirable consequences if not approved: Currently, the only hangars available for aircraft de-icing are privately owned and availability is not reliable. All revenue generated from nightly rental is split with the private hangar owners.

Options/Alternatives Considered: Continue renting private hangars for de-icing and nightly rental for transient aircraft when available.



Contact: Philo Shelton,
Public Works Director

RUNWAY 14 RPZ FAA STANDARDS IMPROVEMENTS / COUNTY ROAD 44 REALIGNMENT - AIRPORT FUND

3.54

Grant/General Funded
Project:
Public Works Department

Total Budget
\$444,444

General Fund = \$44,444

Grant Funds = \$400,000

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL
Construction		\$424,444						\$424,444
Design		\$20,000						\$20,000
Equipment								
Land Acquisition								
TOTAL		\$444,444						\$444,444

Est. Annual Operating Costs: The roadway is maintained by Routt County. The new section of roadway will be gravel, like existing. No future maintenance obligations will be required by the City.

Project Description: The project will realign a portion of County Road 44 to remove this section of road out of the airport runway protection zone.

Project Need/Benefits: The project will provide safety improvements by removing vehicular traffic from the runway protection zone area, and will also allow for future expansion of the runway.

Undesirable consequences if not approved: Grants have already been secured for this project, so funding would have to be turned back. The City's match to complete this project is only 10%.

Options/Alternatives Considered: An environmental study was completed, which evaluated two other alternatives, but both had larger wetland impacts, and the selected alignment was determined to be the most cost effective.



Contact: Philo Shelton,
Public Works Director

PAVEMENT PRESERVATION - AIRPORT FUND

Bob Adams Field
FAA funded project with
2015 AIP entitlement
funds.

Total Estimated Budget
\$157,894, FAA grant of
\$153,947 and a local match
of \$3,947.

Description	2011	2012	2013	2014	2015	2016	2017	TOT
Construction					\$157,894			\$157,894
Design								
Equipment								
Land Acquisition								
TOTAL					\$157,894			\$157,894

3.55

Est. Annual Operating Costs: No additional operating costs.

Project Description: Crack filling and seal coating on runway 32/14, taxi-ways and parking aprons.

Project Need/Benefits: Prolong the life of existing pavement at airport for safe aircraft and vehicle operations.

Undesirable consequences if not approved: Pavement will deteriorate rapidly and need replaced at a much higher cost.

Options/Alternatives Considered: Do the project at another time.



Contact: Philo Shelton,
Public Works Director

FAA GA ENTITLEMENT TBD - AIRPORT FUND

Bob Adams Field
FAA funded project to be
determined with 2016 &
2017 AIP entitlement
funds.

Total Estimated Budget
\$315,788, FAA grant of
\$307,894 and a local match
of \$7,894.

Description	2011	2012	2013	2014	2015	2016	2017	TOT.
Construction						\$157,874	\$157,894	\$315,788
Design								
Equipment								
Land Acquisition								
TOTAL						\$157,894	\$157,894	\$315,788

3.56

Est. Annual Operating Costs: FAA airport improvement project to be determined.

Project Description: FAA airport improvement project to be determined.

Project Need/Benefits: To be determined.

Undesirable consequences if not approved: To be determined.

Options/Alternatives Considered: To be determined.



Contact: Philo Shelton,
Public Works Director

LAND ACQUISITION FOR RUNWAY 32 PARTIAL PARALLEL TAXIWAY - AIRPORT FUND

3.57

Bob Adams Field
2011 CDOT/CAB grant
funded project.

Total Estimated Budget
\$444,444, CDOT/CAB
grant of \$400,000 and a
local match of \$44,444.

Description	2011	2012	2013	2014	2015	2016	2017	TOTAL
Construction								
Design								
Equipment								
Land Acquisition	\$444,444							\$444,444
TOTAL	\$444,444							\$444,444

Est. Annual Operating Costs: The new taxi-way, when built, will increase the total pavement area. Future pavement maintenance will be crack filling, seal coating and snow removal.

Project Description: Acquisition of land for construction of partial parallel taxi-way for runway 32.

Project Need/Benefits: The parallel taxi-way for runway 32 is needed for safe airport operations. This project is on our FAA approved Airport Layout Plan as a safety issue because of the increasing airport activity levels.

Undesirable consequences if not approved: Aircraft operations will remain at current safety levels, and results in the increased possibility of an accident.

Options/Alternatives Considered: Continue operations without the taxi-way.



Contact: Philo Shelton,
Public Works Director

AGENDA ITEM # 4

CITY COUNCIL COMMUNICATION FORM

FROM: Winnie DelliQuadri, Government Programs Manager (Ext. 257)
Chris Wilson, Director, Parks, Open Space, and Recreation Svcs
(x317)

THROUGH: Jon B. Roberts, City Manager (Ext. 228)

DATE: March 6, 2012

RE: A Resolution supporting the grant application for a River Corridors Initiative Grant from the State Board of the Great Outdoors Colorado for the Yampa River System Legacy Project.

NEXT STEP: To provide direction regarding the GOCO grant application:
1) Authorize resolution to submit a grant application to GOCO
2) Direction on submission on requested partial grant requests

DIRECTION
 INFORMATION
 ORDINANCE
 MOTION
 RESOLUTION

I. REQUEST OR ISSUE:

The City has been invited to submit a grant application in partnership with Yampa Valley Land Trust to Great Outdoors Colorado's River Corridors Initiative for grant funds to develop the access to Bear River Park as well as river access and river recreation improvements at Bear River Park, Fournier Open Space, Town Run (Weiss Park to Stockbridge Park) and River Creek Park. GOCO requires a standard resolution as a part of the application process. City Council provided the \$300,000 cash match in the 2012 budget with the direction that these funds leverage \$1.5 million in grant funds. To date, \$150,000 has been leveraged. The full GOCO grant request is for \$1.6 million and would meet council's directive. However, in this special initiative, the City has been asked to

provide a 75%, 50%, and 25% level grant request. The partial grant amounts would utilize the full City match, but would not leverage the \$1.5 million as directed by Council. Staff request City Council direction regarding the partial grant requests.

II. RECOMMENDED ACTION:

Given the benefit of the project, staff recommends that City Council approve the resolution.

Motion: To support the Grant Application for a River Corridors Initiative grant from the State Board of the Great Outdoors Colorado for the Yampa River System Legacy Project.

Staff also request direction on whether or not to submit partial grant requests at the 75%, 50% and 25% levels, as follows:

- 75% - \$1,202,252 grant request
- 50% - \$ 801,295 grant request
- 25% - \$ 412,103 grant request

III. FISCAL IMPACTS:

Proposed Revenues:	CITY PROJECTS	
Grant Request:	\$1,603,005	
BLM AGO grant	150,000	Awarded grant funds
Partner contributions	35,000	Anticipated – not req’d for min match
City In-Kind Match	111,099	Staff time/equipment
City Cash Match	<u>300,000</u>	In 2012 CIP budget
Total Revenue	\$2,199,104	

Proposed Expenditure:	CITY PROJECTS	
Bear River Park	\$ 740,164	Access road, sidewalk, river access
Fournier Property	323,757	Access improvements, in-river work
Town Run	584,503	River access, in-river work
River Creek park	<u>550,680</u>	In-river work
Total Expenditures	\$2,199,104	

Partial grant requests would decrease GOCO funding amounts with concurrent decreases to project scope and expenditures, as follows:

- 75% - \$1,202,252 grant request

50% - \$ 801,295 grant request
25% - \$ 412,103 grant request

Note: The Yampa Valley Land Trust is a co-applicant to GOCO. The Land Trust will request \$2,054,500 in GOCO grant funds and will be solely responsible for providing their required match of \$862,000.

IV. BACKGROUND INFORMATION:

Through the Yampa River System Legacy Partnership, the City and the Yampa Valley Land Trust developed a joint project and presented a concept paper to GOCO for the proposed Yampa River System Legacy project. The City/Land Trust were one of 17 concept papers invited to submit a full application for grant funding. Within the overall grant request, the Land Trust is requesting grant funds for conservation of open space. The City is requesting funds to develop access to Bear River Park and to improve and enhance river recreation on city owned lands along the Yampa River – each identified river based activity is listed as a need in the Yampa River Structural Master Plan, which was adopted by the City of Steamboat Springs in November 2008. City projects include:

- **Bear River Park:** Final reclamation of former wastewater lagoons on the property will provide the opportunity for the entire park to be developed and open to the public. Constructing roadway access and parking will provide meaningful public access to the Park and its segment of the Yampa River. Constructing a restroom will enhance existing and future recreational experiences at the site. Finally, constructing formal and informal river access at Bear River Park will develop new river based recreational opportunities in the community and will expand the reach of the river used for intensive recreation, including commercial tubing, by 63% or approximately .76 mile of reach of the river. Partial funding at the 50% and 25% levels removes the restroom from the project.
- **Fournier Open Space:** Excavation of the river channel will create the depth needed for boating and angling recreation, bank stabilization and construction of a formal river access point will facilitate recreational access and use of the river, aquatic habitat improvements will enhance angling experiences and planting trees and native vegetation will create natural shade will enhance wildlife watching and other passive recreational use of the property. Improving driveway access and parking and installing picnic amenities will enhance the overall recreational access and use of the property. Partial funding at the 25% level removes the project entirely.

- Town Run: Bank stabilization and revegetation activities in heavily used areas will enhance river recreational access and use by children and families, constructing new and enhancing existing formal river access points will expand public recreational use of the river, and creating channel improvements and new boating structures for kayaks, tubes and rafts will improve recreational opportunities and the recreational value of the river in the community. Partial funding at the 50% and 25% level remove various river access points and boating structures. At the 25% level, only project components in Weiss park are included.
- River Creek Park: Carrying out channel improvements, wetlands enhancement, bank stabilization and revegetation, and aquatic habitat improvements in order to enhance passive recreational use of the Yampa River in this area, including wildlife watching, fishing / angling opportunities, and kayaking and rafting for youth and novice boaters. Partial funding at the 75% and 50% level reduce the length of river addressed within the Park to that area near the parking on the property. The project is completely removed at the 25% level.

V. LEGAL ISSUES:

None at this time.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

All work within the Yampa River will be required to obtain proper Army Corps of Engineers permits.

VII. SUMMARY AND ALTERNATIVES:

City Council may choose to:

- approve submittal of the grant application
- decide not to submit the grant application
- defer until a future round of funding.

CITY OF STEAMBOAT SPRINGS

RESOLUTION NO. _____

A RESOLUTION SUPPORTING THE GRANT APPLICATION FOR A RIVER CORRIDORS INITIATIVE GRANT FROM THE STATE BOARD OF THE GREAT OUTDOORS COLORADO FOR THE YAMPA RIVER SYSTEM LEGACY PROJECT.

WHEREAS, the City of Steamboat Springs is requesting \$1,603,005 and the Yampa Valley Land Trust is requesting approximately \$2,054,500, for a total grant request of \$3,657,505 from Great Outdoors Colorado for the Yampa River System Legacy Project; and

WHEREAS, Great Outdoors Colorado requires that the City Council of the City of Steamboat Springs state its support for the Great Outdoors Colorado grant application for the Yampa River Legacy Project; and if the grant is awarded, the City of Steamboat Springs supports the completion of the project.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STEAMBOAT SPRINGS, COLORADO, THAT:

Section 1. The City Council of the City of Steamboat Springs hereby approves and strongly supports the application to Great Outdoors Colorado for the Yampa River System Legacy Project.

Section 2. If the grant is awarded, the City Council of the City of Steamboat Springs strongly supports the completion of the project.

Section 3. The City Council of the City of Steamboat Springs acknowledges that the grant application includes matching funds for City proposed projects which the City of Steamboat Springs is solely responsible to provide if a grant is awarded.

Section 4. The City Council of the City of Steamboat Springs has secured and will appropriate those matching funds required for City proposed projects and authorizes the expenditure of funds necessary to meet the terms and obligations of any Grant awarded.

Section 5. If the grant is awarded, the City Council of the City of Steamboat Springs hereby authorizes the City Manager to sign the grant agreement with Great Outdoors Colorado.

PASSED, ADOPTED AND APPROVED this _____ day of _____, 2012.

**Bart Kounovsky, President
Steamboat Springs City Council**

ATTEST:

**Julie Franklin, CMC
City Clerk**

AGENDA ITEM # 5

CITY COUNCIL COMMUNICATION FORM

FROM: Sarah Vale and Andy Barnhart – Sales Tax Auditors (Ext. 251)

THROUGH: Kim Weber – Finance Director (Ext. 250)

DATE: March 6, 2012

RE: Second reading of an ordinance amending Section 22-126 and Section 22-129 of the Steamboat Springs Revised Municipal Code implementing a onetime \$25 Sales Tax application fee beginning June 1, 2012

DIRECTION
 INFORMATION
 ORDINANCE
 MOTION
 RESOLUTION

I. **REQUEST OR ISSUE:**

The purpose of this communication form is for City Council to approve an ordinance implementing a onetime \$25 license fee for new sales tax applicants beginning June 1, 2012.

Each new license application requires administrative time to enter the applicant's information in the system and set up the physical file, in addition to printing sales tax returns and licenses. It also requires administrative costs to print the documents and mail them.

Currently, with no fee, many business owners complete the application before committing to selling products, costing the city time and money, and then decide to not pursue the business venture. In addition, they often do not close the account, creating a delinquency that sales tax staff must follow up on.

The Police Department would also like us to collect a form from these businesses providing them with contact information of the responsible party for when they need to contact businesses during hours that they are closed. This would be a new form and process that we currently do not do.

II. RECOMMENDED ACTION:

Pass an ordinance creating a onetime application fee of \$25 in order to recoup some administrative costs associated with new sales tax licenses.

III. FISCAL IMPACTS:

Approximately \$7,500/year in additional revenue.

IV. BACKGROUND INFORMATION:

Management Team discussed the possibility of a onetime application fee for sales tax licenses as a part of looking for other revenue sources. This idea was presented to City Council at the January 17th City Council meeting and instructed staff to move forward with it.

License fees are standard operating practice for most home rule municipalities in Colorado. In a survey conducted, 14 out of 18 cities charge a sales tax license fee in order to recoup some administrative costs. The state also charges a license fee annually. The City of Steamboat Springs has not charged a license fee in the past.

V. LEGAL ISSUES:

None.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

None.

VII. SUMMARY AND ALTERNATIVES:

- 1.) Council can pass an ordinance implementing a onetime application fee of \$25 for new sales tax license applicants beginning June 1, 2012. 1st reading of ordinance occurred on February 7, 2012.
- 2.) Council can choose to keep the sales tax code as written with no license fee in place.

CITY OF STEAMBOAT SPRINGS, COLORADO

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 22-126 AND SECTION 22-129 OF THE STEAMBOAT SPRINGS REVISED MUNICIPAL CODE IMPLEMENTING A ONETIME \$25 SALES TAX APPLICATION FEE BEGINNING JUNE 1, 2012.

WHEREAS, City Council wishes to offset costs incurred during the creation of a new sales tax account by implementing a onetime \$25 application fee.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STEAMBOAT SPRINGS, COLORADO:

Section 1. The Steamboat Springs Municipal Code shall be amended as follows:

*Note: Words struck out (~~word~~) are to be removed.
Words **highlighted in yellow** are to be added.*

**Steamboat Springs, Colorado, Code of Ordinances
Part II – Steamboat Springs Revised Municipal Code
Chapter 22 – Taxation
Article III – Sales, Use and Accommodations Taxes
Division 2. – Administration And Enforcement
Subdivision II. – Licenses**

Sec. 22-126. - License required; issuance; term.

It shall be unlawful for any Person to engage in the Business of selling at Retail or purchasing at Retail, as the same is defined in this article, Tangible Personal Property and services subject to the Tax imposed by this article, without first having obtained a License therefore, which License shall be granted and issued by the City Treasurer, ~~without fee~~ **for a onetime \$25 fee**, and shall be in force and effect until terminated or revoked.

Sec. 22-129. - Single event License.

A Person conducting a singular Sales event may apply to the City for a License to engage in the Business of selling at Retail for a temporary period of time. The application shall state the name and address of the Person applying for such License, the name and location of the Person's organization, including the street number of such organization, and such other information as the City Treasurer may require. The onetime license fee will not apply to single event licenses where a deposit is required. (Refer to section 22-143(f).)

INTRODUCED, READ AND ORDERED PUBLISHED, as provided by law, by the City Council of the City of Steamboat Springs, at its regular meeting held on the _____ day of _____, 2012.

**Bart Kounovsky, President
Steamboat Springs City Council**

ATTEST:

**Julie Franklin, CMC
City Clerk**

FINALLY READ, PASSED AND APPROVED this _____ day of _____, 2012.

**Bart Kounovsky, President
Steamboat Springs City Council**

ATTEST:

**Julie Franklin, CMC
City Clerk**

AGENDA ITEM # 6

CITY COUNCIL COMMUNICATION FORM

FROM: Julie Franklin, City Clerk (Ext. 248)
THROUGH: Jon Roberts, City Manager (Ext. 218)
DATE: March 6, 2012
RE: Second reading of an ordinance amending Section 12-82 (2) of the Steamboat Springs Revised Municipal Code implementing a \$25 fee for a Special Activity Permit.

DIRECTION
 INFORMATION
 ORDINANCE
 MOTION
 RESOLUTION

I. REQUEST OR ISSUE:

Motion to approve the second reading of the above noted ordinance. The ordinance would take effect March 16, 2012.

II. FISCAL IMPACTS:

Approximately \$1,100/year in additional revenue.

IV. BACKGROUND INFORMATION:

The City Clerk's Office issues Special Activity Permits to community groups who put on events that impact the community and require two or more City services. These events range in type and impact from the Mustang Round Up and the Free Summer Concert Series to the Month of the Young Child Parade or Pioneer Day Block Party.

Management Team discussed the possibility of an application fee for a Special Activity

Permit in an attempt to offset some of the costs of putting on these events in the community. Not only is there an administrative cost, but the cost to provide the City services (closing streets, providing Community Service Officers). This idea was presented to City Council at the January 17, 2012 City Council meeting and Council instructed staff to move forward.

Many municipalities charge a fee for such permits ranging from \$25-\$300 most with a tiered format. Management Team's consensus was to charge a fee of \$25 per event, per year.

V. LEGAL ISSUES:

None.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

None.

VII. SUMMARY AND ALTERNATIVES:

- 1.) Pass the ordinance implementing an application fee of \$25 for Special Activity Permits effective March 16, 2012.
- 2.) Direct staff to bring back more information or more options.
- 3.) Continue the status quo of no fee.

CITY OF STEAMBOAT SPRINGS, COLORADO

ORDINANCE NO. ____

AN ORDINANCE AMENDING SECTION 12-82 (2) OF THE STEAMBOAT SPRINGS REVISED MUNICIPAL CODE IMPLEMENTING A \$25 FEE FOR A SPECIAL ACTIVITY PERMIT.

WHEREAS, a *community event* which requires two or more City Services requires the issuance of a Special Activity Permit; and

WHEREAS, the City Council has expressed the need to offset some of the costs incurred to the City to provide City services to these events.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STEAMBOAT SPRINGS, COLORADO:

Section 1. Section 12-82 of the Steamboat Springs Revised Municipal Code shall be amended as follows:

Section 2. (2) At the time of filing the application, a special activity permit fee shall be paid to the city clerk to defray administrative costs. The special activity permit fee shall be (\$25.00) per event/application. Permit fees shall be paid into the City of Steamboat Springs General Fund.

INTRODUCED, READ AND ORDERED PUBLISHED, as provided by law, by the City Council of the City of Steamboat Springs, at its regular meeting held on the ____ day of _____, 2012

**Bart Kounovsky, President
Steamboat Springs City Council**

ATTEST:

**Julie Franklin, CMC
City Clerk**

FINALLY READ, PASSED AND APPROVED this _____ day of _____, 2012.

**Bart Kounovsky, President
Steamboat Springs City Council**

ATTEST:

**Julie Franklin, CMC
City Clerk**

AGENDA ITEM # 7

CITY COUNCIL COMMUNICATION FORM

FROM: Jason K. Peasley, AICP, City Planner (Ext. 229)
Tyler Gibbs, AIA, Director of Planning and Community Development
(Ext. 244)

THROUGH: Jon Roberts, City Manager (Ext. 228)

DATE: March 6, 2012

ITEM: Second reading of an ordinance vacating a 10 foot wide utility easement in Lot 2, Burgess Creek Ridge Subdivision, Filing 2 and vacating a 10 foot wide utility easement in Lot 40, Rendezvous Trails Subdivision, Filing 2; providing an effective date and setting a hearing date.

NEXT STEP: The applicant may apply for a final plat to finalize the easement vacation.

**ORDINANCE
RESOLUTION**

MOTION

DIRECTION

INFORMATION

PROJECT NAME: Rendezvous Trails Subdivision Filing 2, Lot 40 and Burgess Creek Ridge Subdivision Filing 2, Lot 2 #PP-11-03

PETITION: A request to vacate a ten (10) foot wide utility easement in Rendezvous Trails Subdivision, Filing 2, Lot 40 and to vacate a ten (10) foot wide utility easement in Burgess Creek Ridge Subdivision, Filing 2, Lot 2

LOCATION: 2493 and 2529 Ridge Road

APPLICANT: Ridge Road LLC c/o Ed Becker, Mountain Architecture, P.O. Box 770420, Steamboat Springs, CO 80477 (970) 879-5764

CITY COUNCIL COMMUNICATION FORM

Rendezvous Trails Subdivision Filing 2, Lot 4 and Burgess Creek Ridge Subdivision Filing 2, Lot 2 #PP-11-03 (Easement Vacation)

March 6, 2012

1. Background Information:

The applicant is proposing to vacate a ten (10) foot wide utility easement in Rendezvous Trails Subdivision, Filing 2, Lot 40 and to vacate a ten (10) foot wide utility easement in Burgess Creek Ridge Subdivision, Filing 2, Lot 2 to facilitate the adjustment of a common lot line.

The applicant has provided sign-offs from all of the applicable utility companies. The City is required to vacate all easements with an ordinance as well as through recordation of a Final Plat.

2. Recommended Motion:

Based on the sign-offs and information provided by all of the applicable utility companies, staff recommends approval of the ordinance vacating the easement described above.

3. List of Attachments:

Attachment 1 – Utility company signoffs

Attachment 2 – Easement vacation exhibit

Attachment 1



EASEMENT VACATION/EASEMENT VERIFICATION SHEET UTILITY COMPANY NOTIFICATION

Name of Appellant

RIDGE ROAD, LLC ; c/o LANDMARK CONSULTANTS, INC (ERIK GRIEPENTROG)

Home Phone _____ Work Phone 970-871-9494

Mailing Address PO BOX 774943, SBS, CO 80477

Physical Address 141 9th STREET, SBS, CO 80477

Legal Description of Property _____

LOT 2 BURGESS CREEK RIDGE, Filing 2 AND LOT 40 RENDEZVOUS TRAILS Sub. Fil # 2

Nature of Request LOT LINE ADJUSTMENT REQUIRING VACATION OF
SUBJECT LOT LINE EASEMENTS. NEW EASEMENTS WILL BE
CREATED FOR EXISTING FACILITIES.

Comcast
Dave Phillips
 By: _____
 Name _____
 Title: _____

Qwest
Communication Engineering Dept.
 By: _____
 Name _____
 Title _____

Atmos Energy
~~Supervisor~~ **SUPERVISOR**
 By: _____
 Name _____
 Title _____

Steamboat Springs Water
Joe Zimmerman
 By: _____
 Name _____
 Title _____

Yampa Valley Electric Assoc.
Larry Covillo
 By: _____
 Name _____
 Title _____

Mt. Werner Water
Jay Gallagher
 By: _____
 Name JAMES K. J. GALLAGHER
 Title GENERAL MANAGER

City of
Steamboat Springs 

EASEMENT VACATION/EASEMENT VERIFICATION SHEET
UTILITY COMPANY NOTIFICATION

Name of Appellant

RIDGE ROAD, LLC : c/o LANDMARK CONSULTANTS, INC (ERIK GRIEPENTROG)

Home Phone _____ Work Phone 970-871-9494

Mailing Address PO BOX 774943, SBS, CO 80477

Physical Address 141 9th STREET, SBS, CO 80477

Legal Description of Property _____

LOT 2 BURGESS CREEK RIDGE, FILING 2 AND LOT 40 RENDEZVOUS TRAILS Sub. Fil # 2

Nature of Request LOT LINE ADJUSTMENT REQUIRING VACATION OF
SUBJECT LOT LINE EASEMENTS. NEW EASEMENTS WILL BE
CREATED FOR EXISTING FACILITIES.

Comcast
Dave Phillips
By: _____
Name _____
Title: _____

Qwest
Communication Engineering Dept.
By _____
Name _____
Title _____

Atmos Energy
~~Raymond~~ SUPERVISOR
By _____
Name _____
Title _____

Steamboat Springs Water
Joe Zimmerman
By _____
Name _____
Title _____

Yampa Valley Electric Assoc.
Larry Covillo
By Larry Covillo
Name Larry Covillo
Title President

Mt. Werner Water
Jay Gallagher
By _____
Name _____
Title _____

City of
Steamboat Springs 

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Nature of Request LOT LINE ADJUSTMENT REQUIRING VACATION OF
SUBJECT LOT LINE EASEMENTS. NEW EASEMENTS WILL BE
CREATED FOR EXISTING FACILITIES.

Comcast
~~Dave Phillips~~
 By: _____
 Name Amy Adkins
 Title: CONSTRUCTION SUPERVISOR

Qwest
 Communication Engineering Dept.
 By: _____
 Name _____
 Title _____

Atmos Energy
~~Raymond~~ Raymond SUPERVISOR
 By: _____
 Name _____
 Title _____

Steamboat Springs Water
 Joe Zimmerman
 By: _____
 Name _____
 Title _____

Yampa Valley Electric Assoc.
 Larry Covillo
 By: _____
 Name _____
 Title _____

Mt. Werner Water
 Jay Gallagher
 By: _____
 Name _____
 Title _____

City of Steamboat Springs

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Comcast
Dave Phillips
By: _____
Name _____
Title: _____

Qwest
Communication Engineering Dept.
By: _____
Name _____
Title _____

Atmos Energy
~~Operator~~ **Supervisor**
By: 
Name Donald A Crane
Title Operative Supervisor

Steamboat Springs Water
Joe Zimmerman
By: _____
Name _____
Title _____

Yampa Valley Electric Assoc.
Larry Covillo
By: _____
Name _____
Title _____

Mt. Werner Water
Jay Gallagher
By: _____
Name _____
Title _____

City of
Steamboat Springs 

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SUBJECT LOT LINE EASEMENTS. NEW EASEMENTS WILL BE
CREDITED FOR EXISTING FACILITIES.

