



**Planning Commission
Wednesday, August 19, 2026
4:00 PM**

**130 Kearns Road
Town Council Chambers
Snowmass Village, CO 81615**

**You can watch the meeting live online on our website at tosv.com.
To join the meeting remotely please use the Teams Meeting information below:**

**Microsoft Teams meeting: <https://teams.microsoft.com/>
Meeting ID: 249 562 421 992 6
Passcode: zC2jJ7MJ**

Agenda

- 1. Roll Call**
- 2. Approval of Minutes**
 - 2.A. Approval of August 5, 2026 minutes
- 3. Items for Discussion**
 - 3.A. Sketch Plan Application, Ritz Carlton Snowmass - Lodge Discussion
- 4. Adjournment**

TOWN OF SNOWMASS VILLAGE

**PLANNING COMMISSION
MEETING MINUTES**

August 5, 2026

Members Present:

Matt Dube, Chair
Brian Marshack, Vice Chair
David Seglin
Stan Clauson
Tom De Napoli

Staff Present:

Michelle Bonfils Thibeault, AICP
Kevin Kiernan
Ashleigh Huff
Cameron Luck

Members Absent: Maggie Helmig, Jim Gustafson

Others Present: Aaron Alizadeh, Diana Alizadeh, T. Michael Manchester

Call to order: The meeting was called to order at 4:00 p.m. by Matt Dube, Chair. Commissioners Gustafson and Helmig were absent.

Item 1: Meeting Minutes of June 3, 2026:

The minutes from the June 3, 2026, meeting were presented for approval. The minutes were unanimously approved 5-0.

Item 2: Wildridge Unit II, Lot 25 - Variance Request:

Senior Planner, Kevin Kiernan, presented a variance request for Lot 25, Wild Ridge Unit 2, located at 36 Summit Lane. The request was for a two-car garage to encroach into the front yard setback and extend beyond the established building envelope. Mr. Kiernan explained that the applicant had revised the design to reduce the proposed encroachment from approximately 6 feet 9 inches to approximately 5½ feet. Staff determined that the property is fully developed and that no practical difficulty or undue hardship exists under the municipal code. Staff also noted concerns from Public Works regarding conflicts with snowplowing, maintenance, and emergency access.

T. Michael Manchester, representing the applicants, Aaron and Diana Alizadeh presented the proposed garage and explained the site constraints, including the existing structural wall, steep slopes, limited building area, and existing configuration of the carport. The applicants stated that they are full-time residents and that a functional garage is important due to winter conditions and their medical on-call responsibilities.

The Planning Commission discussed hardship, site constraints, parking requirements, wildfire mitigation, landscaping, access points, and the potential precedent of approving the variance. Several commissioners expressed support for the application based on the unique characteristics of the property and the desire to improve an existing home rather than require redevelopment. Other commissioners expressed concern that the circumstances did not constitute a hardship under the municipal code and that the proposed design contributed to the need for the variance.

A motion was made by Commissioner Clauson to approve Resolution No. 3, Series 2026, and was seconded by Vice Chair Marshack. The motion failed on a 2-3 vote, with Commissioners De Napoli, Dube, and Seglin opposed.

Item 3 Sketch Plan Application, Ritz Carlton Snowmass - Site Visit:

Community Development Director, Michelle Bonfils Thibeault, provided background on the Elevate Snowmass application to redevelop the Viewline Hotel, Snowmass Conference Center, and Wildwood Lodge. The proposed redevelopment includes 167 traditional lodge keys, 61 fractional units, a conference center with meeting rooms, 125 on-site workforce housing units, subgrade parking, and centralized delivery facilities.

The Planning Commission entered a recess to conduct a site visit to the proposed redevelopment area. Following the site visit, the Commission returned to chambers and discussed the proposed redevelopment and requested additional information for future review.

Commissioner Seglin requested that the applicant prepare east-west sectional exhibits showing sightlines from the first and second levels of the mall toward the proposed redevelopment, including the Wildwood and workforce housing areas, to help the Commission understand the visual relationship and potential impacts of the proposed building heights.

The public comment period was opened and closed with no members of the public requesting to speak. A motion was made by Vice Chair Marshack and seconded by Commissioner Seglin to continue the public hearing to August 19, 2026. The motion carried unanimously. The August 19 meeting will focus on the lodge component of the application.

Item 4: Community Development Director Updates:

None.

Adjournment: The meeting adjourned at 6:30 p.m.

Town of Snowmass Village

Agenda Item Summary

DATE OF MEETING:

August 19, 2026

AGENDA ITEM:

Ritz Carlton (Elevated Snowmass, LLC) Sketch Plan Major PUD Amendment and Rezoning -- Public Hearing. **LODGE aspect**

PRESENTED BY:

Michelle Bonfils Thibeault, AICP, Community Development Director

BACKGROUND:

On March 16, 2026, Town Council and the Planning Commission viewed and commented on the Pre-Sketch Application presentation by Elevate Snowmass, LLC (Applicant) to redevelop the existing Viewline Resort (consisting of the Viewline Hotel, Snowmass Conference Center, and Wildwood Lodge) with a proposed 167 traditional lodge keys, 61 fractional units, conference center with meeting rooms, 125 on-site workforce housing units, and subgrade parking and centralized deliveries facilities.

July 20, 2026, the application advanced to Sketch Plan with a joint presentation to Town Council and the Planning Commission.

August 5, 2026, the Sketch Plan public hearing was opened at the Planning Commission meeting. The Applicant and the Planning Commission conducted a site visit to review the elements of the proposal in relationship to existing conditions. The public hearing was continued to August 19, 2026.

As the subject application is complex and multifaceted, Staff and the Applicant have agreed to presenting the application in segments to the Planning Commission to allow for focused review and discussion of the conceptual aspects of the application. The proposed review schedule, subject to change, is:

- August 5, 2026 Site Visit (*completed*)
- August 19, 2026 Discussion and review of lodge component
- September 2, 2026 Discussion and review of housing component
- September 16, 2026 Discussion and review of conference space and commercial component
- October 7, 2026 Conclusive review and consideration of Resolution

This is an estimated review schedule, which may be modified as directed by the Planning Commission.

The application is available here: [Ritz Carlton \(Viewline\) Sketch Plan PUD](#)

PROCESS:

In accordance with Section 16A-5-320 of the Land Use Code, the Sketch Plan review is an opportunity for the Town and the applicant to engage in an exploratory discussion of a development proposal. Following are the seven criteria for Sketch Plan review and staff findings specific to the Lodge aspect of the application (and thereby exclude the conference center, workforce housing and commercial aspects which will be analyzed in future reports):

1. Generally appropriate use at a specific location

The subject property runs the length of Elbert Lane and Fall Lane, generally abutted by Carriage Way and the Ski Slope. Additionally, a portion of the property is upslope, abutting the ski slope between Fall and Gallum Lanes as indicated in red below.



Staff finding: The proposed redevelopment of the Viewline Hotel, Snowmass Conference Center and Wildwood Lodge with a proposed 167 trasional lodge keys, 61 praction units, conference center with meeting rooms, 125 on-site workforce housing

units, and subgrade parking and centralized delivery facilities is an appropriate use on the subject property as it is reflective of formal and informal existing and appropriate uses for the property.

