



DEPARTMENT OF PLANNING SERVICES  
124 10<sup>th</sup> STREET  
P.O. BOX 775088  
STEAMBOAT SPRINGS, COLORADO 80477  
(970) 879-2060

## USE WITH CRITERIA (CR) CHECKLIST FORM

A completed Application Form must accompany this form.

### EMPLOYEE UNIT

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Address: \_\_\_\_\_  
\_\_\_\_\_ Phone: \_\_\_\_\_

Owner's Name/Address/Phone (If different from applicant): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Zoning: \_\_\_\_\_

Address/Legal Description of CR: \_\_\_\_\_  
\_\_\_\_\_

Are the following attached:

- Submittal requirements:  Yes  No

The proposed **EMPLOYEE UNIT** use meets all of the following criteria:

\_\_\_\_\_ Review shall be prior to development or building permit, as applicable.

\_\_\_\_\_ Shall not be permitted in the RE, RN or RO Zoning Districts. Permitted in the OR Zoning District as a Conditional Use only.

\_\_\_\_\_ No more than thirty five (35) percent of the gross floor area of a principal structure can be employee units.

\_\_\_\_\_ Fifty (50) percent of the gross floor area of employee units shall not be considered when determining the Floor Area Ratio.

\_\_\_\_\_ No employee unit shall be larger than 1,000 square feet.

\_\_\_\_\_ Employee units that are within an accessory structure shall meet the setbacks for principal structures.

\_\_\_\_\_ Employee units shall not be located on the pedestrian frontage in the CO, CN, G-1, G-2 or RO Zoning Districts, with the exception of along an alley way or to the rear of the development.

\_\_\_\_\_ The required off-street parking for the employee units shall be specifically designated for the employee units. The employee unit parking spaces shall be conveniently located to the employee units; however, shall not impede the required off-street parking for other uses on the site.

\_\_\_\_\_ Vacation home rentals are prohibited in employee units.

\_\_\_\_\_ If the employee units are located within the Industrial (I) zone district, the following additional criteria shall apply:

- A. The gross floor area of the employee unit(s) shall not exceed twenty five (25) percent of the total gross floor area of the development on the subject property. The gross floor area of the employee unit(s) may be permitted to exceed twenty five (25) percent of the total gross floor area of the development on the subject property through the procedures used to approve Conditional Uses.
- B. There shall be recorded in the real property records of Routt County an instrument signed by the Director identifying the location and square footage of the employee unit(s) and the location and square footage of the business premises associated with such employee unit(s).

\_\_\_\_\_ At the time of application for a building permit, the deed restriction for the employee unit is required to be submitted to the City by the applicant for the City's review and approval. After approval of the deed restriction by the City, the deed restriction shall be recorded with the Routt County Clerk and Recorder at the cost of the applicant. The deed restriction shall be recorded prior to issuance of a building permit for the employee unit.

*I understand that I must maintain compliance with all of the criteria listed above.*

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**For Office Use Only:**

Use with Criteria received by: \_\_\_\_\_ Date: \_\_\_\_\_

Is a Use with Criteria fee applicable? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, Fee Paid? Yes \_\_\_\_\_ No \_\_\_\_\_ Check # \_\_\_\_\_

Form and Submittals Complete: Yes \_\_\_\_\_ No \_\_\_\_\_

Use with Criteria Approved: Yes \_\_\_\_\_ No \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Director: \_\_\_\_\_