



**PARK CITY COUNCIL MEETING MINUTES
445 MARSAC AVENUE
PARK CITY, SUMMIT COUNTY, UTAH 84060**

October 1, 2020

The Council of Park City, Summit County, Utah, met in open meeting on October 1, 2020, at 5:00 p.m. The meeting was a remote, electronic meeting due to the declared public health emergency.

Mayor Beerman read the Determination of Substantial Health and Safety Risk.

Council Member Gerber moved to close the meeting to discuss property and litigation at 5:00 p.m. Council Member Joyce seconded the motion.

RESULT: APPROVED

AYES: Council Members Doilney, Gerber, Henney, Joyce, and Worel

CLOSED SESSION

Council Member Doilney moved to adjourn from Closed Meeting at 5:30 p.m. Council Member Gerber seconded the motion.

RESULT: APPROVED

AYES: Council Members Doilney, Gerber, Henney, Joyce, and Worel

WORK SESSION

Transportation Planning Efforts Update:

Alexis Verson and Julia Collins, Transportation Planning Department, presented this item. Collins reviewed the department priorities, which included the Transportation Master Plan. Within the master plan, importance would be placed on creating a project prioritization list. This would be based on growth patterns and financial inputs such as grants and Capital Projects budgets. She stated there would be a one to five year prioritization list and a five to 10 year prioritization list for transportation projects. This department was also responsible for Transit service planning, street redesigns, active transportation and walkability, first/last mile transit connections, mobility hubs, corridor planning and other programs such as travel demand initiatives.

Verson listed some projects her team was working on, and indicated a master transportation plan was needed in order to prioritize them and assign funding to them.

Projects would be prioritized based on Council input, stakeholder meetings, public input, data collection and both local and federal funding sources.

Verson reviewed that her team was currently working from the 2011 Master Transportation Plan, which was very outdated. They proposed re-launching the 2018 Park City Forward update to the 2011 plan, and would include the Vision2020 findings with that update. She displayed survey findings for Transit and Active Transportation. She suggested prioritizing active transportation and having a separate Active Transportation Master Plan, noting it would complement the Summit County plan for pedestrian and bicycle infrastructure. Verson also asserted the Short Range Transit Plan should be updated so the City could have a clear vision for what Transit should be for the local community as well as tourists. It would also make the City attractive when Federal funding applications were submitted.

Collins indicated street typologies were done in the 2011 master plan, and now the City was headed in a different direction. This concept would guide the City on how rights-of-way would be allocated. The current priority was for pedestrians, bicycles, transit, general purpose use, and parking, in that order of importance.

Council Member Joyce thought the Park City Forward updated master plan should get going again and he liked the efforts made to get Federal or State funding. He didn't want to plan so much that nothing would get done, but he liked the proposed changes and felt the City was doing a good job of implementing the plans. Council Member Henney agreed and was impressed the goals from the five-year Short Term Plan had been fulfilled. He felt confident in the projects and pilot programs currently being implemented. He also thought planning would lead to bold actions. Council Member Worel agreed with the previous comments and supported the plan. Council Member Doilney was also impressed that the City had implemented everything from the previous plan, and he supported planning for the future to move people around. Council Member Gerber agreed and supported these efforts. She thought things would continue to change rapidly and felt the plans should be updated. Council Member Henney noted funding hinged on these studies. He thought this was a necessary step in moving forward to achieve bold action.

Mayor Beerman summarized Council had high confidence in moving forward with a new plan. He was complimentary of the projects put in place over the summer as things were slow. Collins stated she could apply for a grant for a new active transportation plan as well as for updating the Park City Forward master plan. Mayor Beerman looked forward to seeing that soon.

Council Member Joyce stated the Olympics could come to Park City, and asked that staff think about projects that could be ready to implement if Park City was chosen as a

host. Collins stated that was one of the reasons staff needed the priority lists for the next 10 years.

Collins asked for modal hierarchy feedback. Council Member Worel asked if microtransit would be considered as part of transit. Collins stated this hierarchy was more for designing the right-of-way. Council Member Henney stated there were constraints with the narrow roads and he felt the design should be reflected with the priorities of the community. Council Member Doilney asked about plans for moving children around safely. Collins asked if Council felt sidewalks should be changed to a pathway width. Council Member Doilney thought some bikers rode fast, which could be dangerous for children, and asked that those conditions be considered when planning. Verson stated the active transportation plan was needed to identify where the high comfort zones were within the City, and noted there were different facilities for different uses and they should be combined into the active transportation plan. Council Member Joyce asked if one-way streets could be considered since the City did not have a lot of space in the rights-of-way. The Council felt the hierarchy was good as presented.

Dias stated Verson was leaving the City for another job and indicated she had done a great job during her time here. He also asserted it was important to be strategic with Transportation and this was an organized approach for moving the Council's Transportation priority forward. Mayor Beerman and Council agreed they wanted to see a plan with action that followed.