2. Consistency with Comprehensive Plan

The subject property is located in the West Village Comprehensively Planned Area (CPA) identified in the 2018 Comprehensive Plan (p. 22). Goals of the CPA specific to the lodging use proposed in the subject application include:

- Promote redevelopment of the Mall with resort-oriented mixed use, blending medium density residential and lodging on the upper floors with retail, restaurants and entertainment on the pedestrian level.
- The creation of well-defined civic spaces at each end of the Mall reinforced with additional retail/business offerings and residential uses...
- Incentivize revitalization/modernization of older buildings and short-term lodging properties.
- Support special events and family-friendly programming to create activity on the Mall.
- Consider locations along the Mall...for public art.

Staff finding: *The proposed redevelopment of a new lodge, conference center and workforce housing supports, and does not conflict with, the West Village CPA goals. The application generally is consistent with the Comprehensive Plan.*

3. Generally appropriate architectural mass, scale and density and related common or dedicated open space

Related to the Lodge aspect of the application, Ordinance No. 24 (Series of 1986) approves the Silvertree Hotel PUD allowing for a maximum height of 69ft. The existing primary structure of the hotel currently known as The Viewline (excluding the conference center and Wildwood properties) is generally built to the 69ft height.

The proposed application includes a Rezoning Application to the Mixed Use-2 zone district of which the purpose “is to provide visitor services and accommodations, recreation, office, community and visitor servicing commercial and permanent resident housing, as appropriate to the site and compatible with the character of the surrounding area.”

In addition to a Rezoning request, the application is for a Major PUD Amendment. For a Major PUD Amendment, dimensional requirements of the Mixed Use-2 zone district are considered, as well as previous approvals and existing conditions, in evaluating the proposed dimensional variations by the Applicant as is stated in Sec. 16A-5-300:

The purpose of the planned unit development (PUD) process is to permit variations from the strict application of certain standards of the Town’s zone districts in order to allow flexibility for landowners to creatively plan for the overall development of their land and thereby, to achieve a

more desirable environment than would be possible through the strict application of the minimum standards of this Development Code.

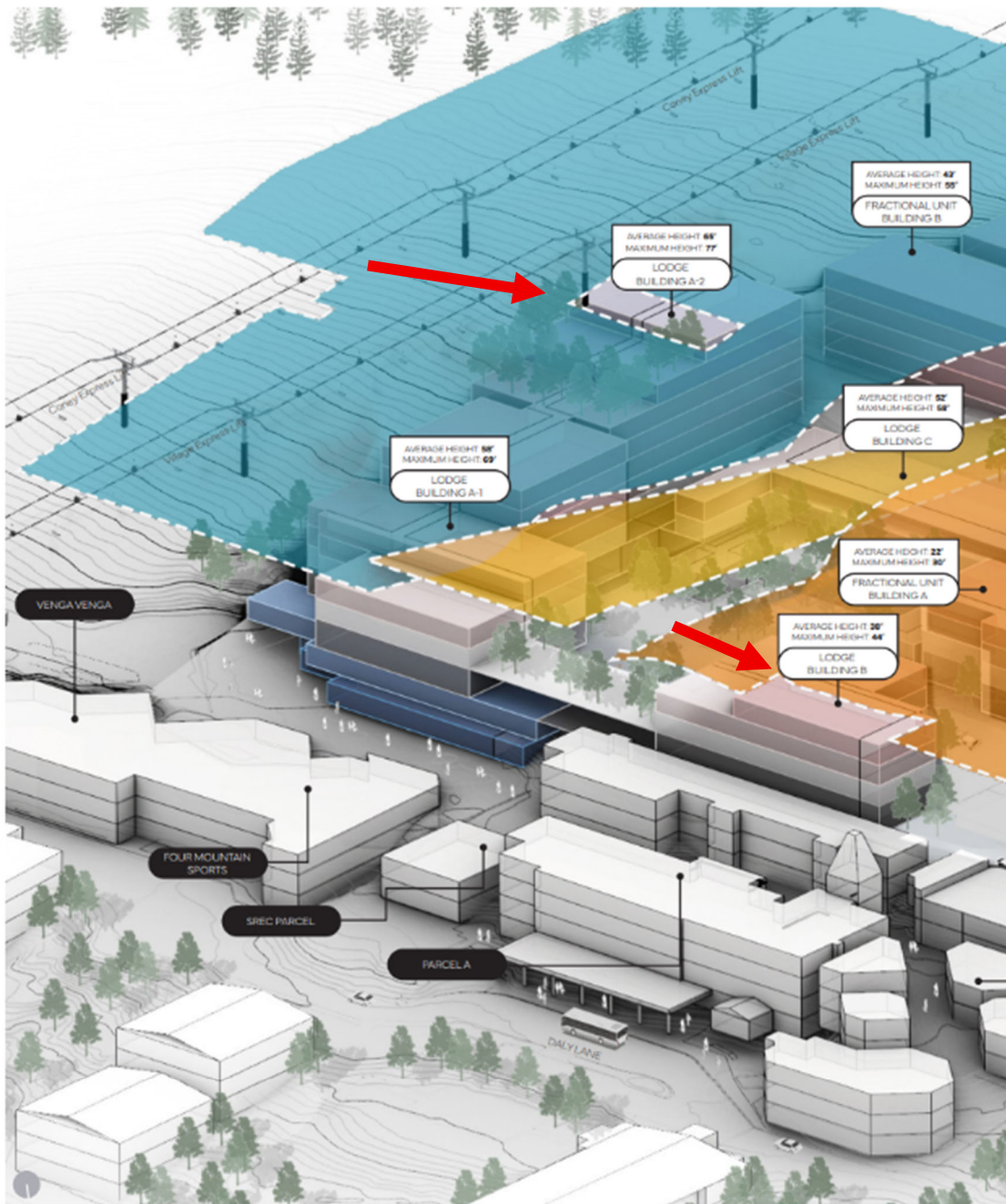
Mass and Scale: Whereas the existing Silvertree Hotel PUD (allowance of 69ft height) exceeds height restrictions of the Mixed Use-2 zone district (maximum height of 38ft), any redevelopment over the zone district regulations requires a height variance request. Following is a chart of proposed heights for the lodge buildings comparing the proposed height amendment to the PUD, the Silvertree Hotel (original) PUD approved height, and the Mixed Use-2 zone district regulations.

		Proposed Amendment	Original PUD Approvals	MU/2
Max Height Principle Bldg	Lodge Building A-1 (Mall Ped level interface)	58 - 69'	69'	38'
	Lodge Bldg A-2 (existing main Viewline)	65 - 77'	69'	38'
	Lodge Bldg B (along Elbert near Tavern)	38 - 44'	69'	38'
	Fractional Bldg A (near Wildwood/Conf)	52-58'	69'	38'
	Fractional Bldg B (former Eldorado)	43-55'	69'	38'
	Fractional Bldg C (along Gallum)	40-44'		38'

Lodge Buildings A-1, B, Fractional Buildings A, B meet the maximum height allowance of the original Silvertree Hotel PUD approvals.