Comcast
Dave Phillips
By: _____
Name _____
Title: _____

~~CENTURYLINK~~ CENTURYLINK
Communication Engineering Dept.
By: MANAGER
Name: ANASTASIA KENNER
Title: ENGINEER II 12/14/11

Atmos Energy
~~Supervisor~~ SUPERVISOR
By: _____
Name _____
Title _____

Steamboat Springs Water
Joe Zimmerman
By: _____
Name _____
Title _____

Yampa Valley Electric Assoc.
Larry Covillo
By: _____
Name _____
Title _____

Mt. Werner Water
Jay Gallagher
By: _____
Name _____
Title _____

**EXISTING CONDITIONS EXHIBIT
OF LOT 40, RENDEZVOUS TRAILS NO.2 SUBDIVISION AND
LOT 2 BURGESS CREEK RIDGE, FILING NO. 2**
LOCATED IN SECTION 22,
TOWNSHIP 6 NORTH, RANGE 84 WEST OF THE 6TH PRINCIPAL MERIDIAN,
CITY OF STEAMBOAT SPRINGS, COUNTY OF ROUTT, STATE OF COLORADO



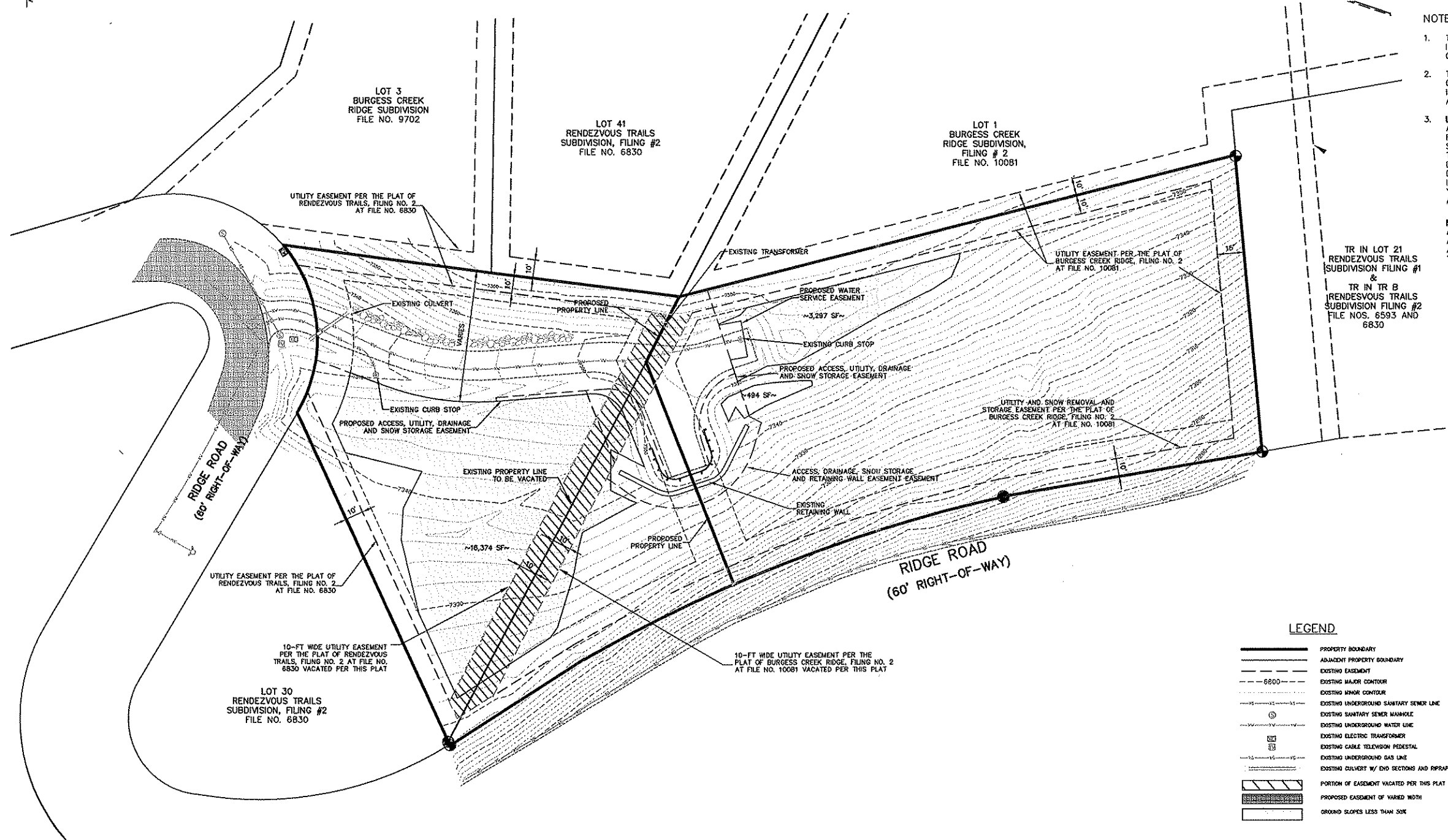
PROPERTY DESCRIPTION:

LOT 40, RENDEZVOUS TRAILS NO. 2 AND LOT 2, BURGESS CREEK RIDGE, FILING NO. 2 SUBDIVISION, AS RECORDED AT FILES NO. 6830 AND NO. 10081 RESPECTFULLY IN THE ROUTT COUNTY RECORDS; LOCATED IN SECTION 22, TOWNSHIP 6 NORTH, RANGE 84 WEST OF THE 6TH PRINCIPAL MERIDIAN; CITY OF STEAMBOAT SPRINGS, COUNTY OF ROUTT, STATE OF COLORADO.

NOTES:

1. THIS EXHIBIT DOES NOT REPRESENT A MONUMENTED LAND SURVEY. IT IS INTENDED ONLY TO DEPICT THAT INFORMATION REQUESTED BY OUR CLIENT.
2. THE EXISTING CONDITIONS INFORMATION DEPICTED HEREON IS A COMPILATION OF FIELD SURVEYING BY LANDMARK CONSULTANTS, INC. OF INSTALLED FACILITIES AND PRE-CONSTRUCTION CONDITIONS FROM EPP AND ASSOCIATES, INC. DISCREPANCIES DO EXIST.
3. **LIMITATIONS OF ACTIONS AGAINST LAND SURVEYORS:** ALL ACTIONS AGAINST ANY LAND SURVEYOR BROUGHT TO RECOVER DAMAGES RESULTING FROM ANY ALLEGED NEGLIGENCE OR DEFECTIVE LAND SURVEY SHALL BE BROUGHT WITHIN THREE YEARS AFTER THE PERSON BRINGING THE ACTION EITHER DISCOVERED OR IN THE EXERCISE OF REASONABLE DILIGENCE AND CONCERN SHOULD HAVE DISCOVERED THE NEGLIGENCE OR DEFECT WHICH GAVE RISE TO SUCH ACTION, AND NOT THEREAFTER, BUT IN NO CASE SHALL SUCH AN ACTION BE BROUGHT MORE THAN TEN YEARS AFTER THE COMPLETION OF THE SURVEY UPON WHICH SUCH ACTION IS BASED.

NOTICE: ACCORDING TO COLORADO LAW YOU MUST COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVER SUCH DEFECT. IN NO EVENT, MAY ANY ACTION BASED UPON ANY DEFECT IN THIS SURVEY BE COMMENCED MORE THAN 10 YEARS FROM THE DATE OF CERTIFICATION SHOWN HEREON.



TR IN LOT 21 RENDEZVOUS TRAILS SUBDIVISION FILING #1 & TR IN TR B RENDEZVOUS TRAILS SUBDIVISION FILING #2 FILE NOS. 6593 AND 6830

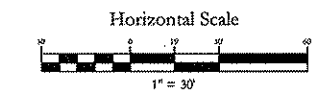
NO.	DATE	REVISIONS	INT.

Vista Ridge Estates
Steamboat Springs, CO

**Existing
Conditions Exhibit**

DATE: 12-14-11 DWN. BY: E.J.G.
JOB NO. 1342-015 CHK. BY: JAG
DWG. NO. 1342-015-EXCEND SURV. BY: L.C.T.

Contour Interval = 2 Feet



LEGEND

	PROPERTY BOUNDARY
	ADJACENT PROPERTY BOUNDARY
	EXISTING EASEMENT
	EXISTING MAJOR CONTOUR
	EXISTING MINOR CONTOUR
	EXISTING UNDERGROUND SANITARY SEWER LINE
	EXISTING SANITARY SEWER MANHOLE
	EXISTING UNDERGROUND WATER LINE
	EXISTING ELECTRIC TRANSFORMER
	EXISTING CABLE TELEVISION PEDESTAL
	EXISTING UNDERGROUND GAS LINE
	EXISTING CULVERT W/ END SECTIONS AND P/R/P
	PORTION OF EASEMENT VACATED PER THIS PLAT
	PROPOSED EASEMENT OF VARIOUS WIDTH
	GROUND SLOPES LESS THAN 50%



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Steamboat Springs, Colorado 80477
Phone (970) 871-9494 Fax (970) 871-9299
www.LANDMARK-CO.com

CITY OF STEAMBOAT SPRINGS, COLORADO

ORDINANCE NO. _____

AN ORDINANCE VACATING A 10 FOOT WIDE UTILITY EASEMENT IN LOT 2, BURGESS CREEK RIDGE SUBDIVISION, FILING 2 AND VACATING A 10 FOOT WIDE UTILITY EASEMENT IN LOT 40, RENDEZVOUS TRAILS SUBDIVISION, FILING 2; PROVIDING AN EFFECTIVE DATE AND SETTING A HEARING DATE.

WHEREAS, in accordance with Chapter 20, Art. I, Div. 3 of the Steamboat Springs Revised Municipal Code, the owner of Lot 2 Burgess Creek Ridge Subdivision, Filing 2 and Lot 40 Rendezvous Trails Subdivision, Filing 2 have requested a vacation of two ten (10) foot wide utility easements to facilitate the adjustment of a common lot line; and

WHEREAS, the Public Utility providers having reviewed the request and determined that the two ten (10) foot wide utility easements are not a necessary part of the District's public utility system; and

WHEREAS, the City Council finds that vacating the subject public utility easement will promote the public interest by removing unnecessary easements.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STEAMBOAT SPRINGS, COLORADO:

Section 1. That the easement described in the attached Exhibit "A" is hereby vacated.

Section 2. That pursuant to Section 7-11 of the Charter of the City of Steamboat Springs, Colorado, the second publication of this ordinance may be by reference, utilizing the ordinance title.

Section 3. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance.

Section 4. The City Council hereby finds, determines and declares that this ordinance is necessary for the immediate preservation of the public peace, health, and safety.

Section 5. This Ordinance shall take effect immediately upon the expiration of five (5) days from and after its publication following final passage,

as provided in Section 7.6 (h) of the Steamboat Springs Home Rule Charter or upon recordation of the plat for the Rendezvous Trails Subdivision, Filing 2, Lot 40 and Burgess Creek Ridge Subdivision, Filing 2, Lot 2, whichever occurs later.

Section 6. A public hearing on this ordinance shall be held on March 6, 2012 at 5:00 P.M. in the Citizens Hall meeting room, Centennial Hall, Steamboat Springs, Colorado.

INTRODUCED, READ AND ORDERED PUBLISHED, as provided by law, by the City Council of the City of Steamboat Springs, at its regular meeting held on the ____ day of _____, 2012.

**Bart Kounovsky, President
Steamboat Springs City Council**

ATTEST:

**Julie Franklin, CMC
City Clerk**

FINALLY READ, PASSED AND APPROVED this ____ day of _____, 2012.

**Bart Kounovsky, President
Steamboat Springs City Council**

ATTEST:

**Julie Franklin, CMC
City Clerk**

Exhibit A

EXISTING CONDITIONS EXHIBIT
 OF LOT 40, RENDEZVOUS TRAILS NO.2 SUBDIVISION AND
 LOT 2 BURGESS CREEK RIDGE, FILING NO. 2
 LOCATED IN SECTION 22,
 TOWNSHIP 6 NORTH, RANGE 84 WEST OF THE 6TH PRINCIPAL MERIDIAN,
 CITY OF STEAMBOAT SPRINGS, COUNTY OF ROUTT, STATE OF COLORADO



7.11

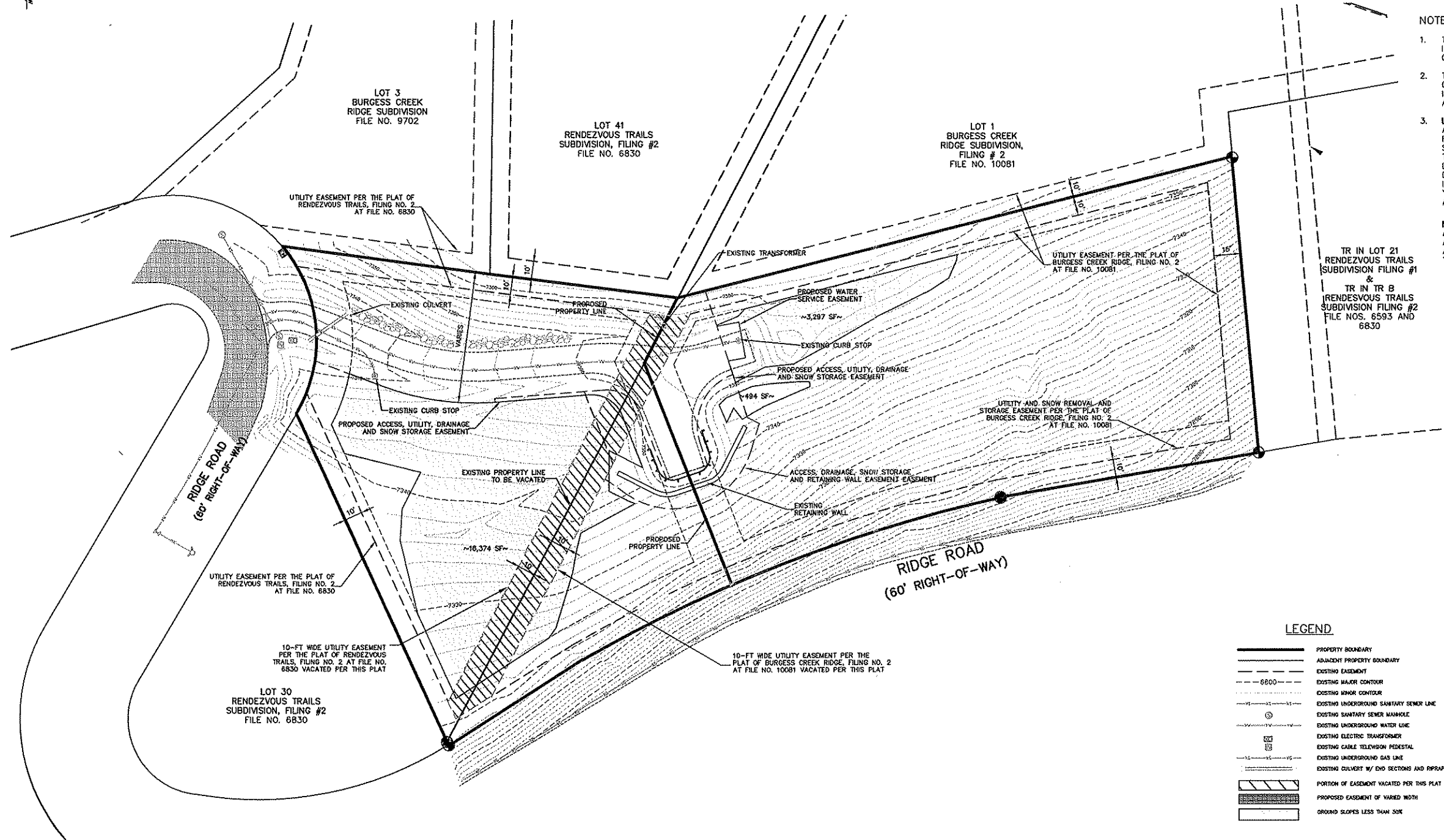
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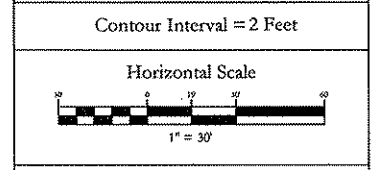
TR IN LOT 21
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 &
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 FILE NOS. 6593 AND
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NO.	DATE	REVISIONS	INT.

Vista Ridge Estates
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 Conditions Exhibit**

DATE: 12-14-11 DWN. BY: E.J.G.
 JOB NO. 1342-015 CHK. BY: JAG
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LEGEND

	PROPERTY BOUNDARY
	ADJACENT PROPERTY BOUNDARY
	EXISTING EASEMENT
	EXISTING MAJOR CONTOUR
	EXISTING MINOR CONTOUR
	EXISTING UNDERGROUND SANITARY SEWER LINE
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	EXISTING UNDERGROUND WATER LINE
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	EXISTING CABLE TELEVISION PEDESTAL
	EXISTING UNDERGROUND GAS LINE
	EXISTING CULVERT W/ D/D SECTIONS AND RPPAP
	PORTION OF EASEMENT VACATED PER THIS PLAT
	PROPOSED EASEMENT OF VARIOUS WIDTH
	GROUND SLOPES LESS THAN 50%

LANDMARK
 CONSULTANTS, INC.

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AGENDA ITEM # 8

CITY COUNCIL COMMUNICATION FORM

FROM: Bob Keenan, Senior Planner (Ext. 260)
Tyler Gibbs, AIA, Director of Planning and Community Development
(Ext. 244)

THROUGH: Jon Roberts, City Manager, (Ext. 228)

DATE: March 6, 2012

ITEM: An ordinance to amend Section 26-65 Development Plan; amend Section 26-42 Development Review; amend Section 26-60 Pre-application Review; amend Section 26-78 Minor Exterior Modification; and amend the Development Application Fee Schedule

NEXT STEP: If City Council approves the first reading, the second reading will be heard on March 20, 2012.

ORDINANCE
 RESOLUTION
 MOTION
 DIRECTION
 INFORMATION

PROJECT NAME: #TXT-12-01: Short Term Changes - Amendments to Development Plan, Pre-Application, Minor Exterior Modification, Conditional Use, and Fee Schedule. Text Amendments to the Community Development Code (CDC)

PETITION: A text amendment to Section 26-65 Development Plan to allow for Conceptual Development Review; amend Section 26-42 Development Review to remove pre-application review from public hearings, amend Section 26-60 pre-application review to remove pre-application review from public hearings; amend Section 26-78 Minor exterior modification to allow review of accessory structures that are less than 1,500 square-feet; and to amend the Development Application Fee Schedule to reduce Development Plan fees for

CITY COUNCIL COMMUNICATION FORM

#TXT-12-01: Permitted Use Table and Definitions and Use Criteria. Text Amendments to the Community Development Code (CDC)

March 6, 2012

Conditional Uses, create a fee for amending Community Housing Plans, create a fee for Administrative Final Development Plans, create a fee for Final Development Plan vesting extension requests, and to update the fee regarding Pre-Application review by Planning Commission and City Council.

APPLICANT: City of Steamboat Springs
124 10th Street
Steamboat Springs, CO 80487

PC ACTION: Planning Commission voted to approve on February 23, 2012; Vote: 7-0;

EXECUTIVE SUMMARY:

As previously identified in Planning Staff's CDC application process framework discussions with the City Council, there are opportunities for short term or interim revisions to the CDC regarding Development Plan (conceptual development plan), Minor Exterior Modification, Pre-Application Review, and Conditional Use applications. These short term revisions may provide increased efficiency in development review while staff works through the large format changes over the course of the year. These proposed changes are explained in greater detail below. To facilitate these changes we have developed an ordinance to this affect. *Please see proposed ordinance.*

Development Plan- Changes to the development plan application process include allowing the process known as Development Plan Lite or Conceptual Development Plan (CDP) to be codified. This Conceptual Development Plan process will be allowed in addition to the existing Development Plan process and will allow for reduced submittal requirements with the same review procedures. These changes are anticipated to be short term or interim changes as staff has been directed to revise the Development Plan process as a whole as part of the "framework" changes. *Please see attachment 1, Planning Staff Report, for CDP submittal requirements.*

We have also created a revised Ptarmigan Inn staff report and motion, for reference only, to showcase how a CDP staff report and motion would appear and to clearly identify what is being approved. *Please see attachment 1, Planning Staff Report, for CDP submittal requirements.*

Minor Exterior Modification (MEM)- Staff proposes to amend the MEM process to allow for accessory structures of 1,500 square-feet or less to also be process administratively. Currently, only additions of 1,500 square- feet or less can be processed as such. Staff finds that this change will help facilitate greater administrative review of low impact development.

Conditional Uses- Currently, conditional uses that are not associated with new development (i.e.: hot dog cart/outdoor sales) must be processed as a Development Plan and therefore must pay the \$1,500 application fee; the same as full-scale development. Staff has decided, for the interim, to reduce the fees specific to conditional uses that require no site development review to \$500. The long term changes will incorporate a new Conditional Use Permit or CUP.

Pre-Application - Also, with the addition of the new Conceptual Development Plan process, staff finds that there is no longer a need for the Pre-Application review that goes to the Planning Commission and City Council. This section will be removed.

Fees- While we are changing the fee schedule in regards to reducing Conditional Use review fees and Pre-Application review to Planning Commission and City Council, we decided to update the schedule to incorporate other processes that currently do not have a set fee but do demand staff hours for review. Staff estimates these fees based upon whether other departments are involved ie: TAC review, the hours involved at \$50 per hour. These include:

1. Administrative Final Development Plan (\$1,000 base fee) – Includes TAC review, and 10 hours of Planning staff time.
2. Community Housing Plan Amendment (\$500) – At 10 hours
3. Final Development Plan extended vesting requests for previously approved FDPs with standard 3 year vesting (\$500) – At 10 hours
4. Conditional Use Review (\$500) – At 10 hours

It is important to note that staff plans on conducting a full audit of the fee schedule as part of the larger CDC changes that we are working on this year.

Please see attachment 1, Planning Commission Staff Report, for more detailed information.

Planning Commission Discussion:

The Planning Commission discussion was rather light as these changes have been vetted through numerous worksessions. Previous discussion centered on the need for the Conceptual Development Plan (CDP) motion and staff reports to clearly demonstrate what is being approved (a sample staff report and motion is included in the attached Planning Commission Staff Report). Also, there was discussion on whether a Final Development Plan (FDP) had to be exactly the same, or consistent, with the previously approved CDP. Staff proposes that a FDP has to be within substantial conformance as defined in the Community Development Code. Substantial conformance allows a limited amount of flexibility in regards minor changes from CDP to FDP.

CITY COUNCIL COMMUNICATION FORM

#TXT-12-01: Permitted Use Table and Definitions and Use Criteria. Text Amendments to the Community Development Code (CDC)

March 6, 2012

Other minor comments were made on fixing typographical errors within the proposed ordinance. The attached ordinance has been revised to account for these changes.

Please see attachment 2, meeting minutes, for more information.

Public Comment:

There was no public comment at this meeting.

Recommended Motion:

On February 23, 2012, with a vote of 7-0, the Planning Commission recommended approval of the proposed ordinance contained within #TXT-12-01 that amends Section 26-65 Development Plan, Section 26-42 Development Review, Section 26-60 Pre-application Review, Section 26-78 Minor Exterior Modification, and the Development Application Fee Schedule.

List of attachments:

Attachment 1 – PC Staff Report TXT-11-15

Attachment 2 – Draft Planning Commission Minutes – February 23, 2012

Attachment 1

PLANNING COMMISSION COMMUNICATION FORM

FROM: Bob Keenan, Senior Planner (Ext. 260)

THROUGH: Tyler Gibbs, AIA, Director of Planning & Community Development (Ext. 244)

DATE: February 23, 2012

ITEM: #TXT-12-01: Short Term Changes- Amendments to Development Plan, Pre-Application, Minor Exterior Modification, Conditional Use, and Fee Schedule

NEXT STEP: Planning Commission's recommendation will be forwarded to the City Council for First Reading of this Ordinance on March 6, 2012.

ORDINANCE
 RESOLUTION
 MOTION
 DIRECTION
 INFORMATION

PROJECT NAME: #TXT-12-01: Short Term Changes- Amendments to Development Plan, Pre-Application, Minor Exterior Modification, Conditional Use, and Fee Schedule

PETITION: A text amendment to Section 26-65 Development Plan to allow for Conceptual Development Review; amend Section 26-42 Development Review to remove pre-application review from public hearings, amend Section 26-60 pre-application review to remove pre-application review from public hearings; amend Section 26-78 Minor exterior modification to allow review of accessory structures that are less than 1,500 square-feet; and to amend the Development Application Fee Schedule to reduce Development Plan fees for Conditional Uses, create a fee for amending Community Housing Plans, create a fee for Administrative Final Development Plans, create a fee for Final Development Plan vesting extension requests, and to update the fee regarding Pre-Application review by Planning Commission and City Council.

APPLICANT: City of Steam boat Springs, Department of Planning and Community Development, c/o Bob Keenan, Senior Planner, Centennial Hall, 124 10th Street, PO Box 775088, Steamboat Springs, CO 80477, 970-879-2060.

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

CDC - Section 26-61(D): Criteria for approval. <i>Approval of the amendment shall be granted only if it appears by clear and convincing evidence presented during the public hearing before planning commission or city council that the following conditions exist:</i>					
Subsection		CONSISTENT			NOTES
		Yes	No	NA	
1)	Conformity with the community plan.	<input checked="" type="checkbox"/>			
2)	Error or goal/objective.	<input checked="" type="checkbox"/>			
3)	Public health, safety, & welfare	<input checked="" type="checkbox"/>			
Staff Finding: Staff finds that the proposed Community Development Code Text Amendments, #TXT-12-01, to Section 26-65 Development Plan, Section 26-42 Development Review, Section 26-60 Pre-Application Review, Section 26-78 Minor Exterior Modification, and amendment of the Development Application Fee Schedule, <u>are consistent with the criteria for approval per CDC Sec. 26-61(D).</u>					

II. BACKGROUND

As identified in the Planning Staff’s previous CDC Framework discussions, there are opportunities for short term or interim revisions to the CDC regarding Development Plan (conceptual development plan), Minor Exterior Modification, Pre-Application Review, and Conditional Use applications. These proposed changes are explained in greater detail below. To facilitate these changes we have developed an ordinance to this affect. *Please see attachment 1 for proposed ordinance.*

III. DESCRIPTION

Development Plan - Changes to the development plan application process include allowing the process known as Development Plan Lite or Conceptual Development Plan (CDP) to be codified. This Conceptual Development Plan process will be allowed in addition to the existing Development Plan process and will allow for reduced submittal requirements with the same review procedures. These changes are anticipated to be short term or interim changes as staff has been directed to revise the Development Plan process as a whole as part of the “framework” changes. *Please see attachment 2 for CDP submittal requirements.*

We have also created a revised staff report and motion, for reference only, to showcase how a CDP staff report and motion would appear. *Please see attachment 3 for this document.*

Minor Exterior Modification (MEM) - As previously discussed at policy worksessions, we will amend the MEM process to allow for accessory structures of 1,500 square-feet or less to also be processed administratively. Currently, only additions of 1,500 square-feet or less can be processed as such. Staff finds that this change will help facilitate greater administrative review of low impact development.

Conditional Uses- Currently, conditional uses that are not associated with new development (i.e.: hot dog cart/outdoor sales) must be processed as a Development Plan and therefore must pay the \$1,500 application fee; the same as full-scale development. Staff has decided, for the interim, to reduce the fees specific to conditional uses that require no site development review to \$500. The long term changes will incorporate a new Conditional Use Permit or CUP.

Pre-Application - Also, with the addition of the new Conceptual Development Plan process, staff finds that there is no longer a need for the Pre-Application review that goes to the Planning Commission and City Council. This section will be removed.

Fees- While we are changing the fee schedule in regards to reducing Conditional Use review fees and Pre-Application review to Planning Commission and City Council, we decided to update the schedule to incorporate other processes that currently do not have a set fee but do demand staff hours for review. Staff estimates these fees based upon whether other departments are involved ie: TAC review, the hours involved at \$50 per hour. These include:

1. Administrative Final Development Plan (\$1,000 base fee) – Includes TAC review, and 10 hours of Planning staff time.
2. Community Housing Plan Amendment (\$500) – At 10 hours
3. Final Development Plan extended vesting requests for previously approved FDPs with standard 3 year vesting (\$500) – At 10 hours
4. Conditional Use Review (\$500) – At 10 hours

Please see the attached ordinance for the proposed text amendments.

IV. CRITERIA FOR REVIEW AND APPROVAL

CDC Sec. 26-61. CDC text amendments.

(d) *Criteria for approval.* In considering any application for amendment to the CDC, the following criteria shall govern unless otherwise expressly required by the CDC. Approval of the amendment shall be granted only if it appears by clear and convincing evidence presented during the public hearing before planning commission or city council that the following conditions exist:

- (1) *Conformance with the community plan.* The amendment to the CDC will substantially conform with and further the community plan's preferred direction and policies.

Staff Analysis: Consistent: The proposed CDC Text Amendment is consistent with the following Steamboat Springs Area Community Plan goals:

- Policy CD-1.4: Encourage high quality site planning and building design.
- Goal ED-2: Steamboat Springs will support the maintenance and expansion of local businesses.
- Policy ED-2.1: Support opportunities to expand and increase the number of local businesses in Steamboat Springs.
- Goal ED-3: Steamboat Springs will maintain its role as a regional economic center.