REGULAR MEETING

I) ROLL CALL

Attendee Name	Status
Mayor Andy Beerman Council Member Max Doilney Council Member Becca Gerber Council Member Tim Henney Council Member Steve Joyce Council Member Nann Worel Matt Dias, City Manager Margaret Plane, Special Counsel Michelle Kellogg, City Recorder	Present via technology
None	Excused

II) COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments

Council Member Worel indicated she had talked to many nonprofits and was impressed with their creativity to keep up their work. She noted the Park City Museum was opening to small groups and would be open limited hours seven days a week.

Council Member Doilney attended the Economic Resiliency Committee meeting and indicated businesses were gearing up for winter.

Mayor Beerman stated he enjoyed the Utah League of Cities and Towns (ULCT) conference. He, Council Member Doilney, Matt Dias, and Margaret Plane met with Hideout officials and they worked on diplomatic and legal efforts. He also attended the Wasatch County Interlocal meeting with Council Member Gerber, and indicated they were asked to update the group on Bonanza Flat.

Staff Communication Report:

1. Centennial Circle Water Loss Update

Council Member Joyce stated the water loss report showed great effort and he felt it would make a big difference.

III) PUBLIC INPUT (ANY MATTER OF CITY BUSINESS NOT SCHEDULED ON THE AGENDA)

Mayor Beerman opened the meeting for anyone who wished to submit comments to the Council on items not included on the agenda.

Cheryl Fox, Summit Land Conservancy, via Zoom thanked Council for letting the Conservancy use the City building with Mountain Trails and was grateful for rent abatement.

Mayor Beerman closed the public input portion of the meeting.

IV) OLD BUSINESS

1. Consideration to Approve a One-Year Extension of the Downtown Waste Removal Contract and Business Improvement District (BID) Management Contract:

Jonathan Weidenhamer, Economic Development Manager, and Luke Cartin, Environmental Sustainability Manager, presented this item. Weidenhamer reviewed the history of the City's trash contract which was implemented in 2002. He indicated the Business Improvement District was established in 2002 as well. Both contracts were expiring in November. Initially, the City discussed having a waste diversion program that would be promoted when the new trash RFP was released. He recommended extending the contract one year while the new program was developed.

Mayor Beerman opened the meeting for public input. The following comments were submitted:

Carolyn Wawra: "With all the challenges of covid, I'd like to thank you for and support you in continuing to uphold improved waste management as a high priority. Even in non-covid time, waste management can be very challenging and I admire your efforts in staying committed to the best possible options for our community."

Heather Currie: "Thank you for prioritizing Park City's need for improved waste management and landfill diversion. I'm thankful to know Park City Staff is working diligently to explore the highest possibilities on this issue. This is a huge opportunity for us to demonstrate our environmental leadership and drive real impact. Please let us know how we can offered our continued support on this issue!"

Mayor Beerman closed the public input portion of the meeting.

Council Member Gerber stated the extension made sense. Council Member Joyce agreed and thought it was the wrong time to figure out a food waste diversion program as businesses were trying to survive. Council Member Worel agreed and stated it would be trial and error, and waste diversion was not a stress that was needed now. Council Member Joyce thought Weidenhamer could begin to collect data next spring if the economy was at a good point. Council Member Doilney favored keeping the status quo for a year. Mayor Beerman asked staff to be prepared to move forward a year from now. Council Member Gerber wanted space limitations on Main Street taken into account. Council Member Worel asked if the City should do this on its own. Mayor Beerman stated the City could do the technical work and then work with the Historic Park City Alliance (HPCA).

Weidenhamer stated one of the steps of the trash contract was to look at a waste diversion plan. He would come back to discuss the Council's goals for this program. Council Member Joyce knew this was for Old Town, which had the bulk of businesses, and asked if the County residential waste had plans for waste diversion. Cartin stated the County staff would go before the County Council to discuss this as well. He noted there was a potential for opt-in services in the RFP.

Council Member Worel moved to approve a one-year extension of the Downtown Waste Removal contract and Business Improvement District (BID) Management contract. Council Member Gerber seconded the motion.

RESULT: APPROVED

AYES: Council Members Doilney, Gerber, Henney, Joyce, and Worel

V) NEW BUSINESS

1. Consideration to Continue an Ordinance Approving the Twisted Branch Subdivision, Located within the Flagstaff Annexation and Development Area in Park City, Utah:

It was indicated this item would be continued to a date uncertain.

Mayor Beerman opened the public hearing. No comments were submitted. Mayor Beerman closed the public hearing.

Council Member Gerber moved to continue an ordinance approving the Twisted Branch Subdivision, located within the Flagstaff Annexation and Development Area in Park City, Utah to a date uncertain. Council Member Doilney seconded the motion.

