



PLANNING DEPARTMENT
136 6th Street, Suite 200
Steamboat Springs, CO 80477
Ph: (970) 879-2704

SUBMITTAL CHECKLIST GENERAL—LAND USE CHANGE

OFFICE USE	Presubmittal Code	PS22-043
	Planner Initials	AG
	Identifier	STARS Amendment

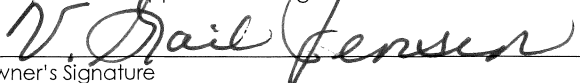
This checklist shall be completed by the staff planner at the pre-application meeting and must be submitted online. Failure to submit all required information may delay the review of the application.

Project Type Conditional Use Pe: Planning Type Amendment

- ☐ Application fee \$ N/A
- ☒ Proof of ownership: Deed or Assessor's Property Record Card
- ☒ Statement of Authority, if required
- ☒ Vicinity map
- ☒ Written narrative / detailed description of subject site and proposed use, including the following information, as applicable:
- | | |
|---|--|
| <input checked="" type="checkbox"/> Description of use | <input checked="" type="checkbox"/> Anticipated traffic |
| <input checked="" type="checkbox"/> Hours of operation | <input checked="" type="checkbox"/> Access to the property |
| <input checked="" type="checkbox"/> Anticipated number of employees | <input checked="" type="checkbox"/> Type of equipment and vehicles |
- ☐ Mitigation Plan for any significant negative impacts (Refer to Section 6, Routt County Zoning Regulations)
- ☒ Site plan, drawn to scale, including the following information, as applicable:
- | | |
|--|--|
| <input type="checkbox"/> Scale & North arrow | <input type="checkbox"/> Easements, building envelopes, and minimum setbacks |
| <input type="checkbox"/> Location and dimensions of all existing and proposed buildings, structures, and fencing | <input type="checkbox"/> Location, width, and surface of all sidewalks and trails |
| <input type="checkbox"/> Location and dimensions of all outdoor storage, trash enclosures, staging areas, and/or other outdoor use areas | <input type="checkbox"/> Location and type of proposed landscaping and/or screening |
| <input type="checkbox"/> Parking areas | <input type="checkbox"/> Location, width, and surface of all existing and proposed access roads and drives |
| <input type="checkbox"/> Snow storage | <input type="checkbox"/> Location and method of hazardous materials storage |
| <input type="checkbox"/> Sanitation facilities | <input type="checkbox"/> Exterior lighting |
| <input type="checkbox"/> Utilities | <input type="checkbox"/> Phasing Plan, if applicable |
| <input type="checkbox"/> Water bodies, drainages, and ditches | <input type="checkbox"/> Grading and Excavation Plan, if applicable |
| <input type="checkbox"/> Wetlands, floodplain, and steep slopes (>30%) | <input type="checkbox"/> Reclamation Plan, if applicable |
- ☐ Floor plans and elevation drawings of proposed buildings, drawn to scale
- ☐ Engineered plan and profiles for all new Common Roads
- ☐ Traffic Impact Study (per Road & Bridge Department standards), if required
- ☐ Transportation Summary Information (per Road & Bridge Department standards), if Road Engineering Study is required
- ☐ Additional submittal requirements for specific land use proposal (Refer to Appendix A, Routt County Zoning Regulations)
- ☐ Additional information as required by Planning Director _____
- ☐ CDOT Access Permit (submitted or approved), if applicable ☐ Wildlife Mitigation Plan, if required

Owner Signature(s)

I consent to this application being submitted and that all information contained within is true and correct to the best of my knowledge.


Owner's Signature

V. Gail Jensen
Print/type name of owner

Owner's Signature

Print/type name of owner