PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
September 13, 2018

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the City Council Chambers, 445 Marsac Avenue, Park City, Utah 84060 for the purposes and at the times as described below on Thursday, September 13, 2018.

CLOSED SESSION - 4:00 p.m.
To Discuss Property, Personnel and Litigation

WORK SESSION

5:00 p.m. - Discuss Proposed Code Amendments to Special Events
Special Events Code Amendments Staff Report
Exhibit A: Redline Amendments to Special Events Code
Exhibit B: Special Events and SEAC Background

REGULAR MEETING - 6:00 p.m.

I. ROLL CALL

II. APPOINTMENTS

1. Consideration to Appoint the Following to the Historic Preservation Board: Jordan Brody to a Term Ending May, 2021 and Re-Appoint Douglas Stephens, Randy Scott, and Jack Hodgkins to Terms Ending May, 2021
(A) Public Input (B) Action
HPB Appointment Staff Report

III. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF
Council Questions and Comments

Staff Communications Reports

1. Historic Preservation Quarterly Update
Historic Preservation Staff Report

2. Backhoe Report - September 2018
Staff Report
September 2018 Backhoe Report

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

V. CONSIDERATION OF MINUTES

Consideration to Approve the City Council Meeting Minutes from August 30, 2018
August 30 2018 Minutes

VI. CONSENT AGENDA

1. Request to Approve a Donation Application by Mountain Trails Foundation for Funding Associated with the Construction of the Bloods Lake Trail, Located on the Bonanza Flat Open Space
Bloods Lake Trail Donation Staff Report

2. Request to Authorize the City Manager to Enter into a Construction Agreement in a Form Approved by the City Attorney's Office with MC Contractors LLC., for Three Trailheads and Related Improvements located at Bonanza Flat in an Amount Not to Exceed $412,153
Bonanza Flat Trailheads Staff Report

3. Request to Authorize the City Manager to Enter into a Construction Agreement in a Form Approved by the City Attorney's Office with North Ridge Construction Inc., for the Main Street Sidewalk Phase 5 - 2018 Project in an Amount Not to Exceed $317,048.00
Main Street Sidewalk Staff Report

VII. NEW BUSINESS

1. Conduct a Public Hearing to Receive Input from the Public with Respect to the Issuance of up to $48,000,000 General Obligation Bonds for Treasure Hill and Armstrong/Snow Ranch Properties, if Approved by Eligible Voters
Park City Open Space Bond Staff Report

2. Consideration to Authorize the City Manager to Enter into a Professional Services Agreement (PSA) with the Community Foundation in the amount of $100,000 in a form approved by the City Attorney's Office for the Purpose of Establishing a Social Equity Community Convener
(A) Public Input (B) Action
Social Equity Convener Staff Report and Scope of Work
Park City Community Foundation Proposal

3. Consideration to Approve Ordinance 2018-48, an Ordinance Approving the Sunny Slopes Park Meadows Subdivision No. 6A, Amending Lots 24A and 25 Plat Amendment, Located at 2463 and 2467 Sunny Knoll Court, based on the Findings of Fact, Conclusions of Law, and Conditions of Approval
(A) Public Hearing (B) Action
Sunny Slopes Plat Amendment Staff Report and Ordinance
Sunny Slopes Plat Amendment Exhibits

4. Consideration to Approve Ordinance No. 2018-49, an Ordinance Approving an Extension of the June 8, 2017 Approval of the 243 Daly Avenue Subdivision Located at 243 Daly Avenue, Park City, Utah, Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney
(A) Public Hearing (B) Action
243 Daly Avenue Plat Amendment Staff Report and Ordinance
243 Daly Avenue Exhibits

5. Consideration to Approve Ordinance No. 2018-50, an Ordinance Approving an Amendment to Ordinance No. 91-9 Vacating and Conveying a Portion of Platted Empire Avenue in Park City, Utah, In a Form Approved by the City Attorney
(A) Public Hearing (B) Action
Staff Report
Attachment 1: Ordinance No. 91-9
Attachment 2: Map and Quit Claim Deeds
Attachment 3: Draft Ordinance

6. Consideration to Approve Ordinance 2018-51, an Ordinance Approving the Prospector Village Subdivision Amended Lot 9 Plat Amendment, Located at 2262 Comstock Drive, Based on the Findings of Fact, Conclusions of Law, and Conditions of Approval
(A) Public Hearing (B) Action
2262 Comstock Drive Plat Amendment and Ordinance
2262 Comstock Drive Plat Exhibits

VIII. ADJOURNMENT

A majority of City Council members may meet socially after the meeting. If so, the location will be announced by the Mayor. City business will not be conducted. Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the City Recorder at 435-615-5007 at least 24 hours prior to the meeting. Wireless internet service is available in the Marsac Building on Wednesdays and Thursdays from 4:00 p.m. to 9:00 p.m. Posted: See: www.parkcity.org

***Parking validations will be provided for Council meeting attendees that park in the China Bridge parking structure.**

Agenda Item No:

Council Agenda Item Report

Meeting Date: September 13, 2018
Submitted by: Jenny Diersen
Submitting Department: Sustainability
Item Type: Work Session
Agenda Section: WORK SESSION

Subject:
5:00 p.m. - Discuss Proposed Code Amendments to Special Events

Suggested Action:
Staff recommends City Council direct staff to return on September 27, 2018 to consider adopting changes to Title 4A, the special events regulations as outlined in draft redlines in this report.

Attachments:
Special Events Code Amendments Staff Report

Exhibit A: Redline Amendments to Special Events Code

Exhibit B: Special Events and SEAC Background

City Council
Staff Report

Subject: **Special Event Code Changes & Event Next Steps**
Author: **Jenny Diersen, Special Event Manager**
Department: Special Events & Economic Development
Date: **September 13, 2018**
Type of Item: Legislative

Summary Recommendation

Staff recommends City Council hold a public hearing, take public input, and direct staff to return on September 27, 2018 to consider adopting changes to Title 4A, the special events regulations as outlined in draft redlines in this report. Council should focus on the following:

1. Clarify policy on new event restriction during defined peak time periods or if Council is supportive of allowing smaller events and/or events at resort areas.
2. Prioritization of standards of approval as outlined in section 4A-2-4.A.
3. Support of defining event levels in direct correlation to public safety, transportation impacts, and number of event days as outlined in 4A.-1-1.6.
4. Addition of pre-application and event application deadlines as outlined in 4A-2-3.

Executive Summary

At the June 7, 2018 meeting (minutes pages 6 to 9), City Council provided direction to modify the Special Event regulations (Title 4A) to better reflect community priorities. The goal of the proposed changes are to provide further balance and predictability to the event calendar for the community, businesses and applicants, while implementing City Council's direction to further minimize event impacts stemming from the Special Event Calendar.

Proposed modifications are attached to the report for consideration and for public input. Additional outreach with stakeholders including the business community, event applicants has been conducted and is ongoing. As part of that process, staff shared the proposed redlines with these stakeholders in order to trouble shoot unanticipated outcomes.

A summary of the changes as directed by the Council on June 7th (link to meeting minutes attached above and in Exhibit B) include modifications to:

1. Clearly define peak time periods in which applications will not be accepted for new events unless located within the resorts (Master Planned Development (MPD) boundary in the Recreation Commercial (RC) Zone and Residential Development (RD) Zones). Peak periods for Park City will be defined as:
    a. Sundance Film Festival;
    b. Presidents Day Weekend;
    c. Savor the Summit weekend;
    d. July 2, 3, 4 and 5;
    e. First Full Weekend of August (aka Arts Fest Weekend);
    f. Tour of Utah Weekend;
    g. Labor Day Weekend (aka Miners Day Holiday Weekend;
    h. 3rd Weekend in September (aka Autumn Aloft Weekend;

   i. October 31 (Halloween on Main);
   j. Winter Holiday (December 23 to 26);
   k. Winter Holiday 2 (December 30, 31 and January 1).
2. Re-classify event levels – Level 1, Level 2, Level 3, Level 4, Level 5 and First Amendment, and better define events directly with regards to transportation public safety impacts, and number of days of occurrence;
3. Cap/Limit the number of Level 3, Level 4 and Level 5 events annually except within the resorts if a Level 4 event ;
4. Deregulate Level 1, 2, and 3 events at the resorts;
5. Create a Special Event Application review/approval process 3 times per year, allowing applicants to apply up to 18 months in advance of their event, with an exception to allow Level 1 and Level 2 event to apply no later than 30 days in advance of their event;
6. Create a 5 year limit for requests by the applicants for Special Event Fee Reduction.

Concurrently, staff is also working on administrative changes within the department's standard operating procedures, including revamping the Department's webpage to provide further clarity on the Special Event process, and converting the application process to online software. As Council directed, staff will also:
1. Monitor shoulder seasons and ensure a proper balance of the event calendar;
2. Develop criteria/definitions for economic and cultural vitality; and
3. Delay the Community Event Survey and suspend the Special Events Advisory Committee in order to focus on getting code changes, as well as process and policies, in place.

Staff needs more time to work towards other items Council directed, including:
1. Build quiet weekends into the peak event calendar.
2. Create Long Term Agreements for Miners Day, Halloween and Fourth of July.

The Problem & the Opportunity
Years ago Council directed staff to develop the event calendar as way to provide economic vitality in the shoulder seasons and build a year vibrant round community.
- The work of the City and many community partners/residents has created a successful year round resort destination and community – growing the economy, community, culture, and creating a sense of place.
- Special Events align w/ the Arts & Culture Top Priority & effectuates positive action in the Critical Priorities areas of Transportation, Energy and Social Equity.
- Special Events align with the General Plan, specifically goals, objectives and strategies.:
  - ➢ Goal 10: Provide world class recreation and public infrastructure to host local, regional, national and international events that further Park City's role as a world class, multi-seasonal destination resort while maintaining balance with our sense of community.
  - ➢ Goal 11: Support the continued success of the multi-seasonal tourism economy while preserving the community character that adds to the visitor experience.

  - Goal 12: Foster diversity of jobs to provide greater economic stability and new opportunities for employment in Park City.
  - Goal 13: Park City will continue to grow as an arts and culture hub encouraging creative expression.
- As the event calendar has grown, so has the need to mitigate impacts and balance the event calendar to reduce 'event fatigue'.
- While staff continuously balances the event calendar, the cost of City Services and Level of Service (LOS) continue to increase, as well as, the economic (both direct and indirect revenues) and community/cultural opportunities.
- While staff has worked to mitigate event impacts, further culling/reducing the event calendar may create unintended consequences to community, cultural and economic benefits the City receives from events and will have negative implications on the non-profit community which makes up 95% of the event calendar.
- While staff has worked on proposed changes, there is no perfect solution. The changes will pose both new opportunities and challenges.
- The changes must be applied across the board to effectuate Council's objectives; they cannot be applied individually to events.

Background

There is a long background regarding special events which can be found in Exhibit B.

Alternatives for City Council to Consider

1. **Continue Alternative: (Recommended)** Staff recommends Council hold a public hearing, take public input, and provide direction regarding proposed changes to Title 4A Special Events of the Municipal Code. Staff will return at a future Council meeting (tentative September 27) to adopt changes after gaining additional input.
2. **Additional Public Engagement Alternative:** Council could seek additional stakeholder debrief and community engagement on this past year before proceeding with further code amendments. If improvements (such as transportation, neighborhood mitigation and management) resulted in less negative feedback, the proposal could be modified to implement a phased approach to caps, waiver limitations and additional changes, while facilitating the permits at the resorts or community based events as discussed. This is not staff's recommendation.

Department Review

Special Events, Economic Development, Community Engagement, Sustainability, Public Safety, Emergency Management, Transportation Planning, Public Works, Parking Services, Transit, Building, Planning, Budget, Legal, and Executive

Community Engagement

Staff has worked to provide notice regarding proposed changes to residents, businesses, community stakeholders, jurisdictional partners and event applicants.

Attachments

A DRAFT Special Event Ordinance & Redlined DRAFT Code Changes

B Special Event Background, Link to Current Code & Other Important Links

Exhibit A DRAFT Special Event Code Changes Title 4A

4A Special Events

4A-1 Definitions

4A-1-1 Definitions

For the purpose of this Title the following terms shall have the meanings herein prescribed:

4A-1-1.1 APPLICANT. The person, or group of people, who is or are the organizer(s) and with whom the responsibility for conduct of the event lies. The Applicant signs the Special Event ~~Permit~~ application and all other documents relevant to the event. If the Applicant is a corporation, corporate Sponsor, or business, or any other entity, which is not a natural person, the co-applicant or responsible party must be a natural person or persons. See Sponsor.

4A-1-1.2 AMPLIFIED EVENT OR MUSIC. An event or music utilizing an amplifier or other input of power so as to obtain an output of greater magnitude or volume through speakers or other electronic devices.

4A-1-1.3 CONCESSION. A privilege to sell food, beverages, souvenirs, or copyrighted or logoed event memorabilia at a permitted event.

4A-1-1.4 FEE(S). Charges assessed by Park City for permitting, staffing, equipment use/rental, property use/rental, set-up, clean up, inspections, public employees, or public equipment assessed to a Special Event and established within the event permitting process as according to the Park City Fee Schedule which is adopted by June each year.

4A-1-1.5 PERMITTEE. The Applicant, as defined above, becomes the "Permittee" when the Special Event Permit is approved and signed by either the City Council or the Economic Development Manager or his/her designee, upon meeting all the criteria in this Title. As the permit holder, the Permittee becomes the sole proprietor of the event and inherits the responsibilities connected with all licenses and permits, Fee assessments, and insurance liabilities connected with the permitted event.

4A-1-1.6 SPECIAL EVENT.

1. A sporting, cultural, entertainment, or other type of unique activity, whether held for profit, nonprofit, or charitable purposes, occurring for a limited or fixed duration that impacts the City by involving the use of, or having impact on, City property, or requiring City licensing or services beyond the scope of normal business and/or liquor regulations, as defined by this Code; or creates public impacts through any of the following:
   a. Full or partial street or sidewalk closures necessary for the safe and efficient flow of traffic in Park City; and /or
   b. Use of public property, facilities, trails, or parks; and/or
   c. Use of City parking facilities; and/or
   d. Use of amplified sound above that defined in Title 6 of this Code; and/or
   ~~d.~~e. Requires licensing or services beyond normal scope of business; and/or
   ~~e.~~f. Outdoor or temporary events that do not normally occur with the permitted use.
2. Any organized activity involving the use of, or having an impact on~~,~~ the above shall require a permit as outlined in Section 4A-2-1 of this Code. Event levels are determined by City staff based on degree of City impacts including but not limited to: anticipated attendance as related to type of venue use whether private or public, transportation and public safety impacts ~~use of amplified sound, transportation and parking, use of public or private property, and admission~~. Any event may be defined as either a Level One Event, a Level Two Event, a Level Three Event, a Level Four Event, a Level Five Event or a First Amendment Event if they meet one or more of the listed criteria in the given category:

Exhibit A DRAFT Special Event Code Changes Title 4A

1. **LEVEL ONE EVENT:**

   a. Attendance at any one time is estimated between 50 and 250 people and occurs on one day and is not a series; and/or
   b. Has minor impact to surrounding areas and can be held within existing venue/use area; and/or
   c. Has minor transportation needs including minimal removal of parking, rolling road closures, and does not require increased transit; and/or
   d. Does not require Public Safety staffing beyond their normal operations.
   ~~a. The attraction of crowds up to 199 people; or~~
   ~~b. Necessity for rolling street closure.~~

2. **LEVEL TWO EVENT:**

   a. Attendance at any one time is estimated up to 500 people and the event is a series or has multiple days in consecutive occurrence; and
   b. Has minor impact to surrounding areas and can be held within existing venue/use; and/or
   c. Has minor transportation needs including minimal removal of parking, but requires a transportation mitigation plan. temporary, rolling or short term road closures, and does not require increased transit; and/or
   d. Does not require Public Safety beyond their normal operations.
   ~~a. The attraction of crowds between 200 and 499 people; or~~
   ~~b. Necessity for partial street closure.~~

3. **LEVEL THREE EVENT:**

   a. Attendance at any one time is estimated between 500 and 1,000 people and is no more than two (2) consecutive days or three (3) days in a non-consecutive series; and/or
   b. Has moderate impact to surrounding areas and can be held within existing venue/use area; and/or
   c. Has moderate transportation needs including removal of parking, requires a transportation mitigation plan, may require offsite parking plan, temporary, rolling or short term road closures, and does not require increased Park City transit; and/or
   d. May require limited public safety beyond their normal operations.
   ~~a. The attraction of crowds between 500 people; or~~
   ~~b. Necessity for full street closure.~~

4. **LEVEL FOUR EVENT:**
   a. Attendance throughout the duration of the event time period is estimated between 500 and 5,000 people and the event may be a non-consecutive series or may have multiple days in consecutive occurrence; and/or
   b. Has moderate to major impact to surrounding areas and/or cannot be held within existing venue/use; and/or
   c. Has moderate to major transportation needs including removal of parking, requires a transportation mitigation plan, requires offsite parking plan, temporary, rolling or long term road closures, and minor to moderate residential transportation mitigation and minor increase in service from Park City Transit and may be required to provide additional transit services from a vendor outside of Park City's existing transit; and/or
   d. Requires Public Safety needs beyond their normal operations including moderate to major support in the venue and minor to moderate traffic control. May require minimal Public Safety services from outside of the City's jurisdiction.

5. **LEVEL FIVE EVENT:**

a. Attendance throughout the duration of the event time period is estimated to be above 5,000 people and may be a series or have consecutive days of occurrences; and/or
b. Has moderate to severe impacts to surrounding areas and cannot be held within existing venue or use areas; and/or
c. Has moderate to severe transportation needs including removal of parking, requires a transportation mitigation plan, requires offsite parking plan, temporary, rolling or long term road closures, moderate to major residential transportation mitigation and requires increased Park City transit and/or increased transportation provider outside of Park City's ability to provide services required; and/or
d. Requires Public Safety needs beyond their normal operations including moderate to severe support in the venue, and moderate to severe transportation mitigation as well as support of public safety personnel from outside of the City's jurisdiction. severe

6. **FIRST AMENDMENT EVENT:** An activity conducted for the purpose of persons expressing their political, social, religious, or other views protected by the First Amendment to the United States Constitution and Article 1, Section 15 of the Utah Constitution, including but not limited to speechmaking, picketing, protesting, marching, demonstrating, or debating public issues on any City street or other property during the event. 'First Amendment Events' shall not include:
    a. Solicitations or events which primarily propose a commercial transaction;
    b. Rallies, races, parades, or events conducted with motor vehicles or bicycles;
    c. Footraces.

4A-1-1.7 SPECIAL EVENTS COORDINATOR. The City employee designated by the ~~Economic Development~~ City Manager who, under the supervision of the Economic Development Manager and within the Special Events Department, ~~which~~ administers the provisions in the Special Events Chapter of this Code.

4A-1-1.8 SPECIAL EVENT PERMIT. A permit sought by an Applicant for an event as defined in this Chapter, granted through the Special Events Department.

4A-1-1.9 SPONSOR. A person, group, or business which has contracted to provide financial or logistical support to any Special Event~~ or master festival~~. Such agreement may provide for advertising rights, product promotion, logo promotion, exclusivity of rights, products, or logos.

4A-1-1.10 STAGE(S). The raised and semi-enclosed platforms that are designed to attenuate sound, or as otherwise approved by Special Events staff.

4A-1-1.11VENUE. The location or locations upon which a Special Event is held, which may include the ingress and egress route as approved in the conditions of the Special Event Permit.
Adopted by Ord. 2017-51 on 10/5/2017

4A-2 Special Event Permitting

4A-2-1 Unlawful To Operate Without A- ~~License~~ Permit; Exceptions

A. It is unlawful for any person to conduct a Special Event with or without charge for admission, on public or private property, without first applying for and being granted a Special Event Permit for the specific event and its Venue(s). All permits issued pursuant to this Title are non-transferrable and expire at the completion of the given event, or upon revocation, whichever is earlier.

B. The following are exempt from Special Event licensing:

1. Funeral processions by a licensed mortuary;
2. Activities lawfully conducted by a governmental agency within the scope of authority;
~~3. Filming activities if a permit for such activities has been issued by the City;~~

~~4.~~3. First Amendment activities: If it is not reasonably possible to obtain a permit in advance of a First Amendment Event, no permit shall be required providing that the prohibitions of Subsections B, C, D and E of Section 4A-2-4 are not violated.

Adopted by Ord. 2017-51 on 10/5/2017

4A-2-2 Renewal Of Permit(s)

Permittees under the provisions of this Title who successfully operate a Special Event under the provisions of this Title and who wish to have the event on an annual or periodic basis must renew each Special Event Permit as outlined in Section 4A-2-3 herein. Event levels will be determined through the renewal process, regardless of recurrence or previously determined event levels. Activities that occur in series, falling under the criteria established in this Title, must have a Special Event Permit, which specifically authorizes each activity in the series, even if the same activity is held on separate occasions.

Adopted by Ord. 2017-51 on 10/5/2017

4A-2-3 Special Event Permit Application Procedure

A. **PRE-APPLICATION REVIEW**. All event applicants must submit a Special Event Date Request Form and receive preliminary authorization to move forward with the date and venue requested before submitting a Special Event Application. All applicants requesting to hold new or significantly changed events are strongly encouraged to arrange a pre-application review with the Special Events Department no later than 15 business days before applications are due. Late or incomplete event applications will not be considered, and shall not be eligible for Special Event Fee Reduction.

B. **APPLICATION SUBMITTAL.** All requests for Special Event Permit(s) shall be made on a Special Event A~~a~~pplication ~~or First Amendment Event application~~ prescribed by the City and submitted to the Special Events ~~Coordinator~~Department. Special Event Applications ~~materials~~ are available at City Special Events Department and online at the City's website, and must be submitted complete with accompanying Hold Harmless Agreement and additional requirements as outlined below ~~d~~ and submitted to the Special Event ~~Coordinator~~Department on the following timeline unless otherwise approved by the Economic Development Manager or his/her designee for Special Events, upon a showing of good cause for onetime events that demonstrate unique opportunities that benefit Park City's community, culture and economic values., ~~City staff~~~~The Special Event Department~~The Special Event Department shall review the application for compliance with Section 4A-2-4 herein. ~~Staff~~~~the Special Event Department~~The Special Event Department shall subsequently return a copy of the application to the Applicant with comments and a recommendation, i.e., approve as is, approve with changes and/or conditions, or cause for denial. Incomplete applications will be returned to the Applicant and noted accordingly.

Application Submission Deadlines:

Special Event Applications may be submitted no earlier than 18 months in advance of the proposed start date of the event. All applications must be submitted no later than the deadlines as described below.

1. Level 3, 4 and 5 events shall adhere by the following application deadlines:

   a. First Friday in December– Complete Applications received by the first Friday in December will be reviewed and approved with conditions or denied no later than the last City Council meeting in February.

   b. First Friday in April - Complete Applications received by the first Friday in April will be reviewed and approved, approved with conditions or denied no later than the last City Council meeting in June.

   c. First Friday in August – Complete Applications received by the first Friday in August will be reviewed and approved with conditions or denied no later than the last City Council meeting in October.

   d. Events that are determined to be a Level 4 or Level 5 within Master Planned Developments (MPD) boundary in the Recreation Commercial (RC) Zone and Residential Development (RD) Zone shall submit by the deadlines as described above however, final supplemental details are not required until 30 days before the event.

2. Level 1 and Level 2 events are exempt from these deadlines, but must submit a completed application not less than 30 days prior to the scheduled start of their event, unless otherwise approved by the Economic Development Manager or their designee. A pre-submittal application is required for Level 1 and Level 2 events.

3. Events that are determined to be a First Amendment Event, however, shall work to submit applications no less than 30 days prior to the start of their event, unless otherwise approved by the Economic Development Manager or their designee.

C. ~~Level 1 and Level 2 events are exempt from these deadlines, but must submit a completed application not less than 30 days prior to the scheduled opening of their event, unless otherwise approved by the City Council. A pre-submittal application is not required. not less than ninety (90) days prior to the scheduled opening of any Level Three Event, not less than sixty (60) days prior to the scheduled opening of any Level Two Event, and not less than thirty (30) days prior to the scheduled opening of any Level One or First Amendment Event unless otherwise approved by the City Council, or by the Economic Development Manager or his/her designee for Special Events, upon a showing of good cause.~~

D. Applications for any new Level One, Two, Three, Four or Five Event will not be considered during the following dates, ~~. :~~
   1. Sundance Film Festival (as per dates in contract – dates vary annually);
   2. Presidents Day Weekend (dates vary annually);
   3. Savor the Summit Weekend – Friday through Sunday (dates vary annually);
   4. July 2, 3, 4 and 5;
   5. First Full Weekend of August (aka Arts Fest Weekend) – Friday through Sunday (dates vary annually);
   6. Tour of Utah Weekend – Friday through Sunday (dates vary annually);
   7. Labor Day Weekend (aka Miners Day Holiday Weekend)– Friday through Monday (dates vary annually);
   8. 3rd Weekend in September (aka Autumn Aloft Weekend)– Friday through Sunday
   9. October 31 (Halloween on Main);
   10. Winter Holiday (December 23 to 26);

11. Winter Holiday 2 (December 30, 31 and January 1).
12. Level One, Level Two, Level Three and Level Four Events located within Master Planned Developments (MPD) boundary in the Recreation Commercial (RC) Zone and Residential Development (RD) Zone are exempt from peak time period limitations in Section 4A-2-3 (D)s.