(2) *Error or goal/objective.* The amendment to the CDC will correct an error, or will further a public goal or objective.

Staff Analysis: Consistent: The proposed CDC Text Amendment will further the Community's goals and objectives as outlined above. This change is not being made to address an "error" in the code.

(3) *Public safety.* The amendment to the CDC is necessary to ensure public health, safety and welfare.

Staff Analysis: Consistent: The proposed CDC Text Amendments is necessary to ensure the public health, safety and welfare by furthering the goals and policies of the Steamboat Springs Area Community Plan.

V. STAFF FINDING & CONDITIONS

Staff finds that the proposed Community Development Code Text Amendments, #TXT-12-01, to Section 26-65 Development Plan, Section 26-42 Development Review, Section 26-60 Pre-Application Review, Section 26-78 Minor Exterior Modification, and amendment of the Development Application Fee Schedule, are consistent with the criteria for approval per CDC Sec. 26-61(D).

VI. ATTACHEMENTS

1. Proposed Ordinance
2. Submittal Requirements
3. Sample Staff Report and Motion – Ptarmigan Inn

CITY OF STEAMBOAT SPRINGS

ORDINANCE NO. _____

AN ORDINANCE TO AMEND SECTION 26-65 DEVELOPMENT PLAN; AMEND SECTION 26-42 DEVELOPMENT REVIEW ; AMEND SECTION 26-60 PRE-APPLICATION REVIEW; AMEND SECTION 26-78 MINOR EXTERIOR MODIFICATION; AMEND THE DEVELOPMENT APPLICATION FEE SCHEDULE.

WHEREAS, the City Council adopted the revised Community Development Code as Ordinance #1802 on July 23, 2001; and

WHEREAS, the City of Steamboat Springs is committed to a regular, ongoing review of the Community Development Code so that the provisions contained therein are relevant and applicable to the community at any given point in time; and

WHEREAS, the City Council has determined that it is proper and necessary to allow for the conceptual review and approval of development plans and with this conceptual review it is no longer necessary to have pre-application review at the Planning Commission and City Council level; and

WHEREAS, the City Council has found it appropriate to modify the minor exterior modification process to allow the administrative review of accessory structures of 1,500 square-feet or less; and

WHEREAS, the City Council finds it appropriate to update the Development Application Fee Schedule to allow for a reduced conditional use application fee, to amend the pre-application fee, and to create new fees for: community housing plan amendment, administrative final development plan, and final development plan vesting extension requests; and

NOW, THEREFORE, the City Council of the City of Steamboat Springs ordains as follows:

SECTION 1

New language in **bold** and old language in ~~striketrough~~.

Sec. 26-65. Development plan.

(a) *Purpose.* The development plan is intended to allow public review of development proposals at a level of detail **commensurate with the type of development plan requested** where informed decisions can be made by the planning commission and city council.

(b) *Applicability.* Approval of a development plan is required for:

- (1) Applications for a conditional use (when the development plan is utilized for a conditional use that does not involve external modifications to a structure, no final development plan is required);
- (2) Applications for development of a site with PUD, or a major amendment to an existing PUD pursuant to section 26-81 or 26-82;
- (3) Applications for development of a site requesting two (2) or fewer variations to dimensional, or development standards listed in article V, development standards where such variations do not qualify as minor adjustments in section 26-69.
- (4) Applications for a variation from more than two (2) dimensional, or development standards listed in article V development standards, where such variances do not qualify as minor adjustments (section 26-69). Such applications shall be processed as a PUD pursuant to section 26-81 or 26-82. (For the purposes of determining the number of variations, each dimensional standard, regardless of the number of buildings it is applied to, shall count for one variation; each development standard provision shall count as one variation. Example of this is when a front setback and side setback variance are requested, that constitutes two (2) variations. Example: when a parking space and parking size variation are requested, that shall constitute two (2) variations. Example: when a front setback variation is requested for any number of structures, that constitutes one variation.)
- (5) **In addition to subsection 26-65(b)(1) & (3) above, a conceptual review of a development plan is permitted (Conceptual Development Plan) for applications for development of a site where an applicant is requesting limited approval per subsection 26-65(e)(7) below.**

(c) *Submittal requirements.* Submittal requirements are set forth in forms maintained by the director.

(d) *Criteria for review and approval.* No development plan shall be approved unless the planning commission and city council find that the plan meets all of the following criteria:

- (1) *Conformity with community plan.* The development plan significantly furthers the preferred direction and policies outlined in the community plan or approved master plans.
- (2) *Consistency with surrounding uses.* The proposed development shall be

consistent with the character of the immediate vicinity of the parcel proposed for development, or shall enhance or compliment the mixture of uses, structures and activities present in the immediate vicinity.

- (3) *Minimize adverse impacts.* The design and operating characteristics of the proposed development shall minimize any adverse impacts on surrounding uses and shall not cause a nuisance, considering factors such as proposed setbacks, planned hours of operation, and the potential for odors, noise, smoke, dust, glare, vibrations, shadows, and visual impacts from the proposed development.
- (4) *Access.* Access to the site shall be adequate for the proposed development, considering the width, grades, and capacities of adjacent streets and intersections and the entrance to the site. The adequacy of the facilities provided for any necessary service delivery, parking and loading, and trash removal shall also be considered. When appropriate, public transportation or other public or private transportation services and appropriate pedestrian facilities shall be made available to serve the use.
- (5) *Minimize environmental impacts.* The proposed development shall minimize its adverse impacts on the natural environment, including water quality, air quality, wildlife habitat, vegetation, wetlands, and natural landforms.
- (6) *Phasing.* If the proposed development is to be developed in phases, then each phase shall contain the required streets, utilities, landscaping, and other improvements that are necessary and desirable for residents of the project for that phase. Each phase of the phasing plan shall meet the requirements of the CDC on its own unless a variation is granted. If the development incorporates any amenities for the benefit of the city, such as trail connections, these shall be constructed within the first phase of the project, or, if this is not practical, then as early in the project as is reasonable.
- (7) *Compliance with other standards.* The proposed development shall comply with all other applicable requirements of this CDC, including article V, development standards.
- (8) *Variance criteria.* Development plans, in all zone districts with the exception of the Gondola one (G-1), Gondola two (G-2), resort residential one (RR-1), and resort residential two (RR-2) seeking variation from up to two (2) of dimensional, development or subdivision standards listed in article V, development standards and article VII, subdivision standards, where such variances do not qualify as minor adjustments shall meet the following criteria for approval in addition to the criteria in subsections 26-65(e)(1)--(8):

- a. *Legal use.* The property and the use of such property for which the variance is requested is in full compliance with all requirements of the zone district in which the property is located, or there is a legal nonconforming structure or lot, or there is a conforming structure housing a legal nonconforming use. No variance may be granted which would permit or expand any unlawful use of property.
 - b. *Injury to adjoining property mitigated.* The variance will not permanently 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. In making this determination the city council shall begin with the assumption that variations from development standards create impacts on adjacent properties, and shall place the burden of proof on the applicant to show:
 - 1. Impacts to adjacent properties are presumed.
 - 2. That there are no impacts, or that the impacts have been adequately mitigated. Unsupported opinions of impacts from surrounding property owners shall not be conclusive evidence of impacts.
 - c. *Advantages outweigh disadvantages.* The applicant shall bear the burden of proof and demonstrate that the advantages of the variance substantially outweigh its disadvantages to the community and to neighboring lands.
 - d. *Superior development.* The applicant shall demonstrate that the requested variation(s) from the dimensional or development standards will result in a development which better meets the intent of the underlying zone district and adopted plans.
 - e. *Minimum relief.* The applicant shall demonstrate that the requested variation(s) is (are) the least modification possible of the CDC that will meet the design goals of the development.
- (9) *Variance criteria.* Development plans, in the Gondola one (G-1), Gondola two (G-2), resort residential one (RR-1), and resort residential two (RR-2) zone districts seeking variation from any dimensional, development or subdivision standards listed in article V, development standards and article VII, subdivision standards, shall meet the following criteria for approval in addition to the criteria in subsections 26-65(d)(1)--(7):(Note: No variations are permitted to height or the base area design standards per this variance process.)

- a. *Legal use.* The property and the use of such property for which the variance is requested is in full compliance with all requirements of the zone district in which the property is located, or there is a legal nonconforming structure or lot, or there is a conforming structure housing a legal nonconforming use. No variance may be granted which would permit or expand any unlawful use of property.
- b. *Equal enjoyment.* The variance will not constitute a grant of special privilege inconsistent with the limitation upon uses of other properties in the vicinity and zoning district in which the subject property is located.
- c. *Hardship.* The special circumstances of the subject property make the strict enforcement of the provisions of this CDC an unnecessary hardship to the property owner.
- d. *Hardship not self-imposed.* The special circumstances of the subject property are not the result of the actions of the applicant.
- e. *Special circumstances.* The variance is necessary because of special circumstances relating to the size, shape, topography, location or surroundings of the subject property, to provide it with use rights and privileges permitted to other properties in the vicinity and in the zoning district in which the subject property is located.
- f. *Height variation.* Under no circumstances will variances to the maximum height in the Gondola one (G-1), Gondola two (G-2), resort residential one (RR-1), and resort residential two (RR-2) zone districts be permitted.
- g. *Design standards variation.* Under no circumstances will variances to the Mountain Base Area Design Standards in the Gondola one (G-1), Gondola two (G-2), resort residential one (RR-1), and resort residential two (RR-2) zone districts be permitted.

(e) *Term and effect of approval.*

- (1) Approval of a development plan shall be final as of the date of city council approval.
- (2) Approval of a development plan shall remain effective for a period of two (2) years from the date of approval, or other time frame approved by city council through a development agreement pursuant to section 26-203. Any request for approval longer than two (2) years must be made concurrently

with the application for the development plan.

- (3) Revisions to the development plan required as a condition of approval must be made within one year from the date of approval.
- (4) If a complete application for a final development plan is not filed with the department within the approval term, the development plan shall be considered expired. (This provision shall not apply if the development plan was obtained solely for approval of a conditional use where no exterior modifications to a structure were required. In that instance, the conditional use is required to have been executed within the approval term, or the development plan shall be considered expired. If an active building permit has been obtained for the conditional use or part thereof, and the term of approval for the development plan expires, the development covered under the active building permit may continue; however, the development plan approval shall be considered expired and no new building permits may be issued based on the expired approval. Once the development plan or part thereof has been fully executed, the approval or part thereof shall remain in effect for perpetuity or until amended.)
- (5) Approval of a development plan does not relieve the project from meeting the requirements of the CDC where inconsistencies between the development plan and the requirements of the CDC may exist; and
- (6) Approval of a development plan does not relieve the project from meeting all other applicable local, state, and federal regulations.
- (7) **A development plan, processed as a Conceptual Development Plan, shall result in the approval of only those aspects and qualities of the proposed development specifically identified in the application and included the City Council motion approving the Conceptual Development Plan. The Conceptual Development Plan process may be used to obtain approval of site design, access, and building design, including height and massing.**

The applicant may present information relating to other aspects of the proposed development including, but not limited to, grading and drainage, utilities, building fenestration, and landscaping. These aspects should be depicted and labeled as illustrative only. Regardless of the whether these aspects are depicted and labeled as illustrative, the City will review them as such and a Conceptual Development Plan approval shall not convey any approval or representation by the City as to the compliance of these aspects with the Community Development Code.

All development approved via the Conceptual Development Plan process shall be required to obtain Final Development Plan approval. The Final Development Plan application shall substantially conform to the approved Conceptual Development Plan. Aspects of the Final Development Plan not approved as part of the Conceptual Development Plan shall conform to all provisions of the CDC. In the event an application for an Final Development Plan does not conform to the approved Conceptual Development Plan the application shall be denied and the developer shall either amend the Conceptual Development Plan, submit a new application for a Development Plan, or submit a new application for an Final Development Plan that conforms to the approved Conceptual Development Plan.

(f) *Modifications.* Modifications to a development plan may be accomplished through the final development plan process, as long as the modifications are in substantial conformance with the approved development plan as determined by the director. Modifications that are not in substantial conformance with the development plan require an application for approval for a new development plan, which shall be processed through the public review process (see section 26-47). The director shall have full discretion to determine the submittal requirements and review process for all proposed amendments.

(Ord. No. 2187, § 1, 6-3-08; Ord. No. 2254, § 6, 7-7-09)

SECTION 2

New language in **bold** and old language in ~~strikethrough~~

Sec. 26-42 Development Review

Table 26-42 Review Procedures Table

X	Required notice	CU	Call Up	PC	Planning Commission	TAC	Technical advisory committee
A	Appeal body	Dir	Director of Planning and Community Development	PUD	Planned Unit Development	()	An extra review that may be required by the Director or requested by the applicant
BOA	Board of Adjustment	DM	Decision Maker	R	Reviewing body	<>	Public hearing
CC	City Council	HPC	Historic Preservation Commission	SPO	Surrounding property owner	{}	Consent agenda

Requirements for all applications

- 1) A complete submittal in accordance with subsections (d) and (f) of Section 26-42 is required prior to review.
- 2) Additional Technical submittals - During the processing of a complete application, if the city or any review agency identifies any additional materials that are needed to accurately evaluate the potential impacts of the proposed application the additional materials will be provided in accordance with subsection (g) of Section 26-42
- 3) *Burden of proof.* The applicant for development approval shall bear the burden of presenting sufficient competent evidence to support the standards for approval set forth by this article.

Review Procedures

Types of Applications		Public Notice Requirements				Admin Review				Public Review				Final Document
		SPO Notice (26-51(c))	Public hearing /final decision	Post	Publish	Mineral Rights	Pre-submittal	TAC	Dir	HPC	PC	BOA	CC	
Land Use/ Site Development	Community plan land use map amendment (§ 26-32)	X	X		X		X	(R)				<R>		Resolution
	Pre-application review (§ 26-46)	X	X	X	X	X	X	(R)			<R>		<R>	Letter
	CDC text amendments (§ 26-61)				X		X	(R)		<R>	<R>	<R>	<DM>	Ordinance
	Official Zoning map amendment (§ 26-62)	X	X	X	X	X	X	R				<R>	<DM>	Ordinance
	Regulating Plans (§ 26-90)	X	X	X	X	X	X	R				<R>	<DM>	Approval Letter
	Annexations (§ 26-63)	X	X	X	X	X	X	R				<R>	<DM>	Ordinance
	Use with criteria (§ 26-64)								DM				A	Signed form
	Development plan (§ 26-65)	X	X	X	X	X	X	R		<R>	<R>		{DM}	Approval letter
	Development Plan with PUD (§§ 26-65 & 26-81)	X	X	X	X	X	X	R		<R>	<R>		<DM>	Approval letter
	PUD – minor amendment	X	X	X	X			(R)	DM					Approval letter
	Final development plan (FDP) (§ 26-66)	X	X	X	X	X	X	R		<R>	<R>		<DM>	Signed FDP
	Minor adjustment (§ 26-69)		X	X	X			(R)	DM				A	See 26-69(f)
	Variance (§ 26-70)	X	X	X	X		X	(R)				<DM>	A	Bldg Permit
	Waterbody setback variance (§ 26-71)		X	X	X		X	(R)			<R>		{DM}	Bldg Permit
	Floodplain development permit (§ 26-72)							(R)	DM				A	Permit
	Written interpretation (§ 26-73)												A	Letter
	Master sign plan (§ 26-75)							(R)	DM				A	Approval letter
	Sign permit (§ 26-76)							(R)	DM				A	Permit
	Change of use (§ 26-77)	X	X	X	X				DM				A	Signed form
	Minor exterior modification (§ 26-78)		X	X	X		X	(R)	DM				CU	Approval letter
Vacation Home Rental Permit (§ 26-88)				X	X			DM				A	License	
Administrative FDP (§ 26-89)		X	X	X	X	X	(R)	DM		CU		CU	Approval letter	
Telecommunication Facility (§ 26-147(g))		X	X	X		X	(R)	DM		<R>		<R>	Approval letter	

Subdivision	Preliminary plat (§ 26-67)	X	X	X	X	X	X	R					<DM>	Approval letter
	Preliminary plat/PUD (§ 26-67 & §26-81)						X						<DM>	Approval letter
	Final plat (§ 26-68)		X	X	X	X		(R)	DM				CU	Plat
	Lot line adjustment (§ 26-79)							(R)	DM				A	Plat
	Lot line elimination (§ 26-80)							(R)	DM				A	Plat

SECTION 3

New language in **bold** and old language in ~~strikethrough~~

Sec. 26-60. Pre-application review.

(a) *Purpose.* The purpose of the pre-application review is generally to provide information to potential applicants before substantial commitments of time and money are made in connection with the proposed development. The pre-application review seeks to assist or aid the applicant to:

- (1) Identify the necessary materials for the submittal package that the applicant will be required to prepare;
- (2) Identify and coordinate the required procedures for review and approval;
- (3) Identify the requirements and standards that may apply to the specific project;
- (4) Identify probable referral and review agencies within the TAC and others if necessary;
- (5) Obtain preliminary feedback from review agencies as necessary; and
- (6) Identify other possible issues that may arise under this CDC.

(b) *Applicability.* Pre-application review with planning commission and/or city council may be requested by the applicant.

(c) *Submittal requirements.* Submittal requirements are set forth in forms maintained by the director.

(d) *Scope and effect of review.*

- (1) The primary issues and information to be discussed at the pre-application review are those listed in subsection (a).
- (2) **Pre-applications will be reviewed by Planning Staff or TAC or both, as decided by the applicant. Pre-applications will not be reviewed by Planning Commission or City Council.** ~~Comments and opinions offered~~

~~by the planning commission or city council during a pre-application review are advisory only, and will not affect their consideration of formal development applications when they occur.~~

- (3) *Effect of review.* There shall be no real or implied approval or denial of an application as a result of the pre-application review. The pre-application review is intended to assist applicants in understanding city requirements and procedures, as well as to identify possible issues that could delay consideration of the application if they are not identified early in the process. Statements made by staff members during the pre-application review are statements of opinion and are not intended to establish final positions or conclusions on the part of the city.

(Ord. No. 2187, § 1, 6-3-08)

SECTION 3

New language in **bold** and old language in ~~strikethrough~~

Section 26-78. Minor Exterior Modification

(b) Applicability. Approval of a minor exterior modification shall be required for any changes to the exterior of an existing multi-family or commercial structure including:

- (1) Changes of materials;
- (2) Significant changes in primary or secondary color; and,
- (3) Significant changes in window or door locations or sizing.

Examples of the above include change of color to a multi-family or commercial building from white to bright blue, the change of materials on a multi-family or commercial building from wood to vinyl siding or adding additional entryways to a retail building.

- (4) Approval of a minor exterior modification shall also be required for any building addition **or new accessory structure** that involves less than one thousand five hundred (1,500) square feet of additional floor area.

SECTION 4

b. New language and fees in **bold** and old language in ~~strikethrough~~.

DEPARTMENT OF PLANNING SERVICES
DEVELOPMENT APPLICATION FEES
 Effective: ~~November 16, 2010~~

All required fees include processing and publication costs and shall be paid in full at the time of application for approval of the development application. The staff or Planning Commission shall not consider a development application unless it is deemed complete with the required fee paid in full. No fees are refundable for any processing or partial processing of a development application. Fees are not required for City-initiated applications.

(1) Pre-Application Review	
Staff Review Only.....	No Charge
Staff Review and TAC Review.....	\$100
Staff Review, TAC Review, and Planning Commission and/or City Council Review.....	\$1,000

~~Note: Pre-Applications that are reviewed by Staff, TAC, Planning Commission and City Council will receive a credit of \$500 of the \$1000 pre-application fee toward a formal development application for the same project at the time that the formal development application is submitted.~~

(2) Community Plan Land Use Amendment.....	\$3,500
(3) Community Development Code Text Amendment.....	\$3,500
(4) Annexation.....	\$2,000 deposit, with final cost dependent upon processing time @ \$50/hour
(5) Official Zoning Map Amendment.....	\$2,000
(6) Development Plan	
Conditional Use review only – No external modifications or development review.....\$500

All other Development Plans

Base Fee.....	\$1,000
With Conditional Use.....	\$500 additional
With Structure without variations.....	\$500 additional

With Structure with 1 variation.....\$500 additional
 With Structure with 2 variations.....\$750 additional

PUD.....\$2,000 additional
(A PUD does not pay any of the above additional fees.)

For each 1,000 square feet of gross floor area in the development
 over 5,000 sf.....\$50/1,000 sf
(This additional fee does apply to a PUD.)

(7) Final Development Plan

If the project has completed or required review as a Development
 Plan..... \$1,000
 If the project has not completed or required review as a Development
 Plan.....\$1,500

For each 1,000 square feet of gross floor area in the development over
 5,000sf.....\$50/1,000 sf

(8) Administrative Final Development

Plan.....\$1,000
For each 1,000 square feet of gross floor area in the development over
5,000sf.....
.....\$50/1,000 sf

(9) Final Development Plan Vesting Extension

Review.....\$500

(10) Community Housing Plan

Amendment.....\$500
No fee for Community Housing Plan; submitted as part of a Development
Plan or Final Development Plan

(11) Preliminary Plat

Base Fees:
 1 to 6 Lots or Units \$1,000
 7 to 15 Lots or Units \$1,500
 16+ Lots or Units..... \$2,000
 Vacation of Right-of-
 Way..... \$800

One Variation.....\$500 additional
 Two Variations.....\$750 additional
 Three Variations.....\$1,000
 additional

Four Variations.....	\$1,250
additional	
(12) Final Plat	
1 to 3 Lots or	
Units.....	\$500
4 to 6 Lots or Units	
.....	\$700
7 to 15 Lots or Units	\$1,000
16+ Lots or Units	
.....	\$1,200
Easement	
Vacation.....	\$400
(13) Use with Criteria	
If reviewed concurrent with a Building Permit application,	
development application, or development.....	No Charge
If reviewed prior to the Building Permit application,	
development application or	
development.....	\$50
(14) Change of	
Use.....	\$100
(15) Lot Line Adjustment.....	
	\$200
(16) Lot Line Elimination.....	
	\$200
(17) Floodplain Development Permit.....	
	\$50
(18) Master Sign	
Plan.....	\$100
(19) Sign	
Permit.....	\$50
(20) Temporary	
Banner.....	\$25
(21) Variance	
	Single-Family/Duplex
Structure.....	\$500
Floodplain	
Variance.....	\$500
Sign	
Variance.....	\$250
(22) Waterbody Setback.....	
	\$1,000

(23) Minor Adjustment	
For a Single-Family or Duplex Structures or Land Use.....	\$75
For all Other Structure Types or Land Uses	\$150
(24) Minor Exterior Modification.....	\$500
(25) Utility Easement Encroachment.....	\$200
(26) Wireless Communications Facility	
Minor.....	\$500
.....	
Major.....	\$2,500
.....	
(27) Floodplain Map Revisions.....	\$1,000
(28) Parking Fee-in-Lieu	
1 or more parking spaces	\$25,000
per space	
(29) After-the-Fact Development Application.....	Double the applicable fee
(30) Research	
First three (3) hours.....	No charge
Each additional hour.....	\$50/hour
<p>Note: Research requests shall be submitted in writing to the Director of Planning Services for review and approval prior to the initiation of any staff research. The Director shall determine if the requested research is appropriate based on the nature of the research requested, the amount of research requested, and available staff time.</p> <p>Research is defined as the interpretation of documents in the planning files of the City. By way of example and not limitation, a party may request research as to the history of the zoning for a particular parcel or for the history and status of a planning approval for a specific parcel. This section is not intended to replace or nullify a citizen's rights under the Open Records Act to inspect and copy a specifically described document or documents or file.</p>	
(31) Minor Amendment to an Approved PUD.....	\$250
(32) Appeal of Administrative Decision.....	\$250

(33) Request for Reconsideration of Condition(s) of Approval

Administrative Review.....	\$250
Public Review.....	\$1,000

Note: The request for reconsideration shall follow the same review process (administrative or public review) under which the original development permit application was reviewed and approved.

(34) Revocable

Permit.....	\$75
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The required fee includes processing and publication costs and shall be paid in full at the time of application for approval of the development application. The staff or Planning Commission shall not consider a development application unless it is deemed complete with the required fee paid in full. No fees are refundable for any processing or partial processing of a development application. Fees are not required for City-initiated applications.

(35) Vacation Home Rentals

Application Fee.....	\$500
Additional Parking Inspection Fee.....	\$100
Annual Renewal fee.....	\$50

SECTION 5

All ordinances heretofore passed and adopted by the City Council of the City of Steamboat Springs, Colorado, are hereby repealed to the extent that said ordinances, or parts, thereof, are in conflict herewith.

SECTION 6

If any section, subsection, clause, phrase or provision of this Ordinance is, or the application thereof to any person or circumstance, shall to any extent, be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases and provisions of this Ordinance, or the application thereof to any person or circumstance, shall remain in full force and shall in no way be affected, impaired or invalidated.

SECTION 7

The City Council hereby finds, determines and declares that this Ordinance is necessary for the immediate preservation of the public peace, health and safety.

SECTION 8

This Ordinance shall take effect immediately upon the expiration of five (5) days from and after its publication following final passage, as provided in Section 7.6 (h) of the Steamboat Springs Home Rule Charter.

INTRODUCED, READ, AND ORDERED PUBLISHED , as provided by law, by the City Council of the City of Steamboat Springs, at its regular meeting held on the _____ day of _____, 2012.

Ste

Bark Kounovsky, President
Steamboat Springs City Council

ATTEST:

Julie Franklin, City Clerk

FINALLY READ, PASSED AND APPROVED this _____ day of _____, 2012.

Ste

Bark Kounovsky, President
Steamboat Springs City Council

ATTEST:

Julie Franklin, City Clerk



DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT
124 10th STREET
P.O. BOX 775088
STEAMBOAT SPRINGS, COLORADO 80477
(970) 879-2060

SUBMITTAL REQUIREMENTS FORM

The following submittal requirements must accompany a completed Application Form. All items below must be submitted prior to review of a proposed development. A signature from a representative of the appropriate department is required to waive any submittal requirement. Incomplete applications without a waiver signature will not be accepted for review.

CONCEPTUAL DEVELOPMENT PLAN

Approval of the Conceptual Development Plan shall be defined as follows:

A development plan, processed as a Conceptual Development Plan, shall result in the approval of only those aspects and qualities of the proposed development specifically identified in the application and included the City Council motion approving the Conceptual Development Plan. The Conceptual Development Plan process may be used to obtain approval of site design, access, and building design, including height and massing.

The applicant may present information relating to other aspects of the proposed development including, but not limited to, grading and drainage, utilities, building fenestration, and landscaping. These aspects should be depicted and labeled as illustrative only. Regardless of whether these aspects are depicted and labeled as illustrative, the City will review them as such and a Conceptual Development Plan approval shall not convey any approval or representation by the City as to the compliance of these aspects with the Community Development Code.

All development approved via the Conceptual Development Plan process shall be required to obtain Final Development Plan approval. The Final Development Plan application shall substantially conform to the approved Conceptual Development Plan. Aspects of the Final Development Plan not approved as part of the Conceptual Development Plan shall conform to all provisions of the CDC. In the event an application for a Final Development Plan does not conform to the approved Conceptual Development Plan the application shall be denied and the developer shall either amend the Conceptual Development Plan, submit a new application for a Development Plan, or submit a new application for an Final Development Plan that conforms to the approved Conceptual Development Plan.

_____ **Application.** A completed application form as provided by the Director.

_____ **Fee.** The appropriate fee as adopted by City of Steamboat Springs Resolution.

Proof of Ownership. Proof of ownership in the form of a Routt County Assessor printout in conjunction with a notarized affidavit stating the owner of the property. Where the owner of the property is an entity, it must be stated who the owners/managers of the entity are i.e. officers, directors and shareholders of corporations, managers and members of LLCs, general and limited partners for limited partnership, partners in partnerships. In instances where the applicant is not the owner of the property, an authorization from the owner for the non-owner applicant to proceed must be included with the above-referenced proof of ownership. Subsequent applications for the same development proposal may submit a signed affidavit, together with the previous submitted proof of ownership, signifying ownership has not been altered in any manner.

