



Planning Unveils New Online Application Resource Center

Center Outlines Planning Requirements from Concept to Completion

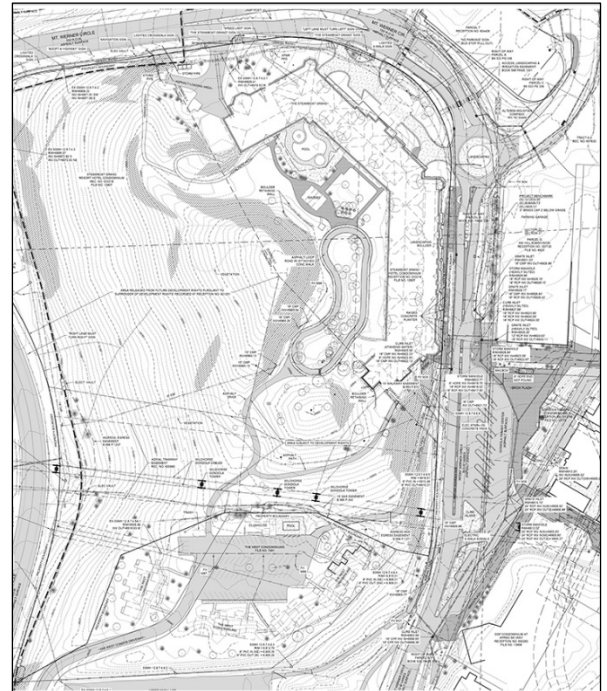
STEAMBOAT SPRINGS, COLORADO-July 26, 2023-Building a new home or commercial project, expanding a current property, or making other changes can be a daunting challenge, but the Planning Department wants to make the application process anything but with the new online application resource center.

“Planning is now using an updated suite of forms, templates, and informational documents to streamline the process,” said Senior Planner Kelly Douglas, who spearheaded the digital enhancement. “It’s a one-stop shop for applicants and community members interested in planning applications and required process.”

Besides hosting an array of planning applications and informational documents, the digital center contains helpful How To and Process sections outlining every step of the journey from concept to decision. Updates include refined submittal requirements, additional informational documents and no longer requiring presubmittal meetings for all application types.

The Resource Center is split into six key areas:

- *Property Owner Signature & Submittal Requirements Forms* for a list of documents required for each Planning Application type. Some application types require a presubmittal meeting.
- *Applicant Forms & Templates* for affidavits, certifications, and other documents to create a complete application.
- *Complete Application Information* for details about individual submittal requirements.
- *Process* for an overview of how different Planning Application processes flow.
- *How To* for detailed instructions on how to navigate common Planning Application requirements and tasks.
- *CityView Portal* for submitting and tracking Planning Applications, Code Enforcement Complaints, Licenses, and Permits.



The improvements and reorganization to the site came out of public, applicant and staff feedback. The Application Resource Center lives inside the Planning Department’s online section at steamboatsprings.net/planning.

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