E. By the third Friday of February each year, the Special Event Department will publish an event calendar. New event applications will not be accepted for any date that any of the events identified in Section 4A-2-3 (D) are being held for the current year, unless the Applicant appeals to the City Council to amend the calendar based on hardship or good cause/extraordinary circumstance to enable the application to proceed. If this is the case, the event, no matter what Level, shall be approved/denied by City Council in an open public meeting after a public hearing.

F. The City restricts the number of event permits annually. An event permit may have more than one event day.. Level of event types will be capped as established below. Once caps are reached, an event applicant may amend their application to a different date and/or reduce the event scope to be re-categorized into another event level type that is unrestricted as long as it does not fall within the dates as mentioned in section 4A-2-3.D.

1. Level 1 events are unrestricted.
2. Level 2 events are unrestricted.
3. Level 3 events are capped at 17 annually
4. Level 4 events are capped at 15 annually (July 1 through June 30).
5. Level 5 events are capped at 10 annually (July 1 through June 30).
6. First Amendment Events are unrestricted and exempt from the dates as mentioned in section 4A-2-3.D.
7. Events located within Master Planned Developments (MPD) boundary in the Recreation Commercial (RC) Zone and Residential Development (RD) Zone are exempt from caps if determined to be a Level 1, Level 2 or Level 3.

~~B.~~G. **ADDITIONAL REQUIREMENTS.** In addition to an application for a Special Event Permit, the Economic Development Manager or his/her designee shall require the Applicant to provide as necessary:

1. Insurance coverage, waiver and release of damages and indemnification as described in Section 4A-2-10. The applicant shall submit a hold harmless letter and current certificate of insurance effective through the date or if the expiration date is prior to the event, the applicant shall update the certificate and resubmit 14 days before any event set-up or activity occurs;

~~1.~~2. Supplemental ~~documents~~information~~,~~ including a transportation, parking and traffic control plan, weather/emergency conditions~~contingency~~ plan, waste and recycling plan, staff and volunteer plan, community impact outreach and notification plan, vendor or concession plan, sponsor and marketing plan, noise exemption request, and site map(s) described in Section 4A-2-11;

3. Proof that the Applicant has obtained any applicable city, county, state, or other governmental agency approvals, permits, or licenses as described in Section 4A-2-6.

~~2.~~4. Letters of permission from property owners, and/or letters of recommendation or support from businesses, local organizations or residents.

~~C.~~H. **CITY COUNCIL REVIEW.** The City Council of Park City shall review and either approve, approve with conditions, or deny the following applications:

1. Applications for new Level Four and Five Events;

2. Applications for Level Four and Five Event permit renewals where material elements of the event have substantially changed from the previous application; and

3. Appeals of administrative decisions made pursuant to Subsection (D) Administrative Review, herein.

4. As used herein, a 'new Level ~~Three~~ Four or Five Event' shall mean any Level ~~Three~~ Four or Five Event being proposed for the first time, an event renewal of a Level One, Level Two, Level Three or First Amendment Event that now qualifies as a Level ~~Three~~ Four or Five Event, or a Level ~~Three~~ Four or Five Event which was not renewed for a period exceeding one (1) year. The City Council shall review applications for compliance with the standards for permit approval described at Section 4A-2-4 herein as follows:
   a. Staff Review and Recommendation. Upon receipt of a complete Level ~~Three~~ Four or Five Event application ~~and accompanying Fee, City staff shall review the application for compliance with Section 4A-2-4 herein. Staff shall subsequently return a copy of the application to the Applicant with comments and a recommendation, i.e., approve as is, approve with changes and/or conditions, or cause for denial. Incomplete applications will be returned to the Applicant and noted accordingly.~~ Following review of the administrative review of a Level ~~Three~~ Four or Five Event application and notice to the Applicant, the Special Events Coordinator shall schedule the application for a public hearing before the City Council.

   b. City Council Hearing. Level ~~Three~~ Four or Five Event applications requiring City Council review and appeals of administrative Special Event decisions shall be heard at a duly noticed public hearing of the City Council. The City Council shall review the application for compliance with the standards set forth at Section 4A-2-4 herein, and shall record its decision with written findings of fact, conclusions of law, and condition of approval, if applicable. Written notice of the City Council's decision shall be delivered to the Applicant within ten (10) days of the date of decision.

~~D.~~I. **ADMINISTRATIVE REVIEW.** The Economic Development Manager or his/her designee shall review and shall have the authority to administratively approve, approve with conditions, or deny the following applications:

1. Level One, ~~and~~ Level Two, and Level Three Event applications;

2. First Amendment Event applications that are found to have Level One, Level Two or Level Three impacts;

3. Applications for Level ~~Three~~ Four or Five Event renewals where material elements of the event have not substantially changed from the previous application. Upon receipt of a complete Level ~~Three~~ Four or Five Event application that has not significantly changed ~~– and accompanying Fee~~, the Special Events Coordinator shall review the application for compliance with Section 4A-2-4 herein.

~~E.~~J. **DECISION.** Upon receipt of a complete Special Event Permit application ~~and accompanying Fee~~, the Special Events Coordinator shall review the application for compliance with Section 4A-2-4 herein. Following review of the application, the Special Events Coordinator shall record his/her decision with written findings of fact, conclusions of law, and conditions of approval, to the Economic Development Manager or his/her designee for final administrative ~~approval~~review. Once approved by the Economic Development Manager or his/her designee, the Special Event Coordinator will deliver written notice of such decision to the Applicant.

~~F.~~K. **APPEALS.** Any Applicant whose application has been administratively denied may appeal the decision to the City Council by filing a written request to the Special Events Coordinator within ten (10) days of the date of decision. The City Council shall hear the matter de novo and with public hearing.

Adopted by Ord. 2017-51 on 10/5/2017

4A-2-4 Standards For Permit Approval

Exhibit A DRAFT Special Event Code Changes Title 4A

Applications for Special Event Permit(s) shall be reviewed for compliance with the standards provided herein. The Economic Development Manager or his/her designee or City Council may deny or restrict any Special Event whenever any of the conditions enumerated in this Section cannot be eliminated or sufficiently mitigated by Conditions of Approval to ensure transportation access in accordance with the Park City Transportation Demand Management Plan, public safety in accordance with the requirements of the Park City Police Department and consistency with the Park City General Plan.

A. The Special Event does not provide positive economic, cultural, or community value, or is not in accordance with the goals outlined in the Park City General Plan and City Council's Biennial Strategic Plan. The economic, cultural, and community value shall be determined by the City pursuant to the following criteria in order of priority:

1. Reasons for hosting the event in Park City and venue/use area is consistent with Park City's goals to create a complete community through its core values and/or partnerships with businesses or organizations that support Park City's community goals, local athletic, cultural or historic celebrations, or honoring local achievements, groups and/or individuals. Events that use public property only as a backdrop or venue with no authentic tie to the local community or city goals will not meet this standard.

~~1.~~2. Provides direct economic benefit to the City through ~~tax benefits~~sales tax, overnight ~~resort~~ visitation, or indirect benefit through marketing or branding value, compared to community impacts and costs of providing city services.

~~2.~~3. Provides event diversity by expressly targeting local gathering and/or under-served participants ~~and~~~~or~~ ~~uniqueness~~and uniqueness to the existing event calendar in a manner not reflected by other approved events;

~~3.~~4. Does not unreasonably restrict existing public access or adversely impact shared space or the public due to the number of events, the nature of the event, proposed location and/or location conditions;

~~4.~~5. ~~Provides diversity or uniqueness to the existing event calendar;~~

~~5.~~6. Is not primarily retail and/or solely to avoid more restrictive general zoning and license regulations;

~~6.~~7. ~~Provides economic benefit to the City through tax benefits, resort visitation, or marketing or branding value, compared to community impacts and costs of services.~~

B. The conduct of the Special Event will substantially interrupt or prevent the safe and orderly movement of public transportation or other vehicular and pedestrian traffic in the area of its Venue.

C. The conduct of the Special Event will require the diversion of so great a number of police, fire, or other essential public employees from their normal duties as to prevent reasonable police, fire, or other public services protection to the remainder of the City.

D. The concentration of persons, vehicles, or animals will unduly interfere with the movement of police, fire, ambulance, and other emergency vehicles on the streets or with the provision of other public health and safety services.

E. The Special Event will substantially interfere with any other Special Event for which a permit has already been granted or with the provision of City services in support of other such events or governmental functions.

F. Where applicable, the Applicant fails to provide the following:
   1. The services of a sufficient number of traffic controllers, signs or other City required barriers or traffic devices;

2. Monitors for crowd control and safety;

3. Safety, health, or sanitation equipment, and services or facilities reasonably necessary to ensure that the Special Event will be conducted without creating unreasonable negative impacts to the area and with due regard for safety and the environment;

4. Adequate transportation, off-site parking and traffic circulation in the vicinity of the event;

5. Required insurance, cash deposit, or other security; or

6. Any other services or facilities necessary to ensure compliance with City ordinance(s).

G. The event creates the imminent possibility of violent disorderly conduct likely to endanger public safety or cause significant property damage.

H. The Applicant demonstrates inability or unwillingness to conduct the event pursuant to the terms and conditions of this Title or has failed to conduct a previously authorized event in accordance with the law or the terms of a permit, or both.

~~H.~~I. The Applicant has not paid City Services, or State Sales Taxes if applicable from previous years.

~~I.~~J. The Applicant has not obtained the approval of any other public agencies~~, including the Park City Fire District~~, within whose jurisdiction the event or a portion thereof will occur, or the applicant has not obtained the approval of the private property of which the event or a portion thereof will occur.

~~J.~~K. **EXCEPTIONS**. Applications for First Amendment Event permits will be reviewed for compliance with the standards outlined in Subsections B, C, D, E, G, ~~and~~ H, and I above. In reviewing any Application for a permit for a First Amendment Event, the Economic Development Manager or his/her designee may place reasonable time, place, and manner of restrictions on the First Amendment Event. No such restriction shall be based on the content of the beliefs expressed or anticipated to be expressed during the First Amendment Event, or on factors such as the identity or appearance of persons expected to participate in the assembly.

Adopted by Ord. 2017-51 on 10/5/2017

4A-2-5 Conflicting Permit Applications

A. No more than one (1) Special Event shall be approved for the same date(s) unless the Economic Development Manager or his/her designee finds that the events will not adversely impact one another and that concurrent scheduling of the events will not adversely impact the public health, safety, and welfare. In making this determination, the Economic Development Manager or his/her designee will apply the following criteria:
   1. Geographic separation of the events;
   2. Proposed time and duration of the events;
   3. Anticipated attendance volumes;
   4. Necessity for public personnel, equipment, and/or transportation services at the events; and
   5. Anticipated traffic and parking impacts.

B. In cases where an event double booking conflict arises, the Economic Development Manager or his/her designee will encourage any secondary, or subsequent, Applicant to review the feasibility of collocating with the original Applicant. If collocating proves impractical, the Economic Development Manager or his/her designee will encourage any secondary, or subsequent, Applicant to offer a viable alternative strategy that meets the needs of all Applicants, while also ensuring adequate public safety measures remain intact.

C. If no voluntary agreement is reached, than the Economic Development Manager or his/her designee shall resolve the issue based on the following order of priorities:
   1. The Special Event that provides the greatest overall value to the City based on economic, cultural, and community impacts, which for recurring events may be based on annual event debrief.~~ with recommendations from the Special Event Advisory Committee~~.

   2. Special Events planned, organized, or presented by state, federal, or City governmental entities or their agents shall have priority over conflicting applications if:
      a. The application is timely filed and processed by the City;

      b. Said governmental application is made in good faith and not with the effect or purpose of improperly chilling constitutional rights of conflicting Applicants.

D. If no voluntary agreement is reached, then the first-in-time application (including consecutive, prior year approval) shall be given priority. The conflicting Applicant shall be advised of other open dates on the City's events calendar.

Adopted by Ord. 2017-51 on 10/5/2017

4A-2-6 Licenses Necessary For A Special Event Permit

The Applicant/Permittee shall procure any applicable city, county, state, or other governmental agency approvals, permits, or licenses.

Adopted by Ord. 2017-51 on 10/5/2017

4A-2-7 Fees To Be Assessed; Exceptions

A. **APPLICATION FEE.** Special Event A~~a~~pplication Fees shall be assessed according to the Fee resolution. All application Fees are due and payable upon ~~submission of a completed application~~receipt of invoice from the Park City Special Events Department. Applications for annual events will not be accepted unless the applicant has paid fees in full from previous year. ~~Applications shall be considered incomplete unless and until the application Fee is paid in full.~~ An Applicant for a recurring event that qualifies as a new event level is responsible for Fee amounts of the given level.

B. **CITY SERVICE FEES.** Upon receipt of a completed Special Event ~~Permit~~ A~~a~~pplication, the Special Events Coordinator will provide the Applicant with an estimate of City Service Fees based on estimated costs for City services arising from the event, including but not limited to the use of City personnel and/or equipment, City transportation services, City venues or facilities, Building inspections, and user Fees. A final assessment of City costs will occur upon completion of the Special Event. All City service Fees will be adjudged to reflect actual cost. Unless reduced pursuant to Section 4A-2-9, all City service Fees must be paid in full within thirty (30) days of the final assessment and receipt of invoice of City costs for the Special Event.

C. **FINANCIAL SECURITY.** The Special Events Coordinator is authorized to require an Applicant to post a cash deposit or other security accepted by the Legal Department for all estimated contingent costs prior to the issuance of a Special Event Permit, as a guarantee against Fees, damages, clean up, or loss of public property.

D. **EXCEPTIONS.** Specified Fees do not apply to an application for a First Amendment Event permit if the Applicant demonstrates, by sufficient evidence, that the imposition of Fees would create a financial hardship on the Applicant or would have a detrimental effect on services provided to the public.

Adopted by Ord. 2017-51 on 10/5/2017

4A-2-8 Events In Parking Structures

Applications for Special Events taking place within a parking structure shall be reviewed for compliance with all Codes relating to Special Events along with the standards provided below:

A. Location – Special Events or hospitality functions taking place within a parking structure shall only take place in Historic Recreation Commercial (HRC) District and Historic Commercial Business (HCB) District zones.

B. Duration – Permitted Special Events or hospitality events taking place within a parking structure may not exceed ten (10) calendar days in duration.

C. Frequency – Individual parking structures will be eligible to be converted into an event or hospitality use no more than two times during one calendar year.

D. Application Requirements – In addition to the Special Event application requirements, Applicants wishing to utilize a parking structure for a temporary assembly use as part of a Special Event or hospitality function must also provide the following:

   1. An original set of design plans stamped by a Utah licensed mechanical engineer that meet the intent of required ventilation standards as per the International Mechanical Code Section 403.3.1.1 for both occupancies. This plan must be approved by the Building Official.

   2. Design plans that demonstrate plumbing systems and fixtures provided within the event space meet the intent of the plumbing fixture requirements of IBC Chapter 29. This plan must be approved by the Building Official.

   3. All plans must be approved by the Deputy Fire Marshal and shall demonstrate compliance with the International Fire Code.

Adopted by Ord. 2017-51 on 10/5/2017

4A-2-9 Fee Reductions

A. Annually, the City will allocate up to two hundred thousand dollars ($200,000) to be used to reduce City Service Fees required for Special Events. Allocation of reduced Fees will be determined at the sole discretion of the Economic Development Manager and Budget Manager(s), City Manager, and City Council. Unmet thresholds at the end of a year will not be carried forward to future years.

B. The City Manager may reduce the following Special Event ~~permitting and associated~~ City Service Fees up to a total of twenty five thousand dollars ($25,000) per event after reviewing a recommendation from the Economic Development Manager and Budget Manager upon a finding of eligibility pursuant to the criteria provided herein:

   1. Application;

   2. Building permit;

   3. Facility and/or equipment rentals;

   4. Field and/or park rentals;

   5. Special use of public parking permit;

   6. Bleachers;

   7. Trail; and

   8. Public Safety Personnel.

If the total Fee reduction request exceeds twenty five thousand dollars ($25,000) per event or includes other City Service Fees outside the Fees mentioned above, then the request must be approved by City Council in a Public Meeting.

C. All Fee reduction requests will be reviewed twice a year. All Special Event Fee reduction requests must be submitted to the Special Events Coordinator prior to the application deadlines:

1. October 1st – Events occurring between January 1st and June 30th.

2. April 1st – Events occurring between July 1st and December 31st.

Applications received outside of the normal application process may be considered for reductions but must demonstrate an immediate need for reduction and provide justification to why the application was not filed within the specified deadline.

D. Fee reduction applications will be evaluated by a City Staff review committee comprised of City Departments which the Fees directly impact and a recommendation will be submitted to the Special Events Department. Special Events staff will make a recommendation to the Economic Development Manager, Budget Manager(s), and City Manager and/or City Council. Final determinations will be made by these parties as outlined above in Section 4A-2-9(B). All decisions may be appealed with the final decision given by the City Council. Eligibility for a full or partial Fee reduction shall be determined by the City pursuant to the following criteria, none of which shall be individually controlling:

1. Reason for choosing Park City and specific venue for the event.

~~1.~~2. Charges event admission or Fees for participation and policy for attendees or participants unable to pay such Fees;

~~2.~~3. Event organizers provides free programs to the community, or raises funds for organizations that provide free or low cost programs, benefiting local youth, seniors, or under-served constituents, and/or is aligned with City Council's critical goals;

~~3.~~4. Provides economic opportunities to the community including positive tax benefits, raises funds or provides revenue opportunities to the City to offset City services and costs required by the event;

~~4.~~5. Provides community and/or economic event opportunities during resort off seasons;

~~5.~~6. Demonstrates extraordinary efforts to reduce and mitigate environmental, transportation, and residential impacts associated with the event consistent with adopted City Council priority/policy goals and the General Plan; and

~~6.~~7. Demonstrates that the imposition of Fees would create a financial hardship on the Applicant or would have a detrimental effect on services provided to the public.

Fee reduction requests must be filed bi-annually, unless otherwise approved in a City services agreement by the City Council. Applications for fee reduction shall only be considered for the first five (5) years of event approval, unless otherwise approved under a City Service Agreement or by City Council. If an applicant appeals to have their application considered after five (5) consecutive years, the Economic Development Manager or their designee may require, by showing of good cause or extraordinary circumstances, review of a business plan, economic impact study and/or community vitality study for review and consideration of allowing an extraordinary circumstance for application to be considered. Approval of any fee reduction for any application shall not create a precedent for future requests.

Adopted by Ord. 2017-51 on 10/5/2017

4A-2-10 Insurance Requirements

Upon receipt and review of a Special Event Permit application, the Special Event Coordinator will submit the application with a recommendation for final authority by the City Attorney's Office for amount of liability insurance pursuant to the hazard matrix or more to be determined within ten business days (10) following submittal. The Special Event Coordinator will deliver written notice of such determination to the Applicant. Applicants shall provide proof of liability insurance in the determined amount no later than fourteen days (14) prior to the first set-up day of a Special Event. The City Attorney's Office shall require the Applicant to further name Park City Municipal Corporation as an additional insured. All Applicants shall further indemnify the City from liability occurring at the event, except for any claim arising out of the sole negligence or intentional torts of the City or its employees. Any reduction of these requirements must be approved by the City Attorney's Office prior to permit approval.

Adopted by Ord. 2017-51 on 10/5/2017

4A-2-11 Permit Application Supplemental Documents

A. Transportation, parking and traffic control requirements and considerations:
   1. All traffic and transportation control is the responsibility of the Applicant. A traffic and transportation control plan shall be provided to, and approved by, the Economic Development Manager or his/her designee upon recommendation by the Transportation Department by the event date. Plans are determined through collaboration with the Special Events Coordinator, and shall include determinations on transit impacts and traffic control, including pedestrian, bicycle, motorized and other methods of transport required for the event;

   2. Road closures will require appropriate traffic control. Appropriate traffic control may include by uniformed state, county, or local police officers, or a private company, identified event staff, or physical devices, as determined by the Economic Development Manager or his/her designee;

   3. The Economic Development Manager or his/her designee may require an alternate route, or alternative time, if the proposed Event occurs when traffic volumes are high, active road construction is present, an alternative event is already occupying the road, a safer route to accommodate the event, or the event poses a significant inconvenience to the traveling public;

   4. The Applicant shall restore the road or trail segment, or impacted area to its original condition, free from litter and other material charges;

   5. The Economic Development Manager or his/her designee may monitor and ensure compliance with the terms and conditions of any Special Event Permit.

B. Contingency Plan Requirements:
   1. Considering the nature of the planned Special Event, the Applicant shall develop:
      a. Contingency or emergency plans, including Emergency Medical Service, fire, and police;

      b. Operations plan and timeline;

      c. Weather date and/or weather conditions plan;

      d. Residential notification and mitigation plan;

      e. Planned rest areas, water and toilet facilities, and trash and recycling cleanup;

      f. Plans to ensure that participants obey the conditions of the Special Event Permit and all other generally applicable traffic laws, lights, and signs;

      g. The Economic Development Manager or his/her designee may require that the Applicant provide notice to participants, bystanders, or the public of all plans enumerated in Subsection (B)(1). The amount of and method of notice shall be dependent on the circumstances of the Special Event

Permit.

C. Special Event Site Identification and Private Property Use Requirements.

D. The Applicant shall provide a detailed map showing the proposed course and direction of the event. Locations of parking areas, signs and banners, water stations, power sources, toilet facilities and other appropriate information shall also be included on this map. The Applicant is responsible for obtaining appropriate permission to locate these facilities on private property.

Adopted by Ord. 2017-51 on 10/5/2017

4A-2-12 Film-Making

Film-making shall be considered Special Events unless such event does not create substantial public impact or require substantial City service. Any filming undertaken by any business or corporation must first be licensed as a business under Title 4 of this Code. Corporations falling under the provisions of this Title or who are specifically in film-making or promotions on public or private property must, as a provision of their permit, provide the following: proof of insurance, shooting schedule or schedule of events, written permission of property owners, and access to any set or site for purposes of Code enforcement.

Adopted by Ord. 2017-51 on 10/5/2017

4A-2-13 Criminal Penalty

Any person who willfully violates any provision of this Title shall be guilty of a Class B misdemeanor. Persons conducting Special Events without having first obtained a Special Event Permit are subject to arrest and the Special Event is subject to closure.

Adopted by Ord. 2017-51 on 10/5/2017

4A-2-14 Revocation For Cause; Notice To Cure

A. **NOTICE TO CURE**. If the Special Events Coordinator or any sworn law enforcement officer determines that the conditions of any permit issued pursuant to this Title have been or are being violated, then notice shall be given to the Permittee, Sponsor, or designated organizer's representative of the Special Event to cure the violation.

B. **FAILURE TO CURE**. It is unlawful for the Permittee, Sponsor, or on-site organizer's representative of an authorized Special Event to fail to take reasonable steps to promptly cure any notice of violation of this Title. It is also unlawful for any participant or spectator to fail to comply with lawful directions issued by any sworn law enforcement officer or by the Permittee, Sponsor, or on-site organizer's representative to cure their violation of this Title.

C. **CLEAR AND PRESENT DANGER**. If a sworn law enforcement officer determines, after consultation with the Chief of Police or the Chief of Police's designee, that any failure to cure a violation of this Title creates a clear and present danger of immediate significant harm to life, public safety, or property which cannot be reasonably mitigated by increased public safety enforcement and which, on balance, outweighs the constitutionally protected rights of the organizers or participants in the Special Event, the Permittee, Sponsor, or on-site organizer's representative of the Special Event shall be promptly notified that the permit is revoked and that the Special Event must immediately cease and desist.

D. **VIOLATION OF CEASE AND DESIST ORDER**. If a Special Event Permit is revoked as specified in Subsection (C) above, then it shall be unlawful for any person to fail to obey the order to cease and desist from illegal activities.