RESULT: CONTINUED TO A DATE UNCERTAIN

AYES: Council Members Doilney, Gerber, Henney, Joyce, and Worel

2. Consideration to Approve Ordinance 2020-45, Amending Master Planned Developments in the Land Management Code:

Rebecca Ward, Land Use Planner, presented this item and indicated the amendments presented were procedural, but there would be other amendments coming in the future to address different aspects of the LMC.

Mayor Beerman opened the public hearing. No comments were submitted. Mayor Beerman closed the public hearing.

Council Member Joyce was grateful there would be more things required for plats. He expressed concern about the split between MPD major and minor modifications going to the Planning Commission or Planning Director and stated there were examples of situations that could be deemed minor modifications that should be considered by the Planning Commission. Ward stated MPD approvals for height and setbacks were conditioned on buildings that were approved, so any changes would trigger a major modification. Changes in use would have less of an impact. The Planning Commission could specify, unless it was specified in the development agreement, that certain changes would trigger further review. Bigger MPD projects that included phases generally had conditional use permits (CUP) and would be reviewed under the approved height or setbacks of the overall MPD approval. Council Member Joyce thought that would assume there were exceptions. With a new use, there wouldn't be anything that would imply it would be substantive. It wasn't feasible to assume the Planning Commission would consider every possible change that could take place.

Ward stated height or setbacks would be addressed and included in the findings of fact. Council Member Joyce asked if a change to a finding of fact or condition would trigger the item going back to the Planning Commission, to which Ward responded in the affirmative and indicated she hoped the amendments would heighten the findings of fact

and would make it easier to track what was initially approved through full development. Council Member Joyce thought if the findings of fact and conditions of approval were attended to, then it would work for substantive changes.

Council Member Joyce also read Objective Number Seven in the staff report: "Outline Planning Commission discretion to require applicants to provide additional studies and to fund those studies." He asked about the definition of "significantly" for MPDs that significantly increased the density. Ward stated it was worded to give the Planning Commission discretion, but Council could change that wording. Council Member Joyce asked for some guidance, and hoped it could be clarified for the developers' understanding. Ward asked if Council would be comfortable leaving the language as is, and addressing it further in the next phase of the LMC amendments. Council Member Joyce agreed to that proposal.

Council Member Worel felt it put a burden on the Planning Commission to include every finding of fact that might come up throughout the development process. Ward stated the Planning Commission gave this part of the amendment a lot of attention and requested substantive modifications include findings of fact and conditions of approval. The proposed amendments had the Planning Director determining if a change was minor or substantive and Ward suggested the language could be amended to have the Planning Commission make that determination. Council Member Worel preferred having the Planning Commission make the determination. Council Member Joyce thought minor changes would be held up as they waited to get on a Planning Commission agenda. Council Member Worel stated it was more work for the Planning Commission, but she was more comfortable with that scenario.

Ward asked if a process could be put in place that wouldn't require an additional application or site plan. The applicant could bring an outlined proposal of the change to the Planning Commission and the Commissioners would decide if the change was minor or major. Council Members Worel and Joyce were comfortable with that proposal. Ward stated a form could be created for applicants to get their questions in front of the Planning Commission.

Council Member Gerber asked if MPD developments could last for 10 years or more. Ward stated as long as construction started within two years and progress could be proven, it could last until it was completed.

Council Member Joyce moved to approve Ordinance 2020-45, amending Master Planned Developments in the Land Management Code, with the amendment described to change how the minor and substantive decisions would be made by the Planning Commission and not the Planning Director. Council Member Worel seconded the motion.

RESULT: APPROVED

AYES: Council Members Doilney, Gerber, Henney, Joyce, and Worel

Council Member Joyce moved to close the meeting to discuss property and litigation at 7:13 p.m. Council Member Worel seconded the motion.

RESULT: APPROVED

AYES: Council Members Doilney, Gerber, Henney, Joyce, and Worel

CLOSED SESSION

Council Member Worel moved to adjourn from Closed Meeting at 8:30 p.m. Council Member Joyce seconded the motion.

RESULT: APPROVED

AYES: Council Members Doilney, Gerber, Henney, Joyce, and Worel

VI) ADJOURNMENT

With no further business, the meeting was adjourned.

Michelle Kellogg, City Recorder

Transportation Update

October 1, 2020

Julia Collins, Senior Transportation Planner
Alexis Verson, Senior Transportation Planner



agenda

1. Transportation Planning Department overview
2. Overview of 2011 Traffic and Transportation Master Plan
3. Request to re-launch the update (Park City Forward)
4. Need for Short Range Transit Plan
5. Questions for Council



Department Priorities

1. Transportation Master Plan

2. Project Prioritization

3. Secure Grants

4. Transpo Budget Planning

5. Transit Service Planning / Visioning

6. Street Redesigns / Complete Streets

7. Active Transportation & Walkability

8. First/Last Mile Connections

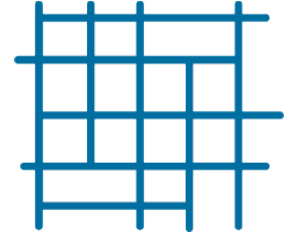
9. Mobility Hubs

10. Corridor Planning

11. Transportation Programs/Initiatives



What is a Transportation Master Plan?