Public Notice. Newspaper Publication, SPO Notice, Mineral Rights Notification and Property Posting

Conceptual Approval of Specific Code Provisions – The Conceptual Development Plan process allows an applicant to receive conceptual approval of specific code provisions. Where an applicant is requesting approval of a specific code provision or a variance to a particular provision, they must provide detailed information within the application to adequately analyze such requests.

The applicant is requesting approval and compliance review with the following standards of the CDC. The application must clearly indicate whether the request is for confirmation of compliance or approval of variance. When a variance is requested the applicant shall submit all necessary information to adequately support the review such variance. (please check all that apply):

STANDARDS	Compliance Review	Variance Requested
*Dimensional Standards 26-132		
Open Space		
Landscaping		
Parking / Loading		
Pedestrian Circulation - Sidewalks / Trails		
Refuse Management		
*Site Planning- Building & Parking Orientation		
Snow Storage		
Waterbody Setbacks		
*Building Massing, Form & Variety		
*Roof Form & Function		
Public Spaces / Community Amenities		
Access Location - Vehicular		
*Use		
Other		
<p>* Items marked with an asterisk denote the minimum submittal requirements for consideration through the Conceptual Development Plan process. **The following standards can not be approved through this process and must be approved through an FDP: final utilities, final grading, final drainage, final architecture; fenestration/transparency, materials, color, and mechanical equipment location.</p>		

_____ **Conceptual Development Plan** . A complete Conceptual Development Plan with the following format and information shall be submitted.

Format. The format of Development Plans shall be initially submitted as an entirely legible blue-line (not less than 24" by 36" sheet size) capable of reproduction, with a scale of no less than one inch equals forty feet (1"=40'). If multiple pages are provided, there shall be an index placed on the first page for reference. The smallest font to be used on a Development Plan is a ten point (10 pt) equivalent.

When a Development Plan has been reviewed and approved, the applicant shall provide an entirely legible, reproducible copy of such Development Plan as approved in black ink or photographic reproduction on four-mil thickness mylar.

A larger or smaller scale, different paper size, font or medium may be used with prior written approval of the Director.

_____ **Contents.** All Development Plans shall contain the following information unless specifically waived in writing by the Director. The applicant is encouraged to provide additional relevant information. The contents of the Development Plan submission shall be divided into the following four sections and clearly labeled as such. This shall not be construed to mean that all of the information in each section needs to be provided on one sheet of paper but rather that the information be located in the same clearly labeled section of the Development Plan. The materials listed in Subsections (A) and (B) below shall not be required for approval of development within an existing PUD if the materials required were previously submitted as part of the PUD application, and the applicant is proposing development consistent with the materials submitted at that time.

_____ **Section One, Cover Sheet.** All of the following information is required and shall be contained within Section One.

Title. A title with the following language:

CONCEPTUAL DEVELOPMENT PLAN

For

(Legal Description)

also known as

(Name of Development)

(Street Address)

If the legal description is too lengthy for the title block, such legal description shall be clearly labeled as an exhibit and included as part of the Development Plan.

_____ **Index.** The index should list all the sections and page numbers of the Development Plan.

_____ **Vicinity Map.** A vicinity map with an arrow indicating north at a scale of not less than one inch equals one thousand feet (1"=1,000') with the public street(s) closest to the property graphically depicted and clearly labeled.

_____ **Signature Blocks.** Signature blocks for the following:

Property Owner (Name, address and signature);
 Applicant (Name, address and signature only if different than Property Owner);
 Person Responsible for preparation of the Development Plan (Name, address and signature);

_____ Expiration Date. Statement with the date of approval and date of Development Plan expiration.

_____ Existing Zoning. Identification of the existing zoning (and proposed zoning, if applicable) and a description of the existing principal and accessory uses of the property.

_____ Table. A table listing the dimensional requirements of the zone district with a column listing the corresponding data for the proposed Development Plan.

STANDARDS	ZONE DISTRICT REQUIREMENTS	DEVELOPMENT PLAN
Lot Area		
Lot Coverage		
Building Gross Floor Area or Area		
Floor Area Ratio		
Building Height		
Front Setback		
Side Setback		
Rear Setback		
Building Separation		
Unit Size(s) if applicable		
Number of Units		
Parking Req./Provided		
Paved Area/Snow Storage		
Other		

_____ Phasing. A detailed description of how the project will be phased and which public and private improvements will be constructed in each phase.

_____ Conditions of Approval. A space for conditions of approval and/or other information as required by the Planning Commission and City Council.

_____ **Building Code Analysis** – Based on requirement of the International Building Code (IBC) Provide list of adopted codes used for analysis of this project.
 Use and Occupancy Classification – IBC Chapters 3 and 4
 General Building Heights and Areas – Square foot breakdown for each individual uses, Include mixed-use occupancy calculations if applicable per IBC Chapter 5, if different from above.
 A Type of Construction – IBC Chapter 6

_____ **Section Two, Site Plan.** A site plan with the following information shall be required with all Development Plans and shall be contained in Section Two.

_____ Written and graphic scale.

_____ North arrow designating true north.

_____ Date of preparation and space to indicate dates for subsequent revisions.

_____ Existing zone district and proposed zone district if applicable.

_____ Perimeter outline of exterior and interior lot lines with approximate dimensions in square footage or acreage clearly indicated.

_____ Existing principal and accessory structures to be retained, clearly differentiated from proposed new structures and additions. A roof plan is the preferred method to show these structures.

_____ Location of riparian areas, watercourses, wetlands, 100-year floodplain and floodway as defined by FEMA and/or other available drainage information acceptable to the Floodplain Administrator for the City.

_____ Location of existing sanitary and storm sewer mains, water mains and other dry utilities.

_____ Graphic identification and delineation of existing and proposed easements as well as a description of the type of easement. Note: The only easements exempted from this graphic identification and delineations are emergency access easements and other blanket easements; however, all blanket easements must be described in text on the plan.

_____ Names of adjacent subdivisions or names of owners of adjacent unplatted property.

_____ Graphic identification and delineation of easements on properties adjacent to the subject site as well as a description of the type of easement. The director may require location of easements within one hundred (100) feet of the subject site if he/she determines that such a requirement is necessary to evaluate potential project impacts. Note: The only easements exempted from this graphic identification and delineation are emergency access easements and other blanket easements; however, all blanket easements must be described in text on the plan.

_____ Location of significant natural features including but not limited to rock outcroppings, mature vegetation and predominate vegetative cover. Trees exceeding one foot in caliper shall be specifically identified.

_____ Location and dimensions of setbacks from all structures to adjacent lot lines, watercourses, wetlands, high water marks, floodways, floodplains, water mains, sewer mains, required buffers, and no disturbance zones. Location and dimensions

of setbacks from Lincoln Avenue centerline and edge of pavement shall be shown if applicable.

_____ Location and dimensions of site improvements including but not limited to parking areas, streets, driveways, sidewalks, transit facilities, trails, bike facilities, public spaces, amenity spaces, outdoor seating areas, outdoor display areas, loading areas, trash enclosures, drainage ways, and recycling facilities.

_____ The approximate location and dimensions of all snow storage areas.

_____ The approximate location and dimensions of all required open space areas.

_____ Location and dimensions of right-of-way and pavement width for adjacent streets.

_____ Building footprints for all principal and accessory structures.

_____ **Section Three, Building Elevations.** All Development Plans shall be accompanied by character sketches and typical building elevations for all principal and accessory structures that face a street or public space at a scale of no less than one-sixteenth of an inch equals one foot (1/16"=1'). Existing grade shall be shown with building elevations for purposes of building height calculation. Note: Any signs that are shown on building elevations are not approved through the development plan process and are required to obtain approval in accordance with Section 26-75 and 26-76 as applicable.

_____ **Section Four, Landscape Plan.** All Development Plans shall be accompanied by a conceptual Landscape Plan showing to scale the proposed location of landscaping areas on the site plan.

_____ **Section Five, Phasing Plan.** If a multi-phase development is proposed, a phasing plan shall be submitted. The phasing plan shall include general information showing each proposed phase of proposed development.

_____ **Section Six, Existing Conditions Plan.** All Development Plans shall be accompanied by an Existing Conditions Plan with the following information:

_____ Perimeter outline and internal lot lines of the subject site;

_____ The approximate location, dimensions, and area of any existing structures or other site improvements, such as bridges, radio towers, and fences located on adjacent property. The Director may require the location, dimensions, and area of any existing structures or other site improvements, such as bridges, radio towers, and fences located within one hundred (100) feet of the subject site if he/she Director determines that such a requirement is necessary to evaluate potential project impacts;

_____ The approximate location and size of existing sanitary and storm sewer mains and water mains on site and on adjacent properties. The Director may require the location and size of existing sanitary and storm sewer mains and water mains within one hundred (100) feet of the subject site if he/she Director determines that such a requirement is necessary to evaluate potential project impacts;

_____ Culverts and other underground structures within the site, or contributing to the site;

_____ Centerline, edge of pavement and width of right-of-way or easement, for all internal or adjacent public and private streets;

_____ The location of adjacent property lines. The Director may require the location of property lines within one hundred (100) feet of the subject site if he/she Director determines that such a requirement is necessary to evaluate potential project impacts;

_____ Location of existing easements as well as a description of the type of easement;

_____ High water line for water courses, limits of one-hundred year floodplain, and perimeter of existing wetlands; and

_____ Other natural features of the site including predominate vegetative cover, outline of major tree stands, and rock outcroppings. Trees exceeding one foot in caliper shall be specifically identified; and existing topography with two (2) foot contours.

_____ **Section Seven, Preliminary Utility Plan.** All Development Plans shall be accompanied by Preliminary Utility Plans with the following information.

_____ Perimeter or outline of all structures and site improvements including approximate locations of landscape areas.

_____ The approximate location of planned water lines, hydrants, sewer lines, natural gas, electricity, phone, existing and proposed utility easements and other utility features.

_____ Approximate location of off-site water and sewer mains that will be connected to, or plans for off-site installation of water and sewer mains to serve the site.

_____ **Section Eight, Preliminary Grading/Drainage Plan.** All Development Plans shall be accompanied by a Preliminary Grading/Drainage Plan. The Preliminary Grading/Drainage Plan shall provide enough detail to demonstrate that the proposed development can be accomplished in conformance with City standards without requiring final engineering calculations. The following information shall be included with the Preliminary Grading/Drainage Plan:

_____ Existing contours at two (2) foot intervals;

_____ Proposed finished grade contours at two (2) foot intervals;

_____ Proposed finished floor elevations of the first floor;

_____ **Section Nine, Shadow Plan.** May be waived by the director at a pre-submittal meeting.

_____ **Section Ten, Floor Plans.** Typical floor plans of sufficient detail to allow an accurate analysis of parking requirements for the site.

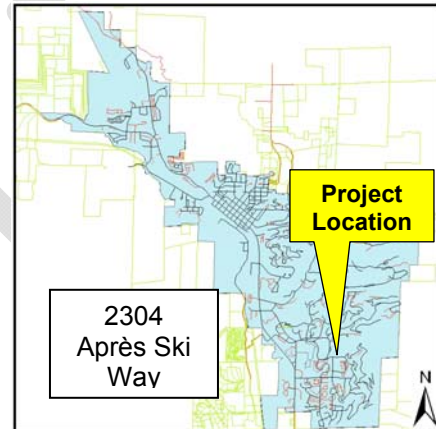
_____ **Section Eleven, Site Cross Section & Perspective Sketch (may be required by the director at or prior to the TAC meeting if he/she determines that it is necessary to evaluate potential project impacts).** A cross section and perspective sketch of the proposed development.

- _____ **Section Twelve, Engineered Centerline Profiles and Cross Section for Public Roads.** Not applicable at this phase.
- _____ **Section Thirteen, Preliminary Traffic Impact Analysis Report.** Not applicable at this phase.
- _____ **Section Fourteen, Preliminary Soils and Geo-Technical Report.** A preliminary map and report from a qualified, registered professional engineer identifying site conditions, subsoil conditions, hazards that may limit development if any.
- _____ **Section Fifteen, Fire Flow Demand and Availability Calculations.** Fire flow demand and availability calculations in a form and content acceptable to the fire marshal.
- _____ **Section Sixteen, Preliminary Lighting Plan.** Not Applicable at this phase.
- _____ **Section Seventeen, Photographic Panorama or Computer Modeling.** This requirement may be waived by the director at a pre-submittal meeting.
- _____ **Section Eighteen, Preliminary Floodplain Analysis.**
- _____ **Section Nineteen. Preliminary Wildfire Mitigation Plan (if applicable)**
Not applicable at this phase. City will identify subsequent phased submittal requirements. If a plan will not be required applicant shall submit a signed letter to that effect from the Fire Marshal with the Final Development Plan.
- _____ **Section Twenty, Physical or Digital Massing Model** Shall be an accurate depiction of topography, massing and form of proposed development as well as immediately adjoining structures. Detailed architecture is not required. This requirement may be waived by the director at a pre-submittal meeting.
- _____ **Section Twenty One, Water Demand Report per Section 25-78 of the Municipal Code.** May be requested at pre-application meeting.
- _____ **Section Twenty Two, Additional Studies.** Additional studies may be provided by the applicant as a part of the Conceptual Submittal if the applicant believes that they are relevant to understanding the proposed project at the conceptual submittal level. City may identify additional subsequent phased submittal requirements

END

PLANNING SERVICES STAFF REPORT

PLANNING COMMISSION AGENDA ITEM # 2:	
Project Name:	Ptarmigan Inn Condos (Ptarmigan Redevelopment) #DPF-08-05
Prepared By:	Bob Keenan, Senior Planner (Ext. 260)
Through:	Tyler Gibbs, AIA, Planning Director (Ext. 244)
Planning Commission (PC):	September 22, 2011
City Council (CC):	October 18, 2011
Zoning:	Gondola Two (G-2)
Applicant:	Bruce Shugart, The Porches, c/o Eric Smith, Eric Smith Associates, 1919 7 th Street, Boulder, CO 80302 (303) 442-5458
Location:	2304 Après Ski Way
Request:	An application to approve a <u>Conceptual Development Plan</u> for a 72 unit 256,097 square-foot m multi-family building and associated improvements. Through this application the applicant is requesting approval of a Conditional Use to locate m multi-family use along the pedestrian level or other public access frontage.



Development Statistics – Overview G-2 Zone	
Lot Area:	56,192 square feet
Gross Floor Area:	256,097 square feet
Lot Coverage:	0.50
Residential Units:	71
Parking Spaces:	65
Commercial Space	None
Overall Height	105'

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

CDC - SECTION 26-65 (D): NO DEVELOPMENT PLAN SHALL BE APPROVED UNLESS THE CITY COUNCIL FINDS THAT THE PLAN MEETS ALL OF THE FOLLOWING CRITERIA:					
Subsection		Consistent			Notes
		Yes	No	NA	
1)	Conformity with Community Plan	<input checked="" type="checkbox"/>			
2)	Consistency with Surrounding Uses	<input checked="" type="checkbox"/>			
3)	Minimize Adverse Impacts	<input checked="" type="checkbox"/>			
4)	Access	<input checked="" type="checkbox"/>			
5)	Minimize Environmental Impacts	<input checked="" type="checkbox"/>			
6)	Phasing	<input checked="" type="checkbox"/>			
7)	Compliance With Other Standards	<input checked="" type="checkbox"/>			
8)	Variance Criteria			<input checked="" type="checkbox"/>	No variances are being requested

Staff Finding: Staff finds that the proposed Conceptual Development Plan for a multi-family building and associated site planning is consistent with the criteria for approval of a Development Plan with conditions.
(Detailed policy analysis is located in Section V; Staff Findings and Conditions are in Section VII)



II. BACKGROUND

The proposed Ptarmigan Redevelopment is subject to the policies and regulations of the Steamboat Springs Area Community Plan, Mobility and Circulation Plan, Mountain Town Sub-area Plan, Community Development Code and the Mountain Base Area Design Standards. The site is a 1.29 acre parcel that includes the existing Ptarmigan Inn that is to be demolished to make way for construction of the proposed project.

The applicant originally submitted a Development Plan/Final Development Plan application to the City of Steamboat Springs in 2008 but did not complete the process due to a variety of reasons. The current proposal is based on the previous submission but is being processed through a new “trial” process known as the “Conceptual Development Plan”. The intent of the Conceptual Development Plan is to provide conceptual approval of site planning and building massing without a significant initial investment by the applicant. Once the applicant receives conceptual approval of a Development Plan then final engineering, site planning, and architectural review will be required at the time of Final Development Plan.

The Conceptual Development Plan is further described by the following statement:

“Approval of a Development Plan shall be limited to those aspects and qualities expressly depicted in the submission, either in words or graphics. Approvals of site design, access, and building design, including height and massing, are intended to define minimum and/or maximum acceptable limits and are subject to confirmation at Final Development Plan. Information including, but not limited to, grading and drainage, utilities, building fenestration, landscaping may be depicted and labeled as conceptual only and will be reviewed as such subject to approval at Final Development Plan.”

III. PRINCIPAL DISCUSSION ITEMS

Principal discussion items recommended to Planning Commission include:

1. Compliance with the Mountain Base Area Design Standards- Staff finds that the proposed building and site planning meets all the applicable requirements of the Base Area Design Standards for a Conceptual Development Plan except for one area. Planning Staff finds that the applicant needs to make building articulation modifications to the north façade of the east wing to provide pedestrian scale adjacent to the ski slopes. This is in reference to the Section III.(A)(2)(b)(2):“Stepping Back of Building Mass” standard.
See Section VI for detailed analysis of compliance with the Base Area Design Standards.
2. Use - Conditional Use approval of multi-family use along the pedestrian level. Multi-family use in the G-2 zone district is classified in the CDC as a “Use with Criteria” and one of the criteria states that “multi-family units shall not be located along a pedestrian level or other public access frontage in the G-2 zone”. Where the use criteria cannot be met the applicant may request approval of a Conditional Use

through a Development Plan. The applicant has requested to locate a multi-family use along the pedestrian level. See Section IV for detailed analysis.

3. Building Height - Height, Base Area is defined as follows: “Applicable only for zone districts resort residential one (RR-1), resort residential two (RR-2), Gondola one (G-1), and Gondola two (G-2). Any point on the structure, measured vertically plumb, to the nearest adjacent proposed grade as determined through the development review process (if applicable). The greatest of these measurements is the overall building height. Should a point on a building be equidistant to adjacent grade the lower of the two (2) grades shall be used to determine height.”

Planning Staff has made a determination that the height for ridge 2.2 as shown on the north elevation can be measured, as depicted by the applicant, from that ridge to the interior courtyard grade. The elevation of that courtyard grade matches proposed grade at the entrance to the courtyard (along the ski area) and, therefore, appears as an extension of natural grade. If there were no parking garage below the courtyard staff believes that the applicant would have a finished grade in this area very similar to what exists. Staff finds that this interpretation meets the intent of the building height standard.

The dormer in the middle of the west elevation has been determined to not meet the allowable maximum height. Planning Staff has included a condition of approval that the applicant must make changes to this elevation to comply with maximum height requirements.

IV. PROJECT DESCRIPTION

For a complete project description please refer to the narrative and complete application packet, included as Attachments 1 and 2. The following is a brief summary of that information:

The applicant is proposing approval of a 256,097 square-foot, 71 unit multi-family building with underground parking, and indoor and outdoor amenity space. The site planning for this development includes pedestrian connections to Après Ski Way, the newly constructed Promenade, the not yet built soft surface Little Promenade, and improvements to the existing ski easement that is located on the east side of the property. All pedestrian areas are proposed to be completed in accordance with the Base Area Pattern Book.

Ski Times Square Use and Area Table

USE	SQUARE FOOTAGE	# OF UNITS
Whole and/or Fractional Ownership Condominiums	174,575	71

Total Residential	174,575	71
Building Services (circulation, mechanicals)	24,366	
Commercial Space	None	0
Interior Amenities	11,729	
Parking/Driving	29,954	65 spaces
Miscellaneous	15,473	
Project Total	256,097	

Conditional Uses

The applicant is requesting approval of a Conditional Use with this application to allow a multi-family use along the pedestrian frontage. The Community Development Code, through Permitted Use Table, encourages developments within the G-2 zone district to provide retail or entertainment type uses along the pedestrian frontages to help add vitality to the base area.

Conditional uses are those uses that are generally in keeping with the purpose and intent of the zone district yet may have more impacts to surrounding properties and the community than uses by right or uses with criteria.

Staff is supportive of the applicants request as there may be insufficient demand for nonresidential uses in these areas. Forcing unmarketable retail to be located within this development may be detrimental to the development and the base area as a whole.

V. OVERVIEW OF DIMENSIONAL AND DEVELOPMENT STANDARDS – G-2 ZONE

The dimensional standards in the G-2 zone district are somewhat limited. The G-2 zone district is intended for very high density, mixed use, pedestrian oriented developments. The simplified setback and dimensional standards that are effective in traditional single use zone districts are not effective for more complex developments. In order to adequately guide the form and function of these types of development the Mountain Base Area Design Standards were adopted (analysis included in section VI-c).

STANDARD	MAXIMUM	MINIMUM	PROPOSED	COMPLIES?
Lot Area	No Max	No min	1.29 acres	Yes
Lot Coverage	0.65	No min	0.50	Yes
Building Height	OH – 105 ft.	No Min.	105’	Yes, w/condition of approval.
Setbacks				
Front/Back/Side		Per Mtn Town Sub-area Plan req. to provide public gathering space/ped. corridor	Varies	Yes
Parking	No Max	36 spaces	65	Yes
Open Space	No Max	15%	>15%	Yes

VI. PROJECT ANALYSIS

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

A) CRITERIA FOR APPROVAL

CDC - Section 26-65 (d): No development plan shall be approved unless the city council finds that the plan meets all of the following criteria:

CDC - Section 26-65(d)(1): Conformity with Community Plan

Staff Analysis is: Consistent; The Ptarmigan redevelopment project complies with and substantially implements the listed policies from the Steamboat Springs Area Community Plan. Below is a list of the policies that support the proposed project.

Goal LU-1: Our community will promote a functional, compact, and mixed-use pattern that integrates and balances residential and non-residential land uses.

LU-1.2: Future development will be in compact mixed-use neighborhoods.

LU-2.1: Infill and redevelopment will occur in appropriate locations, as designated by the city.

LU-5.1: Develop appropriate land use densities to support transit.

LU-5.2: New neighborhoods will be well connected by streets, sidewalks, trails, walkways, and bicycle lanes.

Goal T-1: The community considers transportation to be a basic utility in all land use decisions.

T-1.1: New development, including infill, shall be designed to achieve walkable communities and limit trip generation.

T-1.4: New development shall incorporate transit friendly design.

Goal T-2: The community will support improvements to the local transportation system.

T-2.1: New development shall include an interconnected pedestrian and bicycle system.

Goal ED-1: Steamboat Springs will have a vital, sustainable, and diverse year-round economy.

ED-1.1: Continue to support tourism-related land uses, businesses, and marketing.

ED-3.1(b): Focus on Ski Base Area Improvements

Goal CD-1: Our community will preserve its small town character and the image of neighborhoods and the community.

CD-1.4: Encourage high quality site planning and building design.

CD-1.5: Infill and redevelopment projects shall be compatible with the context of existing neighborhoods and development.

Goal CD-4: Our community will maintain and improve the appearance of its corridors and gateways and will continue to have vibrant public spaces.

CD-4.3: Public buildings and public outdoor spaces shall continue to be built to a high design standard.

CD-4.4: New commercial development shall incorporate high quality public spaces.

Goal SPA-2: Our community will continue to promote the Mountain Area as the focal point for tourism activity.

SPA-2.1: Promote redevelopment of the Mt. Werner base area.

SPA-2.2: Create a lively, year-round mixed-use commercial core for the Mountain area.

SPA-2.3: Support neighborhood planning for Mountain area neighborhoods.

SPA-2.4: Improve pedestrian and bicycle circulation patterns in the Mountain Area and reduce vehicular conflicts and the visual impact of parking.

CDC – Section 26-65 (d)(2): Consistency with Surrounding Uses

Staff Analysis: Consistent; The proposed residential use is consistent with the surrounding resort development. The development surrounding the subject lot is as follows: to the east is Chateaux Chamonix condos, to the south is Ptarmigan House condos and Ironwood Condos, to the west is One Steamboat Place, and to the north is the ski area slopes.

CDC – Section 26-65 (d)(3) Minimize Adverse Impacts

Staff Analysis: Consistent; It is not anticipated that the project will have any adverse impacts to surrounding properties or uses. The building has been designed to step down in height towards the Chateaux Chamonix building and is setback at least 65' from the closest buildings

to the south. Visual impacts have been mitigated through varied use of materials, step-backs in building mass, and changes to roof pitch and roof height.

CDC – Section 26-65 (d)(4) Access

Staff Analysis: **Consistent;** Access is provided by a shared access easement between Ptarmigan Inn and Ptarmigan House from Après Ski Way. This access will also include a six foot sidewalk. The access is also adequate for deliveries to the building and trash/recycling truck access.

CDC – Section 26-65 (d)(5) Minimize Environmental Impacts

Staff Analysis is: **Consistent;** It does not appear that the project will have any significant environmental impacts. The applicant is required to comply with the City's water quality drainage requirements and construction site management to minimize any adverse impacts.

CDC – Section 26-65 (d)(6) Phasing

Staff Analysis: **Consistent;** The applicant is proposing that this project be completed within one phase.

CDC – Section 26-65 (d)(7) Compliance with other Standards:

Staff Analysis: **Consistent;** Due to the limited level of detail provided under the Conceptual Development Plan review process, the proposal demonstrates that there are not obvious fatal flaws when it comes to compliance with all applicable standards of the CDC. The applicant will be required to show compliance with all applicable standards at the time of Final Development Plan.

CDC – Section 26-65 (d)(8) Variance Criteria:

Staff Analysis: N/A; The proposal does not include any requests for variances.

VII. STAFF FINDING & CONDITIONS

Existing Finding/Motion Section of Report:

Finding

The Conceptual Development Plan for the Ptarmigan redevelopment, #DPF-08-05, that includes 71 multi-family units within a 256,097 square-foot building and a Conditional Use approval for multi-family use along the pedestrian level is consistent with the required findings for approval with the following conditions:

- 1. Approval of a Development Plan shall be limited to those aspects and qualities expressly depicted in the submittal, either in words or graphics. Approvals of site design, access, and building design, including height and massing, are intended to define minimum and/or maximum acceptable limits and are subject to confirmation at Final Development Plan. Information including, but not limited to, grading and*

- drainage, utilities, building fenestration, landscaping may be depicted and labeled as conceptual only and will be reviewed as such subject to approval at Final Development Plan.*
- 2. Staff has identified building height over the allowable 105' maximum at the 8:12 pitch dormer towards the middle of the west elevation. Changes to the building height in this location must be made prior to approval of a Final Development Plan.*
 - 3. The north façade of the east wing does not comply with building massing standards as it does not provide for pedestrian scale articulation and must be further articulated prior to approval of a Final Development Plan approval*
 - 4. Compliance with the Base Area Design Standards for public amenities and contributions to URA shall be demonstrated prior to approval of a Final Development Plan.*
 - 5. Compliance with all other applicable standards not approved through the Conceptual Development Plan shall be demonstrated prior to approval of a Final Development Plan.*
 - 6. An approved Community Housing Plan shall be in place prior to approval of a building permit for the proposed development.*
 - 7. Vacation of all easements identified to facilitate the proposed development will be required prior to Grading/Excavation or Building Permit approval.*
 - 8. A final plat is required to remove all lot lines created by the condominium plat, to remove outlot lot lines, and show vacated and new easements prior to Grading/Excavation or Building Permit.*
 - 9. Public access easements and emergency access easements will be required for all sidewalk and trail areas prior to condominium platting or certificate of occupancy whichever comes first.*
 - 10. Prior to any work within the Burgess Creek floodplain a Floodplain Development Permit will be required.*
 - 11. No parking is allowed outside of the parking garage for compliance with Emergency Access requirements.*
 - 12. The developer shall pay a proportionate share of future traffic improvements as identified in the Base Area Master Traffic Study to be calculated and assigned at Final Development Plan.*
 - 13. The ROW Outlot for ingress and egress must be vacated prior to building permit for the proposed building.*
 - 14. The proposal depicts grading and utility work that is to be done on adjacent properties and a shared access easement. Approval from the owner of these properties and all parties that hold an interest in the easements must be provided to the City prior to building permit or grading and excavation permit.*
 - 15. No horizontal encroachments into easements or adjacent properties are permitted.*
 - 16. Documentation from a refuse management company that they will be able to serve the development as configured shall be given to the City prior to Final Development Plan approval.*
 - 17. Compliance with sustainable design requirements as listed in the Base Area Design Guidelines must be demonstrated prior to Certificate of Occupancy for the building.*

18. Compliance with the snow retention and catchment requirements shall be demonstrated at time of Final Development Plan.
19. The sanitary sewer replacement design is unacceptable as proposed. Designing a manhole approaching 25-feet in depth creates a safety hazard for construction and maintenance workers. Coordinate separate meeting with Mount Werner Water to discuss other options.
20. Various existing sanitary sewer data is incorrect as shown. Revise as needed per separate meeting with Mount Werner Water.
21. Per the 2008 submittal we commented that the sanitary sewer main must be replaced with a 12" PVC. Revise all drawings accordingly.
22. More engineering information is required to determine feasibility, and ultimate approval, for the separation of the proposed storm sewer with the sanitary sewer. Mount Werner Water will not support any project that intends to vacate right-of-way or utility easements which ultimately limit the District's ability to maintain its water and sewer facilities.
23. Add adjacent property information to existing conditions plan, including existing easements on OSP property. Easements shown on OSP are incorrect.
24. Based on the 2008 submittal, Mount Werner Water notified the applicant that in order to provide reliable water supply to the development watermain looping will be required. The preliminary engineering associated with such revealed that looping would be very difficult and costly. In lieu of the above, and to meet the goal of water system reliability, Mount Werner Water and the developer agreed to upsize the watermain in Après Ski Way. Meetings were held with the developer, yet plans were never revised as the economy dampened the project schedule. Revise drawing to include this scope of work.