Adopted by Ord. 2017-51 on 10/5/2017

~~**4A-3 Public Outdoor Music Plazas**~~

~~4A-3-1 Title For Citation~~

~~This Chapter shall be known and may be referred to as the Public Outdoor Music Plaza Ordinance.~~

~~Adopted by Ord. 2017-51 on 10/5/2017~~

~~4A-3-2 Purpose: Reasonable Licensing Procedures~~

~~It is the purpose and object of this Chapter that the City establish reasonable and uniform regulations governing the licensing and manner of operations of public outdoor music plazas in Park City. This Chapter shall be construed to protect the legitimate and important governmental interests recognized by this Chapter in a manner consistent with constitutional protections provided by the United States and Utah Constitutions. The purpose of these regulations is to provide for the regulation and licensing of public outdoor music plazas within the City in a manner which will protect the property values of surrounding businesses and neighborhoods, and residents from the potential adverse secondary effects, while providing to those who desire to perform in and patronize public outdoor music plazas the opportunity to do so. The purpose of this Chapter is to prevent and control the adverse effects of public outdoor music plazas and thereby to protect the health, safety, and welfare of the citizens and guests of Park City, protect the citizens from increased noise, preserve the quality of life, and preserve the property values and character of the surrounding neighborhoods.~~

~~Adopted by Ord. 2017-51 on 10/5/2017~~

~~4A-3-3 Application Of Provisions~~

~~This Chapter imposes regulatory standards and license requirements on certain activities, which are characterized as "public outdoor music plazas". It is not the intent of this Chapter to suppress any speech activities protected by the First and Fourteenth Amendments to the United States Constitution and the Constitution of the State of Utah, but to impose content neutral regulations which address the adverse secondary effects of public outdoor music plazas. This Chapter is intended to supersede any other related ordinances including, but not limited to, Title 6 Chapter 3, Noise, and Title 15, Land Management Code, of the Municipal Code.~~

~~Adopted by Ord. 2017-51 on 10/5/2017~~

~~4A-3-4 Special Event Permit; Review Procedure~~

~~The public outdoor music plazas identified at Section 4A-3-5 herein may be programmed for public performances and outdoor music, subject to the regulations and conditions of this Chapter and subject to Special Event permitting review pursuant this Title. No Permittee or performer shall accrue any vested rights under this revocable license.~~

~~Adopted by Ord. 2017-51 on 10/5/2017~~

Exhibit B - Special Event/ SEAC Background, Link to Municipal Code & Other Important Links

City Council Reports:

October 9, 2014	Special Events Update Study Session – pages 2 through 17
October 9, 2014	Special Event Update Minutes – pages 1 through 2
December 4, 2014	Special Events Discussion – pages 8 through 24
December 4, 2014	Special Events Discussion Minutes – pages 9 & 10
March 26, 2015	Special Event Update – SEAC on pages 8 through 11 / Minutes – pages 1 through 2
June 4, 2015	Special Events Advisory Committee Establishment– pages 656 through 663 / Minutes – page 9
July 9, 2015	Special Events Advisory Committee Addition Manager's Report – page 14
January 28, 2016	Special Events Department Code Changes – page 93 through 140 / Minutes – pages 9 though 10
March 24, 2016	Title 4, Chapter 8 Special Event Code Amendment – pages 67 through 101 / Minutes - page 7
May 5, 2016	Special Event Fee Reduction (July 1 through December 31) pages 152 through 170 / Minutes – page 9
June 30, 2016	Staff Communications Special Event Advisory Committee Update - pages 188 through 210
September 22, 2016	Special Event Work Session Update - pages 7 through 30
September 22, 2016	Special Event Work Session Minutes - pages 7 through 11
November 3, 2016	Special Event Update Work Session - page 18 through 46
November 3, 2016	Special Event Update Work Session Minutes – pages 6 through 8
November 17, 2016	SEAC Amendment – pages 51 through 64
November 17, 2016	SEAC Amendment minutes – pages 6 through 8
January 5, 2017	SEAC Interviews – page 13
January 12, 2017	SEAC Interview – page 5
March 9, 2017	Fee Reduction Update (page 29) / Minutes (page 4-5)
March 9, 2017	Special Event Calendar Preview (page 129)
March 30, 2017	Fee Reduction Amendment Approval (page) / Minutes (page 8 to 9)
May 25, 2017	Special Event Transportation Strategies / Minutes (page 18-20)
June 29, 2017	SEAC Interviews (page 5)
July 11, 2017	SEAC Interviews (page 2)
August 3, 2017	SEAC Appointments
August 31, 2017	Special Event Parking and Transportation Planning (page 200)
September 21, 2017	SEAC Study Session (page 4 -24) / Minutes (page 1 & 2)
March 8, 2018	Special Event Calendar Preview (page 27)
May 3, 2018	Work Session Special Event Next Steps (page 44 to 49) / Minutes page 3 to 6
June 7, 2018	Special Event Next Steps Staff Report/ Minutes (p. 6 - 9)/ Audio

Current Park City Municipal Code 4A regarding Special Events

Other important links:

Special Event Numbers, Level Of Service and Fee Reduction Matrix Analysis

[2018 New, Significantly Changed, Cancelled Events & Current Event Calendar]
[Matrix of Proposed Changes to Events]
[SEAC Recommended Changes regarding next steps on events]
[2016 Event Prioritization Exercise by SEAC]
[SEAC Prioritization and Debrief Forms]
[Link to Special Event Fee Reduction Application & Criteria]
[Special Event Input and Permit Process Diagrams]
[SEAC Policies and Procedures]
[Similar Jurisdiction Event Comparison Analysis & Related Event Insider Articles]

In September of 2016, Council gave staff the direction to 'take the foot off the gas pedal' with regards to Special Events. The goals of doing so included:

- Reduce event impacts on residential neighborhoods;
- Create a tool for evaluating and prioritizing events;
- Increase community participation in event debriefing; and
- Efficiently utilize City Resources

Staff worked on multiple items including increasing mitigation at events specifically around transportation, sustainability, community outreach and engagement, and streamlined/increased efficiencies in the Fee Reduction process among others.

In September of 2017, at the SEAC Study Session, council agreed with SEAC's proposed goals – which include identifying and conveying community perspective of events, creating a statistically relevant community survey regarding events, and continue event debrief. Additionally, Council discussed that SEAC should focus on gaining resident feedback from the City (84060) and measure comfortable carrying capacity with broad residential community perspective. Council asked for SEAC to make a recommendation if events should be planned year round – including in the quieter seasons. Council also discussed that events should be focused on having meaning/fit in the community. The discussion also mentioned that impacts had been minimized over the past season and it would be interesting to see if attendance to events had declined.

Council Agenda Item Report

Meeting Date: September 13, 2018
Submitted by: Elizabeth Jackson
Submitting Department: Planning
Item Type: Staff Report
Agenda Section: APPOINTMENTS

Subject:
Consideration to Appoint the Following to the Historic Preservation Board: Jordan Brody to a Term Ending May, 2021 and Re-Appoint Douglas Stephens, Randy Scott, and Jack Hodgkins to Terms Ending May, 2021
(A) Public Input (B) Action

Suggested Action:

Attachments:
HPB Appointment Staff Report

DATE: September 13, 2018

TO HONORABLE MAYOR AND COUNCIL

At the direction of City Council, a subcommittee was formed consisting of Mayor Andy Beerman and Councilmember Steve Joyce to select a new Historic Preservation Board (HPB) member. A subcommittee meeting was held on July 10th, 2018 to discuss the new HPB applicants. Councilmember Steve Joyce conducted phone interviews for one HPB vacancy on July 12th and 15th, 2018. On August 17th, 2018, Mayor Beerman notified the applicants that the subcommittee had chosen a new member for the board. There were three applicants for re-appointment and four new applicants, one of which withdrew. Terms are staggered with three terms ending in 2020 and four terms in 2021.

The Historic Preservation Board members have special priorities and qualifications outlined in Section 15-11-2 (B) of The Land Management Code:

"Members of the HPB shall serve terms of three (3) years. The terms shall be staggered. Terms may expire May 1, however, members of the HPB shall continue to serve until their successors are appointed and qualified."

"It is the first priority of the City Council that the HPB have technical representation in Historic Preservation, therefore, when vacancies occur and if appropriate, it shall be the first consideration of the City Council to ensure that there is a licensed architect, or other professional having substantial experience in rehabilitation-type construction, serving on the HPB, and secondly that there is representation from the Park City Historical Society."

Planning Staff requests that the City Council considers the following:

Name	Term Ending
Vacant 1 – Jordan Brody	May 2021
Jack Hodgkins (up for re-appointment)	May 2021
Randy Scott (up for re-appointment)	May 2021
Douglas Stephens (up for re-appointment)	May 2021
Lola Beatlebrox (current Board Member)	May 2020
Puggy Holmgren (current Board Member)	May 2020
John Hutchings (current Board Member)	May 2020

1. The re-appointment of Jack Hodgkins, Randy Scott, and Douglas Stephens to the office of Historic Preservation Board.
2. The appointment of one new Historic Preservation Board Member, Jordan Brody.

Respectfully:
Liz Jackson, Planning Technician

Council Agenda Item Report

Meeting Date: September 13, 2018
Submitted by: Anya Grahn
Submitting Department: Planning
Item Type: Staff Report
Agenda Section: COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Subject:
Historic Preservation Quarterly Update

Suggested Action:

Attachments:
Historic Preservation Staff Report

City Council
Staff Communications Report

Subject: Quarterly Update on Historic Preservation
Author: Anya Grahn, Historic Preservation Planner
Department: Planning
Date: September 13, 2017
Type of Item: Staff Communication

Historic Preservation has remained a Top Priority for City Council over the last several years. Since the 1970s, Park City has committed to preserving our local history, vernacular architecture, and unique character through historic preservation efforts. This report serves as a reminder to City Council on our past efforts as well as an update on ongoing and future efforts.

The Historic Districts, especially Main Street, figure heavily in nearly all world-wide imagery of Park City. Main Street and the surrounding commercial areas function as the social and dining core of the community, including western Summit and northern Wasatch Counties. Main Street is also central in nearly all large community events. The Historic residential districts function as a strong partner in framing our important cultural values and how they are presented to the world. Staff continues to work on measures of economic and cultural success for the districts, but as events such as the Kimball Arts Festival, Main Street summer dining, and Miners Day illustrate, protection of the Historic Districts remain a vital mission of the City.

Acronyms:

HCB *Historic Commercial Business*
HPB *Historic Preservation Board*
HSI *Historic Sites Inventory*
ILS *Intensive Level Survey*
NRHP *National Register of Historic Places*
PCMC *Park City Municipal Corporation*
RLS *Reconaissance Level Survey (sometimes known as a "windshield" survey)*
SWCA *SWCA Environmental Consulting*

Background:
Since the 1960s, Park City has had a number of preservation accomplishments, as outlined below. This is not a comprehensive list, but rather serves as a reminder of some of the City's initiatives that have promoted the preservation movement.

1963	• City Council discusses developing ordinances to prevent demolition of historic buildings on Main Street.
1974	• Councilman Wilking presents the first draft of a new zoning ordinance dealing with the Historic Zones.
1977	• Park City Redevelopment Agency created with multiple goals in mind, noteably the revitalization of Main Street.
1978	• Philip F. Notarianni conducts the first reconnaissance level survey (RLS) to determine eligibility for the National Register of Historic Places (NRHP).

	• Miner's Hospital listed on the NRHP.
1979	• Miner's Hospital is relocated from the base of Park City Mountain to its current location on Park Avenue. Building is used as the City's library. • Main Street Historic District is listed on the NRHP
1981	• Historic District Commission is created.
1982	• First Historic Preservation code provisions introduced to prohibit the demolition of commercial buildings, primarily on Main Street. Soon expanded to protect residential properties that were over 50 years old, subject to a determination of significance hearing. • Ellen Beasley conducts the second RLS for NRHP eligibility.
1983	• First *Historic District Design Guidelines* are adopted.
1984	• Mining Boom Era Residences Thematic District is listed on the NRHP.
1985	• Marsac Elementry School is listed on the NRHP
1987	• Historic District Grant Program is launched.
1992	• PCMC purchases the McPolin Farm, completing stabilization of the barn.
1993	• Park City completes the first major renovation of the Park City High School, rehabilitating it for use as the City's library.
1995	• Allen Roberts conducts a third NRHP RLS.
1996	• Glenwood Cemetery is listed on the NRHP.
2003	• Historic District Commission is replaced with Historic Preservation Board.
2004	• McPolin Farm is listed on the NRHP.
2007	• City contracts with Preservation Solutions to conduct a RLS of the historic district.
2009	• Based on the RLS, the City adopts the Historic Sites Inventory (HSI). Over 400 sites throughout the city are designated as historic and either Landmark or Significant. • *Design Guidelines for Historic Districts and Historic Sites* is adopted.
2013	• Preservation Utah contracts leading preservation economist Donovan Rypkema's Place Economics firm to study the impacts of historic preservation on Utah's local economies. Park City is included in the study, and the outcomes are published as *Profits through Preservation: The Economic Impact of Historic Preservation in Utah.*
2015	• City Council approves changes to the Historic District Grant program and adopted a policy to manage the grant program. Due to the questions and confusion brought up by City Council and the HPB during their review of grant applications, the grant program is put on hold. • McPolin Farm Walking Tour App is launched. • Renovation of historic Park City Library is completed.
2016	• CRSA completes the first NRHP Intensive Level Survey (ILS) of Park City, providing a more in-depth history of each historic building and historic site. • McPolin Farm Historic Preservation Plan completed. Structural upgrades to the McPolin Barn are completed. • Historic Park City High School (Park City Library) listed on the NRHP • PCMC enters into a Memorandum of Understanding with VR CPC Holdings, Inc. ("Vail"), requiring that each party will donate up to $6,667 each year over a

	fifteen year period (2017-2031) to be invested in the stabilization of the mine structures on the resort's leased and owned property. Preservation easements and licenses are granted to the City for some 27 historic industrial buildings.
2018	• Duval Corporation completes Historic Grant Study, providing recommendations to move forward with relaunching the Historic District Grant Program.

Current Preservation Efforts:

In Progress:

1. **Expansion of the National Register Main Street District.** The Planning Department has contracted SWCA Environmental Consultants to update the 1979 NRHP nomination and increase the district boundary to the southern end of Main Street to include 16 properties (primarily residential).
2. **Character Zone Study.** The Planning Department has also contracted SWCA to complete a preliminary analysis of historic neighborhood character zones and cultural landscape protections. First character zone study of Main Street to be completed by October 2018.
3. **Design Guideline Revisions.** Staff has completed reviewing revisions and amendments to the Design Guidelines for Historic Structures and New Infill Construction with the HPB. Staff anticipates beginning our review of the Design Guidelines with Planning Commission in Fall 2018.
4. **Historic District Grant Program.** Staff began meeting with the HPB in August 2018 to discuss implementing the recommendations to resurrect the grant program. Staff anticipates the HPB making a final recommendation to City Council in early 2019.

Ongoing:

1. **Historic District Branding.** Staff has continued to build a brand presence for the historic district and increase awareness of the importance of historic resources. This includes:
   - Annual Historic Preservation Award (presented this year to the Egyptian Theatre and a new art piece by Marianne Cone is displayed on the main level of the Marsac Building).
   - Increase brand outreach and awareness and update public information for new and old residents. This past spring, the Planning Department developed a brochure regarding regulations in Old Town.
   - As we continue to move forward with reintroducing the Historic District Grant program, there will be more opportunities for increasing public outreach and collaboration.
2. **Coordinating the LMC and Design Guidelines.** Staff has continued to review and update the LMC and Design Guidelines for consistency. Over the past year, staff has made the following updates to the LMC to protect the historic district including Solar Energy Systems in the H-Districts and changes to the LMC regarding the appeal process for HDDRs

Future:

1. **Ski Era Architecture.** Staff continues to study Recent Past architecture and determine the best approach to creating an inventory of these resources.

2. **Update Historic Sites Inventory.** Staff continues to work on updating the City's Historic Site Forms to reflect the new information and research provided by CRSA. The HSI will be re-adopted when the forms are complete.

Agenda Item No:2.

Council Agenda Item Report

Meeting Date: September 13, 2018
Submitted by: Rocio Torres
Submitting Department: Community & Public Affairs
Item Type: Staff Report
Agenda Section: COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Subject:
Backhoe Report - September 2018

Suggested Action:

Attachments:
Staff Report

September 2018 Backhoe Report

City Council
Staff Communications Report

Subject: September Backhoe Report
Author: Rocio Torres Mora, Community Liaison
Department: Sustainability
Date: September 04, 2018
Type of Item: Informational

Beginning September and recurring monthly through November, the Community Liaison provides a "Backhoe Report" outlining Summer/Fall 2018 construction updates.This report will include both public and significant private projects that will be visible or will impact community members or business owners. The report will be presented to City Council on the first meeting of each month as a staff communication for subsequent months.This staff communication includes the full Backhoe Report for September.

BACKHOE REPORT
September 2018

Below, please find current construction projects underway in and around the Park City area. Beginning September and recurring monthly through November, the Community Liaison provides a "Backhoe Report" outlining Summer/Fall 2018 construction updates. This report will include both public and significant private projects that will be visible or will impact community members or business owners. The report will be presented to City Council on the first meeting of each month as a staff communication for subsequent months. This staff communication includes the full Backhoe Report for September. The Report can also be found online.

Questions? Contact Community Liaison, Rocío Torres Mora: rocio.torres@parkcity.org or (435) 615-5201.

3rd and 4th Street Stairs Retread

Construction dates

- Anticipated start date of September 17, 2018 and November 15, 2018 completion date.

Project details

- The work consists of demolition of existing wood treads, staining and painting the wood stairway, and installing galvanized steel grate treads.

Contact information

Matt Twombly | Senior Project Manager | mtwombly@parkcity.org | (435) 615-5177

88 King Road

Construction dates

- Construction of a single family home will start in June 2018.

Project details

- A new single family home will be built on 88 King Road
- Traffic impacts are anticipated for the duration of this project

Contact information

Michelle Downard | Deputy Chief Building Official | mdownard@parkcity.org or (435) 615-5109

Bollard Project on Lower Main Street

Construction dates

- The Main Street Bollards project began the week of June 11, 2018 at various intersections and sidewalks on Lower Main Street.
- UPDATE: The Bollard Project on Lower Main Street is complete as of July.

Project details

- The work will consist of coring the sidewalks for the sleeves for the temporary bollards. There will be temporary sidewalk (and Main St. garage entrance/exit) closures on the 11th, 12th and possibly 13th of next week.
- The concrete cores will be left in place and will not affect use until the excavation is performed, likely the week of the 18th after the Savor the Summit event
- With Savor the Summit is being held on Saturday June 16, the work the week of the 11th will be limited to saw-cutting the asphalt and core drilling and installing sleeves in the sidewalks.
- The following week, the construction will consist of asphalt removal and excavation in the roadways for the bollard footings.
- There will be partial road closures and flaggers closing half the road at a time for the construction. This may take upwards of 2 weeks to complete.
- Depending how quickly the project goes there may be plates on the street to protect the concrete and open the street to traffic.

Contact information

Matt Twombly | Senior Project Manager | mtwombly@parkcity.org or (435) 615-5177

Bonanza Drive to US 40

Construction dates

- Anticipated start June 1 - complete by October 15.

Project details

- Questar to perform sub-surface utility work.

Contact information

Alfred Knotts |Transportation Planning Manager | Alfred.knotts@parkcity.org or (435) 615-5360

Chambers Trail Construction Improvements

Construction dates

- This project began in June 2018 and had a 3-week timeline with the possibility of crews being onsite longer.
- UPDATE: The Chambers Trail Construction Project is complete as of July.

Project details

- Construction improvements will take place between Hillside Avenue and Swede Alley
- During construction time the trail will be closed
- A small re-route toward the bottom of the trail will be created so that the trail is all on the City right-of-way or City-owned property.
- Additional connection to the Old Town pocket park at 144 Main Street will be provided. The trail will link into the existing trail that emerges from the City-owned pocket park and borders Poison Creek.
- Additional sidewalk will be added to provide continuity at the top and bottom of the trail.
- A mid-trail resting/overlook spot will be provided.
- Enhanced yet simple landscaping will be included.
- A consistent 4ft trail for increased visibility will be created.
- Erosion will be controlled and the historic rock walls will be preserved.

Contact information

Julia Collins | Senior Transportation Planner | julia.collins@parkcity.org or (435) 615-5309

Ecker Park and Ride and Kilby Road

Construction dates

- Kilby Paving is expected to be complete by August 25th except for the area between the two new roundabouts. That area will be partially paved to allow for two lanes of traffic. Paving in front of the school will be complete before school starts on August 23

- Park and ride is anticipated to be completed by mid-October

Project details

- Project consists of the widening of Kilby Road to include bike lanes and intersection improvements such as right and left turn pockets, and acceleration lanes.
- It also includes a Park and Ride to intercept commuter traffic from Salt Lake Valley, and nearby residents.
- Please be aware that there will be continued work along Kilby Road to complete center median concrete infill and rock mulch, Park and Ride completion, and the completion of the Pedestrian underpass.

Contact information

Derrick Radke, PE | Public Works Director | dradke@summitcounty.org or 435-336-3978

'Gina's Trail' Detour Alignment

Construction dates

- Construction for the trail detour as a result of the Alice Load Development will begin shortly.

Project details

- A detour alignment will take place at ‘Gina’s bypass’ trail
- The route will be hand cut as it is already semi-established
- In summary, the project will turn down platted ridge at the southern aspect of the construction area and then across a vacant lot and will circle back onto King Road by the current gate.

Contact information

Michelle Downard | Property, Real Estate, Trails & Open Space Manager | hdeters@parkcity.org or 435.615.5205

I-80 Construction Project

Construction dates

- Starting as early as June 10, 2018, crews will begin repaving both directions of I-80 from Lamb's Canyon to Kimball Junction.
- Truck Lane: April - November 2018
- Wildlife Overpass: April - November 2018

- Wildlife Fencing: April - October 2018
- Noise Barrier: May - August 2018
- Asphalt Repaving & Cattle Guard: June - November 2018

Project details

- Work will start at the Lamb's Canyon on- and off-ramps before moving to the ramps at Parleys Summit. After the ramps are complete, crews will repave mainline I-80 in both directions.
- Paving will take place overnight between 7 p.m. and 6 a.m., Sunday-Friday, through fall 2018. Drivers can expect overnight lane closures to accommodate this work.
- Crews working on the wildlife overpass just west of Parley's Summit are building the temporary shoring pier and pier footing on the south side of I-80 while also pouring wing walls to support the base of the bridge
- Crews continue to work on the Jeremy Ranch bridge in both directions and are removing old materials in preparation for replacement.
- Drivers on Homestead Road should continue to use caution in the area and expect shifted lanes and minor delays through late summer 2018 as crews work to repair the bridge deck at the Jeremy Ranch interchange.

Trucking Information

- Travel lanes have been modified to 11-foot lanes with 2-foot shoulders within the project corridor.
- Oversize loads are advised to avoid both directions of I-80 within the project limits during morning peak travel hours (7 a.m. to 9 a.m.) when possible

What to expect

- Shifted, narrower travel lanes
- Nighttime and daytime work with lane closures
- Up to four overnight closures of I-80 (two in each direction)
- Noise, dust and vibration
- Please note that as part of construction, a portion of wildlife fencing near the Jeremy Ranch interchange has been removed and will be reused elsewhere in the project where possible. Temporary fencing has been installed in its place for the duration of the project.

Contact information

Utah Department of Transportation | renovatei80@utah.gov or 888-528-WORK (9675)

Kimball Garage

Construction dates

- Construction will take place in the month of June

Project details

- Crews are working on sidewalk repairs which include:
    - Park Ave- Sidewalk is being replaced in kind, same location
    - Main St- Sidewalk is being replaced in same location, different material (granite)
    - Heber Ave is being replaced (concrete) and will be approximately 2’ wider than previous

Contact information

Michelle Downard | Deputy Chief Building Official | mdownard@parkcity.org or (435) 615-5109

Kings Crown (Lowell Ave)

Project details

- The Building and Planning Departments are working on the permitting for Kings Crown (Lowell Ave) and anticipate road grading to begin shortly.

Contact information

Michelle Downard | Deputy Chief Building Official | mdownard@parkcity.org or (435) 615-5109

Park City Ice Arena Reconstruction Mezzanine

Construction dates

- Anticipated start date of September 4, 2018 and October 5, 2018 completion.

Project details

- Work will consist of removal of the existing concrete plaza, water-proofing along the building, and re-pouring a new concrete plaza.
- Impacts will be isolated to the plaza at the Ice Arena.

Contact information

Matt Twombly | Senior Project Manager | mtwombly@parkcity.org | (435) 615-5177

Pavement Management Project

Construction dates

- During the months of June, July, and August Park City Municipal will be conducting several pavement improvements
- UPDATE: Slurry seal and Paving are both completed. Crack seal will begin in mid-September and will have very minimal impacts to traffic.