A collective blueprint for all modes, projects, programs, policies

- 1 - Helps us be unified on transportation goals for the city**
- 2 – Prioritized project list for implementation**
- 3 – Identify policies that guide transportation investments**
- 4 – Funding sources and budget planning**
- 5 – Developed based on data projections, community values, and financial inputs**



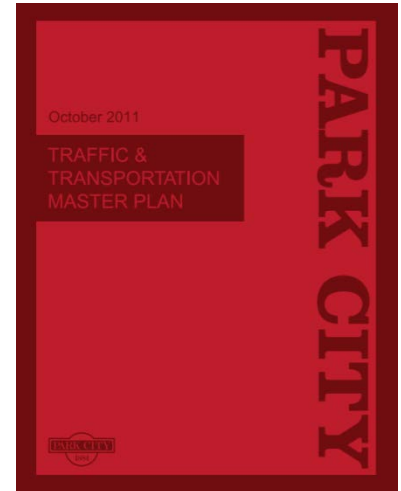
Create a unified vision for items we're moving forward:

1. Project prioritization
2. Funding & grant resources
3. Arts & Culture District transit needs
4. System-wide transit service changes
5. New park and ride facilities
6. Old Town circulation and traffic mitigation
7. Street redesign and reconstruction
8. PCMR base transit facility needs
9. Dedicated transit lanes
10. Bus stop and transit improvements
11. Aerial transportation and connections
12. Dynamic curbspace
13. Parking policies
14. Car free Main Street
15. Transportation Pilot Programs
16. Data metrics & reporting
17. New development/redevelopment



2011 Traffic and Transportation Master Plan

- Plans should be updated every 5 years
- Largely prioritizes automobile throughput and parking
- Underestimated new job and housing growth in town and regionally
- Doesn't take into account impacts of new developments and redevelopments
- Projects identified largely implemented or no longer relevant
 - (e.g. – *adding new roads and interstate connections*)
- Doesn't necessarily reflect current community and city values

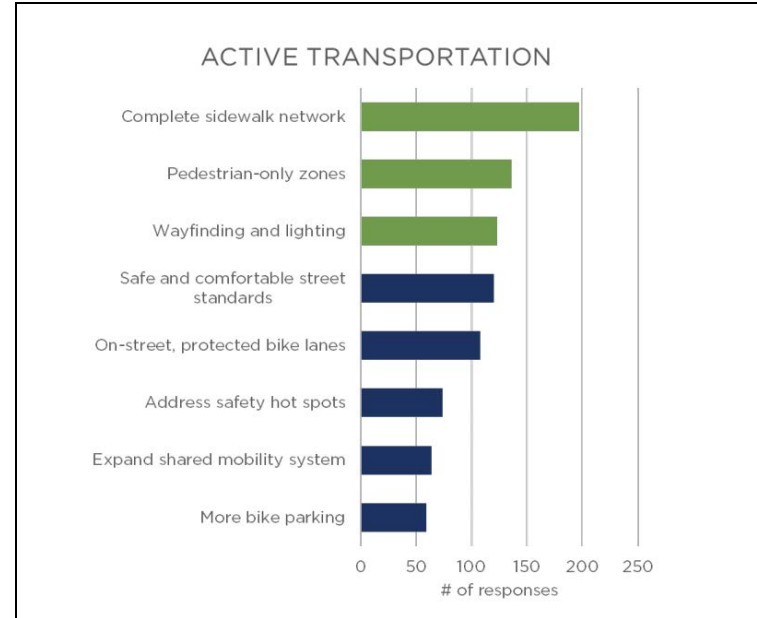
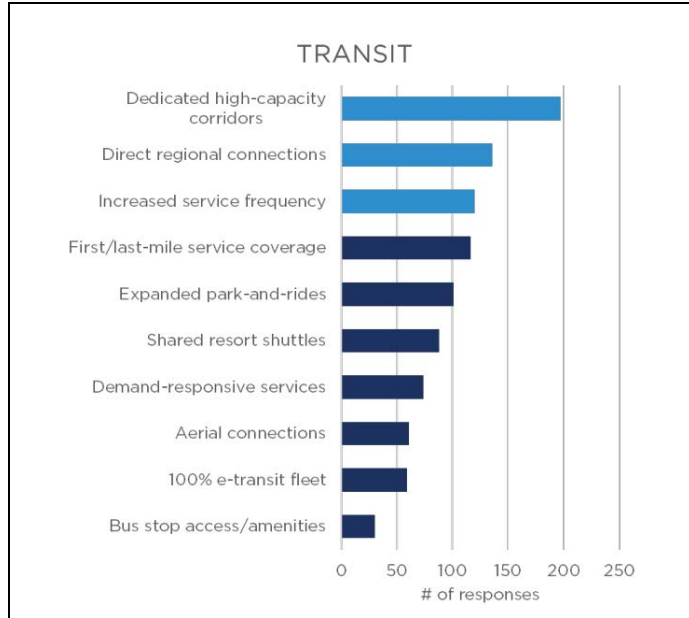