Proposed Finding/Motion Section for Report:

Application Request

The application has requested conceptual development plan approval, compliance review and/or variance for the following standards (marked with an "X"):

STANDARDS	Compliance Review	Variance Requested
*Dimensional Standards 26-132	X	
Open Space		
Landscaping		
Parking / Loading		
Pedestrian Circulation - Sidewalks / Trails		
Refuse Management		
*Site Planning- Building & Parking Orientation	X	
Snow Storage		
Waterbody Setbacks		

*Building Massing, Form & Variety	X	
*Roof Form & Function	X	
Public Spaces / Community Amenities		
Access Location - Vehicular		
*Use		X
Other		
<p>* Items marked with an asterisk denote the minimum submittal requirements for consideration through the Conceptual Development Plan process. **The following standards cannot be approved through this process and must be approved through an FDP: final utilities, final grading, final drainage, final architecture; fenestration/transparency, materials, color, and mechanical equipment location.</p>		

Recommended Motion

(Text in bold will change per project, all else will be the CDP template for motions and approval letters.)

Staff recommends approval of the following motion based on the finding that the proposed project is consistent with the criteria for approval of a Development Plan per CDC Sec. 26-65 (d):

The Conceptual Development Plan (CDP) for the **(Ptarmigan redevelopment, #DPF-08-05)**, is hereby approved for the following standards as requested by the application: **(without variations: dimensional standards for G-2 zone district; building and parking orientation; building massing, form, and variety per the Base Area Design Standards; roof form and function per the Base Area Design Standards; with variations: [none]; and a conditional use for multi-family use along the pedestrian level; as depicted in proposed plans dated October 1, 2011)**, which are subject to confirmation of conformance with provisions in the CDC at time of Final Development Plan (FDP). All other information depicted in the above-mentioned plans is illustrative only and are subject to approval at FDP and are NOT approved at this time.

At the time of FDP the application shall be in substantial conformance with the approved CDP, all provisions of the CDC, and all other applicable requirements. In the event that an application for FDP is not in substantial conformance with the approved CDP, the applicant must either amend their CDP or state in writing to the director that the approved CDP is no longer applicable.

VIII. ATTACHMENTS

Attachment 1 – Project narrative

Attachment 2 – Project Packet

Attachment 2

Planning Commission Minutes

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STEAMBOAT SPRINGS PLANNING COMMISSION MINUTES February 23, 2012

The special meeting of the Steamboat Springs Planning Commission was called to order at approximately 5:02 p.m. on Thursday, February 23, 2012, in the Citizens' Meeting Room, Centennial Hall, 124 10th Street, Steamboat Springs, Colorado.

Planning Commission members in attendance were Chairman Jason Lacy, Troy Brookshire, Brian Hanlen, Rich Levy, Kathi Meyer, Norbert Turek, and Jennifer Robbins. One alternate position is vacant.

Staff members present were Director of Planning & Community Development Tyler Gibbs, Seth Lorson, City Planner, Bob Keenan, Senior Planner, Jen Johnson, Staff Assistant.

Text Amendment to the CDC ~ DP & MEM #TXT-12-01

Discussion on this agenda item started at approximately 5:02 p.m.

Keenan- Hello. Tonight before you is a text amendment for short-term revisions to the Community Development Code that includes changes to the Development Plan to allow for reduced submittal requirements but the same review procedure of a development plan. Minor exterior modification changes to allow accessory structures to be processed through a review if they are 1,500 square-feet or less. To allow conditional uses to be processed with a reduced application fee of \$500 compared to \$1,500. We also are recommending to remove the pre-application that goes to Planning Commission and City Council, now that we are proposing this new Conceptual Development Plan process. We feel that that takes the place of the pre-application to Planning Commission and City Council because there will be a vote with that Conceptual Development Plan. We are also looking at changes to the fee schedule to include administrative Final Development Plan, the base fee of \$1,000; Community Housing Plan amendments would be \$500; Final Development Plan, extending vesting requests for Final Development Plans at \$500; and re-use revisions as I already mentioned at \$500.

Staff has provided the text amendment language within the draft ordinance. We've also provided a sample staff report for what the Conceptual Development Plan would look like as well as a draft motion for that sample staff report, that specifically includes items that are approved through the Conceptual Development Plan process so that there is no questions in what is being approved in that process. We'll take any questions.

Commissioner Robbins- Are we voting on the approval of the fee structure today as well?

Keenan- Yes.

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Chairman Lacy- But we are going to re-visit the whole fee structure as part of our whole overall fees review. We are just looking at the fees that they've changed now. The short-term revision plan.

Commissioner Robbins- But we will be seeing this again.

Chairman Lacy- Yep.

Lorson- We will also be revisiting the Conceptual Development Plan so we'll be revising that. That's why it's only the short-term.

Chairman Lacy- Right. Other questions?

Commissioner Levy- On page 2-5, Attachment 1, where you describe the development plan and you say in bold "commensurate with the type of the development plan requested" - I was thinking more accurate would be the type and complexity of the approval requested. Because with the Conceptual Plan, there's not just one plan, there's lots of variables on what a Conceptual Development Plan could look like. They could only be asking for a setback variance and things like that and it's really a broader sense of things that we could be reviewing in the development plan and I just thought that that...because we still only have two types - a Final Development Plan and a Conceptual Development Plan. Those aren't the only two types of distinction...that is the purpose of a development plan. Right, so it's a little broader now. Just a thought.

Keenan- Yes, so you're suggesting add complexity?

Commissioner Levy- Type and complexity of the approval requested.

Keenan- Yes, thank you.

Chairman Lacy- I don't see any issues with that; Commissioners have any issues with that? O.K.

Commissioner Levy- The other one was on the fee schedule on 2-15, we have all other development plans and we have base fee. Do you feel like we need to add a line that says Conceptual Development Plan and a fee for that specifically? Or is that still just the base?

Keenan- Yes, we found the need to have the distinction between the two because all of the other development plans talk about a base fee of a \$1,000. And it goes on to say with conditional uses. So I thought it would just be easier to separate the two.

Commissioner Levy- I said Conceptual Development Plan. You don't have that specifically listed.

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Keenan- It's just going to be a process in the Development Plan. And that's if you notice in the code section. We didn't create a new process for the Conceptual Development Plan. It's under the heading of Development Plan.

Chairman Lacy- O.K. Anything else Rich?

Commissioner Levy- Not really.

Chairman Lacy- Other questions, comments? Brian?

Commissioner Hanlen- 2-10, down at the bottom, "regardless of the wether these aspects" remove "the".

Commissioner Robbins- I have a couple of other typos in that section. In the fourth paragraph in the first line, it says "included the City Council motion..." I think it should say "included in the City Council motion."

And then on the first paragraph on 2-11, 7th line down, in front of Final Development Plan, it should be "a" not "an".

Chairman Lacy- Same thing on the 11th line down.

Keenan- Thank you.

Chairman Lacy- Anything else Jen?

Commissioner Robbins- I didn't have any more typos but I did have a suggestion. On 2-13, (d) (2), "Pre-applications will be be reviewed....as decided by the applicant." Is that normally decided by the applicant? Wouldn't that be up to Planning Staff or TAC?

Keenan- I think it is up to the applicant. Staff review only is no charge. They can elect just to do the staff review. We would caveat in our review that we haven't reviewed it with any other agencies and we would suggest that they do so and pay the \$100 fee and go to the TAC.

Commissioner Robbins- O.K.

Gibbs- I think you are right, we would certainly advise the applicant to go through the TAC process if we thought it was warranted.

Commissioner Robbins- O.K.

Chairman Lacy- Brian?

Commissioner Hanlen- Did staff have any follow-up with the discussion of last Thursdays meeting on how well substantial conformance, the definition, is going to be able to be applied to this if we feel that needs to be revised or if we feel we

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need to make to versions of substantial conformance based on the size of the project? Or have you had any discussion about that?

Gibbs- In having read through the definition of substantial conformance once again. It is quite extensive and specific. I'm comfortable that it adequate for our needs in this case as well.

Commissioner Hanlen- Regardless of size?

Gibbs- Yes.

Chairman Lacy- Other questions or comments? Back on 2-11, the second sentence at the top, it uses the phrase substantially conformed. Do we need to change that in order to be in line with the definition? Just say "shall be in substantial conformance with the approved Conceptual Development Plan."

Keenan- No problem.

Chairman Lacy- And then the next sentence, it says " Aspects of the Final Development Plan not approved as part of the Conceptual Development Plan shall conform to all provisions of the CDC." Do we need to change that to read, "all aspects of the Final Development Plan shall be in substantial conformance with all provisions of the CDC. Or maybe we should be something in there like "all aspects of the Final Development Plan, unless otherwise approved as part of the Conceptual Development Plan, shall be in substantial conformance with all provisions of the CDC." Does that make sense?

Commissioner Turek- Is it possible just to amend the definition of substantial conformance so that it include the verb form. You've got a noun, and if you have to modify every sentence to that it uses the noun. You could just change the definition instead of constantly twisting sentences around to make it work. But if you think this is more consistent with the CDC, we can do it that way.

(side discussions of "substantial conformance" - definition, use and meaning).

Gibbs- If we may, we'll review this with the City Attorney and make sure that we are in line with use of the term. I couldn't tell you if it was used in a variety of ways in the code right now or not. So what we are talking about here, gets us into looking into the whole code to see if we are consistent or are not. If it is not consistent, then simply a clarification to the definition. So those terms are equal would satisfy that. If it isn't consistent then we'll make sure that it is consistent.

Commissioner Robbins- Back to Jason's point on that sentence. I think it would be written better if it was a positive not a negative. I think that was your original point.

Chairman Lacy- Right.

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Gibbs- I've made that note.

Keenan- Jason, to get back to your question to the correction of the sentence, "all aspects of the Final Development Plan, unless otherwise approved as part of the Conceptual Development Plan, shall be in substantial conformance with all provisions of the CDC." We don't want to use substantial conformance in that case because we are saying that the stuff that we hadn't reviewed yet to Conceptual Development Plan still needs to meet the CDC and can't just be somewhere within there. We would still like to do "all aspects of the Final Development Plan" - otherwise...Tyler do you have that language?

Gibbs- Yes.

Chairman Lacy- Other questions? O.K. Anything else from staff on this?

Commissioner Levy- On page 2-20, somebody unintentionally misspelled the City Council President's last name.

Chairman Lacy- I'll come to commissioners for a deliberation and a motion.

MOTION

Motion by Commissioner Robbins to approve Text Amendment to the CDC ~DP & MEM #TXT-12-01 and a second by Commissioner Meyer.

VOTE

Vote: 7; 0

Voting for approval of motion to approve: Lacy, Brookshire, Hanlen, Levy, Meyer, Turek and Robbins.

One alternate position is vacant.

Discussion on this agenda item ended at approximately 5:18 p.m.

APPROVAL OF FEBRUARY 9, 2012 MEETING MINUTES

Chairman Lacy- Did everyone get the final review on those?

(All nod).

Commissioner Meyer- I have one change. Please find and replace "Erik" with "Eric".

MOTION

Commissioner moved to approve Levy the Planning Commission Meeting minutes from February 9, 2012 with Meyer's edit. Commissioner Robbins seconded the motion.

VOTE

02/23/12

DRAFT

Vote: 7; 0

Voting for approval of motion to approve: Lacy, Brookshire, Hanlen, Levy, Robbins, and Meyer

Abstaining:

One alternate position is vacant.

CITY OF STEAMBOAT SPRINGS

ORDINANCE NO. _____

AN ORDINANCE TO AMEND SECTION 26-65 DEVELOPMENT PLAN; AMEND SECTION 26-42 DEVELOPMENT REVIEW; AMEND SECTION 26-60 PRE-APPLICATION REVIEW; AMEND SECTION 26-78 MINOR EXTERIOR MODIFICATION; AND AMEND THE DEVELOPMENT APPLICATION FEE SCHEDULE.

WHEREAS, the City Council adopted the revised Community Development Code as Ordinance #1802 on July 23, 2001; and

WHEREAS, the City of Steamboat Springs is committed to a regular, ongoing review of the Community Development Code so that the provisions contained therein are relevant and applicable to the community at any given point in time; and

WHEREAS, the City Council has determined that it is proper and necessary to allow for the conceptual review and approval of development plans and with this conceptual review it is no longer necessary to have pre-application review at the Planning Commission and City Council level; and

WHEREAS, the City Council has found it appropriate to modify the minor exterior modification process to allow the administrative review of accessory structures of 1,500 square-feet or less; and

WHEREAS, the City Council finds it appropriate to update the Development Application Fee Schedule to allow for a reduced conditional use application fee, to amend the pre-application fee, and to create new fees for: community housing plan amendment, administrative final development plan, and final development plan vesting extension requests.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STEAMBOAT SPRINGS, COLORADO:

SECTION 1

New language in **bold** and old language in ~~striketrough~~.

Sec. 26-65. Development plan.

(a) *Purpose.* The development plan is intended to allow public review of development proposals at a level of detail **commensurate with the type and complexity of**

development plan requested where informed decisions can be made by the planning commission and city council.

(b) *Applicability.* Approval of a development plan is required for:

- (1) Applications for a conditional use (when the development plan is utilized for a conditional use that does not involve external modifications to a structure, no final development plan is required);
- (2) Applications for development of a site with PUD, or a major amendment to an existing PUD pursuant to section 26-81 or 26-82;
- (3) Applications for development of a site requesting two (2) or fewer variations to dimensional, or development standards listed in article V, development standards where such variations do not qualify as minor adjustments in section 26-69.
- (4) Applications for a variation from more than two (2) dimensional, or development standards listed in article V development standards, where such variances do not qualify as minor adjustments (section 26-69). Such applications shall be processed as a PUD pursuant to section 26-81 or 26-82. (For the purposes of determining the number of variations, each dimensional standard, regardless of the number of buildings it is applied to, shall count for one variation; each development standard provision shall count as one variation. Example of this is when a front setback and side setback variance are requested, that constitutes two (2) variations. Example: when a parking space and parking size variation are requested, that shall constitute two (2) variations. Example: when a front setback variation is requested for any number of structures, that constitutes one variation.)
- (5) **In addition to subsection 26-65(b)(1) & (3) above, a conceptual review of a development plan is permitted (Conceptual Development Plan) for applications for development of a site where an applicant is requesting limited approval per subsection 26-65(e)(7) below.**

(c) *Submittal requirements.* Submittal requirements are set forth in forms maintained by the director.

(d) *Criteria for review and approval.* No development plan shall be approved unless the planning commission and city council find that the plan meets all of the following criteria:

- (1) *Conformity with community plan.* The development plan significantly furthers the preferred direction and policies outlined in the community plan or approved master plans.

- (2) *Consistency with surrounding uses.* The proposed development shall be consistent with the character of the immediate vicinity of the parcel proposed for development, or shall enhance or compliment the mixture of uses, structures and activities present in the immediate vicinity.
- (3) *Minimize adverse impacts.* The design and operating characteristics of the proposed development shall minimize any adverse impacts on surrounding uses and shall not cause a nuisance, considering factors such as proposed setbacks, planned hours of operation, and the potential for odors, noise, smoke, dust, glare, vibrations, shadows, and visual impacts from the proposed development.
- (4) *Access.* Access to the site shall be adequate for the proposed development, considering the width, grades, and capacities of adjacent streets and intersections and the entrance to the site. The adequacy of the facilities provided for any necessary service delivery, parking and loading, and trash removal shall also be considered. When appropriate, public transportation or other public or private transportation services and appropriate pedestrian facilities shall be made available to serve the use.
- (5) *Minimize environmental impacts.* The proposed development shall minimize its adverse impacts on the natural environment, including water quality, air quality, wildlife habitat, vegetation, wetlands, and natural landforms.
- (6) *Phasing.* If the proposed development is to be developed in phases, then each phase shall contain the required streets, utilities, landscaping, and other improvements that are necessary and desirable for residents of the project for that phase. Each phase of the phasing plan shall meet the requirements of the CDC on its own unless a variation is granted. If the development incorporates any amenities for the benefit of the city, such as trail connections, these shall be constructed within the first phase of the project, or, if this is not practical, then as early in the project as is reasonable.
- (7) *Compliance with other standards.* The proposed development shall comply with all other applicable requirements of this CDC, including article V, development standards.
- (8) *Variance criteria.* Development plans, in all zone districts with the exception of the Gondola one (G-1), Gondola two (G-2), resort residential one (RR-1), and resort residential two (RR-2) seeking variation from up to two (2) of dimensional, development or subdivision standards listed in article V, development standards and article VII, subdivision standards, where such variances do not qualify as minor adjustments shall meet the

following criteria for approval in addition to the criteria in subsections 26-65(e)(1)--(8):

- a. *Legal use.* The property and the use of such property for which the variance is requested is in full compliance with all requirements of the zone district in which the property is located, or there is a legal nonconforming structure or lot, or there is a conforming structure housing a legal nonconforming use. No variance may be granted which would permit or expand any unlawful use of property.
 - b. *Injury to adjoining property mitigated.* The variance will not permanently 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. In making this determination the city council shall begin with the assumption that variations from development standards create impacts on adjacent properties, and shall place the burden of proof on the applicant to show:
 1. Impacts to adjacent properties are presumed.
 2. That there are no impacts, or that the impacts have been adequately mitigated. Unsupported opinions of impacts from surrounding property owners shall not be conclusive evidence of impacts.
 - c. *Advantages outweigh disadvantages.* The applicant shall bear the burden of proof and demonstrate that the advantages of the variance substantially outweigh its disadvantages to the community and to neighboring lands.
 - d. *Superior development.* The applicant shall demonstrate that the requested variation(s) from the dimensional or development standards will result in a development which better meets the intent of the underlying zone district and adopted plans.
 - e. *Minimum relief.* The applicant shall demonstrate that the requested variation(s) is (are) the least modification possible of the CDC that will meet the design goals of the development.
- (9) *Variance criteria.* Development plans, in the Gondola one (G-1), Gondola two (G-2), resort residential one (RR-1), and resort residential two (RR-2) zone districts seeking variation from any dimensional, development or subdivision standards listed in article V, development standards and article VII, subdivision standards, shall meet the following criteria for approval in addition to the criteria in subsections 26-65(d)(1)--(7):(Note: No variations

are permitted to height or the base area design standards per this variance process.)

- a. *Legal use.* The property and the use of such property for which the variance is requested is in full compliance with all requirements of the zone district in which the property is located, or there is a legal nonconforming structure or lot, or there is a conforming structure housing a legal nonconforming use. No variance may be granted which would permit or expand any unlawful use of property.
- b. *Equal enjoyment.* The variance will not constitute a grant of special privilege inconsistent with the limitation upon uses of other properties in the vicinity and zoning district in which the subject property is located.
- c. *Hardship.* The special circumstances of the subject property make the strict enforcement of the provisions of this CDC an unnecessary hardship to the property owner.
- d. *Hardship not self-imposed.* The special circumstances of the subject property are not the result of the actions of the applicant.
- e. *Special circumstances.* The variance is necessary because of special circumstances relating to the size, shape, topography, location or surroundings of the subject property, to provide it with use rights and privileges permitted to other properties in the vicinity and in the zoning district in which the subject property is located.
- f. *Height variation.* Under no circumstances will variances to the maximum height in the Gondola one (G-1), Gondola two (G-2), resort residential one (RR-1), and resort residential two (RR-2) zone districts be permitted.
- g. *Design standards variation.* Under no circumstances will variances to the Mountain Base Area Design Standards in the Gondola one (G-1), Gondola two (G-2), resort residential one (RR-1), and resort residential two (RR-2) zone districts be permitted.

(e) *Term and effect of approval.*

- (1) Approval of a development plan shall be final as of the date of city council approval.
- (2) Approval of a development plan shall remain effective for a period of two (2) years from the date of approval, or other time frame approved by city

council through a development agreement pursuant to section 26-203. Any request for approval longer than two (2) years must be made concurrently with the application for the development plan.

- (3) Revisions to the development plan required as a condition of approval must be made within one year from the date of approval.
- (4) If a complete application for a final development plan is not filed with the department within the approval term, the development plan shall be considered expired. (This provision shall not apply if the development plan was obtained solely for approval of a conditional use where no exterior modifications to a structure were required. In that instance, the conditional use is required to have been executed within the approval term, or the development plan shall be considered expired. If an active building permit has been obtained for the conditional use or part thereof, and the term of approval for the development plan expires, the development covered under the active building permit may continue; however, the development plan approval shall be considered expired and no new building permits may be issued based on the expired approval. Once the development plan or part thereof has been fully executed, the approval or part thereof shall remain in effect for perpetuity or until amended.)
- (5) Approval of a development plan does not relieve the project from meeting the requirements of the CDC where inconsistencies between the development plan and the requirements of the CDC may exist; and
- (6) Approval of a development plan does not relieve the project from meeting all other applicable local, state, and federal regulations.
- (7) **A development plan, processed as a Conceptual Development Plan, shall result in the approval of only those aspects and qualities of the proposed development specifically identified in the application and included in the City Council motion approving the Conceptual Development Plan. The Conceptual Development Plan process may be used to obtain approval of site design, access, and building design, including height and massing.**

The applicant may present information relating to other aspects of the proposed development including, but not limited to, grading and drainage, utilities, building fenestration, and landscaping. These aspects should be depicted and labeled as illustrative only. Regardless of whether these aspects are depicted and labeled as illustrative, the City will review them as such and a Conceptual Development Plan approval shall not convey any approval or representation by the City as to the compliance of these aspects with the Community

Development Code.

All development approved via the Conceptual Development Plan process shall be required to obtain Final Development Plan approval. The Final Development Plan application shall be in substantial conformance with the approved Conceptual Development Plan. All aspects of the Final Development Plan, unless otherwise approved as part of the Conceptual Development Plan, shall conform to all provisions of the CDC. In the event an application for a Final Development Plan does not conform to the approved Conceptual Development Plan the application shall be denied and the developer shall either amend the Conceptual Development Plan, submit a new application for a Development Plan, or submit a new application for Final Development Plan that conforms to the approved Conceptual Development Plan.

(f) *Modifications.* Modifications to a development plan may be accomplished through the final development plan process, as long as the modifications are in substantial conformance with the approved development plan as determined by the director. Modifications that are not in substantial conformance with the development plan require an application for approval for a new development plan, which shall be processed through the public review process (see section 26-47). The director shall have full discretion to determine the submittal requirements and review process for all proposed amendments.

(Ord. No. 2187, § 1, 6-3-08; Ord. No. 2254, § 6, 7-7-09)

SECTION 2

New language in **bold** and old language in ~~strikethrough~~

Sec. 26-42 Development Review

Table 26-42 Review Procedures Table

X	Required notice	CU	Call Up	PC	Planning Commission	TAC	Technical advisory committee
A	Appeal body	Dir	Director of Planning and Community Development	PUD	Planned Unit Development	()	An extra review that may be required by the Director or requested by the applicant
BOA	Board of Adjustment	DM	Decision Maker	R	Reviewing body	<>	Public hearing
CC	City Council	HPC	Historic Preservation Commission	SPO	Surrounding property owner	{}	Consent agenda

Requirements for all applications

- 1) A complete submittal in accordance with subsections (d) and (f) of Section 26-42 is required prior to review.
- 2) Additional Technical submittals - During the processing of a complete application, if the city or any review agency identifies any additional materials that are needed to accurately evaluate the potential impacts of the proposed application the additional materials will be provided In accordance with subsection (g) of Section 26-42
- 3) *Burden of proof.* The applicant for development approval shall bear the burden of presenting sufficient competent evidence to support the standards for approval set forth by this article.

Review Procedures

Types of Applications		Public Notice Requirements					Admin Review			Public Review				Final Document	
		SPO Notice (26-51(c))	Post	Publish	Mineral Rights	Pre-submittal	TAC	Dir	HPC	PC	BOA	CC			
Application	Public hearing /final decision														
Land Use/Site Development	Community plan land use map amendment (§ 26-32)	X	X		X	X	(R)				<R>			Resolution	
	Pre-application review (§ 26-46)	X	X	X	X	X	(R)				<R>		<R>	Letter	
	CDC text amendments (§ 26-61)				X	X	(R)			<R>	<R>	<R>	<DM>	Ordinance	
	Official Zoning map amendment (§ 26-62)	X	X	X	X	X	R				<R>		<DM>	Ordinance	
	Regulating Plans (§ 26-90)	X	X	X	X	X	R				<R>		<DM>	Approval Letter	
	Annexations (§ 26-63)	X	X	X	X	X	R				<R>		<DM>	Ordinance	
	Use with criteria (§ 26-64)								DM				A	Signed form	
	Development plan (§ 26-65)	X	X	X	X	X	R			<R>	<R>		{DM}	Approval letter	
	Development Plan with PUD (§§ 26-65 & 26-81)	X	X	X	X	X	R			<R>	<R>		<DM>	Approval letter	
	PUD – minor amendment	X	X	X	X		(R)	DM							Approval letter
	Final development plan (FDP) (§ 26-66)	X	X	X	X	X	R			<R>	<R>		<DM>	Signed FDP	
	Minor adjustment (§ 26-69)		X	X	X		(R)	DM					A	See 26-69(f)	
	Variance (§ 26-70)	X	X	X	X		(R)					<DM>	A	Bldg Permit	
	Waterbody setback variance (§ 26-71)		X	X	X		(R)				<R>		{DM}	Bldg Permit	
	Floodplain development permit (§ 26-72)						(R)	DM					A	Permit	
	Written interpretation (§ 26-73)												A	Letter	
	Master sign plan (§ 26-75)						(R)	DM					A	Approval letter	
	Sign permit (§ 26-76)						(R)	DM					A	Permit	
	Change of use (§ 26-77)	X	X	X	X			DM					A	Signed form	
	Minor exterior modification (§ 26-78)		X	X	X		(R)	DM					CU	Approval letter	
Vacation Home Rental Permit (§ 26-88)			X	X			DM					A	License		
Administrative FDP (§ 26-89)		X	X	X	X	(R)	DM			CU		CU	Approval let		
Telecommunication Facility (§ 26-147(g))		X	X	X		(R)	DM			<R>		<R>	Appi letter		

Subdivision	Preliminary plat (§ 26-67)	X	X	X	X	X	X	R					<DM>	Approval letter
	Preliminary plat/PUD (§ 26-67 & §26-81)						X						<DM>	Approval letter
	Final plat (§ 26-68)		X	X	X	X		(R)	DM				CU	Plat
	Lot line adjustment (§ 26-79)							(R)	DM				A	Plat
	Lot line elimination (§ 26-80)							(R)	DM				A	Plat

SECTION 3

New language in **bold** and old language in ~~strikethrough~~

Sec. 26-60. Pre-application review.