The applicant is requesting an area of Lodge Building A-2 exceed the original PUD maximum height allowance (Per Ord. No. 24, Series of 1986) of 69ft requesting an allowance of 77ft maximum height for a limited area per measurement from grade to emphasize the main hotel building. The requested area is a section of a top floor and not the entire level as depicted on pg. 54 of application (excerpt below).

Lodge Building B, proposed along Elbert Lane is a new building (rather than redevelopment of an existing building). This building was not contemplated in the Silvertree Hotel PUD. Lodge Building B is proposed with a portion at 44ft in height, exceeding the Mixed Use -2 38ft height maximum.



LEGEND

Below Grade L2	Level 1	Level 3	Level 5	Level 7
Below Grade L1	Level 2	Level 4	Level 6	Level 8

54 SKETCH PLAN APPLICATION

RECEIVED
06/03/2026

Consideration of height restrictions for the proposed development shall consider existing conditions, the governing Silvertree Hotel PUD approvals, the MU/2 dimensional requirements as well as site constraints and visual impacts. Sketch Plan application is conceptual. Architectural details, elevations, and renderings are required at Preliminary Plan.

Density and Open Space: The application proposes 1.57 acres total open space, or 36% of the total site (+/- 4.5 acres). This exceeds the Mixed Use-2 Zoning requirement of 25%.

The Silvertree Hotel PUD is specific to the original property (requiring 44% open space or 9.97 acres of the 2.07ac site) and does not consider the area of the Wildwood or extents of the former Eldorado property and therefore comparison of the proposed to the existing PUD requirements is not applicable.

Between the existing Wildwood and Viewline hotel properties, there are 407 guest rooms:

- 154 Wildwood keys, average room size 331 sq.ft.
- 254 Viewline keys, average room size 403 sq.ft.

The proposed development replaces the Wildwood with workforce housing units. The proposed development redevelops the Viewline hotel with 228 keys:

- 167 keys (lodge), average room size 590 sq.ft.
- 61 keys (fractional), average room size 1,660 sq.ft.

The lodge density of 228 keys of larger units with multiple bedrooms replacing 254 single room existing Viewline keys results in a similar density of lodge uses. As this Staff report focuses on the Lodge aspect, density of the proposed workforce housing at the area of the existing Wildwood buildings will be evaluated in a separate memo. It should be noted that the existing Wildwood buildings may or may not be functioning as traditional lodge keys.

Staff Finding: *The proposed development is generally consistent with the height regulations of the Silvertree Hotel PUD, with exception of a limited area on Lodge Building A-2. No impacts to the adjacent View Easement are created by this request. Additionally, the request does not break the ridgeline.*

Lodge Building B is a new building proposed along Elbert Lane ranging from 38-44ft in height, exceeding the Mixed Use-2 maximum height of 38ft. This request does not impact the adjacent View Easement.

The density of lodging uses on the site is proposed at a consistent level as the existing uses with a range of modern unit sizes offering more guest spaces in slighter fewer units (228 keys proposed to replace 254 keys).

The proposed open space of 36% across the +/-4.5 acres property exceeds the Mixed Use-2 zone requirement of 25%.

(4) consideration of natural resources on the site

The subject property is fully developed with similar uses. Geotechnical analysis is a requirement of Preliminary Plan to understand specific conditions related to redevelopment and construction considerations.

Similarly, the subject property is not located in Sensitive wildlife habitat areas, Floodplain or wetland areas or geologic hazard areas.

The Brush Creek Impact Area is loosely defined on an exhibit map in the Comprehensive Plan and may extend over small portions of the subject property. The site has been developed and improved upon since the late 1970s. Geotechnical analysis is a requirement of Preliminary Plan to understand specific conditions related to redevelopment and construction considerations.

The subject property does include steep slopes greater than 30% grade, consistent with slopeside development in the West Village. The subject property was subdivided prior to January 1, 1987 as noted as a threshold date for development in areas containing slopes greater than 30% per Sec. 16A-4-50(d)(2). Geotechnical analysis is a requirement of the Preliminary Plan application to understand specific conditions related to redevelopment and construction considerations.

Staff Finding: *The proposed redevelopment of a fully constructed site supports the Comprehensive Plan goal of redeveloping existing properties in the West Village CPA. Redevelopment of existing properties limits disturbance of undeveloped areas in the Town. Geotechnical analysis is a requirement of Preliminary Plan to understand specific conditions related to redevelopment and construction considerations.*

(5) access and circulation

The Town Transportation, Public Works, and Parks Open Space Trails Departments have submitted comments and considerations for the development as part of the Development Review Team process (Attachment A). These departments address various aspects of access and circulation on-site. Detailed requests are required to be fulfilled by the Applicant at Preliminary Plan application.

Pedestrian Movement:

The subject property directly abuts the Mall, which is a primary pedestrian access to the ski slope. The subject property runs the length of both Elbert and Fall Lanes, both of which are primarily designed for auto traffic without continuous or protected pedestrian paths.

The applicant proposes to create a designated pedestrian path connecting the property boundary along Carriage Way through the site toward the ski slope and mall. Additional upslope pedestrian connections are proposed between Elbert and Fall

Lanes. The applicant also proposes to improve both Elbert and Fall Lanes with sidewalks.

Staff Finding: *Visual connection to the ski slope is an important aspect of the pedestrian path routes. Pedestrian paths connecting the public from Carriage Way to the ski slope should not be impeded by navigation around or through private buildings.*

Vehicular Movement:

Elbert Lane is a public right-of-way and a primary destination for delivery vehicles both for the subject property and for the Mall. The applicant has proposed 13,000 sq.ft. of underground space for a centralized delivery operation. Details of the operation are required at Preliminary Plan.

Existing valet service for the Viewline, primarily parked in the numbered lots, generates notable trips along Elbert Lane. Parking valet service in the proposed subgrade parking structure will reduce vehicle trips and pedestrian/vehicle interactions.

Skier pick-up/drop-off occurs on Elbert Lane, which is a public right-of-way. Consideration of how to accommodate skier shuttle access should be investigated.

Staff Finding: *The conceptual pedestrian and vehicle circulation throughout the site has been reviewed by Development Review Team which includes emergency services, Transportation, Public Works, Parks Open Space Trails, and Community Development. The general concept of the site circulation is considered generally acceptable however detailed vehicle movements, multiple easements and public right-of-way considerations will need to be further addressed at Preliminary Plan.*

(6) parking

The existing Viewline Resort, Snowmass Conference Center, and Wildwood properties function with limited on-site parking, utilization of the numbered lots, and required shuttle service for hotel guests. 17 surface parking spaces at the Viewline and 8 parking spaces at the Wildwood (25 total) exist today. The parking approvals for the existing conditions were implemented as part of the Silvertree Hotel PUD (Ordinance No. 24 Series of 1986) prior to the effective date of the Snowmass Development Code (September 2, 1998). The applicant proposes to redevelop the property with 252 on-site parking spaces.

Expansion of uses approved prior to the 1998 adoption of the Development Code are required to meet Sec. 16A-4-310 Off-Street Parking Standards for expanded areas.

This staff report is specific to the Lodge uses of the application. The introduction of 61 fractional ownership units are proposed. 24 parking stalls for the fractional units are proposed in a subgrade garage under Fractional Building B.

Parking for the 228 proposed lodging units is proposed as a part of the subgrade parking garage and valet services, as well as through parking passes at the Town's numbered lots.