Park City Forward Update

- Update to the Transportation Master Plan launched in late 2018
- Existing contract with consultant
- Robust public outreach done
 - 2 public open houses
 - 5 mobile tours
 - Monthly stakeholder meetings
 - 700+ surveys results and public comments
 - 300 participants in the household travel survey
- Staff is requesting to relaunch this effort in January
- Incorporating Vision2020 findings

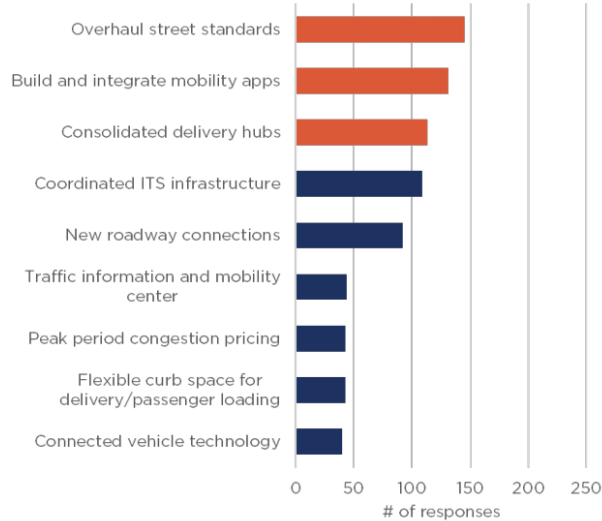


Transportation Strategies Survey

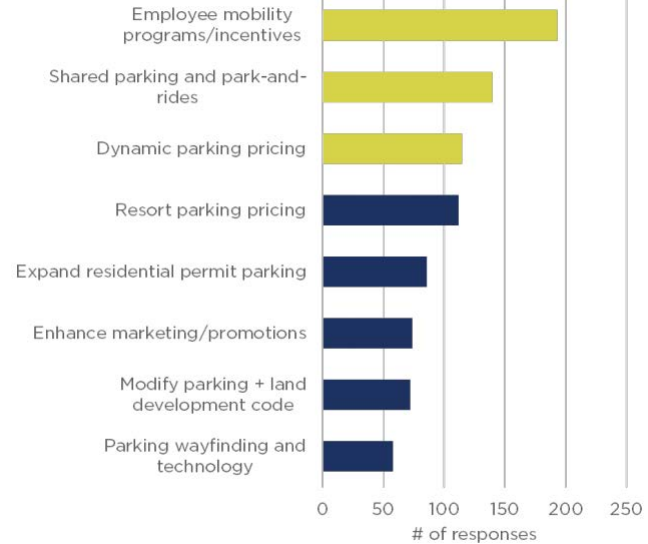


Transportation Strategies Survey

ROADWAYS, FREIGHT, AND TECHNOLOGY

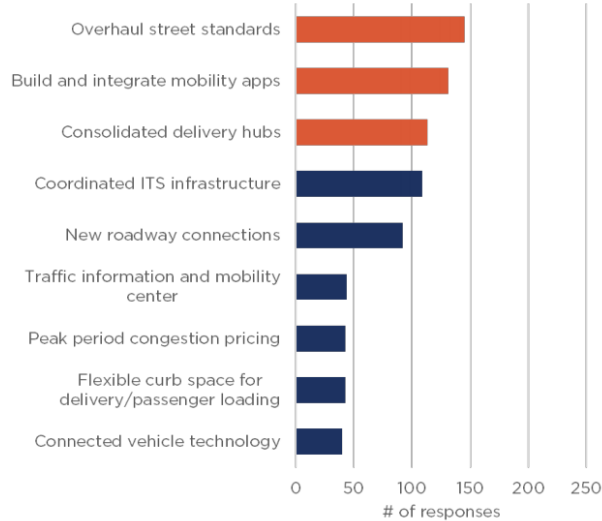


PARKING, TDM, AND LAND USE

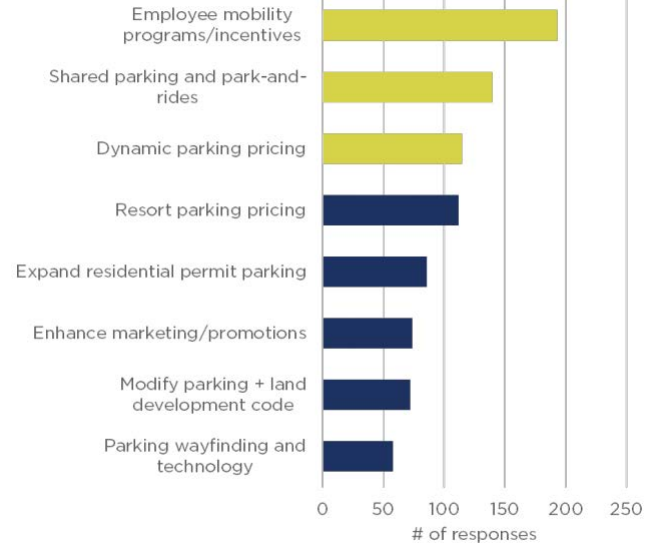


Transportation Strategies Survey

ROADWAYS, FREIGHT, AND TECHNOLOGY



PARKING, TDM, AND LAND USE



Other future Transportation Planning needs

- **Active Transportation Master Plan** – would compliment Summit County and identify a plan for Park City for pedestrian and bicycle infrastructure
- **Short Range Transit Plan** – clear vision for what transit should be in Park City
 - Routes, facilities, funding, service, mode
 - Update every 5 years, previous one (2015) has been implemented
 - Up-to-date plan helps secure federal funding



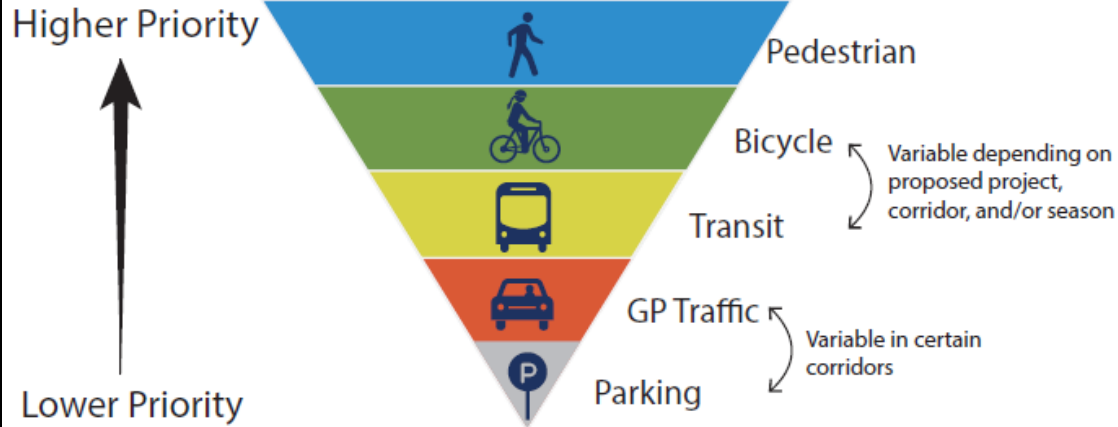
Street Typologies Policy