Project details

- Crack Seal- Cracking in pavements occurs when a stress is built up in a surface causing a fissure or crack to open. Crack sealing and crack filling are methods which can be used to repair these cracks in pavement surfaces. The Contractor will apply 30 tons of crack seal to various city streets and 3 tons of crack seal to bike paths.
- Utility Adjustments- Utility adjustments are required after an overlay to raise manholes, water valves, gas valves, and monument markers to the same grade as the new pavement surface. Most require lowering prior to an overlay due to the rotomilling process then require readjusted after overlay application.
- Asphalt overlay- Asphalt pavement overlay refers to any paved road surfaced with asphalt. Hot Mix Asphalt (HMA) is a combination of approximately stone, sand, or gravel bound together by asphalt cement, a product of crude oil. Asphalt cement is heated aggregate, combined, and mixed with the aggregate at an HMA facility. The asphalt is placed, and then compacted.
- Rotomilling- is a controlled technique that removes asphalt from the existing pavement to a desired depth. (Typically 1-4 inches)
- Slurry Seal- The following streets have been identified within the pavement management program to receive slurry seal pavement treatment. Slurry seal is used as a pavement preservation treatment to extend the life of the street. The slurry seal which is made from emulsified asphalt (a mixture made from oil and fine sand aggregate). During application residents will receive a 7 day notice followed by a 24 HR notice. Street side parking will be restricted and access will be limited.
- High Density Mineral Bond- is similar to a slurry seal. It requires an asphalt emulsion like a slurry seal but in higher quantities. It also utilizes small aggregate, a slate and refined corundum, instead of the sand used in a slurry seal. This difference in aggregates size helps the mixture to be smoother to the touch and helps the application to stick to the trail instead of ravel. This application of high density mineral bond is more user friendly for trail users than a rougher slurry seal application

Contact information

Troy Dayley | Streets and Streetscapes Manager | troy@parkcity.org or (435) 615-5637

Prospector Avenue Re-do - Bonanza to Gold Dust Lane

Construction dates

- Construction began July 10th, 2018 and will continue throughout the summer into October 2018.

Project details

- Prospector Avenue will be in a one-way traffic configuration during construction to expedite the contractor's schedule and provide a safe work zone. Vehicles will be guided to travel westbound, from Sidewinder to Bonanza.
- The contractor will be on site from 7 a.m. to 5 p.m., Monday through Friday and some Saturdays
- Park City bus stops will be maintained on Prospector Avenue, but school bus stops have been relocated to Bonanza
- Garbage pick-up and mail delivery will be maintained
- On-street parking will not be permitted - please make best use of all Prospector Square parking lots
- Business access will remain open. If more than one access is available, crews may close one access but one will always remain open.
- Pedestrian access will remain open on one side of the road. During Phase One, pedestrians will be directed to the south side of Prospector Ave.
- PSPOA is reconstructing lot H and lot D located off of Prospector Avenue. The sewer work within the road should be done within the next week.

The Prospector Avenue projects expects to:

- Create an environment for all modes of transportation
- Upgrade lighting with LED fixtures
- Build a complete street to complement the proposed Prospector Square goal
- Define more efficient use of existing space by better marking travel lanes and bus pullout
- Provide an improved storm drain system
- Resurface the asphalt pavement
- Enhance and promote alternative multi-modal transportation uses and address roadway infrastructure.
- Create a safe environment for all modes of travel
- Reduce vehicular speeds by introducing a "complete street" cross section.
- Define more efficient use of existing space by better marking travel lanes and bus pullouts
- Upgrade the street lighting with LED fixtures
- Improve the roadway drainage
- Resurface the asphalt pavement

Contact information

Corey Legge | Public Improvements Engineer | corey.legge@parkcity.org or (435) 615-5057 or prospectorave@utah.gov

SR-224

Construction dates

- Project began in May 2018 and is expected to be completed in August 2018.
- UPDATE: The SR-224 Construction Project is complete.

Project details

- Northbound lanes will be restricted to one lane from 4 am to 2 pm and from 6 pm to dark.
- Southbound lanes will be restricted to one lane from 9 am to dark.
- Initial work will include lowering utilities, upgrading pedestrian ramps, and lining the drainage pipe.
- Milling and paving operations are scheduled to begin May 14th through mid-late June.
- Construction will take place Monday through Friday from 4am to dark.
- The trail along SR-224 will remain open for pedestrians and cyclists. (Construction of the pedestrian ramps may detour pedestrians and cyclists- signs and email updates will be sent prior to this work.)
- The schedule is subject to change based on weather, equipment, and materials.
- Please use caution when driving, cycling and walking through the work zone and always obey posted signs and speed limits.
- The final surface coat will be placed between June 11th and June 20th with striping and raising utilities to follow in the coming weeks.
- This is a moving operation and crews will move operations between the northbound and southbound lanes to accommodate traffic and create efficiencies.

Contact Information

Kim Clark | kclark@utah.gov | (801) 903-8327

SR-248

Construction dates

- Construction crews will begin working on the chip seal application beginning Wednesday, July 11th. The hours of operation will be from 6 am to 8 pm.
- The application of the chip seal is a fast operation. To create the most efficiencies, crews will be using pilot cars through the construction site. Approximately 15 min delays should be anticipated.

Project details

- Crews plan to begin near the US40 interchange. The work will take place in 3-mile increments moving towards SR-32. The chips will initially be placed on the traffic lanes throughout the corridor. Once this is complete, crews will then place the shoulder chips, which are a smaller size coming back from SR-32 and heading towards US40.
- The chip seal is being placed as a final surface coat to the project that began last year to protect and maintain the new pavement.
- The chip seal is the most appropriate and cost-effective approach to preventing any problems in the future – it is not fixing any issues but is one more step in providing the best pavement for the conditions.
- The SMA asphalt that was placed last year was chosen for the SR-248 corridor because it is a durable asphalt for cold winter conditions. Shortly after paving the area, more water appeared in areas along the road surface than expected. Experience has shown that water seeping from the pavement is common with SMA asphalt and that it decreases over time. This is not a sign of poor quality but shows the pavement is acting the way it is intended. Testing and inspections throughout and after construction show the SMA was placed meeting all specifications and we are confident the pavement is structurally sound.
- The chip seal that will be applied for this situation has been used on multiple state highways and interstates throughout Utah. In regards to the chip seal application, UDOT has reduced the amount of stone that is placed so there is less chip loss (or chips moving off the road). The chips are lighter than they have been in the past and once they are in place they are covered with a flush coat to minimize spreading. Smaller chips will be applied on the shoulders to minimize debris.
- UPDATE: The chip seal is complete on SR-248 from US40 to SR32. The crews finished the flush coat on Friday, August 10th. Minor traffic impacts will be underway while crews finalize the striping over the next few weeks. Motorists should anticipate rolling construction vehicles with amber light warning and potential lane shifts.

Contact Information

Kim Clark | kclark@utah.gov | (801) 903-8327

Tanger Outlets Roundabout Reconstruction

Construction dates

- Construction for the Tanger Outlets Roundabout Project began on August 14, 2018
- Landmark Dr. and Kilby Rd. will close on Wednesday, August 22nd. Closure will continue Monday 6am through Friday at noon each week until October 1st. The road will be open Friday afternoons through the weekend.
- Please keep in mind that the closure is the first day of school with additional construction continuing along Kilby to the West including directly in front of Ecker Hill Middle School.

- The project is expected to be completed by the first/second week in October

Project details

- The project encompasses the reconstruction of the roundabout changing the geometry to improve traffic flow.
- Construction on the roundabout on Kilby Road at the entrance to Tanger Outlets will begin on August 14, 2018.
- Closures are expected beginning Aug. 22 and will run on weekdays through Oct. 1.
- Minor time delay due to the detour and destination inconvenience can be expected

Contact information

Derrick Radke, PE | Public Works Director | dradke@summitcounty.org or 435-336-3978 &

Krachel Murdock | Community and Public Affairs Summit County | kmurdock@summitcounty.org or (801) 699-4582

Telemark and Daley Avenue Water Service Lines Replacement

Construction dates

- The water service lines replacement project will take place during the month of June.

Project details

- Construction crews are replacing water service lines on Telemark and Daley Avenue from now until the end of June.
- Work is within the roadway and involves minor traffic control

Contact information

Holly Lopez | Executive Assistant | holly.lopez@parkcity.org or (435) 615-5344

Woodside Park Phase 1 - Affordable Housing Project - 1300 Block of Park Avenue & Woodside Avenue

Construction dates

- September 2017, proposed construction start, with anticipated completion scheduled for Spring 2019.

Project details

- The project entails the construction of 4 single family and 4 townhomes.
- Potential for partial street closures on both Park Avenue and Woodside Avenue
- Door-to-door outreach, emails, and neighborhood open house conducted fall 2017.
- The former Park City fire station was demolished late September, 2017.

Contact information

Jason Glidden | Housing Development Manager | jglidden@parkcity.org or (435) 615-5268 or Rocio Torres Mora | Community Liaison | rocio.torres@parkcity.org or (435) 615-5201

PARK CITY
1884

Agenda Item No:

Council Agenda Item Report

Meeting Date: September 13, 2018
Submitted by: Michelle Kellogg
Submitting Department: Executive
Item Type: Minutes
Agenda Section: CONSIDERATION OF MINUTES

Subject:
Consideration to Approve the City Council Meeting Minutes from August 30, 2018

Suggested Action:

Attachments:
August 30 2018 Minutes

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

August 30, 2018

The Council of Park City, Summit County, Utah, met in open meeting on August 30, 2018, at 3:45 p.m. in the City Council Chambers.

Council Member Gerber moved to close the meeting to discuss property at 3:50 p.m. Council Member Joyce seconded the motion.

RESULT: APPROVED
AYES: Council Members Gerber, Henney, Joyce, Ware Peek, and Worel

CLOSED SESSION

Council Member Gerber moved to adjourn from Closed Meeting at 4:45 p.m. Council Member Henney seconded the motion.

RESULT: APPROVED
AYES: Council Members Gerber, Henney, Joyce, Ware Peek, and Worel

STUDY SESSION

Social Equity Community Critical Priority Discussion:
Jed Briggs explained that Council wanted to define what Social Equity was for the community. He asked Council what they had gleaned from previous Social Equity discussions. Council Member Joyce stated he attended a PC Unidos meeting and heard from those in the community that would benefit from Social Equity. He felt the convener should be facilitating these types of meetings. Briggs indicated that a convener contract with the Community Foundation should be approved at the next Council meeting.

Council Member Ware Peek stated the meeting with PC Unidos resulted in many suggestions, such as recognizing mental health, LGTB, childcare, and other groups. She noted that she had attended these types of meetings with other groups and those attendees could only identify needs within their own group. She indicated mental health was important to consider within all groups. Council Member Joyce stated many groups didn't understand what Social Equity consisted of. Council Member Worel indicated she and Mayor Beerman had lunch and conversed with some residents who were in favor of Social Equity and wanted to see it succeed, but they knew people had misconceptions about Social Equity. Mayor Beerman indicated Council was still taking feedback in order to determine the City's level of commitment.

Ollie Wilder, Community Foundation, offered to get started before the contract was approved. Mayor Beerman noted that the Community Foundation was staff's recommendation, but Council needed to hear from the residents in a public hearing before anything was finalized.

Council Member Gerber indicated that those who favored Social Equity were being vocal, but those against it were not voicing their opinions. Council Member Henney stated every citizen should feel valued, welcomed and safe. A member of the audience expressed that new ideas take time before people become comfortable with them. Council Member Henney praised Briggs for his Social Equity staff report which completely laid out the goals and objectives. He requested that the basics be put in a pamphlet that could be distributed to the community. Council Member Joyce asked what problem would be solved with Social Equity. Council Member Henney stated Social Equity would help make the City a whole and complete community.

Council Member Ware Peek liked the last statement in the staff report's value statement, "Value and appreciate our differences and embrace our common humanity and contributions as the source of our town's strength." She referred to the Lucky One's Coffee Shop that employed people with other abilities as an example of this statement.

Mayor Beerman stated the goal several years ago was to be a complete community. Now the City was working backwards to attain that goal by focusing on Social Equity. Council Member Gerber thought there were many problems in the community and Social Equity would be the overall program to address the problems.

Council Member Joyce hoped there was a description that was not as broad as Complete Community or Social Equity yet not listing every need that an individual might lack. Further discussion ensued on examples of the needs in the community.

Mayor Beerman opened the meeting for input from the audience and stakeholder groups.

Kara thanked Council for putting out such an effort in educating the community on Social Equity. It was indicated that Council might want to visit a city that had an established Social Equity department and learn from them. Another comment was that Social Equity should be defined as making a safe place for all.

Briggs noted that the thoughts discussed today would be consolidated and brought back to Council before distributing them to the community. Another resident expressed that he had attended many Social Equity meetings and wanted to say that the Latino population was growing. He suggested that the City make Social Equity rules that must be obeyed by those coming to the City. He talked about the Latino youth that would be the employees of the future and hoped Council would consider what he said.

REGULAR MEETING - 6:00 p.m.

I) ROLL CALL

Attendee Name	Status
Mayor Andy Beerman Council Member Becca Gerber Council Member Tim Henney Council Member Steve Joyce Council Member Lynn Ware Peek Council Member Nann Worel Diane Foster, City Manager Matt Dias, Assistant City Manager Mark Harrington, City Attorney Michelle Kellogg, City Recorder	**Present**
None	**Absent**

II) SWEARING IN CEREMONY

Peace Officer Swearing-In Ceremony:
Chief Carpenter introduced Devan Bobo, the new Domestic Violence Advocate, as well as Jared Patterson, Craig Proctor and Stuart Rollins, new Police Officers with the City.

Mayor Beerman performed the swearing-in ceremony for Officers Proctor and Rollins. Officer Patterson was unable to attend.

III) COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments:
Council Member Joyce attended the Chamber meeting. He also attended the Prospector Square HOA meeting and reported the construction project was a couple weeks behind schedule. He noted law enforcement was participating in “Walk a Mile in Your Shoes.” He encouraged everyone to come out for the Miner's Day celebration.

Council Member Worel attended the PC Tots graduation ceremony and noted the faculty had completed the state certification with very high scores. She welcomed the American Society of Question Document Examiners conference attendees, and attended a National Abilities Center (NAC) board meeting and groundbreaking for the new equestrian center. She attended the executive committee meeting for Summit County Mental Wellness Alliance, went on the Park Silly Market walk through, and attended the Bright Futures board meeting. She stated Emily Herr would be in town next week to start the murals in China Bridge. There would be an information class and public participation for this art project.

Council Member Ware Peek attended the Historic Park City Alliance (HPCA) meeting where activating upper Main Street for Park Silly Market was discussed. She attended the Mental Health Alliance Steering Committee meeting. She indicated the Utah Avalanche Center had e-tools for safety, and they would have a fundraiser on September 13, 2018. She attended the Friends of the Farm meeting and noted the Scarecrow Festival was approaching. She also participated in the Listening Tour for Social Equity with PC Unidos. She spoke on e-bikes and related a story about a disabled man who used an e-bike in the Scott Enduro Cup bike race held at Deer Valley.

Council Member Henney highlighted some fundraisers that were held including the KPCW Back Alley Bash and Fundraiser, Summit Land Conservancy Blue Sky Bash and the 100 Mile Meal. He attended the Rotary Service Awards and noted Charlie Sturgis and Craig Cooper were recognized. He attended Denise Carey's retirement party and indicated she worked for Park City for 32 years. He also attended the Motherlode Canyon Band's 25^{th} year anniversary event. He thanked Transit and Event staff for their hard work this summer, noting the flow was better, there was less congestion and people were not as grumpy as in the past.

Council Member Gerber agreed that for the most part events didn't seem as impactful as in years past. She attended the retirement party for Denise Carey. She attended Jim Gill's performance at the library, and thanked library staff for hosting so many free programs for families in Park City.

Mayor Beerman attended many of the same events as the rest of Council. He hosted a yoga class at library field. He and Matt Dias attended the Colorado Association of Ski Towns (CAST) meeting in Crested Butte, Colorado, where common challenges with housing, traffic, climate change, etc. were discussed. He also indicated the Arts and Culture planners were in town and things were being laid out on the site.

Blake Fonnesbeck, Public Works Director, introduced the new Transit Systems manager, Barbara Murdock, and noted she would be taking care of the people in Transit. Murdock stated she was excited to be a part of the City. Fonnesbeck indicated he applied for a grant and was awarded $2.29 million that would be used towards 10 new buses.

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

Mayor Beerman opened the meeting for those who wished to address the Council on items not on the agenda. No comments were given. Mayor Beerman closed the public input portion of the meeting.

Presentation by Park City Leadership Class:
Sheri Fisher, Leadership Class 24, reviewed what the class learned throughout the year. She felt it was not only what one did, but how one did it, that was important. She thanked Council for implementing this program.

David Greenholtz indicated the class project was focused on food waste. They educated people on food waste at Park Silly Market, Savor the Summit and showed “Wasted” at the Film Series with a question/answer period following the movie.

Peter Yogman explained the second aspect of the project was looking forward at the big picture. They focused on keeping the sorting process simple. They created a food map that offered solution options with the pros and cons of each option. He asked that the City join the County in its efforts to mitigate food waste.

Myles Rademan stated the Leadership projects were usually three to five years ahead of the community and this year's project was amazing. He was proud of this group.

V) CONSIDERATION OF MINUTES

Consideration to Approve the City Council Meeting Minutes from August 2 and 16, 2018:
Council Member Gerber referred to the August 2nd minutes and indicated on Page Nine, Line Nine, she had stated she knew the process for the two properties was different, but she did not say she supported whatever staff felt was best.

Council Member Worel referred to Line 19 of the same page and clarified that the residents had asked that the bond amount be as low as possible.

Council Member Gerber moved to approve the City Council Meeting minutes from August 2 and 16, 2018 as amended. Council Member Worel seconded the motion.

RESULT: APPROVED
AYES: Council Members Gerber, Henney, Joyce, Ware Peek, and Worel

VI) CONSENT AGENDA

1. Request to Approve Amendment 1 to a Professional Services Agreement in a Form Approved by the City Attorney with Lochner Inc. in the Amount of $210,028.72 for Engineering and Environmental Document Preparation Services for the State Route 248 Corridor and Safety Improvement Project for a Total Amount Not to Exceed $1,513,779.83:

2. Request to Authorize the City Manager to Execute a Construction Agreement, in a Form Approved by the City Attorney, with Vancon, Inc. for the Deer Crest Pump Station and Transmission Line Project for an Amount Not to Exceed $1,363,312.70; and a Request to Authorize the City Manager to Execute the Second Addendum to the Professional Services Agreement, in a Form Approved by the City Attorney, with AQUA Engineering, Inc. for the Park City Municipal Corporation (PCMC) - Jordanelle Special Service District (JSSD) Interconnection Improvements Project Engineering Services for an Amount Not to Exceed $127,010.00:

3. Request to Authorize the City Manager to Execute a Professional Services Agreement, in a Form Approved by the City Attorney, with Psomas Engineering, for the 3Kings Water Treatment Plant and SR248 Water Transmission Lines Engineering Services in an Amount Not to Exceed $110,000.00:

Council Member Worel moved to approve the Consent Agenda. Council Member Gerber seconded the motion.

RESULT: APPROVED
AYES: Council Members Gerber, Henney, Joyce, Ware Peek, and Worel

VII) NEW BUSINESS

1. Consideration to Approve Ordinance 2018-47, an Ordinance Approving the First Amended Lift Lodge at Town Lift Condominium Plat Located at 875 Main Street, Park City, Utah:
Francisco Astorga, Senior Planner, stated this was a plat amendment regulated by the 1992 agreement for the Historic Business Commercial Zone. The Planning Commission recommended approval and also approved a Conditional Use Permit (CUP) for a rooftop deck in the common area. Several conditions of approval were added and would

be set forth in the Covenants, Conditions and Restrictions (CCR). He noted this would not be for commercial use, but would only be for residents.

Council Member Worel asked why the Planning Commission put 7:00 a.m. as the start time. Doug Clyde stated the hot tub use was primary reason for the 7:00 a.m. start time.

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

Council Member Joyce stated this was a great focus by the Planning Commission to mitigate these issues and thought that prohibiting amplified music on the deck was great.

Council Member Gerber moved to approve Ordinance 2018-47, an ordinance approving the First Amended Lift Lodge at Town Lift Condominium Plat located at 875 Main Street, Park City, Utah. Council Member Worel seconded the motion.

RESULT: APPROVED
AYES: Council Members Gerber, Henney, Joyce, Ware Peek, and Worel

2. Request to Approve a Professional Service Agreement in a Form Approved by the City Attorney with the Narwhal Group for Construction, Staffing and Management Services for a Park City Traffic Control Center in an Amount Not to Exceed $127,629:

Alfred Knotts, Julia Collins and Chief Carpenter presented this item. Knotts indicated Transportation Planning was focusing on an intelligent transportation system to help the City's efforts to mitigate traffic during events. This system would include Sydney Coordinated Adaptive Traffic System (SCATS), transit signal priority, variable message signs (VMS), automatic traffic recorders/bluetooth sensors, road weather condition monitoring, traffic cameras, and the transit automatic vehicle locator system.

Knotts stated he went to look at the Transportation Operating Center (TOC) in Orem and then met with Chief Carpenter about creating one at the Police building where dispatch used to be housed. He explained the process for mitigating traffic on peak days and explained the upfront and ongoing capital and operating costs associated with the TOC.

Chief Carpenter stated Knotts and Collins were working hard on this project and he was in favor of the TOC. He indicated this would make a big difference as people attended events via SR 224 and SR 248.

Council Member Worel asked if the City staff could program the VMS signs. Knotts affirmed that would be possible and noted the VMS policy would be amended so proprietary names could be used. Council Member Worel asked if the ongoing costs of the TOC would counterbalance the need for overtime currently needed to deal with traffic mitigation issues, to which Knotts affirmed and noted the staff report included costs for a variety of scenarios of use. Council Member Worel asked if Transportation would cover the costs. Knotts stated Transportation would cover the costs and salaries and part of the funding would come from the transportation tax revenue.

Council Member Gerber asked if the City would borrow another entity's staff. Knotts indicated that it would be great to hire a consultant because a consultant would work only when needed.

Council Member Joyce thought the dispatch room was the backup for emergencies. Chief Carpenter stated there was room for emergency dispatch if an emergency arose and there was also mobile dispatch capabilities. Council Member Joyce asked if the $30,000 in personnel costs was for winter events to which Knotts responded in the affirmative.

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

Council Member Joyce moved to approve a professional service agreement in a form approved by the City Attorney with the Narwhal Group for construction, staffing and management services for a Park City Traffic Control Center in an amount not to exceed $127,629. Council Member Gerber seconded the motion.

RESULT: APPROVED
AYES: Council Members Gerber, Henney, Joyce, Ware Peek, and Worel

3. Consideration to Adopt Resolution No. 23, a Resolution Approving Entry into the Central Wasatch Commission Interlocal Agreement, and Approval of a First Amendment to the Central Wasatch Commission Interlocal Agreement between Park City Municipal Corporation and Summit County:

Matt Dias, Assistant City Manager, presented this item. He updated Council that the Central Wasatch Commission (CWC) had updated its bylaws to give Park City and Summit County each a seat as a full member. He also requested that Mayor Beerman be assigned as the member on the Commission. Dias noted there would also be an interlocal agreement with Summit County that would specify that the previous agreement with Summit County was no longer needed unless the CWC downgraded the City's status or another similar circumstance arose. He stated Summit County approved this agreement last night with some amendments, and he displayed the redlined document and indicated the County simplified the wording but the agreement retained the same intent.

Council Member Gerber asked if Wasatch County cared about the Wasatch Back seat. Mayor Beerman indicated that Wasatch County was not interested in participating on the commission.

Council Member Ware Peek asked what would constitute downgrading. Dias stated the CWC bylaws could be changed, eliminating member seats.

Council Member Joyce asked if there was an impact with regard to fees or ongoing costs associated with being a member. Dias stated the City was already a paying entity and being a full member would not cost the City more or less.

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

Council Member Worel moved to adopt Resolution No. 23, a resolution approving entry into the Central Wasatch Commission Interlocal Agreement, and approval of a First Amendment to the Central Wasatch Commission Interlocal Agreement between Park City Municipal Corporation and Summit County. Council Member Gerber seconded the motion.

RESULT: APPROVED
AYES: Council Members Gerber, Henney, Joyce, Ware Peek, and Worel

VIII) ADJOURNMENT

IX) PARK CITY HOUSING AUTHORITY MEETING

I. ROLL CALL

Attendee Name	Status
Chair Andy Beerman Committee Member Becca Gerber Committee Member Tim Henney Committee Member Steve Joyce Committee Member Lynn Ware Peek Committee Member Nann Worel Diane Foster, City Manager Matt Dias, Assistant City Manager Mark Harrington, City Attorney Michelle Kellogg, Secretary	**Present**

None	**Excused**

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

Chairman Beerman opened the meeting for public input. No comments were given. Chairman Beerman closed the public input portion of the meeting.