Excerpt from application

LEVEL B1

- + 114 parking stalls (sub-grade)
- + Back of House / Maintenance Facilities

LEVEL B2

- + 114 parking stalls (sub-grade)

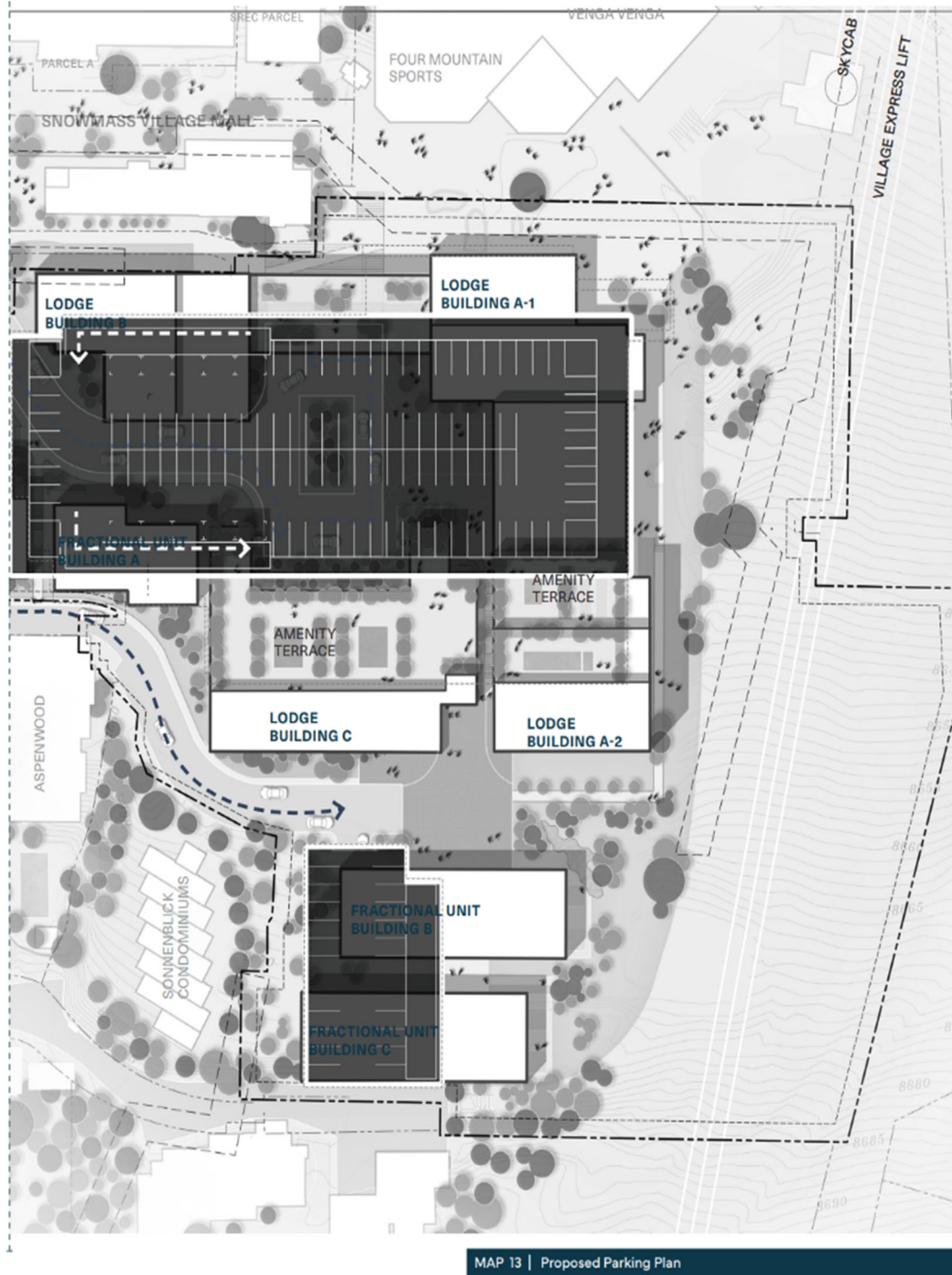
FRACTIONAL PARKING *(Located below Fractional Unit Building B-S)*

- + 24 parking stalls (partially sub-grade)

PARKING TOTALS

- + 252 parking stalls across the site

Map 13 from Application



Staff Finding: *Parking for the existing uses has relied on the coordinated sales with the Town for parking passes to the numbered lots, education of guests and conference attendees of resort provided shuttle services and the Town's public transportation options, and similar alternative modes of transportation. Development of 228 on-site parking spaces is anticipated to alleviate pressure on the Town's numbered parking lots. The Town Transportation Director recommends similar coordination and education with the proposed redevelopment regarding sales of parking passes to the*

numbered lots, resort provided shuttle services and the Town's public transportation options.

(7) proposed timetable for the development

The Applicant proposes a single, coordinated construction effort across the property as described in the following excerpt from the application:

Timetable

The proposed timetable and phasing for the development, identifying the number of anticipated PUD filings.

The development anticipates one PUD filing with the following schedule.

- + Pre Sketch Plan Submittal: January 2026 (Complete)
- + Sketch Plan Submittal: May 2026
- + Sketch Plan Review: June 2026 – December 2026 (6 months)
- + Preliminary Plan Submittal: December 2026 – March 2027 (3 months)
- + Preliminary Plan Review: March 2027 – October 2027 (8 months)
- + Final Plan Submittal: November 2027 – February 2028 (4 months)
- + Final Plan Review: March 2028 – June 2028 (4 months)
- + Anticipated Groundbreaking: Autumn 2028
- + Anticipated Opening: Spring/Summer 2031

(8) consideration of the proposed concepts relative to promoting public health, safety and welfare.

The subject property is located in the West Village Comprehensively Planned Area (CPA) identified in the 2018 Comprehensive Plan (p. 22). Goals of the CPA specific to the lodging use proposed in the subject application include:

- Promote redevelopment of the Mall with resort-oriented mixed use, blending medium density residential and lodging on the upper floors with retail, restaurants and entertainment on the pedestrian level.
- The creation of well-defined civic spaces at each end of the Mall reinforced with additional retail/business offerings and residential uses...
- Incentivize revitalization/modernization of older buildings and short-term lodging properties.
- Support special events and family-friendly programming to create activity on the Mall.
- Consider locations along the Mall...for public art.

2018 Comprehensive Plan – applicable Strategic Initiatives

- Promote environmental and economic sustainability and resiliency.
- Focus new development and/or redevelopment within the identified CPAs.

The Applicant proposes to replace the existing lodging units of 154 Wildwood keys, average room size 331 sq.ft. and 254 Viewline keys, average room size 403 sq.ft.

The proposed development replaces the Wildwood with workforce housing units. Eight of the existing Wildwood units are deed-restricted employee housing. Additional Wildwood units may be similarly used.

The proposed development redevelops the Viewline hotel with 228 keys:

- 167 keys (lodge), average room size 590 sq.ft.
- 61 keys (fractional), average room size 1,660 sq.ft.