- **Street Typologies** – an adopted policy and street concept that informs ROW allocations to guide developers and the City, and indicates what mode should have priority during the planning process



Modal Hierarchy

Modal Priority for Decision Making



Seasonal Design Considerations



- Verify widths of lanes, flex space allow for snow plowing and storage.
- Some uses may be seasonal, such as cycling where on-street and off-street routes are redundant, sign for seasonal restrictions per city engineer direction.

Street Typologies

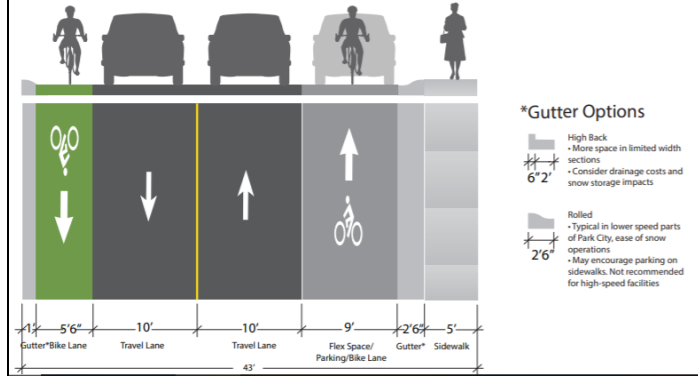
Bicycle & Pedestrian Treatment Toolbox

Sharrow	Striped Bicycle Lane	Buffered Bicycle Lane	Protected Bicycle Lane		Multi-use Path/ Sidepath	Sidewalk Facility
						
	5' minimum, 7' preferred. Minimum 3' outside of gutter	Minimum 5' and 2' buffer	On-street with flexible bollards installed seasonally	Raised Protected	12'-15' preferred. Separate facility, but usually roadway adjacent.	Minimum 6', 8'+ preferred. This is a behind-curb facility for pedestrians.
Dense Local, Commercial Suburban Local	Dense Residential Suburban Commercial	Suburban Major Residential Suburban Commercial	Suburban Major Residential Suburban Commercial	Suburban Major Residential Suburban Commercial	UDOT Arterial Non-UDOT Arterial	

Dense

Residential (Minor Residential Collector)

Location: Old Town and more dense developments with more constrained street space.
ADT: 1,000-3,000
Portion of bicycle lane in rolled gutter pan.