III) NEW BUSINESS

1. Consideration to Approve the Mitigation Plan to Fulfill the Affordable Housing Obligation Generated by the Kings Crown at Park City Project:
Rhoda Stauffer, Affordable Housing Specialist, and Rory Murphy and Chip Garner, Kings Crown Developers, presented this item. Stauffer reviewed that Kings Crown development was a Master Planned Development (MPD) and therefore the developer was required to build affordable housing. They proposed to build seven affordable units at an average of 76% AMI. They were also building eight attainable units at 150% AMI. The developer requested a waiver of the alternative distribution ratio. Under this rule, they would build a ratio of affordable units that were similar to the market rate units. Instead, they proposed to build 15 condos in one building. Staff recommended approving this waiver. Stauffer indicated the developer also requested another waiver to the rule that the affordable units were required to be constructed first. The developer was concerned that some market rate units might be completed by other contractors before the affordable units were completed. Stauffer noted the energy efficiency requirement for the affordable and attainable units.

Murphy indicated his firm would lose $1 million by constructing this building, but it was important and he was willing to do it. It was his intention to complete this building first, but requested the waiver just to have the flexibility if a buyer of a lot completed the single family home before he finished the affordable/attainable units.

Committee Member Gerber asked if there would be deed restrictions and nightly rental restrictions. Murphy responded in the affirmative and noted there could only be a 3% per year appreciation in value.

Committee Member Worel asked where the developer would find the buyers. Stauffer stated Murphy would use the City's list of applicants but would also be marketing on his own.

Committee Member Joyce expressed concern with the waiver request for allowing market rate units to receive a certificate of occupancy before the affordable units were completed. He asked that only the single family homes receive occupancy before the completion of the affordable units. Murphy was amenable to that. It was decided to change Finding of Fact 12b from “request” to “require” in the Affordable Housing Mitigation Plan.

Committee Member Henney asked what the City’s inclusionary zoning obligation was, to which Stauffer clarified 15%. He asked why Murphy was going above and beyond the housing requirement. Murphy indicated he used to live on Empire and it was during a time of transition, from being a neighborhood to nightly rentals. He thought this was an opportunity to help bring back families and keep people in town.

Committee Member Gerber expressed concern about the maximum targeted income for the buyers. Murphy stated he would work with the individuals.

Committee Member Henney asked about the energy efficient electrical for common areas. Murphy indicated the energy efficient electrical would be throughout the building. Jason Glidden stated the City’s affordable housing project included the HOA paying for electricity. Murphy stated he was looking at that possibility.

Chairman Beerman opened the public hearing. No comments were given. Chairman Beerman closed the public hearing.

Committee Member Gerber moved to approve the mitigation plan to fulfill the affordable housing obligation generated by the Kings Crown at Park City Project as amended. Committee Member Worel seconded the motion.

RESULT: APPROVED
AYES: Committee Members Gerber, Henney, Joyce, Ware Peek, and Worel

IV) ADJOURNMENT

X) PARK CITY REDEVELOPMENT AGENCY MEETING

I. ROLL CALL

Attendee Name	Status
Chair Andy Beerman Committee Member Becca Gerber Committee Member Tim Henney Committee Member Steve Joyce Committee Member Lynn Ware Peek Committee Member Nann Worel Diane Foster, City Manager	**Present**

Matt Dias, Assistant City Manager Mark Harrington, City Attorney Michelle Kellogg, Secretary	
None	**Excused**

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

Chairman Beerman opened the meeting for public input. No comments were given. Chairman Beerman closed the public input portion of the meeting.

III) NEW BUSINESS

1. Consideration to Authorize the Executive Director to Enter into a Construction Agreement in a Form Approved by the City Attorney's Office with Vancon, Inc., for the 3rd and 4th Street Stairs Project in an Amount Not to Exceed $147,300:
Matt Twombly, Sustainability Senior Project Manager, presented this item. He indicated this project would replace the wooden treads on the staircases with the diamond grip treads.

Committee Member Ware Peek expressed concern with the construction timing. Twombly stated half a staircase would be replaced at a time to accommodate the residents. Committee Member Ware Peek suggested delaying the project until spring if it didn't start in a timely manner.

Chairman Beerman opened the public hearing. No comments were given. Chairman Beerman closed the public hearing.

Committee Member Joyce moved to authorize the executive director to enter into a construction agreement in a form approved by the City Attorney's Office with Vancon, Inc., for the 3rd and 4th Street Stairs Project in an amount not to exceed $147,300. Committee Member Worel seconded the motion.

RESULT: APPROVED
AYES: Committee Members Gerber, Henney, Joyce, Ware Peek, and Worel

IV) ADJOURNMENT

With no further business, the meeting was adjourned.

____
Michelle Kellogg, City Recorder

Agenda Item No:1.

Council Agenda Item Report

Meeting Date: September 13, 2018
Submitted by: Heinrich Deters
Submitting Department: Sustainability
Item Type: Staff Report
Agenda Section: CONSENT AGENDA

Subject:
Request to Approve a Donation Application by Mountain Trails Foundation for Funding Associated with the Construction of the Bloods Lake Trail, Located on the Bonanza Flat Open Space

Suggested Action:

Attachments:
Bloods Lake Trail Donation Staff Report

City Council
Staff Report

Author: **Heinrich Deters, Trails and Open Space Manager**
Subject: **Administrative Policy: Community Project Donations**
Date: **September 13, 2018**
Type of Item: **Consent**

Recommendation: City Council should approve the attached Donation Application by Mountain Trails Foundation for funding associated with the construction of the Bloods Lake Trail, located on the Bonanza Flat Open Space. (Attachment I)

Executive Summary: Council should consider approving a Donation Application by Mountain Trails Foundation for funding associated with the construction of the Bloods Lake Trail, located on the Bonanza Flat Open Space.

Background
In June 2011, Council adopted a City donation policy for community service and private donations on City property. In June Mountain Trails Foundation approached the City per a private donation to fund the construction of the bloods Lake Trail on the Bonanza Flat Open Space.

Analysis
The City's donation policy requires City Council notification and approval for projects. Third party considerations are prohibited, unless specifically approved by the City Council. Third parties, including non-profit organizations, may not market or include donations to the City as part of a donation or additional consideration to that party or organization. The City Council may only approve such arrangements where the consideration is used to offset costs or enhance existing services or donations directly provided by that organization to the City (such as Adopt a Trail programs). Staff finds that this request specifically enhances the existing adopt a trails program.

The value of the donation is approximately$50,000 depending on actual time and materials. This will be documented via invoices from Mountain Trails and provided to the City. Staff will provide notification of the asset to the Finance Department, once completed. Finally, this work will also provide for matching funds associated with the Utah Office of Outdoor Recreation Grant awarded for trails and trailhead projects on Bonanza Flat.

Departmental Review
This report has been reviewed by the Office of the City Attorney, Finance Department and City Manager.

Attachment I- Donation Form

PCMC Donation Written Proposal

Date: 08/10/2018__________

Applicant: _Mountain Trails Foundation_________________________

Address: P.O. Box 754, Park City Utah 84060
____

Phone: 435-513-8710 __________________

Email: charlie@mountaintrails.org___________________

Scope of donation(s) *(Why and what are you submitting for this request?)* Mountain Trails Foundation (MTF) will be donating their time, equipment and expertise per the construction of the proposed new Bloods Lake Trail in Bonanza Flat. This trail is about two miles long and at $5.00 a foot will cost almost $52,000.00. MTF has received a private donation in the amount of the trail construction and wishes to provide this service as an offset for costs that would normally be incurred by the City. The donor has requested a plaque recognizing the donation as part of the project.

Location *(Where are you proposing to donate the item(s)? maps, photos are encouraged. Please be specific)*

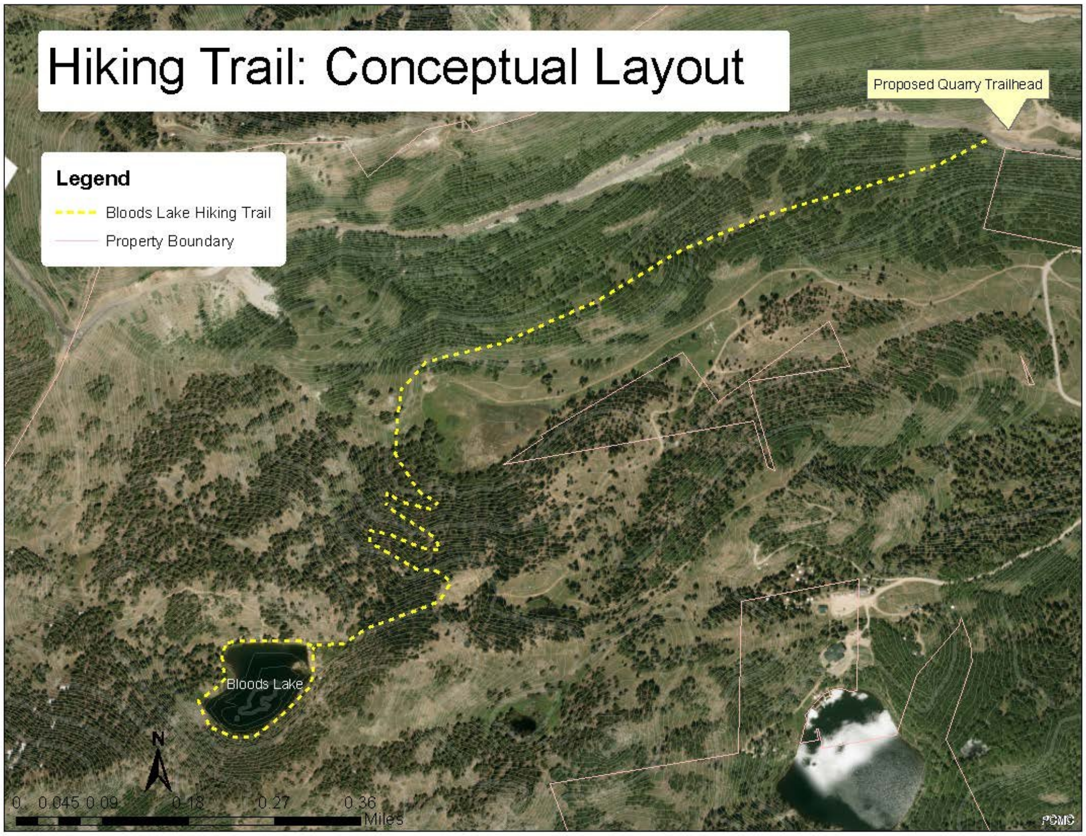
Map attached.

Type of Donation *(Please provide size, shape, materials, quantity of donation.)*Trail construction, including materials, equipment and labor. MTF will document all costs associated with the project and submit to the City as verification of the donative value.

Approximate Cost of Donation*:* $52,000.00

This agreement shall be in effect for the life of the donated item in accordance with generally applicable standards administered by the Finance Department

Map- Bloods Lake Hiking Trails



Agenda Item No:2.

Council Agenda Item Report

Meeting Date: September 13, 2018
Submitted by: Heinrich Deters
Submitting Department: Sustainability
Item Type: Staff Report
Agenda Section: CONSENT AGENDA

Subject:
Request to Authorize the City Manager to Enter into a Construction Agreement in a Form Approved by the City Attorney's Office with MC Contractors LLC., for Three Trailheads and Related Improvements located at Bonanza Flat in an Amount Not to Exceed $412,153

Suggested Action:

Attachments:
Bonanza Flat Trailheads Staff Report

City Council
Staff Report

Subject:	**Bonanza Flat Trailheads**
Author:	**Heinrich Deters**
Department:	**Sustainability**
Date:	**September 13, 2018**
Type of Item:	**Administrative – Award of Contract**

Summary Recommendation
Authorize the City Manager to enter into a construction agreement in a form approved by the City Attorney's Office with MC Contractors LLC., for three trailheads and related improvements in an amount not to exceed Four Hundred Twelve Thousand One Hundred Fifty Three Dollars ($412,153).

Executive Summary
Staff requests City Council consider awarding a construction contract in the amount of Four Hundred Twelve Thousand One Hundred Fifty Three Dollars ($412,153) to MC Contractors LLC. for three trailheads and related improvements, including fencing, kiosks and vault toilets as part of the Bonanza Flat Open Space.

The Opportunity
As part of the Bonanza Flat Open Space planning process, City Council approved several recreational improvements, including trailheads and restrooms, in addition to, kiosks and trails, in attempts to provide sustainable public recreational opportunities, consistent with the established conservation values and carry capacity of the open space as established in the baseline documentation and resource inventory. Designated access, in the form of trailheads, allows staff to manage the capacity of users to a specific area of the property, while providing appropriate amenities in the form of restrooms, maps and sustainable trails.

Background
- Park City acquired the Bonanza Flat Open Space in June of 2017.
- Park City Municipal, in conjunction with Utah Open Lands, identified and met with local stakeholder groups and jurisdictional partners over the course on a year, with the purpose of identifying conservation values and management recommendations.
- Staff presented City Council with a proposed trailhead and trail plan on June 21, 2018. The plan identified the Quarry, Quincy Shaft and Empire Trailheads, contemplated in this contract. The report also identified the relocation of the Bloods Lake Trail.

Alternatives for City Council to Consider
Staff recommends that City Council consider the following alternatives:

1. **Recommended Alternative:** City Council approve a construction contract in the amount of Four Hundred Twelve Thousand One Hundred Fifty Three Dollars ($412,153) to MC Contractors LLC.

   Pros
   a. The award of the contract will enable the project to move forward consistent with council direction by constructing the trailheads in anticipation of the 2019 season.
   b. The contract amount is below the Engineer's estimate of $429,200, which represents a possible cost savings for the City.

   Cons
   a. None

2. **Reject all bids:** Council could choose to reject all bids and rebid the project if bids appear to be high.

   Pros
   a. There may be more competition when rebidding the project which may lower the contract amount, although staff feels this is unlikely.

   Cons
   a. Rebidding will delay the project.
   b. In the current bidding environment costs could even rise.

3. **Null Alternative:** The City Council could choose not to award the contract to MC Contractors LLC.

   Pros
   a. PCMC would not spend $412,153.

   Cons
   a. The project would be delayed and may cost more as construction costs rise.

Analysis

It is important to note, that the trailheads contemplated in this contract are proposed for summer season use only. The proposed trailheads are currently not accessible by private vehicles during winter months when seasonal closures are in place for Guardsman Pass road.

A request for bids was advertised in the Park Record on July 18th and 21st, 2018. Additionally, the advertisement was posted on the Utah Legals website and the PCMC website. The submittal deadline was August 7, 2018.

Three bids were received on August 7th and MC Contractors was identified as the lowest responsible bidder.

Bonanza Flats Trailhead - Bidder's Tabulation

8/7/2018

	Engineer's Estimate	MC Contractors	Stapp Construction	VanCon, Inc.
1 Mobilization & Demobilization	$ 6,500.00	$ 20,500.00	$ 34,700.00	$ 27,000.00
2 Subgrade Preparation	$ 25,000.00	$ 42,750.00	$ 19,900.00	$ 56,000.00
3 Untreated Base Course	$ 52,200.00	$ 39,672.00	$ 57,420.00	$ 39,150.00
4 Fence	$ 64,500.00	$ 40,506.00	$ 47,300.00	$ 75,250.00
5 Install New Traffic Sign	$ 9,000.00	$ 4,500.00	$ 4,680.00	$ 13,050.00
6 Pavement Marking	$ 3,000.00	$ 4,000.00	$ 2,320.00	$ 3,000.00
7 Trailhead Kiosk	$ 20,000.00	$ 16,000.00	$ 8,000.00	$ 12,400.00
8 ADA Accessible Pit Toilet	$ 119,000.00	$ 169,225.00	$ 165,200.00	$ 224,000.00
9 Picnic Tables and Benches (installation)	$ 5,000.00	$ 15,000.00	$ 6,000.00	$ 12,500.00
10 Buckrail Fence	$ 125,000.00	$ 60,000.00	$ 162,500.00	$ 75,000.00
	$ 429,200.00	$ 412,153.00	$ 508,020.00	$ 537,350.00

The project is slated to start the middle of September after the contract is executed, and bonds, insurance and applicable permits are in place. The preliminary plan is to construct the Empire and Quarry trailheads first, as well as, place fencing along some of the property boundary, so as to designate the Bonanza Open Space from adjacent properties. The Quarry Trailhead has been designed to help relocate traffic from the ad hoc Guardsman Pass parking area and provide access to the relocated Bloods Lake trail.

Utah Open Lands received a grant in the amount of $150,000 from the Utah Outdoor Recreational Grant Program, from the Utah Governor's Office of Economic Development. These funds are proposed to offset/match costs associated with the City's funding.

Department Review

Legal, Sustainability, and City Manager.

Funding Source

The funding for the project will come from the Bonanza Flat Open Space Improvements Fund.

Council Agenda Item Report

Meeting Date: September 13, 2018
Submitted by: Matt Twombly
Submitting Department: Sustainability
Item Type: Staff Report
Agenda Section: CONSENT AGENDA

Subject:
Request to Authorize the City Manager to Enter into a Construction Agreement in a Form Approved by the City Attorney's Office with North Ridge Construction Inc., for the Main Street Sidewalk Phase 5 - 2018 Project in an Amount Not to Exceed $317,048.00

Suggested Action:

Attachments:
Main Street Sidewalk Staff Report

City Council
Staff Report

Subject:	**Main Street Sidewalk Phase 5 2018**
Author:	**Matthew A. Twombly**
Department:	**Sustainability**
Date:	**September 13, 2018**
Type of Item:	**Administrative – Award of Contract**

Summary Recommendation
Authorize the City Manager to enter into a construction agreement in a form approved by the City Attorney's Office with North Ridge Construction Inc., for the Main Street Sidewalk Phase 5 2018 project in an amount not to exceed Three Hundred Seventeen Thousand Forty Eight Dollars ($317,048.00).

Executive Summary
In 2012, staff in conjunction with the HPCA developed a ten to twelve year implementation plan to (re-)construct and improve all of the streetscape infrastructure (sidewalks, curb and gutters, streetlights, benches, signage, art…) as well as the public plazas. To date the majority of the Main Street sidewalks south of Heber Avenue have been completed. The sidewalk improvements scheduled for this year will further the Council goal of being a Thriving Mountain Town and maintaining a vibrant Main Street. Council should review the bid analysis and approve the construction agreement and proceed with the reconstruction of the Main Street sidewalks on the West side of the street from the Treasure Mountain Inn to the little park on the uphill side of Grappa.

Acronyms
CIP	Capital Improvement Program
HPCA	Historic Park City Alliance
PCMC	Park City Municipal Corporation
TMI	Treasure Mountain Inn

The Problem
The Main Street Sidewalk Improvement project between TMI and Grappa was originally delayed in order to coordinate these improvements with the Main Street Plaza. The project was also delayed in order to develop a plan to mitigate traffic impacts on upper Main Street and Hillside Avenue. As part of that plan a bulb-out at Grappa was developed and has been integrated into the design and plans for the sidewalks. The bulb-out in coordination with the Main Street sidewalk improvements are one part of the traffic mitigation measures being pursued to alleviate the traffic on Hillside Avenue. Extending the granite sidewalks to the end of the Main Street commercial zone will also help enhance the pedestrian experience to the businesses at the end of the district.

Background
- The section of sidewalk between Grappa and the Treasure Mountain Inn was delayed in order to coordinate any improvements with the Main Street Plaza project.

- As the plaza project was halted in order to pursue the Treasure Mountain purchase, the sidewalk improvements on the West side could move forward on their own.
- On April 6, 2018, the City executed a professional services contract with MGB+A to provide construction drawings for the Main Street Phase 5 2018 project in order for staff to bid the project for construction.
- The Hillside Avenue transportation study identified improvements (Bulb-out, directional sign, stop sign, and crosswalks) to be incorporated into the sidewalk improvements.
- The transportation study was presented to Council on June 7, 2018.
- MGB+A in coordination with Horrocks Engineering and staff incorporated the bulb-out and other proposed improvements into the sidewalk construction drawings.
- On July 31, 2018 staff ordered the granite curb and granite pavers with delivery anticipated for the week of September 24, 2018.

Alternatives for City Council to Consider

Staff recommends that City Council approve a contract with North Ridge Construction Inc., for the Main St Sidewalk Phase 5 2018 project. Council should consider these alternatives:

1. **Recommended Alternative:** Enter into a construction agreement in a form approved by the City Attorney's Office with North Ridge Construction Inc., for the Main Street Sidewalk Phase 5 2018 project in an amount not to exceed Three Hundred Seventeen Thousand Forty Eight Dollars ($317,048.00).

   Pros
   a. The award of the contract will enable the project to move forward.
   b. The bid is in line with the past costs of construction.
   c. The overall sidewalk improvements project will not be further delayed.
   d. The granite has already been ordered.
   e. It is a slow time of year leading up to Thanksgiving.

   Cons
   a. There will be construction related impacts for the improvements to the Main Street businesses in the construction area for approximately 6 weeks.
   b. There are likely some impacts to parking revenues due to the construction.

2. **Reject all bids:** Council could choose to reject all bids and rebid the project if bids appear to be high.

   Pros
   a. There may be more competition rebidding the project in late winter or early spring.
   b. The construction would not begin at such a late date with possible weather delays.

   Cons
   a. Rebidding will delay the project and may not positively change the results.
   b. In the current bidding environment costs could even rise by rebidding.

3. **Null Alternative:** The City Council could choose not to award the contract.

   Pros
   a. It could free up funding for other projects.

   Cons
   a. The sidewalk would remain in its current state of disrepair.
   b. The bulb-out and other improvements identified in the Hillside Avenue transportation study would not be completed as part of this project and would need to be redesigned and completed on their own.

Analysis

A request for bids was advertised in the Park Record on August 11th and 15th 2018, in the Salt Lake Tribune August 11th and 12th, 2018, on the Utah Legals website and the PCMC website. The submittal deadline was August 6, 2018. There was a mandatory pre-bid meeting on August 21, 2018 where 4 prospective bidding firms attended.

There were 3 bidders on the project. North Ridge Construction Inc., was the apparent low bidder. A breakdown of the sealed bids is outlined below. Staff feels the low bid by North Ridge Construction Inc., is in line with current costs of construction. Current construction costs are rising approximately 6% per year. Having 3 bidders in the current bid and construction environment means the bids were competitive.

Bidder	Base Bid
North Ridge Construction	**$317,048.00**
Acme Construction	$347,728.50
England Construction	$395,985.50

The project is slated to start in September after the contract is executed, and bonds and insurance are in place. The bid documents specified a Substantial Completion date of November 30, 2018 and a final completion date of December 15, 2018.

Department Review

Legal, Sustainability, Budget, and City Manager.

Funding Source

There is sufficient funding in the 2019 Main Street Improvements CIP to complete the sidewalk improvements including the bulb-out and crosswalks at the Main Street and Swede Alley intersection, make needed repairs and re-paving at the Brew Pub lot and Miner's Plaza, and for modest improvements to the Egyptian Walkway.

Agenda Item No:1.

Council Agenda Item Report

Meeting Date: September 13, 2018
Submitted by: Nate Rockwood
Submitting Department: Budget, Debt & Grants
Item Type: Staff Report
Agenda Section: NEW BUSINESS

Subject:
Conduct a Public Hearing to Receive Input from the Public with Respect to the Issuance of up to $48,000,000 General Obligation Bonds for Treasure Hill and Armstrong/Snow Ranch Properties, if Approved by Eligible Voters

Suggested Action:
Public Hearing

Attachments:
Park City Open Space Bond Staff Report

City Council Staff Report

Subject:	**Park City Open Space Bond Public Hearing**
Author:	**Nate Rockwood, Capital Budget, Debt & Grants Manager**
Department:	**Budget, Debt and Grants Department**
Date:	**September 13, 2018**
Type of Item:	**Administrative**

Summary Recommendation

City Council should conduct a public hearing for the purpose of receiving public input on the $48 Million Treasure Hill and Armstrong/Snow Ranch Pasture general obligation open space bond initiative that will appear on the November 6, 2018, ballot.

Executive Summary

State code requires that City Council hold a public hearing to take comments on the potential issuance of an open space bond, and the potential economic impact on the private sector of the improvement, facility, or property for which the bond pays all or part of the cost. As required by state code, notices for this hearing have been published in the Park Record for two consecutive weeks and on the State Public Notice Website.

If voters approve the bond on November 6, 2018, PCMC would be authorized to sell the bond(s) as early as March, 2019, which would make funds up to $48,000,000 available at that time. The amount of the bonds issued and sold could be less than the $48,000,000 authorization. PCMC would publish notice of the bond issuance and there would be a public hearing prior to any bond(s) being sold. If approved by vote, the authorization to issue the bond(s) would remain effective for up to ten years. The initiative which will be on the ballot is limited to the purchase and protection as open space of the Treasure Hill and the Armstrong/Snow Ranch Pasture properties.