Staff Finding: Specific to the lodge aspect of the application – redevelopment of short-term lodging properties such as the Viewline and Wildwood is a key strategy to promoting the economic sustainability of the Town. Providing quality visitor experiences expands the economic resiliency of the Town and the Town’s ability to provide services to the community.

The proposed increased size of lodge units is generally found to respond to current market preferences as identified by the Town’s Tourism & Marketing Department. The introduction of Fractional Ownership units to the site is an additional revenue source for the Town who receives tax revenue on the sale of each share.

Fractional Ownership units are common throughout multiple properties throughout Snowmass Village. Detailed operation and requirements for Fractional Ownership units to be available to the primary lodging rental pool of the property will be required at Preliminary Plan. (See DRT comments in Attachment A.)

FINANCIAL IMPACT:

The Sketch Plan does not obligate the Town to approve future development(s) and therefore, there are no financial impacts associated with the land use process. Financial obligations of the development will be analyzed and reviewed during the formal PUD review process.

A financial impact analysis is required as a part of the Preliminary Plan application.

STAFF RECOMMENDATION:

Staff recommends the Planning Commission hear a presentation by Staff, the applicant, hear public comment, and hold discussion.

Recommended Motion: *“I motion to continue the public hearing for the Ritz Carlton Sketch Plan application to September 2, 2026.*

ATTACHMENTS:

A – Development Review Team (DRT) comments on Lodge Uses

DEVELOPMENT REVIEW TEAM Ritz Carlton Application – SITE CIRCULATION, PARKING, INFRASTRUCTURE aspect

Meeting Date: July 22, 2026

Applicant Attendees: Leah Stoltz, Conners Ladner, Kathleen Wanatowicz, Addison Martin, Nora Jacobs, Mary Gormley, Colby Christoff

DRT Attendees: Jim Pidock (Fire), Brian Olson (Police), Anne Martens (PW), Mike Horvath (Eng), Lauren Litchet (Bldg), Sam Guarino (Transportation), Kevin Kiernan (Planning), Michelle Bonfils Thibeault (Community Development), Clint Kinney, Jeff Conklin.

DRT Comments submitted in response to this meeting:

FIRE: No further comments at this time.

POLICE: No comments.

TOURISM: No comments.

PARKS OPEN SPACE: No comments.

BUILDING: No comments.

HOUSING: No comments.

PLANNING: No comments.

PUBLIC WORKS: *See attached memo.*

TRANSPORTATION: *See attached memo.*

PLANNING:

- Only owners of fractional units will have access to subgrade parking. Please create an exhibit that depicts how many parking spaces this consumes out of the parking garage.
- Please describe how reservation of these spaces will impact overall parking counts if these spaces are not available to persons renting fractional units who are not owners.
- Design interface with Elbert Lane along existing commercial uses (i.e. the Tavern) to accommodate EMS vehicles although remain a pedestrian-oriented access.
- Consider how ADA access to skill hill has historically been accommodated via Fall Lane.

DEVELOPMENT REVIEW TEAM Ritz Carlton Application – LODGE aspect

Meeting Date: July 8, 2026

Applicant Attendees: Leah Stoltz, Conners Ladner, Kathleen Wanatowicz, Addison Martin, Nora Jacobs

DRT Attendees: Jim Pidock (Fire), Anne Martens (PW), Mike Metheny (Bldg), Lauren Litchet (Bldg), Sam Guarino (Transportation), Julia Theison (Tourism), Drew Welsheimer (Tourism), Kevin Kiernan (Planning), Michelle Bonfils Thibeault (Community Development), Clint Kinney, Jeff Conklin.

DRT Comments submitted in response to this meeting:

FIRE: 7/14/26 No further comments at this time.

POLICE: No comments.

PUBLIC WORKS: No comments.

PARKS OPEN SPACE: No comments.

TRANSPORTATION: No comments.

HOUSING: No comments.

TOURISM: *See below.*

BUILDING: *See below.*

PLANNING: *See below.*

Tourism:



Drew Welsheimer

To: Michelle Bonfils



You replied on Thu 7/16/2026 2:29 PM

Here you go, Michelle. I have made some minor changes below and additions. Let me know if you need anything else.

Drew Welsheimer
Group Sales Director
Snowmass Tourism
O: (970) 922-2231
GoSnowmass.com

- Fractionals
 - Restrictions on those units
 - How far in the future will these be in the pool for hotel rooms? What is the booking window we can anticipate? (group tends to operate with larger programs 12-18 months in advance, but we often get them 2-3 years out as well)
 - Are there guarantees of how many will be in the rental pool at any given time?
 - Are there restrictions around how many days a unit can be occupied by owner vs. in the rental pool?
 - What kind of layout are the fractionals? Are they larger units with multi bed and lockoff options? Are they a mix of studios up to multi bed?
 - 30% group business important and supported goal
 - 30% is what we understand the current mix to be at Viewline. Keeping it in this range is ideal for our mix in town as well as overflow and larger group opportunity

- What is the group ceiling anticipated to be in strategy? (ceiling is the highest number of rooms they'd commit to group at any given time)
 - What is the ideal peak room night group anticipated to be for the hotel?
 - What will the consideration for group buyouts look like?
 - Conference Center
 - Are ballrooms divisible? Ideally, we'd have a ballroom and junior ballroom that would have airwall division options to allow for more creative use of space and meet a wider range of group or program needs. What is going to be the breakdown in size/sq. ft. for the ballrooms and potential divisible sections? How will the breakout rooms be combined? What are their sizes? What will prefunction/foyer spaces look like? What sq. ft. for those?
 - Flexibility to book special events in future – need to understand the booking window. Will there be a cap on future dates? (some hotels only sell within a 12 month period. Others, most commonly, do not have a cap and will book as far out as they are able)
 - Want to know true competitive sets for conference/meeting spaces – who are we going up against? Are there target markets we would like to see at Ritz/Snowmass that we intend to steal from competing destinations?
 - What will make this a draw against other Ritz properties
 - How will loading dock access to the conference space work? We need to understand capabilities, load capacities, etc. to ensure that the load in/out will work for a wide array of groups
 - Unique design of meeting space critical — indoor/outdoor relationship. Unique spaces and natural lighting are key in new design prospects. These are two of the biggest requests from the planner side of the industry. Properties and destinations that deliver unique and special experiences along with their conference offerings tend to lead the list in desirable destinations.
-

BUILDING:

 Lauren Litchet
To: Michelle Bonfils
Cc: Mike Metheny

  Reply  Reply all  Forward    

Wed 7/15/2026 9:43 AM

 You replied on Thu 7/16/2026 3:48 PM [View conversation](#)

Hi Michelle,

Building would like to reiterate the necessity of providing accessibility and accessible routes throughout the site and to all structures as the site plan and conceptual sketches continue to be refined.