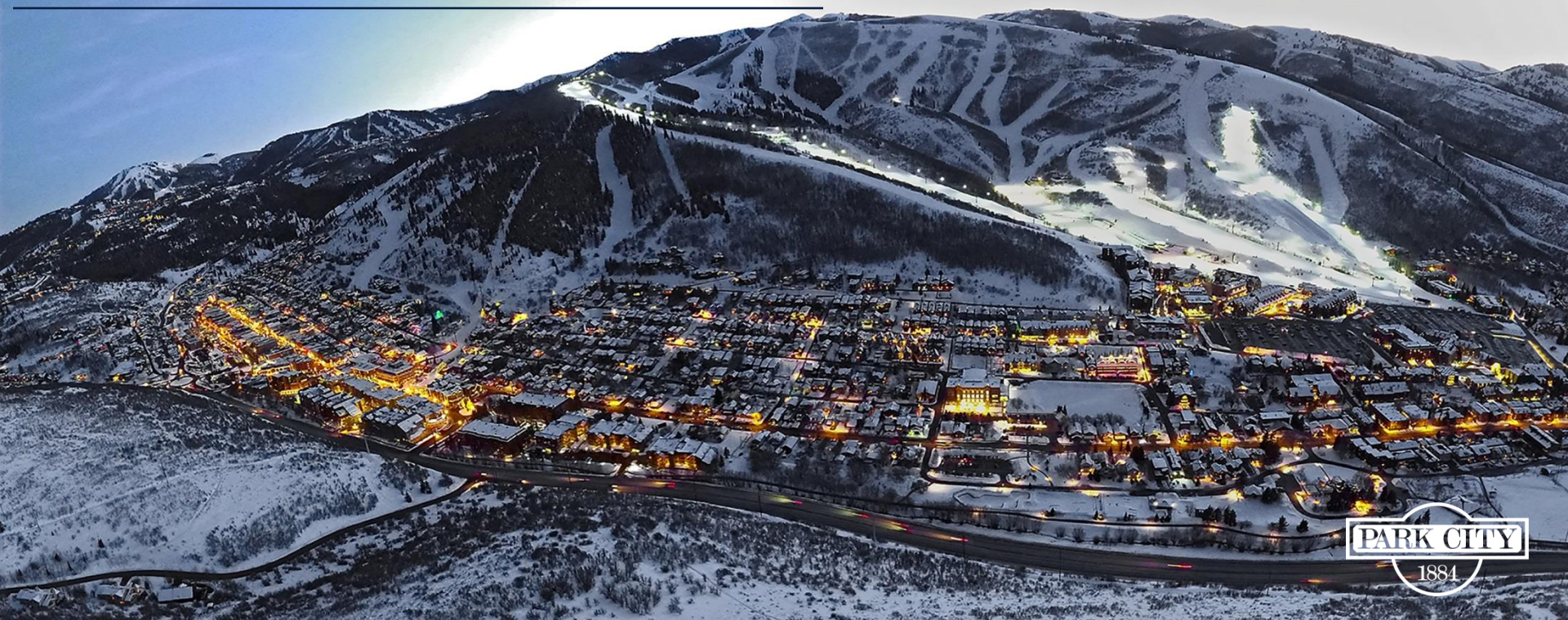


QUESTIONS FOR COUNCIL

1. Is Council supportive of re-launching Park City Forward this winter?
2. Would Council like to adopt the Modal Hierarchy and Street Typologies in the meantime?
 - Next step: develop policy and codifying in the Land Management Code
3. Given your involvement in Park City Forward in the past, is there anything new we need to incorporate or consider?



MASTER PLANNED DEVELOPMENT LAND MANAGEMENT CODE AMENDMENTS



MASTER PLANNED DEVELOPMENTS

LAND MANAGEMENT CODE AMENDMENTS

Phase I – Process Clarifications

Phase II – Unit Equivalent & Support Commercial Amendments

Phase III – Affordable Master Planned Development
Reduced Parking & Increased Height Amendments

Phase IV – Active Transportation Amendments

Phase V – Net Zero Development Incentives



MASTER PLANNED DEVELOPMENTS

LAND MANAGEMENT CODE AMENDMENTS

(1) CLEAN UP REMNANT CODE FROM WHEN PRE-MPD APPLICATIONS WERE REQUIRED



MASTER PLANNED DEVELOPMENTS

LAND MANAGEMENT CODE AMENDMENTS

(2) OUTLINE SUBSTANTIVE MODIFICATIONS THAT TRIGGER ADDITIONAL PLANNING COMMISSION REVIEW AND MINOR MODIFICATIONS THAT TRIGGER PLANNING DIRECTOR REVIEW

Substantive: create additional impacts, change a Finding of Fact or Condition of Approval, change a Use or increased Floor Area that triggers additional parking requirements, generates more than 5% traffic increase, or reduces open space.