(a) *Purpose.* The purpose of the pre-application review is generally to provide information to potential applicants before substantial commitments of time and money are made in connection with the proposed development. The pre-application review seeks to assist or aid the applicant to:

- (1) Identify the necessary materials for the submittal package that the applicant will be required to prepare;
- (2) Identify and coordinate the required procedures for review and approval;
- (3) Identify the requirements and standards that may apply to the specific project;
- (4) Identify probable referral and review agencies within the TAC and others if necessary;
- (5) Obtain preliminary feedback from review agencies as necessary; and
- (6) Identify other possible issues that may arise under this CDC.

(b) *Applicability.* Pre-application review with planning commission and/or city council may be requested by the applicant.

(c) *Submittal requirements.* Submittal requirements are set forth in forms maintained by the director.

(d) *Scope and effect of review.*

- (1) The primary issues and information to be discussed at the pre-application review are those listed in subsection (a).
- (2) **Pre-applications will be reviewed by Planning Staff or TAC or both, as decided by the applicant. Pre-applications will not be reviewed by Planning Commission or City Council.** ~~Comments and opinions offered~~

~~by the planning commission or city council during a pre-application review are advisory only, and will not affect their consideration of formal development applications when they occur.~~

- (3) *Effect of review.* There shall be no real or implied approval or denial of an application as a result of the pre-application review. The pre-application review is intended to assist applicants in understanding city requirements and procedures, as well as to identify possible issues that could delay consideration of the application if they are not identified early in the process. Statements made by staff members during the pre-application review are statements of opinion and are not intended to establish final positions or conclusions on the part of the city.

(Ord. No. 2187, § 1, 6-3-08)

SECTION 3

New language in **bold** and old language in ~~strikethrough~~

Section 26-78. Minor Exterior Modification

(b) Applicability. Approval of a minor exterior modification shall be required for any changes to the exterior of an existing multi-family or commercial structure including:

- (1) Changes of materials;
- (2) Significant changes in primary or secondary color; and,
- (3) Significant changes in window or door locations or sizing.

Examples of the above include change of color to a multi-family or commercial building from white to bright blue, the change of materials on a multi-family or commercial building from wood to vinyl siding or adding additional entryways to a retail building.

- (4) Approval of a minor exterior modification shall also be required for any building addition **or new accessory structure** that involves less than one thousand five hundred (1,500) square feet of additional floor area.

SECTION 4

b. New language and fees in **bold** and old language in ~~strikethrough~~.

DEPARTMENT OF PLANNING SERVICES
DEVELOPMENT APPLICATION FEES
 Effective: ~~November 16, 2010~~

All required fees include processing and publication costs and shall be paid in full at the time of application for approval of the development application. The staff or Planning Commission shall not consider a development application unless it is deemed complete with the required fee paid in full. No fees are refundable for any processing or partial processing of a development application. Fees are not required for City-initiated applications.

(1) Pre-Application Review	
Staff Review Only.....	No Charge
Staff Review and TAC Review.....	\$100
Staff Review, TAC Review, and Planning Commission and/or City Council Review.....	\$1,000

~~Note: Pre Applications that are reviewed by Staff, TAC, Planning Commission and City Council will receive a credit of \$500 of the \$1000 pre-application fee toward a formal development application for the same project at the time that the formal development application is submitted.~~

(2) Community Plan Land Use Amendment.....	\$3,500
---	----------------

(3) Community Development Code Text Amendment.....	\$3,500
---	----------------

(4) Annexation.....	\$2,000 deposit,
.....	with final cost dependent upon processing time @ \$50/hour

(5) Official Zoning Map Amendment.....	\$2,000
---	----------------

(6) Development Plan

Conditional Use review only – No external modifications or development review.....
..... \$500

All other Development Plans

Base
Fee.....
..... \$1,000

Use.....
..... \$500 additional

With Conditional
variations..... \$500 additional

With Structure without
variation.....\$500 additional

With Structure with 1
variations..... \$750 additional

PUD.....
..... \$2,000 additional
(A PUD does not pay any of the above additional fees.)

For each 1,000 square feet of gross floor area in the development
over 5,000
sf.....
..... \$50/1,000 sf
(This additional fee does apply to a PUD.)

(7) Final Development Plan

If the project has completed or required review as a Development
Plan..... \$1,000
If the project has not completed or required review as a Development
Plan..... \$1,500

For each 1,000 square feet of gross floor area in the development over
5,000sf.....
.....\$50/1,000 sf

(8) Administrative Final Development

Plan..... \$1,000
For each 1,000 square feet of gross floor area in the development over

5,000sf.....
\$50/1,000 sf

(9) Final Development Plan Vesting Extension

Review..... \$500

(10) Community Housing Plan

Amendment.....\$500

No fee for Community Housing Plans submitted as part of a Development Plan or Final Development Plan

(11) Preliminary Plat

Base Fees:

1 to 6 Lots or Units

..... \$1,000

7 to 15 Lots or Units

..... \$1,500

16+ Lots or

Units..... \$2,000

Vacation of Right-of-

Way..... \$800

One

Variation..... \$500 additional

Two

Variations..... \$750 additional

Three

Variations..... \$1,000 additional

Four

Variations..... \$1,250 additional

(12) Final Plat

1 to 3 Lots or

Units..... \$500

4 to 6 Lots or Units

.....	\$700
7 to 15 Lots or Units	
.....	\$1,200
16+ Lots or Units	
.....	\$1,200
Easement	
Vacation.....	\$400
.....	

(13) Use with Criteria

If reviewed concurrent with a Building Permit application, development application, or development.....	No Charge
.....	
If reviewed prior to the Building Permit application, development application or development.....	\$50

(14) Change of
Use.....

.....	\$100
-------	-------

(15) Lot Line
Adjustment.....

.....	\$200
-------	-------

(16) Lot Line
Elimination.....

.....	\$200
-------	-------

(17) Floodplain Development
Permit.....

.....	\$50
-------	------

(18) Master Sign
Plan.....

.....	\$100
-------	-------

(19) Sign
Permit.....

.....	\$50
-------	------

(20) Temporary Banner.....		\$25
.....		
(21) Variance		
	Single-Family/Duplex	
Structure.....		\$500
.....		
Floodplain Variance.....		\$500
.....		
Sign Variance.....		\$250
.....		
(22) Waterbody Setback.....		\$1,000
.....		
(23) Minor Adjustment		
For a Single-Family or Duplex Structures or Land Use.....		\$75
For all Other Structure Types or Land Uses		\$150
.....		
(24) Minor Exterior Modification.....		\$500
.....		
(25) Utility Easement Encroachment.....		\$200
.....		
(26) Wireless Communications Facility		
Minor.....		\$500
.....		
Major.....		\$2,500
.....		
(27) Floodplain Map Revisions.....		\$1,000
.....		

(28) Parking Fee-in-Lieu 1 or more parking spaces	\$25,000
per space	
(29) After-the-Fact Development Application.....	Double the applicable fee

(30) Research

First three (3) hours.....	No charge
.....	
Each additional hour.....	\$50/hour
.....	

Note: Research requests shall be submitted in writing to the Director of Planning Services for review and approval prior to the initiation of any staff research. The Director shall determine if the requested research is appropriate based on the nature of the research requested, the amount of research requested, and available staff time.

Research is defined as the interpretation of documents in the planning files of the City. By way of example and not limitation, a party may request research as to the history of the zoning for a particular parcel or for the history and status of a planning approval for a specific parcel. This section is not intended to replace or nullify a citizen's rights under the Open Records Act to inspect and copy a specifically described document or documents or file.

(31) Minor Amendment to an Approved PUD.....	\$250
---	-------

(32) Appeal of Administrative Decision.....	\$250
--	-------

(33) Request for Reconsideration of Condition(s) of Approval Administrative Review.....	\$250
.....	
Public Review.....	\$1,000
.....	

Note: The request for reconsideration shall follow the same review process

(administrative or public review) under which the original development permit application was reviewed and approved.

(34) Revocable

Permit.....

\$75

The required fee includes processing and publication costs and shall be paid in full at the time of application for approval of the development application. The staff or Planning Commission shall not consider a development application unless it is deemed complete with the required fee paid in full. No fees are refundable for any processing or partial processing of a development application. Fees are not required for City-initiated applications.

(35) Vacation Home Rentals

Application

Fee.....

.....\$500

Additional Parking Inspection

Fee.....

\$100

Annual Renewal fee

.....

.....\$50

SECTION 5

All ordinances heretofore passed and adopted by the City Council of the City of Steamboat Springs, Colorado, are hereby repealed to the extent that said ordinances, or parts, thereof, are in conflict herewith.

SECTION 6

If any section, subsection, clause, phrase or provision of this Ordinance is, or the application thereof to any person or circumstance, shall to any extent, be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases and provisions of this Ordinance, or the application thereof to any person or circumstance, shall remain in full force and shall in no way be affected, impaired or invalidated.

SECTION 7

The City Council hereby finds, determines and declares that this Ordinance is necessary for the immediate preservation of the public peace, health and safety.

SECTION 8

This Ordinance shall take effect immediately upon the expiration of five (5) days from and after its publication following final passage, as provided in Section 7.6 (h) of the Steamboat Springs Home Rule Charter.

INTRODUCED, READ, AND ORDERED PUBLISHED, as provided by law, by the City Council of the City of Steamboat Springs, at its regular meeting held on the _____ day of _____, 2012.

Bart Kounovsky, President
Steamboat Springs City Council

ATTEST:

Julie Franklin, CMC
City Clerk

FINALLY READ, PASSED AND APPROVED this ____ day of _____, 2012.

Bart Kounovsky, President
Steamboat Springs City Council

ATTEST:

Julie Franklin, CMC
City Clerk

AGENDA ITEM # 9

ECONOMIC DEVELOPMENT UPDATE

There is no written report.

AGENDA ITEM # 10

CITY COUNCIL UPDATES

This is a discussion item only.

AGENDA ITEM #11

*****TENTATIVE AGENDA FOR TUESDAY, MARCH 20, 2012*****

This agenda is tentative and the information is subject to change until the agenda is finalized.

CITY OF STEAMBOAT SPRINGS

AGENDA

REGULAR MEETING NO. 2012-06

TUESDAY, MARCH 20, 2012

5:00 P.M.

MEETING LOCATION: Citizens' Meeting Room, Centennial Hall;
124 10th Street, Steamboat Springs, CO

MEETING PROCEDURE: Comments from the Public are welcome at two different times during the course of the meeting: 1) Comments no longer than three (3) minutes on items **not** scheduled on the Agenda will be heard under Public Comment; and 2) Comments no longer than three (3) minutes on all scheduled public hearing items will be heard **following** the presentation by Staff or the Petitioner. Please wait until you are recognized by the Council President. With the exception of subjects brought up during Public Comment, on which no action will be taken or a decision made, the City Council may take action on, and may make a decision regarding, ANY item referred to in this agenda, including, without limitation, any item referenced for "review", "update", "report", or "discussion". It is City Council's goal to adjourn all meetings by 10:00 p.m.

A City Council meeting packet is available for public review in the lobby of City Hall, 137 10th Street, Steamboat Springs, CO, or on our website at http://steamboatsprings.net/city_council/council_meetings. The e-packet is typically available by 1pm on the Friday before the meeting.

PUBLIC COMMENT: Public Comment will be provided at 7 p.m., or at the end of the meeting, (whichever comes first). CITY COUNCIL WILL MAKE NO DECISION NOR TAKE ACTION, EXCEPT TO DIRECT THE CITY MANAGER. **THOSE ADDRESSING CITY COUNCIL ARE REQUESTED TO IDENTIFY THEMSELVES BY NAME AND ADDRESS. ALL COMMENTS SHALL NOT EXCEED THREE MINUTES.**

A. ROLL CALL

B. COMMUNITY REPORTS/CITY COUNCIL DISCUSSION TOPIC:

1. **Yampa Street Revitalization Presentation.** (Hinsvark)

*******TENTATIVE AGENDA FOR TUESDAY, MARCH 20, 2012*******

This agenda is tentative and the information is subject to change until the agenda is finalized.

- 2. Discussion of Parks and Recreation Commission waiving fees. (Wilson)**
 - 3. Update on the Chief Theater Project. (Jim and Bill Rangitsch)**
(15 minutes)
-

C. CONSENT CALENDAR: MOTIONS, RESOLUTIONS AND ORDINANCES FIRST READINGS

ITEMS ON THE CONSENT CALENDAR GENERALLY REQUIRE LITTLE COUNCIL DELIBERATION AND MAY BE APPROVED WITH A SINGLE MOTION. ANY MEMBER OF THE COUNCIL OR THE PUBLIC MAY WITHDRAW ANY ITEM FROM THE CONSENT CALENDAR FOR FURTHER DISCUSSION AT ANY TIME PRIOR TO APPROVAL.

4. FIRST READING OF ORDINANCE:

D. PUBLIC HEARING: ORDINANCE SECOND READINGS

THE CITY COUNCIL PRESIDENT OR PRESIDENT PRO-TEM WILL READ EACH ORDINANCE TITLE INTO THE RECORD. PUBLIC COMMENT WILL BE PROVIDED FOR EVERY ORDINANCE.

- E. PUBLIC COMMENT: Public Comment will be provided at 7 p.m., or at the end of the meeting, (whichever comes first).** CITY COUNCIL WILL MAKE NO DECISION NOR TAKE ACTION, EXCEPT TO DIRECT THE CITY MANAGER. **THOSE ADDRESSING CITY COUNCIL ARE REQUESTED TO IDENTIFY THEMSELVES BY NAME AND ADDRESS. ALL COMMENTS SHALL NOT EXCEED THREE MINUTES.**
-

F. PLANNING COMMISSION REPORT

G. CONSENT CALENDAR - PLANNING COMMISSION REFERRALS:

ITEMS ON THE CONSENT CALENDAR GENERALLY REQUIRE LITTLE OR NO COUNCIL DELIBERATION AND MAY BE APPROVED WITH A SINGLE MOTION. A CITY COUNCIL MEMBER MAY REQUEST AN ITEM(S) BE REMOVED FROM THE CONSENT CALENDAR FOR FURTHER DISCUSSION. **ALL ORDINANCES APPROVED BY CONSENT SHALL BE READ INTO THE RECORD BY TITLE.**

- 5. FIRST READING OF ORDINANCE:** West Acres Ranch Subdivision Tract C zoning map amendment. (Lorson)

- 6. PROJECT: Walton Creek & Ride a River Parks**
PETITION: Final development plan

*******TENTATIVE AGENDA FOR TUESDAY, MARCH 20, 2012*******

This agenda is tentative and the information is subject to change until the agenda is finalized.

LOCATION:

APPLICANT:

PLANNING COMMISSION VOTE: To be heard March 8, 2012.

H. PUBLIC HEARING – PLANNING COMMISSION REFERRALS

PUBLIC HEARING FORMAT:

- **Presentation by the Petitioner (estimated at 15 minutes). Petitioner to state name and residence address/location.**
- **Presentation by the Opposition.** Same guidelines as above.
- **Public Comment by individuals (not to exceed 3 minutes). Individuals to state name and residence address/location.**
- **City staff to provide a response.**

- 7. SECOND READING OF ORDINANCE:** An ordinance to amend Section 26-65 Development Plan; amend Section 26-42 Development Review; amend Section 26-60 Pre-application Review; amend Section 26-78 Minor Exterior Modification; and amend the Development Application Fee Schedule. (Keenan)
-

I. REPORTS

8. Economic Development Update.

9. City Council

10. Reports

- a. Agenda Review (Franklin):
 - 1.) City Council agenda for April 3, 2012.
 - 2.) City Council agenda for April 17, 2012.

11. Staff Reports

- a. City Attorney's Update/Report. (Lettunich)
 - b. Manager's Report: Ongoing Projects. (Roberts)
 - c. 2012 Heritage Award. (Franklin)
-

J. ADJOURNMENT

**BY: JULIE FRANKLIN, CMC
CITY CLERK**

*******TENTATIVE AGENDA FOR TUESDAY, APRIL 3, 2012*******

This agenda is tentative and the information is subject to change until the agenda is finalized.

CITY OF STEAMBOAT SPRINGS

AGENDA

REGULAR MEETING NO. 2012-07 TUESDAY, APRIL 3, 2012

5:00 P.M.

MEETING LOCATION: Citizens' Meeting Room, Centennial Hall;
124 10th Street, Steamboat Springs, CO

MEETING PROCEDURE: Comments from the Public are welcome at two different times during the course of the meeting: 1) Comments no longer than three (3) minutes on items **not** scheduled on the Agenda will be heard under Public Comment; and 2) Comments no longer than three (3) minutes on all scheduled public hearing items will be heard **following** the presentation by Staff or the Petitioner. Please wait until you are recognized by the Council President. With the exception of subjects brought up during Public Comment, on which no action will be taken or a decision made, the City Council may take action on, and may make a decision regarding, ANY item referred to in this agenda, including, without limitation, any item referenced for "review", "update", "report", or "discussion". It is City Council's goal to adjourn all meetings by 10:00 p.m.

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PUBLIC COMMENT: Public Comment will be provided at 7 p.m., or at the end of the meeting, (whichever comes first). CITY COUNCIL WILL MAKE NO DECISION NOR TAKE ACTION, EXCEPT TO DIRECT THE CITY MANAGER. **THOSE ADDRESSING CITY COUNCIL ARE REQUESTED TO IDENTIFY THEMSELVES BY NAME AND ADDRESS. ALL COMMENTS SHALL NOT EXCEED THREE MINUTES.**

A. ROLL CALL

B. COMMUNITY REPORTS/CITY COUNCIL DISCUSSION TOPIC:

*******TENTATIVE AGENDA FOR TUESDAY, APRIL 3, 2012*******

This agenda is tentative and the information is subject to change until the agenda is finalized.

- 1. Presentation of Summer Marketing Campaign Metrics and Goals and Return on Investment Report.** (Kara Givnish, Director of Marketing, Chamber) (10 minutes)
- 2. Community Indicators Project.** (Kate Nowak, Yampa Valley Data Partners) (30 minutes)

C. CONSENT CALENDAR: MOTIONS, RESOLUTIONS AND ORDINANCES FIRST READINGS

LEGISLATION

ITEMS ON THE CONSENT CALENDAR GENERALLY REQUIRE LITTLE COUNCIL DELIBERATION AND MAY BE APPROVED WITH A SINGLE MOTION. ANY MEMBER OF THE COUNCIL OR THE PUBLIC MAY WITHDRAW ANY ITEM FROM THE CONSENT CALENDAR FOR FURTHER DISCUSSION AT ANY TIME PRIOR TO APPROVAL.

- 3. RESOLUTION:** A resolution to provide Steamboat Ski & Resort Corporation wastewater treatment services for an out of district location at the Four Points Hut expansion. (Shelton)

4. FIRST READING OF ORDINANCE:

D. PUBLIC HEARING: ORDINANCE SECOND READINGS

THE CITY COUNCIL PRESIDENT OR PRESIDENT PRO-TEM WILL READ EACH ORDINANCE TITLE INTO THE RECORD. PUBLIC COMMENT WILL BE PROVIDED FOR EVERY ORDINANCE.

5. SECOND READING OF ORDINANCE:

-
- E. PUBLIC COMMENT: Public Comment will be provided at 7 p.m., or at the end of the meeting, (whichever comes first).** CITY COUNCIL WILL MAKE NO DECISION NOR TAKE ACTION, EXCEPT TO DIRECT THE CITY MANAGER. **THOSE ADDRESSING CITY COUNCIL ARE REQUESTED TO IDENTIFY THEMSELVES BY NAME AND ADDRESS. ALL COMMENTS SHALL NOT EXCEED THREE MINUTES.**

PLANNING PROJECTS

F. PLANNING COMMISSION REPORT

PLANNING PROJECTS

G. CONSENT CALENDAR - PLANNING COMMISSION REFERRALS:

ITEMS ON THE CONSENT CALENDAR GENERALLY REQUIRE LITTLE OR NO COUNCIL DELIBERATION AND MAY BE APPROVED WITH A SINGLE MOTION. A CITY COUNCIL MEMBER MAY REQUEST AN ITEM(S) BE REMOVED FROM THE CONSENT CALENDAR FOR FURTHER DISCUSSION. **ALL ORDINANCES APPROVED BY CONSENT SHALL BE READ INTO THE**

*******TENTATIVE AGENDA FOR TUESDAY, APRIL 3, 2012*******

This agenda is tentative and the information is subject to change until the agenda is finalized.

RECORD BY TITLE.

6. PROJECT: Howelsen Place Building B (Wireless Antennas)

PETITION: Final development plan

LOCATION:

APPLICANT:

PLANNING COMMISSION VOTE: To be heard March 22, 2012.

H. PUBLIC HEARING – PLANNING COMMISSION REFERRALS

PUBLIC HEARING FORMAT:

- **Presentation by the Petitioner (estimated at 15 minutes). Petitioner to state name and residence address/location.**
- **Presentation by the Opposition.** Same guidelines as above.
- **Public Comment by individuals (not to exceed 3 minutes). Individuals to state name and residence address/location.**
- **City staff to provide a response.**

7. SECOND READING OF ORDINANCE: West Acres Ranch
Subdivision Tract C zoning map amendment. (Lorson)

I. REPORTS

8. Economic Development Update.

9. City Council

10. Reports

- a. Agenda Review (Franklin):
 - 1.) City Council agenda for April 17, 2012.
 - 2.) City Council agenda for May 1, 2012.

11. Staff Reports

- a. City Attorney's Update/Report. (Lettunich)
 - b. Manager's Report: Ongoing Projects. (Roberts)
-

J. OLD BUSINESS

12. Minutes (Franklin)

- a. Regular Meeting 2011-05, March 6, 2012.
- b. Regular Meeting 2012-06, March 20, 2012.

*******TENTATIVE AGENDA FOR TUESDAY, APRIL 3, 2012*******

This agenda is tentative and the information is subject to change until the agenda is finalized.

K. ADJOURNMENT

**BY: JULIE FRANKLIN, CMC
CITY CLERK**

AGENDA ITEM # 12

STAFF REPORTS:

- a.) City Attorney's Update/Report
 - 1. Oil and Gas Update (Materials to be emailed prior to the meeting)

- b.) Manager's Report: Ongoing Projects
 - 2. Request for sponsorship for Oil and Gas Informational Public meeting (pertaining documents follow this page)

- c.) False Alarm Ordinance Discussion (pertaining documents follow this page)

AGENDA ITEM # 12b Attachment 1



PO Box 1641, Craig, CO 81626
970-824-1133 Phone 970-824-5004 Fax www.yampavalleypartners.com

February 29, 2012

Steamboat Springs City Council

Dear Council members,

Yampa Valley Data Partners and the Community Ag Alliance are partnering once again to produce the Oil & Gas Symposium II March 14, 2012 at the Hayden High School auditorium. Both Marsha and I feel there is room for even more education on oil and gas development impacts. We are pretty excited about our lineup of speakers.

John C. Lamb from Steamboat Energy Consultants has been a completion consultant for oil & gas for 30 years. He understands the process and will give us an overview of the whole process from selecting a geologic area to drilling to reclamation.

George Blankenship from Blankenship Consultants has traveled the country producing economic and urban development impact studies for communities that have been impacted from oil and gas development. I have asked him specifically to describe economic impacts similar to our two counties.

Bill Stearns from Metis Consulting has been providing scientific water quality testing and other environmental testing services to citizens, industry and governments for years and is adamant on proper testing methods. He will speak about environmental testing that is commonly done in communities, for landowners and industry.

Ralph Cantafio, attorney will talk about the impacts of landowner leases that have been sold to different companies and what their rights are, how to prepare for such a sale, etc

Chad Phillips from Routt County Planning will talk about what regulations Routt County is considering to implement.

Michael Warren from Colorado Parks & Wildlife is not totally confirmed yet, but hopefully he will attend and speak on how the CPW protects wildlife in oil and gas development areas.

Again, we feel it is pertinent to host the symposium in Hayden as this is where the majority of the activity will take place. The location is suitable to invite our neighbors in Moffat County as well. We also recognize there are multiple viewpoints on the subject of oil and gas development in our area. We want to try to provide balanced education and let the citizens make their own opinions. We consider ourselves neutral education providers.

We would like to ask the council for a \$200 sponsorship to help defer the expenses in producing such an event and we ask for your support in providing education to the public. Thank you for your consideration.

Sincerely,

Kate Nowak

Kate Nowak
Executive Director
Yampa Valley Data Partners

AGENDA ITEM #12b Attachment 2



Sponsor & Exhibitor Registration and Information

Thank you for your interest in sponsoring or exhibiting at the Oil & Gas Symposium II on March 14, 2012 from 5:30 to 9:00pm. The event will be held at the Hayden High School Auditorium, 495 W. Jefferson, Hayden, CO. The exhibitors will have tabletops lining the walls outside the auditorium. Exhibitors will be able to network and receive booth traffic during registration, dinner and breaks. .

Sponsorship & Exhibit Fees	
Table Top Exhibitor	\$75
Event Sponsorship	\$200
Sponsor & exhibit	\$250
Quarter Page Ad in program	\$50

\$200 Event Sponsorship	Table Top Exhibitor \$75
Public recognition at event	(1) 8ft table with 2 chairs
(1) complimentary registration	(1) complimentary registration
Banner posting availability	(1) 8ft table with 2 chairs

Booths will be reserved on a first paid basis. Please provide payment information below.

Contact Name _____

Phone _____

Company _____

Email _____

Payment Information Full payment must accompany this form. Make checks payable to Community Agriculture Alliance. Send checks to Yampa Valley Data Partners, PO Box 1641, Craig, CO 81626
Please register before March 7, 2012.

Additional Information

Sponsors & Exhibitors:

Registration for the event: We will ask you to register by calling Kate Nowak at Yampa Valley Partners at 970-824-1133. We will accept cash or check by March 7 to reserve your space. Checks should be made out to the Community Agriculture Alliance and sent to Yampa Valley Partners, PO Box 1641, Craig, CO 81626.

Sponsor company logo: Sponsors, please send your company logo for use in signage to kate@yampavalleypartners.com

Quarter page ad: We accept your complete designed ad in a pdf or jpeg format. All ads are vertical, inset and in full color. Size 3.5" x 4.875". Send your ad to kate@yampavalleypartners.com.

Exhibitors:

Set up: Please plan to arrive Wednesday afternoon, March 14 4:30pm to set up your exhibit. We would like all exhibits completely set up by 5:15 pm as the symposium starts at 5:30pm. It would behoove the exhibit company to be set up by 5:00pm as this is when people will start arriving to register and have time to visit your booth.

Take down: Please do not take down your exhibit until 9:00pm or when the last question and answer ends. Thank you for your cooperation.

Contact information: Thank you for sponsoring this event and/or exhibiting with us. Please do not hesitate to contact me with any questions. Kate Nowak, Executive Director, Yampa Valley Data Partners, 970-824-1133 or kate@yampavalleypartners.com. We are delighted to have you a part of the event!



AGENDA ITEM #12c Attachment 1

CITY COUNCIL COMMUNICATION FORM

FROM: Joel Rae, Director of Public Safety (ext. 113)

THROUGH: Jon Roberts, City Manager (ext. 228)

DATE: March 6, 2012

RE: Unnecessary Alarm Ordinance

DIRECTION
 INFORMATION

I. REQUEST OR ISSUE:

In May 2010 City Council adopted an unnecessary alarm ordinance (attached) which the Police and Fire Departments began enforcing around October 1, 2010. Since that time several issues relating to the ordinance have surfaced and staff believes a discussion is needed to improve the existing ordinance.