PLANNING:

- Consider creating individual exhibits demonstrating the lodge/conference space height exhibits, View Easement and adjacent properties as an individual exhibit
- Roof top amenity space will need to be further defined and elements of such amenities may or may not count against the allowed height.
- Consider creating individual exhibits demonstrating the housing height exhibits, View Easement and adjacent properties as an individual exhibit.
- Highlight the height variance requests on these individual exhibits.
- Refinements to the Section Diagrams may partially achieve the previous requests.
- Consider creating an existing conditions exhibits with a drone to show the View Easement relationship to the existing conditions.
- Consider creating additional exhibit(s) to demonstrate the relationship of a pedestrian at the mall level accessing the entry or other aspects of the lodge (i.e. elevation of stairway – open space connection)
- Will there be mall level access to the lodge or is the mall level primarily retail space?
- The elevation and hardscape connection between the mall and the lodge will become a focal point (in addition to the retail space) of how the lodge interacts with the mall, contributes to community character, creates vitality, and similar qualities. The design of the connection will need to be fully detailed with a strong design element as the process proceeds. Consider options for this connection that are interesting and interact both vertically and horizontally rather than a singular monolithic staircase.
- Quality and clarity of pedestrian connections through and to the lodge between the mall, ski slope, and Carriage Way will need to demonstrate intentional design elements (i.e. pavement and/or sidewalk treatments, lighting, landscaping) to contribute to the clarity of connection and relationship of the property to the surrounding environment and existing buildings.

INTEROFFICE MEMORANDUM

TO: MICHELLE BONFILS, COMMUNITY DEVELOPMENT DIRECTOR
FROM: MIKE HORVATH, TOWN ENGINEER
ANNE MARTENS, PUBLIC WORKS DIRECTOR
SUBJECT: SKETCH PLAN REVIEW – RITZ CARLTON COMMENTS
DATE: JULY 22, 2026

These comments are in response to the proposed Design Workshop's application (dated June 2nd, 2026) for a Sketch Plan Review for the redevelopment of the Viewline into a Ritz Carlton.

1. Ice Age Discovery easement development should be coordinated with Town for Preliminary Plan to ensure proposed artwork can be accommodated. Tourism will be a key stakeholder for forming the Town's expectations.
2. Pedestrian access from numbered lots through to the ski hill must be maintained within easements.
3. The flow of the West Brush Creek diversion is limited at the intake. Further daylighting of the flow path is encouraged as it does not appear to negatively affect neighboring properties, as stated in the narrative.
4. All piping of West Brush Creek on site is required to be replaced as part of this redevelopment.
5. Historic pedestrian path and connections on the Benedict Trail needs to be maintained and easements provided or amended with revised design.
6. All steep slopes appear to be caused by development and need to be addressed.
7. Delivery system needs to be developed for site and Mall deliveries. Further coordination with Town will be required.
8. Pedestrian route from numbered lots through affordable housing area does not directly link to ski hill. Public Pedestrian access through the site needs to be accommodated.
9. Site must detain 25 yr storm and release at historic (predevelopment) rate. Outfall must be located to ensure no negative downstream impacts.
10. Fire turnaround must be accommodated within ROW/easement area on Elbert/dropoff circle.
11. Snowmelt on Mall responsibilities need to be studied along with drainage.
12. Elbert Lane ROW needs to be 40' wide, and asphalt minimum width will be 22' due to traffic numbers and geometry. Maintenance responsibilities need to be determined through agreements/ROW layout. ROW width needs to be confirmed prior to Preliminary Plan to ensure building locations/setbacks function with ROW.
13. Solid waste in parking garage. Need to study vertical trash truck movement.
14. A Solid Waste Management plan needs to be submitted as part of Preliminary Design.
15. Delivery turning movement onto Elbert/Upper Carriage, along with turning vehicle off of Upper Carriage Way, needs to be studied to ensure circulation functions.
16. Emergency/vehicle access to historic Elbert Lane and Mall access needs to be considered.
17. Sidewalk connection to Upper Carriage Way required on both sides of Elbert.
18. Fire and emergency access turnaround on Fall Lane is required.
19. Construction Phasing is stated for a complete scrape and replace. Phasing should be considered for existing businesses and limiting impacts.

20. Setbacks and encroachment for utility infrastructure will need to be reviewed as part of Preliminary Design.

21. Snow Removal and Snow Storage areas will need to be reviewed as part of Preliminary Design.

Thank you for the opportunity to comment. Please let me know if you have any questions.

Conceptual Site Plan

The graphic conceptual site plan of the proposed Ritz Carlton Snowmass is intended to be used to study the distribution of program across the properties.

BUILDING A (8 levels above grade, 2 levels sub-grade)

- + 180 parking stalls (subgrade)
- + Mall-level commercial
- + Hotel/lodge

BUILDING B (4-8 levels above grade, 2 levels sub-grade)

- + 180 parking stalls (subgrade)
- + Upper level hotel/lodge
- + Lodge amenities
- + Fractional/branded residential units

BUILDING C (5 levels above grade, 2 levels sub-grade)

- + 60 parking stalls (subgrade)
- + Fractional/branded residential units
- + Fractional/branded amenities

BUILDING D (6-8 levels above grade, 2 levels sub-grade)

- + Conference functions (subgrade)
- + Hotel/lodge units
- + Workforce housing units

BUILDING E (6 levels above grade, 2 levels sub-grade)

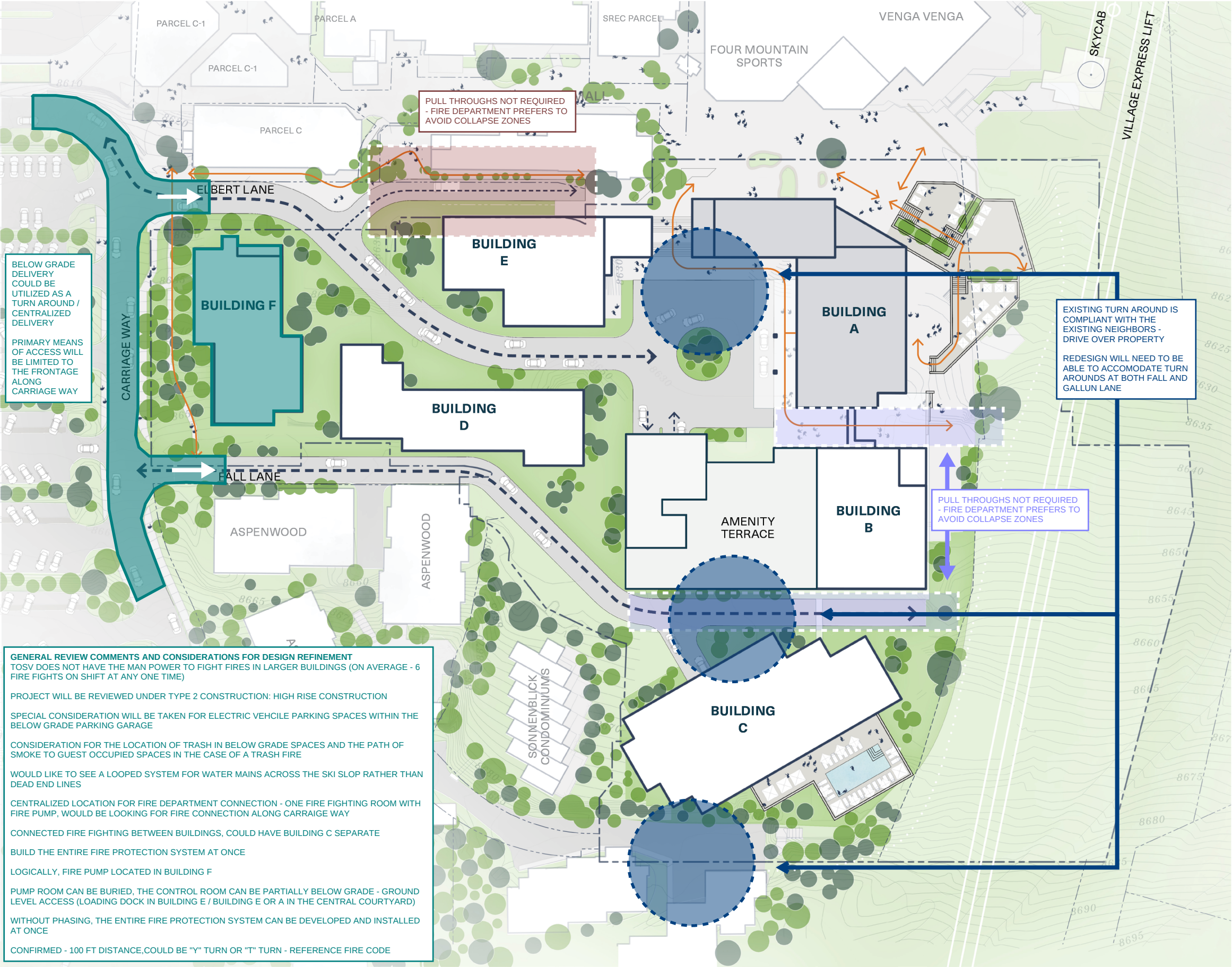
- + Subgrade parking
- + Ground-floor retail
- + Hotel/lodge units