Minor: do not trigger parking increases, reduce open space, or increase traffic by 5%



MASTER PLANNED DEVELOPMENTS

LAND MANAGEMENT CODE AMENDMENTS

(3) SEPARATE THE MPD REVIEW PROCESS FROM THE CONDITIONAL USE PERMIT PROCESS

MPDs required a Conditional Use Permit (CUP) when they were first established in the LMC in the early 1980s. Over the years, LMC Chapter 15-6 was amended to specify the Zoning Districts where MPDs are required, allowed, and prohibited. The LMC *Uses* Sections for each Zoning District were not updated to reflect these changes.

The Commission will retain the ability to require CUP approval for specific Buildings within an approved Master Planned Development, as well as for different phases of an approved Master Planned Development.



MASTER PLANNED DEVELOPMENTS

LAND MANAGEMENT CODE AMENDMENTS

(4) OUTLINE REQUIRED COMPLIANCE WITH ALL RELEVANT LMC SECTIONS SO THAT THE STANDARDS ARE CONSIDERED AS PART OF THE OVERALL MPD REVIEW

The first required finding and conclusion of law the Planning Commission must make when approving an MPD is that the MPD “complies with all the requirements of the Land Management Code.”

LAND MANAGEMENT CODE REVIEW. All Master Planned Development Applications shall be reviewed in accordance with the Land Management Code, including:

1. the underlying Zoning District requirements in Chapter 15-2;
2. relevant Overlay Zoning requirements in Chapter 15-2;
3. Chapter 15-3, *Off-Street Parking*;
4. Chapter 15-4, *Supplementary Regulations*;
5. Chapter 15-5, *Architectural Review*;
6. Chapters 15-7, 15-7.1, 15-7.2, 15-7.3 *Subdivision Provisions*;
7. Chapters 15-11 and 15-13 for Master Planned Developments located in a Historic Zoning District;
8. any other relevant provisions of the Land Management Code.

MASTER PLANNED DEVELOPMENTS

LAND MANAGEMENT CODE AMENDMENTS

(5) NOTE WHEN MORE OR LESS RESTRICTIVE HEIGHT OR SETBACKS ARE APPROVED PURSUANT TO CHAPTER 15-6 IN THE FINDINGS OF FACT, DEVELOPMENT AGREEMENT, AND PLAT

MASTER PLANNED DEVELOPMENTS

LAND MANAGEMENT CODE AMENDMENTS

**(6) REQUIRE A PUBLIC HEARING PRIOR TO RATIFYING A DEVELOPMENT AGREEMENT
AND CLARIFY THAT THE MAYOR SIGNS THE AGREEMENT**

MASTER PLANNED DEVELOPMENTS

LAND MANAGEMENT CODE AMENDMENTS

(7) OUTLINE PLANNING COMMISSION DISCRETION TO REQUIRE APPLICANTS TO PROVIDE ADDITIONAL STUDIES AND TO FUND THOSE STUDIES

ADDITIONAL STUDIES. The Commission may require Applicants to submit and fund additional studies for Master Planned Development proposals that significantly increase the Density and intensity of Use of a Site. If the Commission requires an Applicant to submit a traffic study, the Transportation Department and City Engineer shall recommend a method of modeling and scope of the study area.

MASTER PLANNED DEVELOPMENTS

LAND MANAGEMENT CODE AMENDMENTS

(8) INCLUDE TRAFFIC MITIGATION AS A REQUIRED FINDING AND CONCLUSION FOR AN MPD APPROVAL

MASTER PLANNED DEVELOPMENTS

LAND MANAGEMENT CODE AMENDMENTS

(9) CLEAN UP THE CODE WITH NON-SUBSTANTIVE EDITS

Comply with Municipal Code of Park City (MCPC) [§ 1-1-1](#) for Code citations

Comply with MCPC [§ 1-1-6](#) when referencing Titles, Chapters, and Sections

Comply with LMC [§ 15-15-1](#) and capitalize defined terms as proper nouns

Edit passive voice to active voice

Consistently use the serial comma

Reword sentence structures for clarity

Replace gender-specific language with gender-neutral language

Remove duplicated language (highlighted in blue in Exhibit A)

LMC 15-6-3(A), *Density*, which duplicates LMC 15-6-5(A)

LMC 15-6-7(F), *Off Street Parking*, which duplicates LMC 15-6-5(E)

MASTER PLANNED DEVELOPMENTS

LAND MANAGEMENT CODE AMENDMENTS

Staff recommends the Council conduct a Public Hearing and consider approving Ordinance No. 2020-45, amendments to Master Planned Development processes