Background and Summary of Previous Staff Reports

On August 16, 2018, the City Council adopted a resolution to put a $48,000,000 general obligation bond question on the November 6, 2018, ballot. If voters approve the initiative by a simple majority, PCMC would be in a position to issue and sell open space bonds for the purpose of purchase and preservation of both Treasure Hill and Armstrong/Snow Ranch Pasture properties.

On July 12, 2018, Utah Open Lands presented City Council with a potential open space preservation plan of 19 acres of land owned by the Armstrong's located near Thaynes Canyon Drive. The total cost of the Armstrong open space acquisition and preservation easements is $6 million, with the request that the City matches contributions up to $3 million. The City would receive dedicated open space land for the contribution and additional conservation easements in partnership with Utah Open Lands.

On June 21, 2018, City Council adopted the 2019 budget. A significant portion of the budget discussions was focused on setting an initial figure for the ballot initiative portion of the $64 million Treasure Hill Open Space acquisition. The City Council adopted the budget with a potential GO ballot amount of $50.7 million with the remaining $13.3 to be funded by cancelling the Brew Pub Plaza Project and the new Public Utilities Building Project, which would have been funded by the additional resort community sales tax (ARCST) revenue bonds.

A variety of options for the Treasure Hill Bond were discussed during the budget hearing in May and June. The targeted amount discussed for the GO property tax initiative portion of the bond was between $55 and $50 million. By deferring and delaying planned capital projects in the 5-year Capital Improvement Plan (CIP), the City was able to free up project funds from the ARCST to fund the remaining $13.3 million. When the ARCST 10-year plan was originally approved, it included $15 million in anticipated sales revenue debt for open space acquisitions. This funding ability was factored in in the first five years of the 10-year plan. Bonds were issued from this funding allocation to purchase Stoneridge and Clark Ranch open space and $1.5 has been dedicated to the Treasure Hill open space acquisition. The adopted budget includes approximately $3.1 million in budgeted open space funds for FY 2019. These funds will be dedicated to the Treasure Hill and Armstrong/Snow Ranch Pasture open space purchases.   This reduced the total amount of the bond to $48 million.

Analysis

If PCMC were to issue and sell the full amount of the authorization, or $48,000,000, full-time residents, with primary resident tax status, would pay annually $24 for every $100,000 of assessed home value. Second homeowners and businesses would pay $44 per year per $100,000 of assessed value. The life of the bond will be 15 years. Primary residential value represents approximately 15 percent of the total Park City property tax base.

On November 6, 2018, Park City voters will have the opportunity to answer this question on the ballot:

PARK CITY OPEN SPACE BOND

Shall Park City, Utah be authorized to issue general obligation bonds to acquire, improve and forever preserve open space, park and recreational land located in Treasure Hill and Armstrong/Snow Ranch Pasture in order to protect the conservation values thereof, to eliminate any future commercial or residential development, and to make limited improvements for public access, trailhead parking and use, in an amount not to exceed $48,000,000 and to mature in no more than 16 years from the date or dates of such bonds?

PROPERTY TAX COST OF BONDS

If the bonds are issued as planned, an annual property tax to pay debt service on the bonds will be required over a period of 16 years in the estimated amount of $194 on a primary residence with an assessed value of $800,000, and in the estimated amount of $353 on a business property having the same assessed value.

The foregoing is only an estimate and is not a limit on the amount of taxes that the governing body may be required to levy in order to pay debt service on the bonds. The governing body is obligated to levy taxes to the extent provided by law in order to pay the bonds.

☐ **FOR THE ISSUANCE OF BONDS**

☐ **AGAINST THE ISSUANCE OF BONDS**

If voters approve the bond on November 6, 2018, up to $48,000,000 in bond(s) could be sold as early as March, 2019. Park City may sell a bond for less than $48,000,000 depending on an agreed purchase price and/or contributions from other funding sources both public and private.

The authorization to issue the bond will remain effective for up to ten years, and prior to any issuance of a bond, there will be notice and a public hearing. The initiative which will be on the ballot is limited to the purchase and protection as open space of Treasure Hill and the Armstrong/Snow Ranch Pasture; it will not allow bonds to be sold for the purpose of acquiring any property other than the Treasure Hill and the Armstrong/Snow Ranch Pasture properties.

Department Review
This report has been reviewed by the City Attorney's Office and Executive Department.

Funding Source
There is no funding source associated with Council conducting a public hearing on this matter.

Agenda Item No:2.

Council Agenda Item Report

Meeting Date: September 13, 2018
Submitted by: Jed Briggs
Submitting Department: Budget, Debt & Grants
Item Type: Staff Report
Agenda Section: NEW BUSINESS

Subject:
Consideration to Authorize the City Manager to Enter into a Professional Services Agreement (PSA) with the Community Foundation in the amount of $100,000 in a form approved by the City Attorney's Office for the Purpose of Establishing a Social Equity Community Convener
(A) Public Input (B) Action

Suggested Action:

Attachments:
Social Equity Convener Staff Report and Scope of Work

Park City Community Foundation Proposal

City Council
Staff Report

Subject:	**Social Equity Community Convener PSA**
Author:	**Jed Briggs, Budget Operations & Strategic Planning Manager**
Department:	**Budget, Debt, and Grants**
Date:	**Sept 13, 2018**
Type of Item:	**Administrative**

Summary Recommendation

Staff is recommending that Council authorize the City Manager to enter into a Professional Services Agreement (PSA) with Park City Community Foundation in the amount not to exceed $100,000 in a form approved by the City Attorney's Office. The PSA will enable Park City Municipal to lead on the Social Equity Community Critical Priority by establishing a Social Equity Community Convener.

Executive Summary

With the new Social Equity Community Critical Priority, City Council directed staff to issue and an RFP for a Social Equity Community Convener in the hope that non-profits, advocates, governments, businesses, etc. could come together and identify the most pressing and urgent social equity issues facing our community and start to put a strategic action plan in place. Two community organizations responded to this RFP. A staff committee comprised of different departments throughout the City vetted the proposals through discussion, a voting process based off of criteria, as well as interviews. The Park City Community Foundation is staff's selected recommendation to take on this important role of Social Equity Community Convener, their proposal is attached.

The Challenge and the Opportunity

Equity and inclusion in municipalities is imperative. When not promptly addressed, these issues can grow and become more difficult to resolve. Our community is experiencing a growing concern with regards to inequities, resources, and access. Across the world, women, people of various races and religions, people with different abilities, people living in poverty, youth, seniors, and members of the LGBTQ community face barriers when accessing health, employment, and housing. By applying an equity and inclusion lens that addresses social inequities like gender differences, income disparities, racism, ableism, homophobia, ageism, etc., municipalities can better respond to the aspirations of ALL people. Municipalities play a huge role in shaping and perpetuating the quality of life of their residents. Addressing social inequities to ensure the inclusion of all residents strengthens our town. Equity and inclusion create more sustainable cities where people from all walks of life have the right to, and can participate fully in social, economic, political, and cultural life. PCMC can be a leader in this work, by engaging in many promising practices or programs that make a difference.

Social Equity Community Convener

The term social equity acts as an umbrella for many of the issues are community members face, but knowing where to apply resources or which topics are the most urgent to address seems overwhelming. For the last several months, Council has discussed and been educated on social equity topics through experts or community groups and advocates who are intrinsically involved with it. However, Council knowing that the community at-large is better equipped to provide solutions and answers to these intrinsic problems, are looking for more community collaboration. Thus, Council has given authorization to fund a Social Equity Community Convener in the hopes that non-profits, advocates, governments, businesses, etc. could come together and identify the most pressing and urgent social equity issues facing our community and start to put a strategic action plan in place.

Social Equity Scope of Work

1. **Community Members** – The social equity convener will work directly with members of the target communities to identify and address their most pressing concerns and interests. They should also educate the entire community on issues that matter to underserved populations.
2. **Strategic Plan** - The convener shall take point on developing a community strategic plan for furthering social equity goals. Through a community engagement process, they shall document the greatest issues that currently exist and work with the community to prioritize them and move the needle on accomplishing them. The strategic plan will entail a community vision, goals, action items, and deadlines. They will also create an inventory of current services and identify gaps with regards to social equity.
3. **Community Partners** – The convener will establish a working relationship with existing service providers in the hope of building community relationships and identifying missing services. A strong pre-established working relationship with these partners is desired. They will work toward building a coalition between community members, government, business, nonprofits, and other institutions, working from models such as the recent success of the Summit County Mental Wellness Alliance. They will demonstrate strong organizational skills and be responsible for facilitation of community events, logistics, and execution.
4. **PCMC Relationship** – The convener will work with the PCMCs Community Liaison and the PCMC Internal Social Equity Task Force to assist them in identifying how the City can better serve its most vulnerable community members. The selected convener should be prepared to demonstrate a willingness to work collaboratively with a large team comprised of both City staff and community partners. This should include the ability to establish and maintain effective working relationships with employees, other divisions, and the public with effective communications.

Summary Recommendation

Staff is recommending that Council authorize the City Manager to enter into a Professional Services Agreement (PSA) with Park City Community Foundation in the amount not to exceed $100,000 in a form approved by the City Attorney’s Office. Staff is also recommending that the deadline for completion of the Community Strategic Action Plan move from July 31, 2019 (RFP deadline) to October 1, 2019.

Department Review

The following departments have reviewed this staff report: Legal and Executive.

Attachments
A – Scope of Work from PC Community Foundation Proposal
B – PC Community Foundation Proposal

<u>Attachment A: SCOPE OF WORK</u>- the Service Provider shall accomplish the following social equity convener project goals in accordance with its proposal dated 7/23/2018 as outlined below:

1. Community Members – The social equity convener ("convener") will work directly with members of the target communities to identify and address their most pressing concerns and interests. They should also educate the entire community on issues that matter to underserved populations.
2. Strategic Plan - The convener shall take point on developing a community strategic plan for furthering social equity goals. Through a community engagement process, they shall document the greatest issues that currently exist and work with the community to prioritize them and move the needle on accomplishing them. The strategic plan will entail a community vision, goals, action items, and deadlines. They will also create an inventory of current services and identify gaps with regards to social equity.
3. Community Partners – The convener will establish a working relationship with existing service providers in the hope of building community relationships and identifying missing services. A strong pre-established working relationship with these partners is desired. They will work toward building a coalition between community members, government, business, nonprofits, and other institutions, working from models such as the recent success of the Summit County Mental Wellness Alliance. They will demonstrate strong organizational skills and be responsible for facilitation of community events, logistics, and execution.
4. PCMC Relationship – The convener will work with the PCMCs Community Liaison and the PCMC Internal Social Equity Task Force to assist them in identifying how the City can better serve its most vulnerable community members. The selected convener should be prepared to demonstrate a willingness to work collaboratively with a large team comprised of both City staff and community partners. This should include the ability to establish and maintain effective working relationships with employees, other divisions, and the public with effective communications.

Task Summary

Park City Community Foundation (the Community Foundation) will mobilize its highly qualified staff and deep convening experience to bring the community together in a coalition that will perform a social equity self-diagnosis, identify existing social equity resources and gaps, prioritize the most significant and addressable social equity issues (short term and long term), develop a multiyear strategic plan, and support Park City Municipal Corporation in ensuring it serves its most vulnerable constituents well. This first phase of work will be complete by July 31, 2019 and will require $100,000 in funding from Park City Municipal Corporation.

Accomplishing the Project Goals

Budget

The budget for this Social Equity Community Convener proposal is $100,000.

The budget includes part-time salaries and benefits for the lead convener (half-time), project supervisor (quarter-time), and project support person (quarter-time). These positions are expected to be filled, respectively, by Diego Zegarra, Ollie Wilder, and Sarah MacCarthy, all full-time permanent staff of Park City Community Foundation. Other budget elements include contracts/consulting (see “Use of Third Parties,” below), the cost of surveys and other research, the cost of meetings and events, communications and public relations, and other operating expenses.

Details of the budget are as follows.

Item Cost

Salaries and Benefits $70,000
- Lead Convener - 0.5 FTE
- Project Supervision - 0.25 FTE
- Project Support - 0.25 FTE

Contracts/Consulting $7,500
Surveys/Research $2,500
Meetings and Events $10,000
Communications and Public Relations $5,000
Operating Expenses (insurance, travel, printing, supplies, etc.) $5,000

Total Expenses $100,000

Park City Community Foundation reserves the right to change the use of funds, including any or all line items, in order to meet the deliverables of this proposed contract. Total costs paid by Park City Municipal Corporation will not exceed $100,000 without a written, signed amendment to the contract that specifies an increase in the total contract dollar amount.

One benefit of working with Park City Community Foundation is that our broader organizational team and resources will provide services and support beyond what is included in the amount of this contract. Examples include executive leadership provided by the executive director, communications services provided by the marketing and communications manager, administrative support provided by the office administrator, and community connections facilitated by the board of directors. In effect, through this contract, the City will be gaining deep organizational support from Park City Community Foundation toward the goals of this contract and the social equity initiative.

In addition, all the partners involved in the emerging social equity coalition will bring countless contributions of time and resources to the process, far beyond the City’s outlay for this convening process. This is the only way the coalition will achieve results that are broad, systemic, and sustained.

Proposed Schedule

Sept 2018 Prepare initial plans with small project startup team
Oct 2018 Bring community partners together in an initial “delegation”
Nov 2018 Verify mission; create early planning task forces
Nov/18-Feb/19 Gather data and input from diverse communities; complete a gap analysis
Mar 2019 Use data and gap analysis to prioritize desired outcomes; form outcome-specific
task forces
Apr-May 2019 Task forces select priority actions, set specific goals, methods, and indicators
Jun 2019 Write strategic plan; review strategic plan
Jul 2019 Approval of strategic plan (end of current contract)
Aug 2019 Begin plan implementation (beginning of new contract)

It is important to state that the planned July 2019 approval of the Social Equity Strategic Plan is more of a beginning than an ending. The plan must be treated as a preliminary, living document that will almost certainly evolve over time. The goals of diversity, equity, and inclusion are long-term. In addition to indicating specific actions that the community can take, the strategic plan must serve as a statement of commitment and as a rallying call.

Process

In close collaboration with the Park City Council and Park City Municipal Corporation staff, we propose to form a coalition whose first major task would be the creation of a community-wide Social Equity Strategic Plan. The coalition-building effort will be led by Park City Community Foundation in conjunction with a small organizing team consisting of staff within the city government and other closely collaborating partners. Working from models such as the recent success of the Summit County Mental Wellness Alliance, the new social equity coalition will convene partners representing community members, government, business, nonprofits, and other institutions. Critical to the coalition’s success will be active involvement and leadership from community members who may currently be underrepresented. Other practices already embedded in our community – and that will help benefit this work – include the evidence-based organizing approach of the Communities That Care element of the Mental Wellness Alliance and the Results Based Accountability approach that helps undergird the Promise Park City/Promise Advocates work. Typical elements include a landscape analysis, creating shared language around social equity for Park City, analyzing opportunities, gaps, and drivers of change, collectively determining intended outcomes and performance measures, and organizing task forces around outcomes. The social equity work will benefit from – and will coordinate closely with – existing organized efforts to pursue equity in areas such as education, housing, early childhood development, health, and more.

Factors that may indicate a need for building social equity include income level, abilities, health and wellness challenges, gender identity, sexual orientation, race, ethnicity, place of origin, immigration status, language, and age, among others. The coalition will strive to include people representing such attributes as well as organizations already working for those people's benefit. Park City Community Foundation staff has already been researching potential models and projects related to social equity. Community Foundation staff have met with several local organizations, focus groups, and key informants to begin to identify the most pressing needs in our community. Through our research, we have also found other cities and counties throughout the United States and Canada who are working towards creating more equitable communities. To pursue this same goal in Park City, we believe that a holistic and collaborative approach will be critical in bringing together a diverse group of voices.

<u>Method</u>
Park City Community Foundation staff will be assigned to the following functions:
- Lead Convener
- Project Supervision
- Project Support

With additional leadership and support from the rest of the Park City Community Foundation staff – and notably including executive leadership by Executive Director Katie Wright – these positions will work with community partners in forming and leading a coalition effort focused on furthering the values and goals of social equity in our community. The positions will work with City staff – particularly the City's Social Equity Task Force – to build the coalition and also to ensure that City policies and programs are serving the social equity needs in our community.

Coalition Structure
We foresee a core "delegation" that will serve as a hub of coordination for the coalition. This delegation will likely be anywhere from 15-30 people in size (similar to the Summit County Mental Wellness Alliance Steering Committee). While Park City Community Foundation will staff this delegation (and the coalition as a whole), we anticipate creating chair and vice-chair roles from among the diverse members of the delegation. As specific elements of the strategic planning process emerge, the delegation will create task forces – which will involve many other community members – to accomplish specific objectives. Initially, these task forces may revolve around task such as outreach and inclusion, data collection and analysis, and strategic planning. Once priority social equity outcomes are identified, task forces will form around specific outcome areas. Each task force will have a chair, vice chair, and anywhere from about six to 30 members, depending on the scope of the task and the interest among coalition members to participate.

Positions such as delegation and task force chairs and vice chairs are opportunities for inclusive leadership that ensure the social equity coalition symbolizes and enacts some of the change we hope to support in the community. We plan to ensure inclusion and leadership from among currently underrepresented communities by leveraging our nonprofit partners' existing contacts and knowledge, getting business partners involved from the beginning, ensuring meetings are accessible and at convenient times, getting early participants to bring their friends/contacts, and making targeted invitations to specific people. This element will require concerted ongoing effort on the part of all involved.

Social Equity Goals

The City has identified a set of preliminary social equity goals, along with some sample areas of intervention, that could serve as initial organizing discussion areas for the strategic plan:

1. **Affordability:** housing, wages, childcare, healthcare, fees/taxes
2. **Connection:** City services, gathering spaces, outreach, transportation
3. **Enhanced Communication:** Digital platforms, personal outreach, translations, provider coordination
4. **Issue Awareness:** Listen/research groups' issues/concerns, partner, educate the general community
5. **Reflecting Community Diversity:** boards/commissions, public participation, serve all groups

Social Equity Strategic Plan

The new social equity community coalition would aim to create a social equity strategic plan that:

- Creates a compelling vision of the importance of making progress on social equity.
- Defines three to five desired population-level outcomes and indicators of success.
- Provides a gap analysis and a roadmap for filling the gaps in social equity.
- Identifies priority actions that would have the most significant impact toward improving social equity, and population-level indicators that permit results to be tracked.
- Creates an action plan that ensures that the coalition, its actions, and its results become an enduring, sustained, and systemic strength of our community.
- Includes a multiyear budget of the resources needed to accomplish the plan.

The strategic planning process will proceed through the following stages (also see "Proposed Schedule," above):

- Organizing an inclusive coalition of community members and partners that stays motivated through opportunities, events, positive results, and moments of joy.
- Gathering and analyzing community data. Data sources are likely to include key informants, focus groups, surveys, existing datasets, and others.
- Identifying social equity gaps and opportunities for filling those gaps.
- Identifying and prioritizing proposed outcomes.
- Organizing outcomes-focused task forces, who will create plans to work toward the outcomes.
- Drafting, community review, and approval of the full strategic plan.

Possible Outcomes

While no one can know in advance exactly what outcomes will be included and prioritized in the social equity strategic plan, it may be helpful to consider some samples that might end up being relevant:

- An increase in diversity among boards, councils, management, and other leadership groups throughout the community.

• A decrease in people living below the poverty line (without people of lower incomes simply moving away).
• An increase in educational outcomes, using metrics such as kindergarten readiness, third grade reading, eighth grade math, and success in higher education.
• A decrease in the percentage of the population paying more than 30% of income on housing costs.

Making the Process Joyful and Productive
A social equity community coalition will be most successful if participants and community
members experience the process as both joyful and productive. While there is serious work to
do, it needs to have a strong positive side in order to keep motivation and engagement high.
Sample tactics we may implement to meet this need include:
• Including food, the arts, and/or entertainment at meetings and events.
• Meeting at people's homes, art spaces, parks, or other comfortable places.
• Ensuring interpretation and other accessibility needs are met.
• Encouraging and publicizing relatively simple, early actions that can serve as "early wins."
• Creating videos that celebrate success stories.
• Creating opportunities for community members to gather or meet who have previously had little exposure to each other.
• Creating meeting norms that include celebrating successes at every meeting.

Use of Third Parties
Park City Community Foundation shall set aside approximately $7,500 for possible subcontracts. Any significant (over $___) subcontract would be subject to prior approval by Park City Municipal Corporation. This line item is intended to ensure that the Community Foundation and the City are able to call in additional expertise when needed. For example, early elements of the convening process might include implicit bias trainings by an outside provider, communications/videos/PR, and/or outcomes measurement. In addition, the process will likely require interpreting services, which may be provided under a subcontract.

Social Equity Community Convener
Proposal in response to RFP of 7/23/2018

COVER PAGE

Social Equity Convener: Park City Community Foundation

Project Name: Social Equity Community Convener

Funds Requested: $100,000

Contact Information

Contact Person:	Katie Wright
Contact Title:	Executive Director
Organization Name:	Park City Community Foundation
Contact Email:	katie@parkcitycf.org
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Website:	parkcitycf.org
Facebook:	facebook.com/parkcitycf/
Instagram:	instagram.com/parkcitycf/
Twitter:	twitter.com/parkcitycf

Date of Proposal: August 7, 2018

Proposal Valid Until: September 30, 2018. If the selection process extends beyond that time, the proposed project completion date will need to be extended.

PARK CITY COMMUNITY FOUNDATION

Social Equity Community Convener

PROPOSAL

Proposal Summary
Park City Community Foundation (the Community Foundation) will mobilize its highly qualified staff and deep convening experience to bring the community together in a coalition that will perform a social equity self-diagnosis, identify existing social equity resources and gaps, prioritize the most significant and addressable social equity issues (short term and long term), develop a multiyear strategic plan, and support Park City Municipal Corporation in ensuring it serves its most vulnerable constituents well. This first phase of work will be complete by July 31, 2019 and will require $100,000 in funding from Park City Municipal Corporation.

Accomplishing the Project Goals
Budget
The budget for this Social Equity Community Convener proposal is $100,000.

The budget includes part-time salaries and benefits for the lead convener (half-time), project supervisor (quarter-time), and project support person (quarter-time). These positions are expected to be filled, respectively, by Diego Zegarra, Ollie Wilder, and Sarah MacCarthy, all full-time permanent staff of Park City Community Foundation. Other budget elements include contracts/consulting (see "Use of Third Parties," below), the cost of surveys and other research, the cost of meetings and events, communications and public relations, and other operating expenses.

Details of the budget are as follows.

Item	**Cost**
Salaries and Benefits	$70,000
Lead Convener - 0.5 FTE	
Project Supervision - 0.25 FTE	
Project Support - 0.25 FTE	
Contracts/Consulting	$7,500
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Communications and Public Relations	$5,000
Operating Expenses (insurance, travel, printing, supplies, etc.)	$5,000
Total Expenses	**$100,000**

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One benefit of working with Park City Community Foundation is that our broader organizational team and resources will provide services and support beyond what is included in the amount of this contract. Examples include executive leadership provided by the executive director, communications services provided by the marketing and communications manager, administrative support provided by the office administrator, and community connections facilitated by the board of directors. In effect, through this contract, the City will be gaining deep organizational support from Park City Community Foundation toward the goals of this contract and the social equity initiative.

In addition, all the partners involved in the emerging social equity coalition will bring countless contributions of time and resources to the process, far beyond the City's outlay for this convening process. This is the only way the coalition will achieve results that are broad, systemic, and sustained.

Proposed Schedule

Sept 2018	Prepare initial plans with small project startup team
Oct 2018	Bring community partners together in an initial "delegation"
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Apr-May 2019	Task forces select priority actions, set specific goals, methods, and indicators
Jun 2019	Write strategic plan; review strategic plan
Jul 2019	Approval of strategic plan (end of current contract)
Aug 2019	Begin plan implementation (beginning of new contract)

It is important to state that the planned July 2019 approval of the Social Equity Strategic Plan is more of a beginning than an ending. The plan must be treated as a preliminary, living document that will almost certainly evolve over time. The goals of diversity, equity, and inclusion are long-term. In addition to indicating specific actions that the community can take, the strategic plan must serve as a statement of commitment and as a rallying call.

Process

In close collaboration with the Park City Council and Park City Municipal Corporation staff, we propose to form a coalition whose first major task would be the creation of a community-wide Social Equity Strategic Plan.

The coalition-building effort will be led by Park City Community Foundation in conjunction with a small organizing team consisting of staff within the city government and other closely collaborating partners.