II. RECOMMENDED ACTION/NEXT STEP:

It is the recommendation of staff that a revised ordinance be drafted and presented to City Council as a first reading in the near future. Recommended language changes include allowing alarm holders four false alarms within a six month period and six false alarms within a one-year period before punitive impacts are levied against the responsible parties. It is recommended that a substantial alarm fee be included within the ordinance upon any business or homeowner receiving their fifth violation within a 6-month period or seventh violation within a one-year period. Homeowners or business owners could then be reimbursed a portion or the entire fee if they provide the police or fire department a copy of an invoice from a reputable alarm service/repair company that documents what problems were causing the unnecessary alarms, that the repairs were made to fix the issue and what the costs were in repairing the alarm system.

III. FISCAL IMPACTS:

The existing ordinance has generated minimum revenue for the City of Steamboat Springs. The ordinance was designed to reduce the number of false alarms within the community which consume valuable time of police officers and firefighters. Since inception and through February 1, 2012, the Police Department has billed out \$24,600 and collected \$6,250 for false alarm violations. During the same time period, the fire department has billed out \$9,100 and collected \$3,250 for false alarm violations.

It is estimated that the adoption of a new ordinance will have minimal financial impact to the City Of Steamboat Springs, as the ordinance will be in place as a tool to reduce the number of overall false alarms, while generating minimal revenue as a result of revenue collections from the most serious repeat violators.

IV. BACKGROUND INFORMATION:

The existing ordinance and communication form from 2010 is attached for your review, which provides the history that lead to the adoption of an unnecessary alarm ordinance. Once the adoption of the ordinance happened, letters were sent to the alarm companies as well as their clients who had alarm systems within their business or residence. When enforcement of the ordinance began a letter was then drafted (attached) which informed the home/business owner when and where the violation occurred, the specifics of the ordinance and the progressive fine schedule. Spreadsheets were also developed to track dates, locations, violations, fee letters and collections. As time has gone on, it has been extremely time consuming for staff to manage the existing ordinance. We have seen a minimal decrease in the number of false fire/smoke alarms and a 25% decrease in the number of intrusion alarms since enforcement of the ordinance began.

For the one year period prior to enforcement of the ordinance taking effect (10/1/2009-10/1/2010) the Steamboat Springs police department handled 410 alarms. For the one year period since enforcement began (10/1/2010- 10/1/2011) we have handled 327 alarms, a 25% decrease.

The fire department handled 583 alarms for the year prior to the ordinance taking effect (08/1/2009- 8/1/2010) and handled 547 alarms since the ordinance began (08/1/2010-08/1/2011) a 6% decrease.

While the numbers for the police department seem significant, false alarms today make up about 3% of our total calls for service, which average 10,000 per year.

The number is more significant for the fire department as alarms account for roughly 30% of their total calls for service.

We are now at a point where businesses are reaching false alarm fee levels that are exceeding the \$2,000.00 mark. Some have adamantly denied paying, others pay one hundred or two hundred dollars and some simply ignore any communication generated from the City. If the existing ordinance remains in effect, staff would like City Council to provide direction to staff to begin issuing summonses into the Steamboat Springs Municipal Court to proceed with collections against the most serious unnecessary alarm violators who refuse to pay fees. This process would be similar to what Staff has done in the past for sales tax license holders who fail to pay City sales tax. Summonses would not be issued until repeated attempts of communication with the violator have been made and non-payment has exceeded the 90 day mark.

IV. LEGAL ISSUES:

None

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

None

VII. SUMMARY AND ALTERNATIVES:

1. Revise the existing unnecessary alarm ordinance to include suggestions in section II.
2. Keep the existing unnecessary alarm ordinance in place without revisions and direct staff to pursue non-payment of unnecessary alarm fees, including the issuance of summonses into Steamboat Springs Municipal Court.
3. Repeal the existing ordinance, so the Steamboat Springs Municipal Code does not contain an unnecessary alarm ordinance.



Steamboat Springs Police Services

MEMORANDUM

TO: Joel Rae, Chief of Police
FROM: Barb Simms, Asst. to the Chief of Police
DATE: March 1, 2012
SUBJECT: FALSE ALARMS

The following is a summary of total intrusion alarms (false & non-false) from:

10/1/2009 – 10/1/2010	410
10/1/2010 – 10/1/2011	327

It appears that overall intrusion alarms have gone down 25% since the inception of the ordinance.

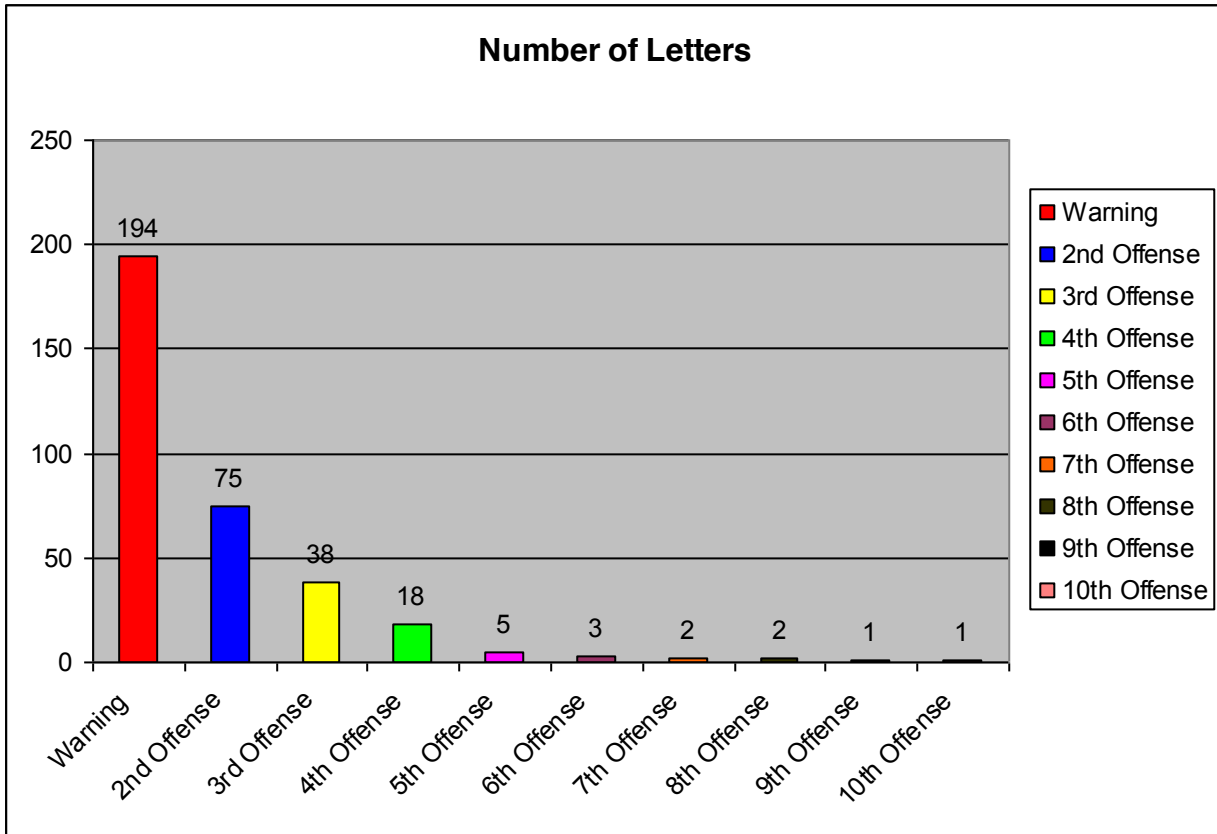
Since inception (Sept. 2010) of the False Alarm Ordinance, we had the following false intrusion alarms:

Business	224
Residential	115
TOTAL:	339

Statistical facts:

- sent out 339 violation letters
- billed out **\$24,600.00** in false alarm violations
- collected **\$6,250.00** in false alarm violations
- 42 repeat offenders have not paid

The chart below shows the number of multiple offenses that a business or residence received.



AGENDA ITEM #12c Attachment 3



Proudly serving the City of Steamboat Springs and the Steamboat Springs Rural Fire Protection District

MEMORANDUM

TO : Joel Rae, Director of Public Safety

FROM: Jay Muhme, Fire Marshal

RE : Alarm Ordinance Procedure and update

DATE : 01/31/12

Alarm Ordinance 2317 was adopted by City Council on May 18, 2010, however, we did not actually start tracking and sending out letters until August 1, 2010. The process for Unnecessary Emergency alarms is as follows:

When the fire crews respond to a call for service they create a NIFIRS report which collects information about the call. The Lt. in charge will determine if the alarm is a "Chargeable" or "Non-Chargeable" offense based on the ordinance. The report is then submitted to the Fire Marshal for review of content.

Once all the reports have been reviewed, a query is run in Highplains which searches the "Chargeable" offenses for a designated time period. The queried information is then exported to an Excel spread sheet and the corresponding responses are processed. This is typically done by the Fire Marshal once a week.

The weekly data is sorted and stored in Excel with "old files" that have already been dealt with and combined with the current week's query. From this report a letter is sent to the responsible party notifying them of the call for service. The letter for the first offence specifically states that is a "one time only warning letter". If they have a second "Chargeable" alarm at their location they are sent a letter of an "assessed fee" per the ordinance.

If the owner, Management Company, or contractor contacts Fire Prevention to contest the letter or to confirm that the system is being repaired, we will discuss the matter. If I feel the problem has been fixed or that they have been adequately educated about what the ordinance is trying to accomplish, then I commonly change the letter of "warning" to a one time "courtesy letter". If

the letter assessed a fee and the system has been repaired or maintained then I will reduce the fee by 50% per the ordinance.

Fire Prevention began sending out letters on August 1, 2010, and since that date 204 “Warning Letters” have gone out. Of those “Warning Letters”, 19 were rescinded and changed to “Courtesy Letters” after discussing the “issue” with Fire Prevention. There have been 31 “Fee Letters” for \$200 sent, seven “\$300 Fee Letters” have been sent and only two \$400 Fee Letters sent (see attached table). The figures show that only a small percentage of those which have received a “Warning Letter” have had a recurring incident. The attached table reflects the statistics of the program to date.

It is our hope this reflects that systems are being serviced and maintained to avoid further correspondence about system failures or problems. One local alarm contractor recently commented on the increased number of calls they have received requesting service and maintenance on systems. That is exactly the type of results we are hoping for from this ordinance.

The goal of this ordinance is not to be punitive, rather to educate the system owners and operators of the expense to tax payers if these systems are not properly serviced and maintained. In addition to alleviating the misuse of manpower and City resources, this Ordinance has also improved the guest experience at our local resorts due to the inconvenience of unnecessary emergency alarms.

However, enforcing the ordinance as written has become a very time consuming operation. I believe the goal of the ordinance is working but the level of detail associated has become unmanageable. It is my recommendation this ordinance be reviewed and simplified. It can still continue to meet the goal of the original ordinance while decreasing the amount of administration need to gain compliance.

FIRE/RESCUE NUISANCE ALARMS				
FEE COLLECTION - 08/01/10 - 01/11/12				
	Commercial Occupancies	Private Residential Occupancies	Contractors	Totals
Courtesy Letters sent	9	8	2	19
Warning Letters sent	77	81	27	185
\$200 Fee Letters sent	18	9	4	31
\$300 Fee Letters sent	5	1	1	7
\$400 Fee Letters sent	2			2
FEE ASSESSED	\$5,900	\$2,100	\$1,100	\$9,100
FEE COLLECTED	<u>\$1,850</u>	<u>\$500</u>	<u>\$900</u>	<u>\$3,250</u>
FEE UNPAID	\$4,050	\$1,600	\$200	\$5,850

NOTE: Ordinance #2317 allows a 50% reduction in Fee if proof of repair or maintenance is submitted to Fire Marshal.

TOTAL FEES COLLECTED reflects many reduced collections. Therefore FEES UNPAID is higher than actual

DATE RANGE	TOTAL ALARMS Chargeable and Nonchargeable	TOTAL ALARMS Chargeable Only
08/01/09 to 08/01/10	583	N/A Pre-ordinance
08/01/10 to 08/01/11	547	188
08/10/11 to Present	227	72

AGENDA ITEM #12c Attachment 4



"[Type Date Here]"

[Click here and insert property owner name]
[Click here and insert property owner address]
[Click here and insert city, state, zip]

Re: Emergency Alarm Violation - SSPD Case #

Dear :

We have been notified that your property at had a Category II emergency alarm on at . This is the emergency alarm violation since the ordinance was adopted. As a result, the City has assessed an Excessive and/or Unnecessary Emergency Alarm Fee of \$. Please remit this to the City of Steamboat Springs, Attention: Police Department, P.O. Box 775088, Steamboat Springs, CO 80477-5088.

Please be advised that each successive violation within any one year time period may result in an additional fee in accordance with the following schedule:

First Offense	Warning Letter
Second Offense	\$100.00
All additional offenses	\$200.00

If, within thirty days of the citation, you provide Police Department personnel with a written document showing that necessary repairs or corrections have been made to the Emergency Alarm System by a qualified agency, then you may be eligible for a fifty percent rebate on the assessed fees. We encourage you to do everything possible to voluntarily ensure that your detection systems at your property are maintained to proper standards.

Responding to false alarms cost the taxpayers of Steamboat Springs and Routt County tens of thousands of dollars per year. It is the goal of the City's False Alarm Ordinance to reduce the number of false alarms and not for this ordinance to be a source of revenue for the City of Steamboat Springs. With that, the Steamboat Springs Police Department is here to work with you and help eliminate false alarms in any way we can. The City of Steamboat Springs is committed to maintaining safe and timely responses to emergency fire, police, and medical calls. We know that this can only be achieved through the cooperation of everyone involved. If you have any questions or we can be a resource to you, please give us a call at any time at 970-879-4344.

Sincerely,

Joel Rae
Chief of Police

CC:

AGENDA ITEM #12c Attachment 5

CITY OF STEAMBOAT SPRINGS, COLORADO

ORDINANCE NO. 2317

AN ORDINANCE AMENDING CHAPTER FIVE OF THE STEAMBOAT SPRINGS MUNICIPAL CODE BY ADOPTING A NEW ARTICLE IV CREATING A FEE SCHEDULE FOR EXCESSIVE AND/OR UNNECESSARY EMERGENCY ALARMS; PROVIDING FOR SEVERABILITY; ESTABLISHING AN EFFECTIVE DATE; AND SETTING A HEARING DATE.

WHEREAS, the City of Steamboat Springs finds that excessive and/or unnecessary emergency alarms cause a significant misuse of the manpower and resources of the City of Steamboat Springs by causing the dispatch of emergency units to the scene of a emergency alarm , which renders them out of service and unavailable to respond to legitimate emergency situations; and

WHEREAS, the City of Steamboat Springs finds that the continued excessive and/or emergency alarms are a threat to the health, safety and welfare of the citizens of the City of Steamboat Springs; and

WHEREAS, the Fire Chief and Police Chief have reviewed the new Excessive and/or Unnecessary Emergency Alarm fee schedule and recommend its adoption; and

WHEREAS, the City Council believes it is in the best interest of the public health, safety and welfare of its citizens and visitors to adopt a fee schedule for excessive and/or unnecessary emergency alarms.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STEAMBOAT SPRINGS, COLORADO:

Section 1. Chapter 5 of the Steamboat Springs Revised Municipal Code is hereby amended by the addition of the following Article IV:

ARTICLE IV. EXCESSIVE AND/OR UNNECESSARY EMERGENCY ALARMS.

Sec. 5-101. Purpose.

- A)** The purpose of this Article is to encourage Owners and Alarm Companies to maintain the operational effectiveness of Emergency Alarm Systems in order to improve the reliability of Emergency Alarm Systems and reduce or eliminate excessive and/or unnecessary emergency alarms.
- B)** This Article governs Emergency Alarm Systems intended to summon Fire and Law Enforcement personnel, and requires assessment of fees for excessive and/or unnecessary emergency alarms, and provides procedures for repeat offenders.

Sec. 5-102. Definitions. The following definitions shall apply to this Article:

A) Emergency Alarm System: A system or portion of a combination system consisting of components and circuits arranged to monitor the status of emergency alarm or supervisory signal-initiating devices and to signal or transmit Emergency Alarms of any kind, including, but not limited to, fire alarms, smoke alarms, emergency alarms as well as burglar, robbery and panic alarms.

B) Emergency Alarm: A signal or transmission to any public Fire or Law Enforcement agency, or to any officer or employee thereof, whether by telephone, spoken word or otherwise, of information to the effect that there is an emergency at or near a place indicated by the signal or transmission.

C) Category I Emergency Alarm: Any Emergency Alarm requiring a Fire and/or Law Enforcement response to a non-emergency situation where the system operated properly under the following conditions:

- 1) Accidental:** The Emergency Alarm was caused by the following:
 - a. A guest or circumstances beyond the control of the Emergency Alarm System Owner.
 - b. An accidental smoke, fire or intrusion condition.

Category I Emergency Alarms shall not be assessed a fee.

D) Category II Emergency Alarm: Any emergency alarm requiring a Fire and/or Law Enforcement response to a non-emergency situation under the following conditions:

- 1) **System Malfunctions:** The Emergency Alarm was caused by poor or improper maintenance, improper installation of Emergency Alarm equipment, hardware or wiring. An improper action by the Emergency Alarm monitoring center or Emergency Alarm installation/testing company shall also be considered a system malfunction.
- 2) **User Error:** The act or omission of an agent, employee or contractor of the Emergency Alarm System Owner or, in the case of a construction site, by the general contractor.
- 3) **Undetermined Cause:** Any Emergency Alarm which after investigation by Fire and/or Law Enforcement personnel does not reveal the apparent cause of the emergency alarm. If the Emergency Alarm System owner or, in the case of a construction site, the general contractor, or their agent, can provide proof of cause within two working days from the emergency alarm time, the responding agency may re-evaluate the assessment.

Category II Emergency Alarms shall be termed “unnecessary” and will be assessed a fee as outlined in Table 1, Section 5-104.

E) Malicious: Any Emergency Alarm caused by malicious or mischievous action.

Malicious Emergency Alarms will be assessed a fee as outlined in Table 1, Section 5-104. These emergency alarms are also unlawful. The individual(s) responsible for a Malicious Emergency Alarm(s) may be subject to criminal action as defined in the Colorado Revised Statutes. 18-8-111(1)(a)

Sec. 5-103. Excessive and/or Unnecessary Alarm Rate:

a) *Emergency Alarm System Owner Liability:* Any Emergency Alarm System found to have two or more Category II Emergency Alarms, as defined in this ordinance, within a twelve month period shall be considered in violation of this ordinance.

b) *Emergency Alarm Installation/Testing, Emergency Alarm Monitoring or Emergency Alarm Maintenance Company Liability:* Any emergency alarm monitoring or maintenance company found to have two or more Category II Emergency Alarms at any combination of properties, as defined in this ordinance, within a twelve month period shall be considered in violation of this ordinance.

c) *New Construction Contractor Liability:* Any new construction site found to have two or more Category II Emergency Alarms, as defined in this ordinance, shall be considered in violation of this ordinance.

Sec. 5-104. Excessive and/or Unnecessary Emergency Alarm Fees.

a) A fee shall be charged to the owner of any Emergency Alarm System in violation of Section 5-103(a) of this ordinance.

b) A fee shall be charged to the emergency alarm installation/testing company, emergency alarm monitoring company, or emergency alarm maintenance company depending upon which is found to be the cause of the emergency alarm in violation of Section 5-103(b) of this ordinance. If designation of cause cannot be distinguished between companies, then the owner of the property found to be in violation of Section 5-103(b) of this ordinance shall be charged the appropriate fee.

c) A fee shall be charged to the owner or general contractor of said property found to be in violation of Section 5-103(c) of this ordinance.

The fee shall be assessed as follows: The second Category II Emergency Alarm in violation of Section 5-103 within a twelve month period, will be assessed a fee of \$200.00. The fee will progressively increase by an additional \$100.00 for each violation with no fee limit. See Table 1 for Fee Schedule.

Table 1- Fee Schedule

In Violation of Section 5-103(a), (b), or (c)		Malicious Alarms	
Number of Emergency Alarms	Fee For Each Emergency Alarm	Number of Emergency Alarms	Fee for Each Emergency Alarm
1	Warning Letter	1	\$200.00
2	\$200.00	2	\$300.00
3	\$300.00	3	\$400.00
4	\$400.00	4	\$500.00
5	\$500.00	5	\$600.00
6	\$600.00	6	\$700.00
7	\$700.00	7	\$800.00

Sec. 5-105. Rebate Eligibility. Within thirty days following any emergency alarm in violation of Section 5-103(a) of this ordinance the owner may provide Fire and/or Law Enforcement personnel with a written document which shows

that necessary repairs or corrections have been made to the Emergency Alarm System by a qualified agency. Upon determination by Fire and/or Law Enforcement personnel that all necessary repairs to the Emergency Alarm System have been made, the owner is eligible to receive a fifty percent rebate on the assessed Excessive and/or Unnecessary Emergency Alarm fee, if requested within thirty days of the determination by Fire and/or Law Enforcement personnel.

This Section shall not apply to Sections 5-103(b) or (c).

Sec. 5-106. Failure to Pay Fees. Failure of any fees to be paid by contracted companies or general contractors shall be charged to the owner of the Emergency Alarm System in violation of this ordinance. Owners of Emergency Alarm Systems more than ninety days in arrears for all assessed Excessive and/or Unnecessary Emergency Alarm fees, due under this ordinance, shall have a perpetual lien placed against the property. In addition, the failure of any person, corporation, or other entity that to pay a fee assessed hereunder within ninety days of its assessment shall be a violation of this Code punishable as provided in Section 1-15 of this Revised Municipal Code.

Sec. 5-107. Determination of violation/Appeal.

The senior official of the primary agency responding to an emergency alarm shall have authority to assess fees pursuant to Table 1 of Section 5-104. The assessing agency shall provide written notice of the assessment to the offending party. The assessing agency shall also provide copies of the notice to the following: when a property owner is assessed, to the alarm maintenance or monitoring company; when an alarm maintenance or monitoring company is assessed, to the property owner; and when a general contractor is assessed, to both the property owner and the alarm maintenance or monitoring company. Any person assessed a fee may request reconsideration of the assessment within ten (10) days of receiving notice of the fee assessment. The official responsible for the assessment shall consider evidence submitted by the appellant and shall withdraw the assessment if the official determines by a preponderance of the evidence that the alarm for which the fee is assessed is not a Category II or malicious alarm."

Section 2. All ordinances heretofore passed and adopted by the City Council of the City of Steamboat Springs, Colorado, are hereby repealed to the extent that said ordinances, or parts thereof, are in conflict herewith.

Section 3. If any section, subsection, clause, phrase or provision of this Ordinance, or the application thereof to any person or circumstance, shall to any extent, be held by a court of competent jurisdiction to be invalid, void or

unconstitutional, the remaining sections, subsections, clauses, phrases and provisions of this Ordinance, or the application thereof to any person or circumstance, shall remain in full force and shall in no way be affected, impaired or invalidated.

Section 4. The City Council hereby finds, determines and declares that this Ordinance is necessary for the immediate preservation of the public peace, health and safety.

Section 5. This Ordinance shall take effect immediately upon the expiration of five (5) days from and after its publication following final passage, as provided in Section 7.6(h) of the Steamboat Springs Home Rule Charter.

INTRODUCED, READ AND ORDERED PUBLISHED, as provided by law, by the City Council of the City of Steamboat Springs, at its regular meeting held on the 4th day of May, 2010.

Cari Hermacinski
Cari Hermacinski, President
Steamboat Springs City Council

ATTEST:

Julie Franklin
Julie Franklin, CMC
City Clerk

FINALLY READ, PASSED AND APPROVED this 18th day of May, 2010.

Cari Hermacinski
Cari Hermacinski, President
Steamboat Springs City Council

ATTEST:

Julie Franklin
Julie Franklin, CMC

City Clerk

AGENDA ITEM #12c Attachment 6

CITY COUNCIL COMMUNICATION FORM

FROM: Dan Foote, Staff Attorney (Ext. 223)
J.D. Hays, Director of Public Safety (Ext. 113)
Ron Lindroth, Fire Chief (879-7170)

THROUGH: Jon Roberts, City Manager (Ext. 228)

DATE: May 18, 2010

ITEM: AN ORDINANCE ADOPTING A FEE SCHEDULE FOR EXCESSIVE AND/OR UNNECESSARY EMERGENCY ALARMS; PROVIDING FOR SEVERABILITY; ESTABLISHING AN EFFECTIVE DATE; AND SETTING A HEARING DATE. (Foote)

NEXT STEP: APPROVE THE ORDINANCE ON SECOND READING.

ORDINANCE
 RESOLUTION
 MOTION
 DIRECTION
 INFORMATION

I. REQUEST OR ISSUE:

Adopt an ordinance imposing fees on property owners, contractors, and emergency alarm companies who are responsible for excessive and/or unnecessary emergency alarms.

II. RECOMMENDED ACTION:

Adopt the ordinance.

III. BACKGROUND INFORMATION:

The frequent incidence of false emergency alarms, i.e. burglar and fire alarms, results in excessive and unnecessary use of fire and police department resources. Dispatch of emergency response units to false emergency alarms renders responding units unavailable to respond in a timely fashion to legitimate emergency situations.

The Fire Chief and Director of Public Safety recommend that the City adopt the attached ordinance, which authorizes the assessment of fees for false emergency alarms, in order to encourage property owners, construction contractors, and emergency alarm companies to improve the reliability of their emergency alarm systems.

Staff has amended the ordinance since first reading to add a sentence providing that failure to pay a fee is a violation of the municipal code. Municipal code violations may result in citations to the municipal court and fines of up to \$999.

IV. LEGAL ISSUES.

None.

V. FISCAL IMPACTS.

The ordinance creates a fee system that will result in a small increase in City revenue. Hopefully, the ordinance will also result in a reduction in expenditures incurred in responding to false emergency alarms.

AGENDA ITEM #13

CITY OF STEAMBOAT SPRINGS

Regular Meeting NO. 2012-03

Tuesday, February 07, 2012

ROLL CALL (5:00 PM)

City Council Members present: Bart Kounovsky, Scott Myller, Cari Hermacinski, Kevin Kaminski, Sonja Macys, Walter Magill, and Kenny Reisman.

Staff Members present: Jon Roberts, City Manager; Tony Lettunich, City Attorney; Julie Franklin, City Clerk; Deb Hinsvark; Deputy City Manager; Tyler Gibbs, Director of Planning Services; Chris Wilson, Director of Parks, Open Space and Recreation; Anne Small, Director of General Services; Philo Shelton, Director of Public Works; Joel Rae, Chief of Police, Kim Weber, Director of Financial Services; and Jay Muhme, Fire Marshall.

LLA HEARING (5:00PM)

EXECUTIVE SESSION (5:05PM)

EXECUTIVE SESSION: To discuss the topics set forth below. The specific citation to the provision or provisions of C.R.S. §24-6-402, subsection (4) that authorize(s) the City Council to meet in an executive session is set out below. The description of the topic is intended to identify the particular matter to be discussed in as much detail as possible without compromising the purpose for which the executive session is authorized:

A discussion related to the possible purchase, acquisition, and/or lease of interests in real property:

This discussion is authorized under the following provisions:

§24-6-402(4)(a), which permits an executive session to discuss “[t]he purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest;”

§24-6-402(4)(b), which permits an executive session to have “[c]onferences with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions;” and

§24-6-402(4)(e), which permits an executive session for the purpose of “[d]etermining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators;”

MOTION: Bart Kounovsky moved and Scott Myller seconded to adjourn into Executive Session at approximately 5:07pm.

The motion carried 7/0.

MOTION: Bart Kounovsky moved and Scott Myller seconded to adjourn the Executive Session and reconvene the regular meeting at approximately 5:56pm.

The motion carried 7/0.

Persons attending the Executive Session: Bart Kounovsky, Scott Myller, Cari Hermacinski, Kevin Kaminski, Sonja Macys, Walter Magill, and Kenny Reisman, Anne Small, Tony Lettunich, Deb Hinsvark and Jon Roberts.

City Council President Kounovsky noted for the record, that if any person who participated in the executive session believes that any substantial discussion of matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, that person should state his/her concerns for the record.