BUILDING F (8 levels above grade, 2 levels sub-grade)

- + 8 levels above grade, 2 levels sub-grade
- + Conference functions (subgrade)
- + Workforce housing units

LEGEND

- ↔ Vehicular Circulation Path
- ↔ Pedestrian Circulation Path (Interior)



TRANSPORTATION DEPARTMENT MEMO

To: Michelle Bonfils

From: Sam Guarino

CC: Kevin Kiernan

Date: 7/31/26

Re: Ritz-Carlton Sketch Plan PUD

With the knowledge that this is a Sketch Plan PUD meeting the transportation department's comments remain broad in detail. That said, there are many special concerns for this project from a transportation perspective to be considered.

- **Site Circulation**

- **Elbert Lane Traffic Surveys**

- The Transportation Department has conducted a manual traffic survey on Elbert Lane under current conditions (7/9/26-7/15/26) which was utilized as basis for comments below. The Public Works Department is also conducting a traffic survey at the intersection of Elbert Lane and Carriage Way which will capture traffic on both roads. Collected data will be compiled in a separate report for planning department review.

- **Pedestrian**

- Current pedestrian usage of Elbert Lane peaks at over 1000 people per day during the summer at the intersection of Elbert Lane and Upper Carriage Way, far more than any other user group. This use does not capture those entering the property from Fall Lane, further east on Elbert Lane, or between Fall and Elbert.
 - The current pedestrian flow highlights the importance of the Elbert Lane Right of Way as a connection to the current Viewline Resort, as well as to the Snowmass Mall and Ski Area. The proposed sidewalks along the entrance to the Lodge, and pedestrian walking area, are both desirable infrastructure upgrades. Sidewalks should extend along the road the length of Elbert Lane to adequately protect the highest volume users of this road. If a sidewalk cannot be adequately sized on both sides of the road, an appropriate pedestrian crossing should be considered.

- Ensure than adequate ADA access exists along created walkways, or that alternative ADA pathways are identified.
- **Valet/Hotel Guests**
 - Current conditions require Valet and Hotel Self-Parking to utilize the numbered lots. While exact numbers for current valet created trips are difficult to ascertain from a traffic survey, it is clear that both valet and self-park guests contribute heavily to Elbert Lane Traffic. Overall bi-directional personal vehicular traffic peaks at nearly 400 vehicles per day and Viewline shuttles at over 120 vehicles per day.
 - Valet service often consists of a guest vehicle arriving, a valet driven hotel vehicle escorting guest vehicle to the numbered lots, and then that valet vehicle returning. Currently each arrival can amount to as many as 4 trips along Elbert Lane and Carriage Way (and 4 more for departure). Valet being kept on site as shown in the Sketch Plan should be a significant improvement to circulation both internal and external to the property.
 - If Self-Parking guests are to utilize the numbered parking lots, it will be important for the Ritz-Carlton to continue to sell guest parking permits for these guests as they do now. The Town does not have the capacity to manage payment for self-parking guests.
- **Skier pick-up/drop-off**
 - The current Elbert Lane Right of Way allows for skier pick-up and drop-off for all lodges and the public, and ADA elevator access. While it is difficult to estimate how many private or unmarked vehicles are utilizing Elbert Lane for this purpose, during the Summer 2026 traffic survey period over 30 marked vehicles from other lodges were observed in a day, a number that is expected to be much higher during Winter ski season. Finding a location, whether it be at the redesigned entrance to the Ritz-Carlton or along the existing Elbert Lane Right of Way, to accommodate these trips will be important moving forward with the PUD. If this location for pick-up and drop-off is removed, it will likely fall to inadequately designed infrastructure in other areas of the Town to accommodate the use.
 - While not a current use, it would be best to plan for Snowmass Village Transit vehicles to be able to utilize any future pick-up/drop-off sites.
- **Retail/Spa/Restaurant Access**
 - The trip generation study from Kimley-Horn discussed high turnover restaurant and strip retail trips. There should be some evaluation on how these trips affect site circulation. For example, would these guests be expected to valet, self-park onsite, or self-park offsite?

Each of these would have a different impact on site circulation, whether it be pedestrian or vehicular. Guest parking passes are not available for those utilizing hotel facilities between the hours of 7am-1pm during the winter season. These guests would be expected to utilize transit, timed parking, or visit outside of the 7am-1pm timeframe.

- **Biking**
 - The Sketch Plan mentions 61 bike spaces. It should be clarified whether these are bikeshare, personal bikes, available to the public, etc. If these bikes are utilizing the drive lane there should be some level of added infrastructure to improve safety. To meet the .5 spaces per bedroom for the employee housing units without overwhelming the Town lots, designated bike parking will be an important option.
 - Currently there is a 30-dock WE-cycle e-bikeshare station located at the Snowmass Mall. If the Ritz-Carlton is proposing adding a station on site, the Transportation Department would support this. However, it may be more appropriate to study whether the size of the current station could serve the new users as is, and if not, whether adding to that location rather than adding a new one is a better use of resources.
- **Trip Generation**
 - **Letter (Kimley-Horn)**
 - The Transportation Department does not refute the overall findings of the trip generation report at this point but there are a number of clarifications to be made and questions for the consultant. We also recognize that capturing trip generation in a resort community with robust transportation services is a difficult task and utilizing standardized modeling across the existing and planned uses is better utilized to compare deltas between rather than total trips.
 - Was there a reason (310) Hotel utilized rather than (330) Resort Hotel in the ITE generation model (which would have a lower generation rate)?
 - (310) Hotel was utilized for all 228 rooms associated with the new development. However, these new rooms are split between hotel rooms and fractional units. Would it would be appropriate to utilize (265) Timeshare for the fractional units (which would yield a higher trip generation rate)?
 - The trip generation refers to a fully functioning Viewline/Wildwood hotel complex with over 400 rooms. It is the Transportation Department's understanding that this is not the current status of the hotel and may not have been true for some time. Therefore, there

may be an increase in trip generation from existing conditions if not from planned conditions.