Working from models such as the recent success of the Summit County Mental Wellness Alliance, the new social equity coalition will convene partners representing community members, government, business, nonprofits, and other institutions. Critical to the coalition's success will be active involvement and leadership from community members who may currently be underrepresented.

Other practices already embedded in our community – and that will help benefit this work – include the evidence-based organizing approach of the Communities That Care element of the Mental Wellness Alliance and the Results Based Accountability approach that helps undergird the Promise Park City/Promise Advocates work. Typical elements include a landscape analysis, creating shared language around social equity for Park City, analyzing opportunities, gaps, and drivers of change, collectively determining intended outcomes and performance measures, and organizing task forces around outcomes. The social equity work will benefit from – and will coordinate closely with – existing organized efforts to pursue equity in areas such as education, housing, early childhood development, health, and more.

Factors that may indicate a need for building social equity include income level, abilities, health and wellness challenges, gender identity, sexual orientation, race, ethnicity, place of origin, immigration status, language, and age, among others. The coalition will strive to include people representing such attributes as well as organizations already working for those people's benefit.

Park City Community Foundation staff has already been researching potential models and projects related to social equity. Community Foundation staff have met with several local organizations, focus groups, and key informants to begin to identify the most pressing needs in our community. Through our research, we have also found other cities and counties throughout the United States and Canada who are working towards creating more equitable communities. To pursue this same goal in Park City, we believe that a holistic and collaborative approach will be critical in bringing together a diverse group of voices.

Method

Park City Community Foundation staff will be assigned to the following functions:

- Lead Convener
- Project Supervision
- Project Support

With additional leadership and support from the rest of the Park City Community Foundation staff – and notably including executive leadership by Executive Director Katie Wright – these positions will work with community partners in forming and leading a coalition effort focused on furthering the values and goals of social equity in our community. The positions will work with City staff – particularly the City's Social Equity Task Force – to build the coalition and also to ensure that City policies and programs are serving the social equity needs in our community.

Coalition Structure

We foresee a core "delegation" that will serve as a hub of coordination for the coalition. This delegation will likely be anywhere from 15-30 people in size (similar to the Summit County Mental Wellness Alliance Steering Committee). While Park City Community Foundation will staff this delegation (and the coalition as a whole), we anticipate creating chair and vice-chair roles from among the diverse members of the delegation.

As specific elements of the strategic planning process emerge, the delegation will create task forces – which will involve many other community members – to accomplish specific objectives. Initially, these task forces may revolve around task such as outreach and inclusion, data collection and analysis, and strategic planning. Once priority social equity outcomes are identified, task forces will form around specific outcome areas. Each task force will have a chair, vice chair, and anywhere from about six to 30 members, depending on the scope of the task and the interest among coalition members to participate.

Positions such as delegation and task force chairs and vice chairs are opportunities for inclusive leadership that ensure the social equity coalition symbolizes and enacts some of the change we hope to support in the community.

We plan to ensure inclusion and leadership from among currently underrepresented communities by leveraging our nonprofit partners' existing contacts and knowledge, getting business partners involved from the beginning, ensuring meetings are accessible and at convenient times, getting early participants to bring their friends/contacts, and making targeted invitations to specific people. This element will require concerted ongoing effort on the part of all involved.

Social Equity Goals

The City has identified a set of preliminary social equity goals, along with some sample areas of intervention, that could serve as initial organizing discussion areas for the strategic plan:

1. **Affordability:** housing, wages, childcare, healthcare, fees/taxes
2. **Connection:** City services, gathering spaces, outreach, transportation
3. **Enhanced Communication:** Digital platforms, personal outreach, translations, provider coordination
4. **Issue Awareness:** Listen/research groups' issues/concerns, partner, educate the general community
5. **Reflecting Community Diversity:** boards/commissions, public participation, serve all groups

Social Equity Strategic Plan

The new social equity community coalition would aim to create a social equity strategic plan that:

- Creates a compelling vision of the importance of making progress on social equity.
- Defines three to five desired population-level outcomes and indicators of success.
- Provides a gap analysis and a roadmap for filling the gaps in social equity.
- Identifies priority actions that would have the most significant impact toward improving social equity, and population-level indicators that permit results to be tracked.
- Creates an action plan that ensures that the coalition, its actions, and its results become an enduring, sustained, and systemic strength of our community.
- Includes a multiyear budget of the resources needed to accomplish the plan.

The strategic planning process will proceed through the following stages (also see "Proposed Schedule," above):

- Organizing an inclusive coalition of community members and partners that stays motivated through opportunities, events, positive results, and moments of joy.
- Gathering and analyzing community data. Data sources are likely to include key informants, focus groups, surveys, existing datasets, and others.
- Identifying social equity gaps and opportunities for filling those gaps.
- Identifying and prioritizing proposed outcomes.
- Organizing outcomes-focused task forces, who will create plans to work toward the outcomes.
- Drafting, community review, and approval of the full strategic plan.

Possible Outcomes
While no one can know in advance exactly what outcomes will be included and prioritized in the social equity strategic plan, it may be helpful to consider some samples that might end up being relevant:

- An increase in diversity among boards, councils, management, and other leadership groups throughout the community.
- A decrease in people living below the poverty line (without people of lower incomes simply moving away).
- An increase in educational outcomes, using metrics such as kindergarten readiness, third grade reading, eighth grade math, and success in higher education.
- A decrease in the percentage of the population paying more than 30% of income on housing costs.

Making the Process Joyful and Productive
A social equity community coalition will be most successful if participants and community members experience the process as both joyful and productive. While there is serious work to do, it needs to have a strong positive side in order to keep motivation and engagement high. Sample tactics we may implement to meet this need include:

- Including food, the arts, and/or entertainment at meetings and events.
- Meeting at people's homes, art spaces, parks, or other comfortable places.
- Ensuring interpretation and other accessibility needs are met.
- Encouraging and publicizing relatively simple, early actions that can serve as "early wins."
- Creating videos that celebrate success stories.
- Creating opportunities for community members to gather or meet who have previously had little exposure to each other.
- Creating meeting norms that include celebrating successes at every meeting.

Qualifications
<u>Ability to Work with Project Stakeholders</u>
Park City Community Foundation has a proven track record of working with virtually all of the critical stakeholders in this project. Recent work exemplifies our capacity as a convening organization:

- The Community Foundation was the startup convener, and remains a key member of the leadership committees, of the Summit County Mental Wellness Alliance. The Community Foundation formed the plans and early relationships that have allowed that Alliance to bloom to well over 200 regularly-involved stakeholders serving on committees and task forces. In addition, the Community Foundation has facilitated over $375,000 in funding toward elements of the Alliance's strategic plan. Learn more at: http://parkcitycf.org/our-impact/other-programs/mentalwellness/
- The Community Foundation's Solomon Fund, which aims to get more Latino children into sports and recreation, has built a coalition of over 20 implementing partners. In addition, Community Foundation staff work directly and closely with Latino families to ensure they hear about opportunities and overcome obstacles for their children to participate in activities. Learn more at: https://parkcitycf.org/our-impact/other-programs/solomonfund/
- Community Foundation staff have been meeting with prospective Social Equity Community Coalition stakeholders, such as Latinos, seniors, ability advocates, LGBTQ advocates, service providers, educators, and others.

Beyond these examples, Park City Community Foundation's lead convener for this project will be Diego Zegarra, whose personal history and characteristics represent an intersection of common experiences of some of Park City's marginalized populations. Having this lead convener as the coalition's most visible point of contact will help set many stakeholders at ease, particularly those who are less likely to trust people who seem to solely represent more dominant cultures.

Capacity to Evolve Significant and Well Integrated Solutions

With its experience, its qualifications, and its overview of all the nonprofits and other social initiatives in Park City, the Community Foundation is ideally placed to lead this Social Equity Community Coalition. Further details of the above examples, and a few more, are useful in demonstrating this capacity.

- **Summit County Mental Wellness Alliance:** The Community Foundation served as startup convener for the Alliance and remains active on several leadership committees. At the very first meeting of the Alliance in January 2017, the Community Foundation presented a draft timeline, budget, and committee structure that helped jumpstart the Alliance's work. By May 2017, the main coordinating function had been handed off to Aaron Newman, hired for that purpose by the Summit County Health Department. The Community Foundation collaborated closely with the coordinator in the creation of the Summit County Mental Wellness Strategic Plan, issued in September 2017 and approved in November 2017. The Alliance has issued its first annual report which showed that virtually all of the strategic plan's first year elements have been completed as planned.
- **Solomon Fund:** The Solomon Fund was created at Park City Community Foundation in late 2016 to facilitate more Latino children participating in sports and recreation. We quickly identified three priority barriers: communications and outreach, scholarships and gear, and transportation. By bringing together the key organizations in sports and recreation, connecting Latino families with those organizations, and providing grant support, the Community Foundation has been able to make major strides toward the fund's goal of 21% Latino participation in all local sports and recreation activities. The Solomon Fund has built both endowment and annual funding support, and will continue to convene the community around this effective way of bringing children of all backgrounds together and enhancing social equity and integration.
- **Live PC Give PC:** In 2011, Park City Community Foundation launched Live PC Give PC as an annual day of giving to benefit all the local nonprofits. In 2017, its seventh year, Live PC Give PC raised $2,026,917 from 4,123 donors for 107 nonprofits. This is a collaborative effort; while the Community Foundation serves as organizer and host, each nonprofit – with the help of volunteers – helps drive donors to the shared website to make gifts to one or more of the participating organizations.
- **Save Our Snow**: In 2008, the Community Foundation partnered with Park City Municipal and Park City Mountain Resort (Powdr Corporation) to launch Save Our Snow. We commissioned a scientific study to measure the impact a warming world would have on our snowpack and our economy. We launched ParkCityGreen.org to give people hyper-local access to information on reducing their energy. This initiative eventually led to the formation of Summit Community Power Works, which mobilized the community to save energy, and which recently became in integral program of Utah Clean Energy.
- **Promise Park City**: Over five years ago, Park City Community Foundation helped initiate Promise Park City as a formal collaboration between the Community Foundation, Big Brothers Big Sisters, Holy Cross Ministries, Park City Education Foundation, People's Health Clinic, United Way of Salt

Lake, and the Park City School District. Although these entities had worked together in a variety of ways, the new Promise Park City structure heralded a commitment to shared goals, metrics, and programming for the children of Park City. Following a collective impact strategy, which emphasizes cross-sector coordination, Promise Park City is making a real difference for children in our community. Recent successes include the first pay-for-success program in United States, which used an innovative funding mechanism to support high quality preschool and which did, in fact, prove to be a very big success.

- **Women's Giving Fund**: Park City Community Foundation formed the Women's Giving Fund in 2014 to build an endowment that would benefit women and children in Summit County in perpetuity. With over 1300 members and a balance of over $1.5 million, the fund has issued a grant of $30,000 or more each year for the past four years, most recently to fund expanded mentoring programs by Big Brothers Big Sisters of Utah – an organization that contributes directly to social equity in Park City. The Women's Giving Fund is just one of many indicators of Park City Community Foundation's success in mobilizing philanthropic resources and inspiring individual action toward the greater Park City community's top goals.

Organizational History and Staff Biographical Information

Park City Community Foundation is a nonprofit 501(c)(3) Utah corporation and is accredited under the National Standards for Community Foundations. We began operations in 2007 and have operated continuously since then. The organization is overseen by a Board of Directors with 30 active members. The staff currently consists of seven full-time positions, one part-time position, and at least four contractors paid under retainer or by the hour.

The mission of the Community Foundation is to create an enduring philanthropic community to benefit all the people of greater Park City.

Please see attached resumes for key project staff.

Park City Community Foundation has traditionally had limited diversity among its board, committees, and, to some degree, its staff. We have made a commitment to increasing this diversity through our practices around hiring and recruitment of board and committee members. This has started to show results, with the addition of diverse board and committee members. We know that we are like many in needing to continue to pursue diversity, equity, and inclusion internally, and we are grateful to be entering into this social equity community process to encourage everyone to build further skills and commitments in this area.

References:

The following is a partial list of groups we have worked with in a similar capacity:

Ballet West, Sarah West, 435-640-5049, swest@balletwest.org
Christian Center of Park City, Rob Harter, 435-649-2260 ext. 110, rob@ccofpc.org
CONNECT Summit County, Shauna Wiest, 435-513-1009, shaunaparkcity@gmail.com
Egyptian YouTheatre, Jamie Wilcox, 801-694-7141, jamie@parkcityshows.com
Holy Cross Ministries, Patricia Sanders, 801-261-3440 x 246, psanders@hcmutah.org
Intermountain Healthcare, Adam Chandio, 435-658-6720, adam.chandio@imail.org
Jewish Family Service, Ellen Silver, 435-640-6697, ellen@jfsutah.org
Kimball Art Center, Jory Macomber, 435.649.8882, jory.macomber@kimballartcenter.org
Little Bellas, Hilary Greene, 802-324-3303, hilaryf.greene@gmail.com
National Ability Center, Bailey Edelstein, 435-200-9306, baileye@discovernac.org

North Summit School District, Jerre Holmes, 435-336-5654, jholmes@nsummit.org
Park City Education Foundation, Abby McNulty, (435) 615-0235, amcnulty@pcschools.us
Park City Ice Arena, Matt Genther, 435-615-5707 matt.genther@parkcity.org
Park City Interfaith Council, Tyler Walton, 435-513-0186, tylerwwalton@gmail.com
Park City Mountain/Vail Resorts, Bill Rock, 435-647-5402, wrock@vailresorts.com
Park City Municipal Corporation, Diane Foster, 435-615-5151, diane.foster@parkcity.org
Park City Ninja Kids, Janice Ugaki, 202-257-6702, janice@firmseek.com
Park City Police Department, Franco Libertini, 435-731-7786, franco.libertini@parkcity.org
Park City Recreation, Michelle Stucker, 435-714-2373, mstucker@parkcity.org
Park City School District, Todd Klarich, 435-615-0216, tklarich@pcschools.us
Park City Soccer Club & Youth Academy, Shelley Gillwald, 435-901-3715, shelleyg@xmission.com
PC Tots, Carol Loomis, 435-640-6525, carol.pctots@gmail.com
PC Unidos, Maximo Ventura, 435.649.2260 x111, max@ccofpc.org
Peace House, Kendra Wykoff, (435) 658-4739 Ext 101, kendra@peacehouse.org
People's Health Clinic, Beth Armstrong, 435-333-1875, barmstrong@phcpc.org
Planned Parenthood Association of Utah, Annabel Sheinberg, 801-231-5329, annabel.sheinberg@ppau.org
Snyderville Basin Special Recreation District, Brian Kadziel, 435-901-0577, briank@basinrecreation.org
SOS Outreach, Seth Ehrlich, 970.926.9292 x 102, seth@sosoutreach.org
South Summit School District, Shad Sorenson, (435) 783-4301, ssorenson@ssummit.org
Summit Bike Club, MJ Turner, (801) 664-6351, mjeturner@summitbikeclub.org
Summit County Council, Kim Carson, 435-649-1743, kcarson@summitcounty.org
Summit County Health Department, Rich Bullough, 435-333-1582, rbullough@summitcounty.org
Summit County Mental Wellness Alliance, Aaron Newman, 435.333.1513, anewman@summitcounty.org
Summit County Recovery Foundation, Roy Parker, 702-523-6364, rparker@thescrf.org
Swaner EcoCenter, Katherine Veeder, 435-649-1767, Katherine.veeder@usu.edu
United Multicultural Sports Association, Pedro Alvarez, 435-901-3738, coach.pedroalvarez@hotmail.com
United Way of Salt Lake, Scott McLeod, 801-856-3886, scottm@uw.org
University of Utah, Anne Asman, 801-587-9821, anne.asman@hsc.utah.edu
Utah Olympic Park, Matt Terwillegar, 435-729-0350, mterwillegar@uolf.org
Valley Behavioral Health, Dodi Wilson, 435-649-8347, dodiannw@valleycares.com
Young Riders, Julie Minahan, 435-640-8642, julie.minahan@gmail.com
Youth Sports Alliance, Heather Sims, 831-254-6011, goap@ysaparkcity.org
Many donors, businesses, and foundations
…and many more.

Use of Third Parties

Park City Community Foundation plans to set aside approximately $7,500 for possible subcontracts. Any significant subcontract would be subject to prior approval by Park City Municipal Corporation. This line item is intended to ensure that the Community Foundation and the City are able to call in additional expertise when needed. For example, early elements of the convening process might include implicit bias trainings by an outside provider, communications/videos/PR, and/or outcomes measurement. In addition, the process will likely require interpreting services, which may be provided under a subcontract.

Length of Time This Proposal Is Valid
This proposal is valid until September 30, 2018. If the selection process extends beyond that time, the proposed project completion date will need to be extended.

Requested Changes to PCMC's Standard Contract
No changes are requested to the City's standard contract.

Diego Zegarra
1893 Prospector Ave. #203
Park City, UT 84060
801-419-3393 | diego@parkcitycf.org

PROFESSIONAL EXPERIENCE

Park City Community Foundation — Park City, Utah
Development and Special Projects Director | Manager — January 2017 – Present

- Manage The Solomon Fund and its collaborations with over 30 diverse community partners.
- Coordinate long-term partnerships and agreements to offer increased access to paid sports and activities.
- Facilitate grant process supporting 17 organizations with $90,000 in funding for scholarships.
- Support annual fundraising goals by meaningful donor stewarding and cultivation.

Administration and Events Coordinator — August 2016 – December 2016

- Managed office logistics and day-to-day operations.
- Facilitated donor events and communications.

Holy Cross Ministries — Park City, Utah
Education Programs Coordinator — March 2011 – August 2015

- Advanced participation and integration of Latinx community in school systems.
- Managed afterschool programs at 3 elementary schools.
- Co-directed summer programs for over 200 Park City School District students.
- Administered partnerships with over 20 local nonprofits and partners.
- Developed measurements and evaluations for program efficacy.

EDUCATION

Bachelor of Science, Marketing	University of Utah	graduated 2009
Bachelor of Science, Business Administration	Universidad de Lima	(2002-2005)

RELEVANT SKILLS & BACKGROUND

- Native Spanish speaker.
- Long-term partnership builder and community organizer.
- Strong existing relationships in diverse communities.
- Born and raised in Peru, moved to Utah in 2005 to complete my studies.
- Started working in afterschool programs in 2009, when I was introduced to the Park City community. The work was compelling, so I decided to pursue it as a career and started managing both the afterschool and summer programs for Holy Cross Ministries in 2011.
- Aided in launching The Solomon Fund in 2016, a vehicle for genuine integration focusing on increasing access to sports and recreation opportunities for low-income Latinx children in Summit county.

OTHER EXPERIENCES

- Park City Rotary Club, Member — 2015-present
- Immigrant Legal Services, Founding Board Member — 2016-present
- LiVe Well Center, Advisory Committee Member — 2016-present
- Big Brothers Big Sisters, Advisory Council Member — 2015-present
- EATS Park City, Board Member — 2015-present
- Leadership Class XX, Alumnus — 2014

OLIVER L. WILDER

Community Impact Director, Park City Community Foundation
PO Box 681499, Park City, UT 84068 – (207) 542-6646 – ollie@parkcitycf.org

Professional Experience

PARK CITY COMMUNITY FOUNDATION (2015-Present): Community Impact Director, Park City, UT
- Manage grants, nonprofit education, Live PC Give PC, leadership initiatives.
- Served as start-up convener for Summit County Mental Wellness Alliance.

CONSERVATION MEDIA GROUP (2014): Program Consultant/Chief of Operations, Camden, ME
- Established systems and strategies for new nonprofit.
- Worked with conservation organizations in producing/distributing constituent-action-oriented videos.

POPTECH INSTITUTE (2008-2014): Senior Program Manager/Program Manager, Camden, ME
- Directed Social Innovation Fellows and Science Fellows programs.
- Directed event and participant management for convenings on ecomaterials and on climate resilience.

CENTER FOR MAINE CONTEMPORARY ART (2002-2007): President and Chief Executive Officer, Rockport, ME
- Led all areas of operation for Maine's premier contemporary art institution.
- Managed 20-member board, staff of 7, and annual budget of over $700,000.

INSTITUTE FOR GLOBAL ETHICS (1998-2002): Development Officer, Camden, ME
- Developed funding opportunities from foundation grants, corporate gifts, and individual gifts.
- Coordinated the Institute's first-ever capital campaign.

WALDO COUNTY COMMITTEE FOR SOCIAL ACTION (1997-1998): **Development and Housing Director**, Belfast, ME
- Led fundraising and directed housing programs.

SAVE THE CHILDREN FEDERATION (1987-1993): Field Office Director/Program Manager/Program Officer/Regional Assistant
- Burkina Faso: Directed national office; planned and led programs in business development, health, education, natural resource management, agriculture, and food distribution reaching 60,000 people.
- Mali: Planned and directed expansion of a development program to benefit 120,000 people in 200 villages, managing an annual budget of over $700,000 and staff of 85 people.
- Westport, CT: Acted as liaison for field offices; served as interim Assistant Director for Africa Region.

PEACE CORPS (1983-1985): Regional Project Coordinator, Senegal, Africa
- Promoted energy-saving cookstoves in 34 villages over a 300-mile region.

Other Experience

Chair for Philanthropy, Capital Campaign, Ragged Mountain Recreation Area Foundation
Program Chair, "Juice: Powering the Creative Economy—Maine's Action Summit"
Member, Maine Creative Economy Council
Participant and Project Chair, Leadership Maine
Board President, Ashwood Waldorf School, Rockport, ME

Education

School for International Training, Brattleboro, VT. Master of International Administration
Williams College, Williamstown, MA. B.A. Degree, Magna Cum Laude, Political Science
Université de Bordeaux, France. Certificate in Political Studies

Languages

Fluent French; some Spanish, German, and Italian.

Sarah MacCarthy
Email: sarah@parkcitycf.org
Phone number: 970.846.7770

PROFESSIONAL EXPERIENCE

Park City Community Foundation
Special Projects Coordinator (*2017 – Present)*

- *Collaboration:* Continue to convene local organizations to increase Latino participation in sports and recreation.
- *Communication:* Identify and create successful avenues of communication between recreation providers and families.
- *Assessment:* Track data, demonstrates increased participation of Latino families in local recreation.

Westminster College *(2016 – Present)*
Adjunct Spanish Professor

- *Education:* Teach college-level Spanish courses to diverse ages/abilities.
- Co-led international study abroad trips (Colombia and Cuba).

Medalist Sports *(2012 – 2018)*
Production Manager

- *Management:* Oversaw production layout of the Tour of Utah.

English/Spanish Interpreter and Translator

EDUCATION

Master of Applied Linguistics of Teaching Spanish as a Foreign Language — *Pontificia Universidad Javeriana Bogota, Colombia (Graduated 2016)*

C1 level of Spanish – Diploma de Español como Lengua Extranjera (DELE) — *Presented in Guanajuato, Mexico (November 2013)*

Bachelor of Science – International Studies — *University of Utah (Graduated 2011)*

Bachelor of Arts – Environmental Studies — *University of Utah (Graduated 2011)*

OTHER EXPERIENCES

Fundación Semillas de Amor — *Turbaco, Colombia (2014)*
Fundación JUCONI — *Puebla, Mexico (2012)*
Tierra del Sol — *Oaxaca, Mexico (2012)*
Centro Ecológico Akumal — *Akumal, Mexico (2011)*

LANGUAGES

English and Spanish (both fluently)

Katherine D. Wright
435-659-8929 | katie@parkcitycf.org

PROFESSIONAL EXPERIENCE

Park City Community Foundation Park City, Utah
Executive Director 7/1/2014 – Present

- *Mission Delivery:* Expanded community impact beyond nonprofit and donor services to prioritize leadership on critical issues, as a result of new vision and organizational strategic plan. Examples include mental wellness and inclusion.
- *Asset development:* In FY2017: grew assets 49%, increased annual support by 10%, and substantially increased endowed philanthropic assets earmarked for Park City.
- *Management:* Grew board of directors to 30 people, expanded participation in committees and taskforce, created diversity plan and increased diversity, expanded staffing.

Programs Director | Programs Manager 2/1/2008 – 6/30/2014

- *Convening:* Led and facilitated highly productive groups of board committees, community taskforces, and staff to effectively realize the Community Foundation's strategic goals. Demonstrated ability to engage stakeholders to increase the impact and reach (grassroots advocacy, children's engagement, pro-bono and in-kind donations, etc.) of Save Our Snow, Live PC Give PC, and Women's Giving Fund.
- *Program Management:* Developed, measured, evaluated, and refined programming to ensure PCCF serves our donors and nonprofits with high-quality programming. Examples include: Live PC Give PC, Park City Women's Giving Fund, MILEPOST (Community Indicators Report), and Save Our Snow.