No concerns were indicated.

COMMUNITY REPORTS/CITY COUNCIL DISCUSSION TOPIC:

1. Review of Noise Ordinance.

Hermacinski stepped down and left the meeting at approximately 6:00pm.

Gibbs stated that the ordinance has been in place for the summer and holiday season, which was a good test. Council received a summary of complaints received.

Rae stated that there were 40 complaints in City, and only 3 in the downtown area. There were no significant problems or complaints on either side. The noise ordinance appears to be working; however there has not been an incident where a noise reading was needed.

2. City Response to ICMA Report.

Rae stated that the following presentation from the interim Fire Chief has the support of Management Team and Fire personnel. It shows that the City provides adequate and safe protection to the Fire District, does not recommend privatization of EMS because there is no cost savings, and the cross-training that has been done has built an efficient team who are both firefighter and EMT trained.

Stewart spoke to the presentation in Council's packet, highlighting the following: how firefighters are paid, staffed and scheduled; comparing the traditional to the non traditional firefighter; utilize part time staff to reduce costs and increase flexibility; reduce overtime expenses; the mandatory 4 person staffing; reducing staffing at night; engine companies should begin a program of fire inspectors; automatic AED program; public education programs; IGA and strategic planning; and privatization.

Kaminski asked about the "rule of 2". Stewart stated that this speaks to having two firefighters inside a structure fire and two outside in order to have an affective attack on a fire.

Macys asked about the SAFER grant. Stewart stated that it is a three year grant that ends in 2013. Macys asked about staffing in the shoulder season? Stewart stated that if they do not "backfill" there will be less overtime. However people become dependent on that overtime to make their living and may be looking for other jobs to supplement their income.

Reisman asked about firefighter's ability to make a livable wage? Staff retention? Staff morale? Stewart stated that there would be an impact from cutting overtime; however the department sees the need to cut expenses City-wide and this is an area where they can do that.

Stewart clarified that the plan is to first rework the IGA then work on a strategic plan.

Macys asked about the status of the "reserve" program? Stewart stated that he is working on it.

3. District Response to ICMA Report.

Connell, President of the Fire District Board, was present as well as Board members and legal counsel. She stated that firefighters do not get enough credit for the work that they do. She thanked them for the excellent services they provide.

They support what was presented by Stewart and support him as the new Fire Chief. She noted the need for Council and the Board to set policies on how to move forward, and then continue to iron out the specifics with legal staff. She noted that the District is paying the SAFER grant match, not the City. Additionally studies show that response times have not changed in 12 years, yet look at how the community has changed in that time. Finally, the oil and gas industry will have a big, long term impact. There will be more traffic on our highways as well as accidents on drilling sites.

PUBLIC COMMENT:

Jennifer Tamburrino stated that she has used local emergency medical services numerous times because she has a son with medical issues who would not be here if not for these people. She can't say enough about this staff.

Kounovsky asked if Council agrees to have him and another member of Council move forward with negotiations for the IGA.

Reisman thinks the City and District are headed in right direction, but need to solve governance issue. He thinks that just Connell and Kounovsky should start the negotiation process.

Macys believes there is a shared interest in moving forward with IGA and is pleased that all are on same page about not moving forward with privatization of EMS. She wants to keep firefighters working at full time capacity and keep them trained and to move forward in a productive and expedient way. She noted the need to value and retain the staff we have.

Connell suggested four people total, two from Council and two from the District. Reisman stated if that is the case he would like all four people to attend all meetings.

Magill asked about staff involvement. Connell stated that staff is available to provide information, but decisions are driven by the Boards.

Myller would like to try to accomplish agreement on governance before July.

UNANIMOUS CONSENT: Kounovsky and Kaminski to be the Council representatives.

4. Report on Firefighter Salary.

Small thanked Anna Miller, the City's student intern, who put this information together. She stated that staff surveyed 11 different agencies and four different positions, using the midpoint. There was a wide variety of governance so it was hard to compare

STEAMBOAT SPRINGS CITY COUNCIL MINUTES

Regular Meeting NO. 2012-03

Tuesday, February 07, 2012

"apples to apples". They found that the "Kelly shift" is the norm and that at the 50th

percentile the City is 6.27% lower. The City's 2008 salary survey showed these same gaps.

They also surveyed compensation increases for the different agencies with varied results. The City will be conducting an organizational wide salary survey and position audit because as the City has downsized jobs have changed. Staff hopes to complete this process and present to Council in May.

Kounovsky asked if staff also surveyed benefit packages. Small stated that staff will look at the full package in May.

Macys asked what the City's goal is organization-wide, what percentile do we strive to be? Small stated that we want to be on market and competitive so we can retain employees. However, there is a cost to implement that type of pay plan.

Reisman voiced concern that we are already on the low end with firefighter salary and we are talking about reducing staff in the shoulder season, and therefore cutting salaries. He would like to have this discussion before May or talk about firefighter salary individually. Kaminski stated that his view is that no pieces move until all the pieces start moving, in other words no staffing reductions until salaries have been adjusted.

Kaminski stepped down and left the meeting at 6:55pm.

Macys stated that it is her understanding that unless there is specific direction from Council for staff to cut the budget, then the 2012 budget would be status quo. Council is not asking staff to make those cuts yet.

Small stated that Council will see this difference across the board in all City positions and will have a better overall picture of salaries and the cost to change that. Myller does not want to look at salaries one by one. Magill agrees, possibly for next year's budget. Macys reminded that there is a small savings in losing the Fire Chief.

Stewart stated that staff was asked to respond to the ICMA report and this is where they found money savings.

Roberts asked Stewart if he thought the implementation of the shift changes would have an adverse affect on firefighter's income level. Stewart stated that he is not sure; he will have to report back on that.

Macys stated that the City has an approved budget to pay for current staff and she

STEAMBOAT SPRINGS CITY COUNCIL MINUTES

Regular Meeting NO. 2012-03

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does not understand why staff is looking at more cuts.

Roberts stated that he assumed that the impact of shift changes had already been analyzed and assumed that fire staff was comfortable moving forward. Stewart stated that the Fire Department is "on board" with the shift changes as a reasonable way to save money.

Kounovsky stated that the City needs to be aware if there will be an adverse affect to employees by making this change and staff needs to work this out.

PUBLIC COMMENT:

Laura Hetrick noted the need to "humanize this" and stated that her husband has been a fulltime firefighter for seven years and makes \$12 an hour. He then works another job as well in order to survive here.

Lila Powers, EMS Director, asked if the City surveyed comparable cities. Rifle is not comparable, but Vail, Aspen, Eagle and Summit are.

Erica Wright, former firefighter, stated that she had to leave her position partly due to salary.

5. Report and Response to Privatization of Ambulance Services.

Kounovsky noted that staff and the District have recommended to not moving forward with privatization. **UNANIMOUS CONSENT:** Council agrees.

GENERAL PUBLIC COMMENT

Victoria Barron, Kent Barron and Allison Williams of the Teen Council were present. Barron stated that she went to the State Review Commission meeting in January to share the City's success with the N-CTRL ordinance, which has opened the door for other communities. Kent Barron stated that they provide tobacco education to students, are hosting a poster contest, and an event called "kick butts day". Williams stated that the event is on March 21 and they are seeking community leaders to judge the poster contest.

Myller stated that he will judge.

Luke Falcon, owner of an exterior roofing company, voiced concern with the lack of wind requirements in the Code. Council directed him to speak with the City Manager on how to move forward.

CONSENT CALENDAR: MOTIONS, RESOLUTIONS AND ORDINANCES FIRST READINGS

6. **FIRST READING OF ORDINANCE:** An ordinance amending section 22-126 and section 22-129 of the Steamboat Springs Revised Municipal Code implementing a onetime \$25 Sales Tax application fee beginning June 1, 2012.

Reisman asked if this only applies to new licenses. Weber clarified yes and it is a one time fee. She stated that the City receives approximately 300 new applications a year. Also, sales tax licenses for special events are excluded from this ordinance.

7. **FIRST READING OF ORDINANCE:** An ordinance amending section 12-82 (2) of the Steamboat Springs Revised Municipal Code implementing a \$25 fee for a Special Activity Permit.
8. **FIRST READING OF ORDINANCE:** An ordinance vacating a 10 foot wide utility easement in Lot 2, Burgess Creek Ridge Subdivision, Filing 2 and vacating a 10 foot wide utility easement in Lot 40, Rendezvous Trails Subdivision, Filing 2; providing an effective date and setting a hearing date.

MOTION: Walter Magill moved and Scott Myller seconded to approve items 6, 7 and 8 of the Consent Calendar.

The motion carried 5/0. Hermacinski and Kaminski left the meeting.

PUBLIC HEARING: ORDINANCE SECOND READINGS

There are no items scheduled for this portion of the agenda.

PLANNING COMMISSION REPORT

9. **Planning Commissioners Update.**

A written report was provided.

CONSENT CALENDAR - PLANNING COMMISSION REFERRALS:

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There are no items scheduled for this portion of the agenda.

PUBLIC HEARING – PLANNING COMMISSION REFERRALS

10. PROJECT: Rendezvous Trail Subdivision Filing 2, Lot 40 and Burgess Creek Ridge Subdivision Filing 2, Lot 2 #PP-11-03

PETITION: Preliminary plat for a lot line adjustment that contains variances to the usable lot area and access easement in excess of 100 feet in length for two lots located at 2493 & 2529 Ridge Road.

LOCATION: 2493 & 2529 Ridge Road.

APPLICATION: Ridge Road LLC c/o Ed Becker, Mountain Architecture, P.O. Box 770420, Steamboat Springs, CO 80477 (970) 879-5764.

PLANNING COMMISSION VOTE: Recommended approval on January 26, 2012 (6-0 Vote).

Kounovsky read the project into the record.

Gibbs had no report. He stated that this project is consistent with all criteria and staff recommends approval.

CONDITIONS:

1. Prior to recordation of the final plat, complete an improvements agreement and provide surety for incomplete improvements. Items noted as incomplete are installation of the guardrail at the fire turnaround and installation of pavement.
2. A utility easement vacation ordinance for the easements that exist along the original common lot line shall be approved by City Council prior to Final Plat.

MOTION: Scott Myller moved and Sonja Macys seconded to approve Rendezvous Trail Subdivision Filing 2, Lot 40 and Burgess Creek Ridge Subdivision Filing 2, Lot 2 Preliminary Plat with conditions 1-2.

The motion carried 5/0. Hermacinski and Kaminski left the meeting.

REPORTS

11. Economic Development Update

Roberts stated that as directed staff is aggressively pursuing economic development, including the micro grant program.

Hinsvark clarified that the micro grant program is "economic stimulus".

12. City Council

Macys:

1. Attended a Rodeo Board meeting and noted the absence of the horse community from the master plan meetings.
2. Attended a Yampa Valley Sustainability Council meeting and discussed "talking green"; the CAST presentation on sustainability; and the Fort Collins model.
3. Attended the CAST meeting and noted that the City was a great host and put on a great show at Howelsen Hill.
4. Attended a Kiwanis Club meeting.
5. Asked about the status of providing written comments to the County regarding oil and gas activity. Lettunich stated that it was his understanding that the City was going to wait for the County to develop regulations so the City can develop its based on theirs. It is the right of local government to regulate, except to prevent drilling.
DIRECTION: Lettunich to provide a report on March 6, 2012.

Myller:

1. Received a call from a constituent about the lack of scoria sweeping. Does the City do less of it? Shelton stated that the City went to one sweeper instead of two in budget cuts.
2. Received another call of concern about the false alarm ordinance. Rae stated that staff has been working on this and has concerns with the way the ordinance is written and enforced. It may not be as affective as it could be and staff would like to redraft the ordinance.
3. Noted that Mary Alice Page Allen will be leaving the Yampa Valley Housing Authority and they will be seeking a new director.
4. Noted that a representative is needed to attend the next Parks and Recreation Commission meeting. Reisman stated that he will attend the next meeting if Myller will attend this week. Myller will attend.

Reisman:

1. Attended a Yampa Valley Sustainability Council meeting and there was much discussion on oil and gas. The affects are wide ranging and is a property rights issue. The Community Alliance has a sub committee and he will try to attend one of their meetings.
2. Noted that "Earth Hour" is in March and he thinks it would be fun to involve Howelsen Hill in the event.
3. Spoke to the "Excellence Project" which is a sub group of Grand Futures that will bring in leadership speakers for the students. There will be one on February 26, and Danielle Gallagher, a World Cup lacrosse player will speak.

Magill:

1. Attended the Colorado Water Congress.
2. Attended the Chamber's Special Event funding meeting. He noted that the group only allocated \$80,000 out of \$100,000 and there will be a lot of good events this summer.

Kounovsky:

1. Asked for an update on the flooded area at the bottom of High Point Drive. Shelton stated that there are issues City wide with frost penetration and corrugated metal pipes due to ice flow and lack of snow.

13. Reports

a. Agenda Review:

Kounovsky reminded Council that it will meet again next week, instead of the normal first and third Tuesday schedule.

1. **City Council agenda for February 14, 2012.**
2. **City Council agenda for March 6, 2012.**

14. Staff Reports

a. City Attorney's Update/Report.

Lettunich had no report.

b. Manager's Report: Ongoing Projects.

1. Report on Citizen's Survey.

Roberts stated that Management Team discussed the results but are not prepared to draw any conclusion.

Hinsvark provided a summary of the data from the survey and agreed that staff may not have any final determinations to make. The game was on the City's website for the month of January and received 584 responses. She noted that if staff were to do this again she would make the demographics part a mandatory response.

Comments were optional and very interesting. There were some on the mathematical logistics of the game and comments of gratitude for a chance to provide input. There were a few requests of things to fund that we don't currently fund, like a community center. There were some "get back to the basics" type comments as well as comments on how expensive the Police Department is. There were 13 requests to start charging a fee for the bus and a request that Parks and Recreation fees truly cover the cost of services.

A conclusion one could draw from the results is that this City values recreation as a core service. Roberts noted that staff's budgeting priorities seem to be in line with the community's rankings.

Macys cautioned Council and staff about using the results of this survey because it does not represent the segment of the community that does not have access to the internet.

OLD BUSINESS

15. Minutes

- a. Regular Meeting 2011-20, December 20, 2011.**
- b. Regular Meeting 2012-01, January 3, 2012.**
- c. Regular Meeting 2012-02, January 17, 2012.**

MOTION: Sonja Macys moved and Kenny Reisman seconded to approve the December 20, January 3 and January 17 minutes.

The motion carried 5/0. Hermacinski and Kaminski left the meeting.

ADJOURNMENT

MOTION: Kenny Reisman moved and Scott Myller seconded to adjourn Regular Meeting 2012-03 at approximately 7:35pm.

The motion carried 5/0. Hermacinski and Kaminski left the meeting.

DRAFT

CITY OF STEAMBOAT SPRINGS

Regular Meeting NO. 2012-04

Tuesday, February 14, 2012

ROLL CALL (5:00 PM)

City Council Members present: Bart Kounovsky, Scott Myller, Cari Hermacinski, Kevin Kaminski, Sonja Macys, Walter Magill, and Kenny Reisman.

Staff Members present: Jon Roberts, City Manager; Tony Lettunich, City Attorney; Julie Franklin, City Clerk; Deb Hinsvark; Deputy City Manager; Tyler Gibbs, Director of Planning Services; Chris Wilson, Director of Parks, Open Space and Recreation; Anne Small, Director of General Services; Philo Shelton, Director of Public Works; Joel Rae, Chief of Police, and Kim Weber, Director of Financial Services.

COMMUNITY REPORTS/CITY COUNCIL DISCUSSION TOPIC:

1. Allocations for Special Event Funding.

Sarah Leonard and Marion Taylor, Steamboat Springs Chamber Resort Association, were present.

Leonard, Special Events Director, stated that they had \$100,000 to allocate but did not allocate the full amount in case a large event like the Pro Challenge comes through. If an event was not funded it was because the criteria were not met. She also noted that she represents events on behalf of the Chamber so she does not stay in the room when decisions are made.

Magill clarified that this is a six person committee. The bike calendar did not get funded because they did not get their application in on time. Cultural heritage was not funded because the Committee did not believe it was summer marketing. Additionally, the Chamber intends to turn the air fest event over to the Airport Commission.

Kaminski stated that the process included a lot of "moving pieces" with respect to size, scope and revenues.

CONSENT CALENDAR: MOTIONS, RESOLUTIONS AND ORDINANCES FIRST READINGS

2. **RESOLUTION: A resolution supporting the grant application for a local Government Planning Grant from the State Board of the Great Outdoors Colorado for the Howelsen/Emerald Mountain Park Master Plan.**

Item #2 was removed for discussion.

It was noted that the approval is contingent on the \$14,000 being in a City held escrow account until the grant is submitted.

MOTION: Scott Myller moved and Walter Magill seconded to approve a resolution supporting the grant application for a local Government Planning Grant from the State Board of the Great Outdoors Colorado for the Howelsen/Emerald Mountain Park Master Plan.

The motion carried 7/0.

3. **RESOLUTION: A resolution approving the First Amendment to the Air Contribution Agreement dated June 15, 2010 by and between the Steamboat Ski & Resort Corporation ("SSRC") and the Steamboat Springs Local Marketing District ("LMD") concerning the operation of the LMD.**
4. **RESOLUTION: A resolution acknowledging the appointment of a member to the Local Marketing District Board of Directors.**

MOTION: Scott Myller moved and Cari Hermacinski seconded to approve items 3 and 4 of the Consent Calendar.

The motion carried 7/0.

PUBLIC HEARING: ORDINANCE SECOND READINGS

There were no items scheduled for this portion of the agenda.

CONSENT CALENDAR - PLANNING COMMISSION REFERRALS:

5. PROJECT: Whitewater Run F2 - #PP-11-02 (Lorson)

PETITION: Approval of a Preliminary Plat to subdivide one (20,731 S.F.) lot into four lots (1A: 4,225 S.F., 2A: 5,099 S.F., 3A: 5,751 S.F., 4A: 5,626 S.F.)

LOCATION: 841 Yampa Street.

APPLICATION: Riverfront Partners, LLC. C/O Mike McKernan; 2618 2nd Avenue, Seattle, WA 98101

PLANNING COMMISSION VOTE: Recommended approval on February 9, 2012 (7-0 Vote)

Kounovsky read the project into the record.

CONDITIONS:

1. Civil construction plans prepared by a licensed Colorado civil engineer must be submitted to Public Works for review and approval by Public Works, Planning, and City Utilities prior to approval of any improvements agreement, final plat, or building permit and prior to the start of any construction of these improvements. We recommend submitting the construction plans a minimum of five weeks prior to improvements agreement, final plat or building permit application to allow time for review, comment response, and approval. Grading and drainage modifications may be required from what is conceptually shown on the preliminary plat to address final engineering design comments per civil plan and final drainage report approval. Additionally, notes shall be required on the civil plans indicating the curb conditions shall be confirmed with City Engineering prior to construction and each lot may be required to reconstruct portions of the streetscape to accommodate individual development plans.
2. Prior to civil construction plan submittal the developer shall verify pipe type and size assumptions from proposed inlet #1 to the Yampa River outfall, as made in the Final Drainage Study dated April 1, 2009 by Landmark Consultants, Inc. and submitted with the Whitewater Run filing 1 application. The as-built conditions will be used to determine any necessary upgrades as suggested in the Final Drainage Study to satisfy City Drainage Criteria.
3. At time of final plat dedicate a utility easement according to the Yampa St. undergrounding design to accommodate underground electric service to these lots. Per Yampa Valley Electric Associated additional pocket easements may be required at time of final development plans for these lots.
4. The owner shall be responsible for constructing and maintaining any snow-melt and any other streetscape features located in the City Right-of-Way per the approved construction plans and coordinated with the Steamboat Springs Downtown Design Guidelines.

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5. Any required Army Corp, FEMA, etc. approvals must be granted prior to approval of the civil construction plans, and any design requirements must be included on the plans.
6. The following items to be identified on the construction plans are considered critical improvements and must be warranted until final acceptance can be issued:
 - Public Drainage Improvements
 - Roadway Patching

MOTION: Scott Myller moved and Kevin Kaminski seconded to approve the Whitewater Run Preliminary Plat with conditions 1-6.

The motion carried 7/0.

PUBLIC HEARING – PLANNING COMMISSION REFERRALS

There were no items scheduled for this portion of the agenda.

REPORTS

6. Economic Development Update

No report was provided.

7. City Council

Kaminski:

1. Will be out of town for the February 22, 2012 IRAC meeting. Kounovsky to see if he can attend.
2. Participated in the "swat analysis" of both airports, which went well.

Magill:

1. Attended the Winter Carnival activities that were terrific. He thanked all for their work specifically the Chamber and City staff.
2. Will attend the Airport celebration on February 15, 2012.

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Reisman:

1. Also thanked all for the amazing Winter Carnival events.
2. Met with the Haymaker golf pro to discuss operations and the fact that there are three different entities at the course (food and beverage, the pro shop and the greens staff). He would like to task the Golf Committee to find more efficient ways to run the course. Hermacinski supports this. Reisman clarified that this would not involve consultants, just looking at different course models. Myller asked if it is the way the City does RFP's that contributes to having three different entities. Reisman clarified that this is not about the pros or City staff, all the surveys indicate that they do a great job. This is a matter of seeing if there is a more efficient way to structure. **UNANIMOUS CONSENT:** Golf Committee to look into this.

Myller:

1. Attended a Chamber Board meeting and was reminded that there used to be a Transportation Solutions Group. This group stepped aside while the Chamber worked on the airline program and he wonders if they should start meeting again. He would like to see if City or County staff could facilitate this. Hermacinski asked who at the Chamber was involved in this. Myller thinks that maybe the Chamber does not want to do that anymore. Magill stated that the group discussed an RTA, but instead went for the airline tax. Is the City proposing a ballot tax? Myller stated no, but the group looked at things like shuttle parking on side streets and came up with some good ideas. Hermacinski suggested that Myller ask the original group members if they feel there is "undone work" first. **DIRECTION:** Myller to do that.

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2. Attended the Parks and Recreation Commission meeting on February 8, 2012 and there was interesting discussion on a request from the Steamboat Mountain Soccer tournament to waive fees. The Commission struggled with whether this is a Council issue or if it is their prerogative. Wilson stated that they are having a meeting to discuss this issue and will come back to Council to discuss where the responsibilities are split and what Council wants to see. They have various waiver requests for room/facility rentals and sponsorships that Parks and Recreation Commission has historically made decisions on. Kounovsky asked if the City is waiving fees at the Parks and Recreation level or advisory level. Wilson stated at the advisory level, based on established policy and procedure. Kounovsky stated that Council needs to see fee waiver requests. Wilson stated that these requests used to come to Council but Council did not want to see them anymore and it was delegated to the Parks and Recreation Commission. Hermacinski stated that this policy surprises her because the Planning Commission is the only Commission named in the Charter and they don't waive fees. Wilson stated that Parks and Recreation Commission does this under the direction of the City Manager as allowed by the Code. Kounovsky would like to schedule this item on an agenda. Roberts stated that he is not comfortable with staff having the authority to waive fees without Council approval. Hermacinski confirmed that the Commission will suspend the practice of waiving fees until Council has this discussion. Magill stated that the soccer group is asking to waive fees so they can reduce the cost of programs and offer scholarships. He noted that Winter Carnival does not pay fees to close streets. Hermacinski clarified that the difference is that this was approved by Council. **DIRECTION:** City Clerk to schedule this item on the March 20, 2012 Council agenda.

Kounovsky:

1. Noted that Kaminski has too much on his plate and will not be able to represent Council in the Fire District IGA meetings. **UNANIMOUS CONSENT:** Magill to do it.
2. Provided a general reminder to Council that they are policy makers and not to get in too deep to the day-to-day operations of the City and directing staff.

8. Reports

a. Agenda Review:

1. **City Council agenda for March 6, 2012.**
2. **City Council agenda for March 20, 2012.**

Council reviewed the above agendas.

9. Staff Reports

a. City Attorney's Update/Report.

Lettunich had no report.

b. Manger's Report: Ongoing Projects.

Roberts stated that while attending Winter Carnival he watched the golunda ski jumping. Council Member Kaminski was competing!

Roberts provided an update on the firefighter shift schedule noting that there was concern about impacts caused by the reduction of overtime pay. Management Team met to address this concern and recommended to implement the new schedule with an impact mitigation plan, similar to what is offered with the furlough. If there is a hardship case then the employee will be allowed to work more hours. Rae and Stewart recommend implementing the new schedule in April. They have met with fire staff who is comfortable with this as well.

Reisman stated that he did not want to have these as "separate pieces". If the City is not going to talk about salaries until May then he would like to hold off on the new schedule until then so that it can be implemented as a whole. Kaminski agrees, that is what Council said at the last meeting. A month or two will not make much of a difference, and this does not send the right message. Roberts stated that Management Team discussed accelerating the salary study, but this is not possible. Hermacinski stated that in terms of directing overtime and salaries, this is the job of the City Manager; while policy and the overall salary survey are in their purview. She also noted that every department has pursued costs savings.

Macys agrees with Reisman and Kaminski. Council authorizes the budget, and she does not understand why staff is continuing to ask them to cut. This decision is concerning. Council discussed strategic initiatives, but this was very vague. She does not support any cuts before having the discussion about our fire department in a global context.

Magill agrees with Hermacinski and is okay with the current decision.

MOTION: Hermacinski moved and Magill seconded to accept the recommendation of the City Manager.

Discussion during the motion:

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Reisman does think that cuts can be made out of the budget season; however he does not support the motion. Additionally, "all things fire" is a Council goal, which makes it okay for Council to get into the "nitty gritty" of it.

Hermacinski clarified that the Charter says that Council should not get into operations of any department. From a governance perspective yes, but not staffing and overtime.

Kounovsky supports the motion noting that Council does not do this with other departments.

Myller stated that Council received the ICMA report that suggested certain savings. Council then asked staff to analyze the report and this is what they came up with. He supports the motion.

Kaminski asked Roberts to rethink this. This will upset employees that are very important to this community. Staff is going after the "low hanging fruit", but this is the wrong low hanging fruit.

Roberts stated that he is sensitive to hardships on employees. He is relying on the Acting Director of Public Safety who spoke with his staff, and they support moving forward.

Rae assured Council that if there is an adverse hardship, he will recommend staffing back up to eight. This shift change is the recommendation of all fire staff. If needed, the situation will be rectified immediately; however staff is still responsible for trying to save money across the City.

The motion carried 5/2. Reisman and Macys opposed.

Hinsvark provided an update on the inaccurate Verizon City tax. Verizon has been charging some County residents a City tax on their phones based on zip codes. Staff has been trying to work with Verizon however they continue to inaccurately charge people. Staff is aware of 7 cases over the last 5 years but is not aware of how many others may be affected. The bottom line is that people can get a refund from the City. If Verizon does not stop doing this, people will have to keep applying for a refund.

Weber stated that staff has made phone calls over the years and does not get much response and gets no response to letters. Verizon is not under-collecting so staff can't assess them.

Roberts believes that this is unacceptable, and would like to work with the City Attorney on this. It is inappropriate to incorrectly tax our citizens on our behalf.

c. Board and Commission Benefits. (Information only, no action necessary)

Franklin provided a spreadsheet of Board/Committee "perks".

Macys noted that a Golf Committee applicant brought up the topic of them paying for their own golf passes. Reisman stated that this was not discussed at the last meeting. Hermacinski noted that Council offered golf passes to the Planning Commission because the City wasn't getting enough applicants and it is good to keep strong applicants coming in. Reisman asked if staff has looked into the free food question. Wilson is looking into that. Reisman noted the need to make sure that compensation/perks for our volunteers are clearly defined. Macys stated that she always thought that the reason the City gives is freebies to get people involved who may not be able to purchase these things on their own. She believes that we do we have inconsistencies in how we compensate our boards.

GENERAL PUBLIC COMMENT

No one appeared for General Public Comment.

ADJOURNMENT

MOTION: Sonja Macys moved and Scott Myller seconded to approve adjourning Regular Meeting 2012-04 at approximately 6:04pm.

The motion carried 7/0.