- **Shuttles/Transit**
 - To continue to have parking demand at or below parking capacity it is vital to promote car-less travel to and from Snowmass Village. The Ritz-Carlton should provide and advertise free airport shuttles to and from the Aspen Airport. Additionally, the lodge should advertise to their guests the existence of free transit available to and from Aspen and within Snowmass Village.
 - The current plans show a removal of the shuttle pull out for drop-off and pick-up at the end of Elbert Lane. Regardless of on-site access this pull out needs to remain for shuttle/transit circulation/operation.
- **Employee Housing**
 - Approximately half of the employee housing units are designated for The Regis in Aspen. How will the Ritz Carlton development mitigate these rides to ensure this isn't a daily trip generator and promoting the use of single occupancy vehicle travel? Will there be an employee shuttle and/or bus passes for these employees?
- **General Comments**
 - The Town and region have a robust network of transportation services, as does the current lodge. Continuing to provide access to these services, while ensuring incoming lodge guests, conference attendees, retail and restaurant guests, and fractional owners are aware of them will be key to ensuring trip generation remains low. This again highlights the necessity of ensuring a location for other lodges and transit to pick-up and drop-off on the premises.
- **Parking**
 - **General Comments**
 - The Numbered Lots along Carriage Way across from the property have long served the Viewline and adjacent properties. These lots are often at or near capacity during events and busy times of the year. The impact on these lots by this project will depend heavily on how different groups are expected to utilize these lots as opposed to the parking added on site.
 - While detail of the design is yet to come, the Applicant should ensure that oversized vehicles have access to their parking garages wherever possible. The resort will attract guests/owners with sprinter vans, large vehicles with racks, oversized trucks, etc. Ensuring that garages can accept these types of vehicles will avoid impacts on other parking areas to accommodate them.

- The Transportation Department anticipates the need for the lodge to continue selling guest permits for the numbered lots to remain in some capacity.
- Communication throughout the development process with the Transportation Department will be important to ensuring the impacts to parking by certain user groups remains manageable and doesn't place the burden of new or additional parking needs entirely upon the Town.
- **Hotel Overnight Guests**
 - The onsite valet of overnight hotel guests should be a significant improvement over current conditions for parking, as well as the onsite storage of shuttle vehicles. Currently this use has a significant impact on numbered lot parking in areas that are popular with other lodges and employees (particularly lot 10) and it is expected that this plan will result in a 100% reduction of this use.
 - It is the Transportation Department's understanding that self-parking guests will continue to utilize the numbered parking lots. This is not expected to be an increase from current use, but it is important to note again that the lodge will need to continue to sell these guests permits for the numbered lots utilizing the software the Transportation Department has provided for this purpose.
- **Fractional Owners**
 - It is understood from the Sketch Plan that Fractional Owners will have on-site parking available to them, whether valet or otherwise. It will be important to understand, going forward, whether this parking will be only while on site, and how many vehicles owners will be allowed. Fractional owners are not permitted under current Town rules to purchase resident parking permits and storage in the numbered lots is not allowed. While fractional owners with multiple vehicles could be eligible for guest parking permits while on site, they would not be permitted to store vehicles in the numbered lots while out of town.
- **Restaurant/Retail/Spa Guests**
 - As mentioned above, there should be some evaluation on how restaurant/retail/spa guests will access the Ritz-Carlton. Would these guests be expected to valet, self-park onsite, or self-park offsite? Guest parking passes are not available for those utilizing hotel facilities between the hours of 7am-1pm during the winter season. These guests would be expected to utilize transit, timed parking, or visit outside of the 7am-1pm timeframe. This includes day skiers hoping to access the mountain and utilize these facilities through a "ski-club".

- **Conference Attendees**

- Currently, conference attendees staying offsite are expected to utilize transit, timed parking, or other alternate means to access the site (with attendees arriving before transit services begin and staying throughout the day being allowed guest passes). Would conference attendees staying offsite have parking available?

- **Employees**

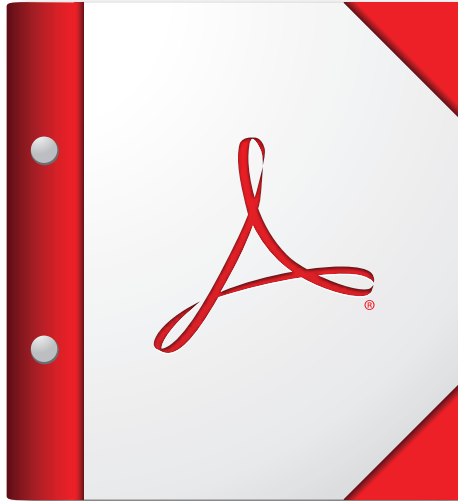
- Assuming employee parking needs will not be managed onsite, it will be helpful to learn whether the development will generate a change in overall employee generation.
- Currently the parking department makes available employee parking passes for the Viewline Resort. This practice can be expected to continue; however, it is important to note that it will not be enough passes for all employees of the future lodge. Employer programs such as bus passes, employee shuttles, and/or carpools can help alleviate these demands.

- **Employee Housing**

- Resident parking creates a larger demand for parking than other lodging uses. While the guest parking use is largely mitigated by on-site parking, residents generally have a higher percentage of vehicles per unit, more vehicles, and more dwell time of vehicles. This could result in impacts of equal or greater magnitude on the numbered parking lots than current conditions depending on how employee housing parking is managed.
- The 63 on-site parking stalls for employee housing will likely result in the need for employees to park additional vehicles in the Numbered Lots. The impact of this parking generation will depend on a number of factors such as where the employees work, how many employees per unit, and the seasonality of their employment.
- How will the applicant designate which employees are permitted to utilize their on-site parking?
- It will be important for the applicant to work closely with the Transportation Department to develop a plan to manage employee housing parking demand on the Town lots. Current Transportation Department policy surrounding Resident Parking permits will make it difficult to restrict the number of vehicles employee housing residents will be permitted to park in the numbered lots and it would be impossible for the department to know which residents already have vehicles stored within the on-site parking.

- **Car Share**

- To help mitigate parking demand by all users the Transportation Department recommends a Car Share program be operated on site and advertised to guests and residents.
- **Construction**
 - If construction is expected to utilize Town Lots at any point it will be important to coordinate this use early with the Transportation Department to lessen the impact on other users.
 -
- **Deliveries**
 - The current Elbert Lane serves as a delivery zone for much of the Snowmass Mall. The Manual survey found 10-15 deliveries utilizing Elbert Lane during the summer and it is expected that this impact would be higher during the winter. There is not capacity elsewhere for these deliveries. This function is vital to current Mall operations and should be adequately addressed, and ideally improved, in the final project.
 - The on-site delivery logistics center shown in the Sketch Plan is likely something that can meet the above comment on the need to address and ideally improve deliveries to the Mall. The applicant should continue to work with Town staff to ensure that this is a right sized facility for the demand and will be an overall positive impact on the community.



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