United States Peace Corps (9/1/2005-12/1/2007): Small Business Development Volunteer Timhadite, Morocco

Camden County Women's Center (9/1/2004-5/15/2005): Adult Services/Welfare to Work Camden, New Jersey

Chester County Community Foundation (8/15/2003-12/31/2003): Donor Service Intern West Chester, Pennsylvania

EDUCATION

Master of Public Administration: Nonprofit Management	Rutgers University	2007
Masters International	U.S. Peace Corps	2007
Bachelor of Arts: Major – English, Minor – Women's Studies	Colorado College	2002

RELEVANT SKILLS AND KNOWLEDGE

- Proven capacity to reach organizational goals by leading staff members, board committees, stakeholder groups, and volunteers. Eleven-year record of meeting and exceeding strategic plan goals.
- Knowledge of and strong relationships with greater Park City's government entities, nonprofit organizations, businesses and trade groups, community leaders, and media.
- Knowledgeable about community needs, challenges, resources, and services.
- Excellent communication skills in multiple mediums and contexts.
- Thirteen years fundraising experience including endowment, major gift, planned, donor stewardship, sponsorships and grants.
- I first lived in Park City in 2002 and moved here permanently after completing graduate studies and Peace Corps Service. With my partner (who works in Summit County), I'm raising two children in the community.

OTHER EXPERIENCES

- Stanford Graduate School of Business, Executive Program for Nonprofit Leaders 2018
- Project ABC Committee Member 2017-present
- Summit County RAP Tax 2013-2015
- Past Member, Sunrise Rotary Park City 2010-2015
- Soil Commissioner, Park City Municipal 2013
- General Plan Taskforce, Park City Municipal 2012
- Graduate, Leadership Class XV 2008

Deanna D. Rhodes

Park City, UT * 435.901.0109 * deannadrhodes@gmail.com

PROFESSIONAL EXPERIENCE

Park City Community Foundation **Park City, Utah**
Communications and Events Manager *September 2017 – present*
Events Coordinator *March 2017 – September 2017*

- Continue to Increase unrestricted donations to Park City Community Foundation by creating and implementing a strategic, integrated marketing and communications plan for 2018.
- Serve as the project manager for the 2018 Park City Giving Guide and increasing the distribution and reach to over 15,000 households including 5,000 part-time residents.
- Facilitate print, digital and social communications for the annual fundraising cycle to include an annual update with story creation and video delivery, targeted annual appeal to different audiences and end of year postcard coordinated with social media giving campaign.

Vail Resorts – Park City **Park City, Utah**
Conference Services Concierge *March 2016 – November 2016*
Travel Coordinator – Vacation Planner (Central Reservations) *October 2015 – March 2016*

- Secured $500,000 via inbound and outbound guest calls in less than six winter months winning the King of the Mountain award for Central Reservations and bringing in the most revenue in the entire call center.
- Consistently display a passion for customer service and handle both inbound and outbound calls, building the perfect guest vacation experience by packaging together and providing information on lodging options, shuttle/rental car transportation from the airport, lift tickets, equipment rentals, ski/snowboard lessons and recommendations for other activities and amenities such as spas, dining, and guided tours.

MediaDC (parent company of Washington Examiner) **Washington, District of Columbia**
Director of Marketing Solutions *June 2014 – December 2014*
Senior Marketing Manager *June 2013 – June 2014*

- Executed 2013 Concerned Veterans for America 5-part multi-media breakfast series, with more than 120 attendees per event, and 41,000 online viewers. Speakers included Senator Marco Rubio, Senator Ted Cruz, and journalist John Stossel among many other experts.
- Directed *"Improving U.S.-India Trade Relations"* policy breakfast discussion for National Association of Manufacturers which resulted in 113 registrations; 2,866 event video page views including 23 from India the day of the event (higher than average); 11 original articles written; and 338 websites posted press release.
- Developed branding, messaging and channel management for a new flagship State of the Union Bingo event for Washington Examiner which resulted in a sold-out venue, 535 readership leads and numerous media mentions.
- Managed individual marketing budgets for events ranging from $2,500 to $60,000 and collaborated with senior management in creating the 2014 promotions/events budget and marketing and business development strategy.
- Crafted compelling pitches, visual sales presentations, and case studies by collaborating with senior management, in-house and out-of-house talent, account executives, vendors and clients for both external and internal events.

COMMUNITY INVOLVEMENT

People's Justice Forum **Salt Lake City, Utah**
Steering Committee Member *January 2017 – present*

Park City Toastmasters **Park City, Utah**
Member *July 2016 – present*

Summit County Public Arts Advisory Board **Summit County, Utah**
Board Member *April 2017 – July 2018*

EDUCATION

Georgetown University School of Continuing Studies **Washington, District of Columbia**
Certificate: Digital Media Management *2012*

Ball State University **Muncie, Indiana**
Dual major: Communication Studies and Political Science *2004*

City Council Staff Report

PLANNING DEPARTMENT

Subject: Sunny Slopes Park Meadows Subdivision No. 6A Plat Amendment Amending Lots 24A & 25
Author: Laura Newberry, Planning Technician
Francisco Astorga, AICP, Senior Planner
Project Number: PL-18-03929
Date: 13 September 2018
Type of Item: Legislative – Plat Amendment

Summary Recommendations

Staff recommends that the City Council review and hold a public hearing for the Sunny Slopes Park Meadows Subdivision No. 6A Plat Amendment Amending Lots 24A & 25 and approve the request based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the draft ordinance.

Description

Applicant:	Sheldon and Sandra Urlik Family Trust and Henry J. Hancock represented by Marshall King, Alliance Engineering, Inc.
Location:	2467 Sunny Knoll Court & 2463 Sunny Knoll Court
Zoning:	Single-Family District
Adjacent Land Uses:	Residential
Reason for Review:	Plat Amendments require Planning Commission review and City Council review and action

Executive Summary / Proposal

The applicant is proposed a Lot Line Adjustment via a Plat Amendment to alter a side lot line between Lot 24A and 25. The purpose of this proposed Plat Amendment is to subtract from the northerly boundary of Lot 25 and add to the southeasterly corner of Lot 24A approximately seventy five feet (75’) in length by fifteen feet (15’) to provide additional area so that a modification of the driveway on Lot 24A can be accomplished, which would ultimately increase the size of the driveway, subject to applicable City regulations.

Background

On June 25, 2018 a Plat Amendment application was submitted to the City. The subject Lot Line Adjustment takes places along the side property line between platted lot PKM-6-A-24A-AM at 2467 Sunny Knoll Court and platted lot PKM-6-A-25-AM at 2463 Sunny Knoll Court.

During the August 22, 2018 Planning Commission meeting the Commission reviewed this application and opened a public hearing. The Commission voted unanimously (6-0 vote) to forward a positive recommendation to the City Council.

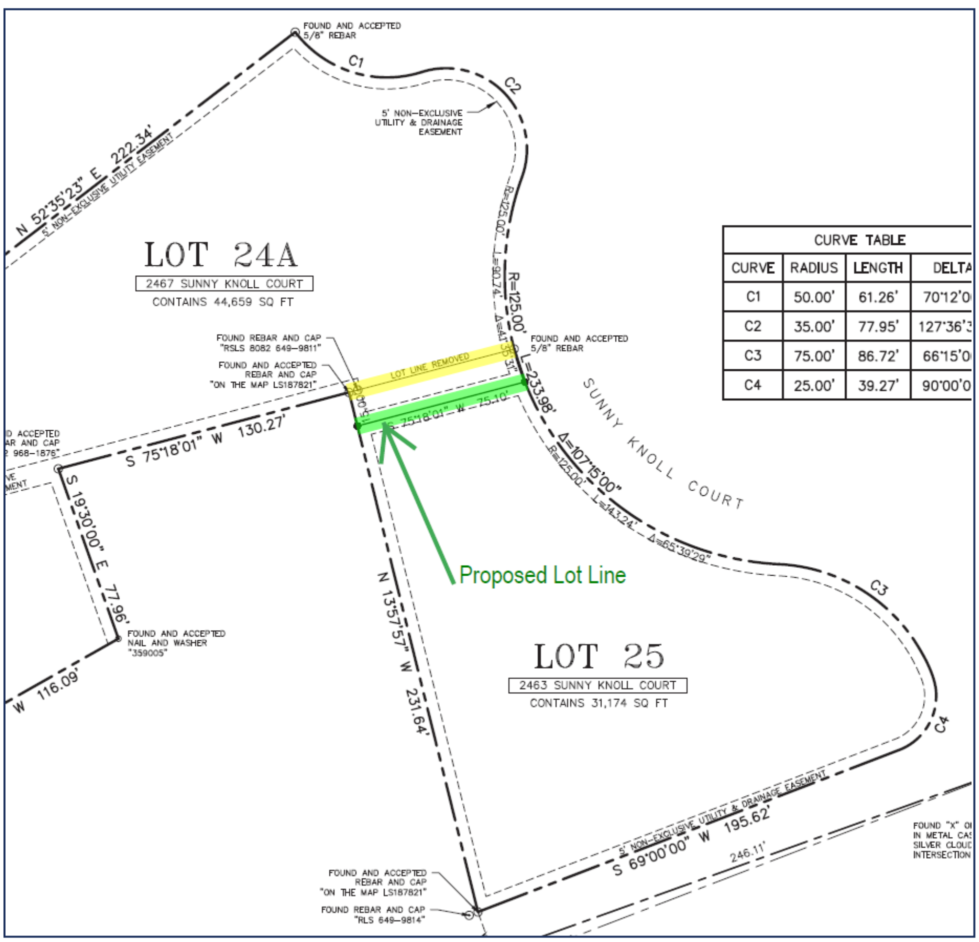
Purpose

The purpose of the Single Family District is found within Land Management Code § [15-2.11-1 Purpose](#).

Analysis

The subject Lot Line Adjustment via this Plat Amendment application is located between 2467 Sunny Knoll Court & 2463 Sunny Knoll Court. The site is within the Single Family District. The proposed Plat Amendment shifts a current side lot line with a length of approximately seventy-five feet (75') in length fifteen feet (15') to the south making 2467 Sunny Knoll Court 1,116 square feet bigger in size as 2463 Sunny Knoll Court 1,116 square feet smaller. The maximum density for subdivisions in the Single Family District is three (3) units per acre. The proposal does not affect the density of the subdivision, as it will remain the same. The proposed lot size of Lot 24A is 44,659 square feet. The proposed lot size of Lot 25 is 31,174 square feet. The proposed Lot Line Adjustment, Plat Amendment, meets lot and site requirements of the Single Family District.

Staff finds good cause as the proposal meets applicable City Codes. The Plat Amendment does not create any non-compliance issues and is consistent with the Sunny Slopes Subdivision. The following diagram graphically depicts the proposal:



The following table contains development parameters of the Single Family District:

Parameter	Permitted
Minimum Front Setbacks Minimum Setbacks for New Front-Facing Garage	20 feet 25 feet
Minimum Rear Setbacks	15 feet
Minimum Side Setbacks	12 feet
Maximum Building Height	28 + 5 feet

Process
The approval of this Plat Amendment application by the City Council constitutes Final Action that may be appealed following the procedures found in Land Management Code §15-1-18.

Department Review
This project has gone through an interdepartmental review. No further issues have been brought up at this time.

Notice
On August 8, 2018, the property was posted and notice was mailed to property owners within 300 feet. Legal notice was also published in the Park Record and the Utah Public Notice Website on August 4, 2018, in accordance with requirements of the Land Management Code.

Public Input
No public input has been received by the time of this report.

Alternatives
- The City Council may approve the proposed Plat Amendment, as conditioned or amended; or
- The City Council may deny the proposed Plat Amendment, and direct staff to make Findings for this decision; or
- The City Council may continue the discussion on the proposed Plat Amendment, and request additional information or analysis in order to make a recommendation; or
- The City Council may remand the proposed Plat Amendment to the Planning Commission with specific direction.

Significant Impacts
There are no significant fiscal or environmental impacts from this application.

Consequences of not taking recommended action
Consequence of not taking the recommended action is that these two (2) lots would remain as is and a modification of the driveway on Lot 24A could not be accomplished.

Summary Recommendation

Staff recommends that the City Council review and hold a public hearing for the Sunny Slopes Park Meadows Subdivision No. 6A Plat Amendment Amending Lots 24A & 25 and approve the request based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the draft ordinance.

Exhibits

Exhibit A – Draft Ordinance with Proposed Plat (Attachment 1)
Exhibit B – Survey
Exhibit C – Applicant's Project Intent
Exhibit D – Sunny Slopes PKM Sub. No. 6A (1979)
Exhibit E – Lots 24A & 27A Sunny Slopes PKM Sub. No. 6A Lot Line Adjustment (2000)
Exhibit F – Sunny Slopes PKM Sub. No. 6A Amendment to Lots 25 & 26 (2006)
Exhibit G – Aerial Photograph
Exhibit H – Site Photographs

Exhibit A – Draft Ordinance

Ordinance No. 2018-48

AN ORDINANCE APPROVING THE SUNNY SLOPES PARK MEADOWS SUBDIVISION NO. 6A PLAT AMENDMENT, AMENDING LOTS 24A & 25, LOCATED AT 2463 SUNNY KNOLL COURT AND 2467 SUNNY KNOLL COURT, PARK CITY, UTAH.

WHEREAS, the property owners of the property located at 2463 Sunny Knoll Court and 2467 Sunny Knoll Court have petitioned the City Council for approval of the Plat Amendment; and

WHEREAS, on August 8, 2018, the property was posted and courtesy letters were sent to surrounding property owners according to the requirements of the Land Management Code; and

WHEREAS, on August 4, 2018, proper legal notice was published according to requirements of the Land Management Code; and

WHEREAS, the Planning Commission held a public hearing on August 22, 2018, to receive input on plat amendment; and

WHEREAS, the Planning Commission, on August 22, 2018, forwarded a positive recommendation to the City Council; and,

WHEREAS, on September 13, 2018, the City Council held a public hearing to receive input on the plat amendment; and

WHEREAS, it is in the best interest of Park City, Utah to approve the Sunny Slopes Park Meadows Subdivision No. 6A Plat Amendment Amending Lots 24A & 25, located at 2463 Sunny Knoll Court and 2467 Sunny Knoll Court.

NOW, THEREFORE BE IT ORDAINED by the City Council of Park City, Utah as follows:

SECTION 1. APPROVAL. The Sunny Slopes Park Meadows Subdivision No. 6A Plat Amendment Amending Lots 24A & 25 as shown in Attachment 1 is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The subject Lot Line Adjustment via this Plat Amendment application is located between 2467 Sunny Knoll Court (Lot 24A) & 2463 Sunny Knoll Court (Lot 25).
2. The site is within the Single Family District.

3. The proposed Plat Amendment shifts a current side lot line with a length of approximately seventy five feet (75') fifteen feet (15') to the south.
4. The proposed Plat Amendment increases Lot 24A by 1,116 square feet.
5. The proposed Plat Amendment decreases Lot 25 by 1,116 square feet.
6. The proposed Plat Amendment does not affect the density of the subdivision.
7. The proposed lot size of Lot 24A is 44,659 square feet.
8. The proposed lot size of Lot 25 is 31,174 square feet.
9. The proposed Plat Amendment meets lot and site requirements of the Single Family District.
10. The proposed Plat Amendment does not create any non-compliance issues and is consistent with the Sunny Slopes Subdivision.
11. All findings within the Analysis section and the recitals above are incorporated herein as findings of fact.

Conclusions of Law:
1. There is good cause for this Plat Amendment.
2. The Plat Amendment is consistent with the Park City Land Management Code and applicable State law regarding lot combinations.
3. Neither the public nor any person will be materially injured by the proposed Plat Amendment.
4. Approval of the Plat Amendment, subject to the conditions stated below, does not adversely affect the health, safety and welfare of the citizens of Park City.

Conditions of Approval:
1. The City Planner, City Attorney, and City Engineer will review and approve the final form and content of the plat for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant shall record the plat at the County within one year from the date of City Council approval. If recordation has not occurred within one (1) years' time, this approval for the plat will be void, unless a request for an extension is made in writing prior to the expiration date and an extension is granted by the City Council.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 13th day of September, 2018.

PARK CITY MUNICIPAL CORPORATION

____

Andy Beerman, MAYOR

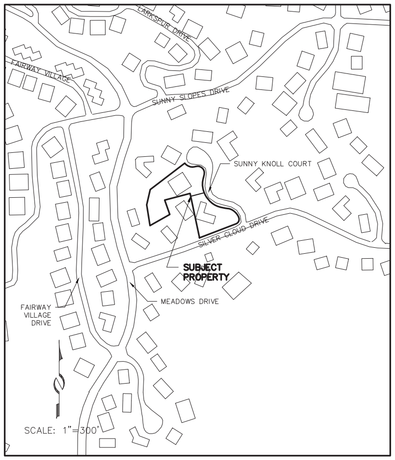
ATTEST:

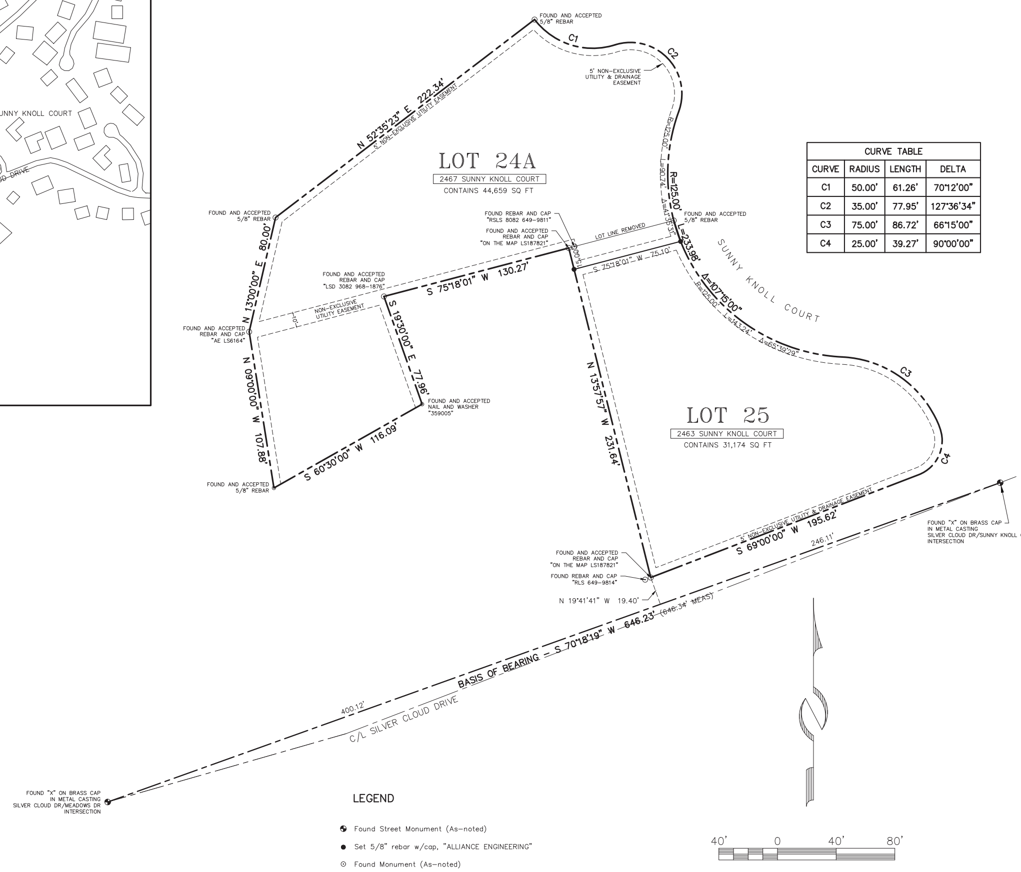
____
Michelle Kellogg, City Recorder

APPROVED AS TO FORM:

____
Mark Harrington, City Attorney

VICINITY MAP





CURVE TABLE			
CURVE	RADIUS	LENGTH	DELTA
C1	50.00'	61.26'	70°12'00"
C2	35.00'	77.95'	127°36'34"
C3	75.00'	86.72'	66°15'00"
C4	25.00'	39.27'	90°00'00"

PROFESSIONAL LAND SURVEYOR No.7248891 CHARLES GALATI State of Utah

SURVEYOR'S CERTIFICATE

I, Charles Galati, do hereby certify that I am a Professional Land Surveyor, and that I hold License No. 7248891, as prescribed under the laws of the State of Utah. I further certify that by authority of the owners, SUNNY SLOPES PARK MEADOWS SUBDIVISION NO. 6A, AMENDING LOTS 24A & 25, has been prepared under my direction and that the same has been monumented on the ground as shown on this plat.

LEGAL DESCRIPTION

LOT 24A:

All of Lot 24A of Lots 24A and 27A, SUNNY SLOPES PARK MEADOWS SUBDIVISION NO. 6A LOT LINE ADJUSTMENT, according to the official plat therof on file and of record in the Summit County Recorder's Office, records of Summit County, Utah.

LOT 25:

Lot 25, SUNNY SLOPES PARK MEADOWS SUBDIVISION AMENDMENT TO LOTS 25 AND 26, according to the official plat thereof on file and of record in the Office of the Summit County Recorder, records of Summit County, Utah.

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS that Sheldon W. Urlik and Sandra Urlik, Trustees of THE SHELDON AND SANDRA URLIK FAMILY TRUST OF 1994, hereby certify that they have caused this plat amendment to be made and hereby consent to the recordation of this plat amendment.

ALSO, the owner hereby irrevocably offers for dedication to the City of Park City all the easements shown on this plat in accordance with an irrevocable offer of dedication.

In witness whereof, the undersigned set his hand

this _____ day of _______________, 2018.

By:____________________________
Sheldon W. Urlik, Trustee

In witness whereof, the undersigned set her hand

this _____ day of _______________, 2018.

By:____________________________
Sandra Urlik, Trustee

ACKNOWLEDGMENT

State of Utah)
ss:
County of Summit)

On this _____ day of ____________________, 2018, Sheldon W. Urlik personally appeared before me, whose identity is personally known to me or proven on the basis of satisfactory evidence, and who by me duly sworn/affirmed, did say that he is the Co-Trustee of THE SHELDON AND SANDRA URLIK FAMILY TRUST OF 1994, and that said document was signed by him on behalf of said Trust by authority of the Trust, and he acknowledged to me that he executed the SUNNY SLOPES PARK MEADOWS SUBDIVISION NO. 6A AMENDING LOTS 24A & 25.

____
A Notary Public commissioned in Utah

____
Printed Name

Residing in: _______________

My commission expires: ___________________

Commission No: _______________

ACKNOWLEDGMENT

State of Utah)
ss:
County of Summit)

On this _____ day of ____________________, 2018, Sandra Urlik personally appeared before me, whose identity is personally known to me or proven on the basis of satisfactory evidence, and who by me duly sworn/affirmed, did say that she is the Co-Trustee of THE SHELDON AND SANDRA URLIK FAMILY TRUST OF 1994, and that said document was signed by her on behalf of said Trust by authority of the Trust, and she acknowledged to me that she executed the SUNNY SLOPES PARK MEADOWS SUBDIVISION NO. 6A AMENDING LOTS 24A & 25.

____
A Notary Public commissioned in Utah

____
Printed Name

Residing in: _______________

My commission expires: ___________________

Commission No: _______________

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS that Henry J. Hancock, hereby certifies that he has caused this plat amendment to be made and hereby consents to the recordation of this plat amendment.

ALSO, the owner hereby irrevocably offers for dedication to the City of Park City all the easements shown on this plat in accordance with an irrevocable offer of dedication.

In witness whereof, the undersigned set his hand this _____ day of _______________, 2018.

By:____________________________
Henry J. Hancock

ACKNOWLEDGMENT

State of Utah)
ss:
County of Summit)

On this _____ day of ____________________, 2018, Henry J. Hancock personally appeared before me, whose identity is personally known to me or proven on the basis of satisfactory evidence, and who by me duly sworn/affirmed that said document was signed by him and he acknowledged to me that he executed the SUNNY SLOPES PARK MEADOWS SUBDIVISION NO. 6A AMENDING LOTS 24A & 25.

____
A Notary Public commissioned in Utah

____
Printed Name

Residing in: _______________

My commission expires: ___________________

Commission No: _______________

NOTES

1. This plat amendment is subject to the Conditions of Approval in Ordinance 2018-____.
2. See Record of Survey S-____.

SUNNY SLOPES PARK MEADOWS SUBDIVISION NO. 6A AMENDING LOTS 24A & 25

LOCATED IN THE NORTHWEST QUARTER OF SECTION 3
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH

SHEET 1 OF 1

6/22/18 JOB NO.: 6-5-18 FILE: X:\ParkMeadows\dwg\srv\plat2018\060518.dwg

Alliance Engineering Inc.	SNYDERVILLE BASIN WATER RECLAMATION DISTRICT	PLANNING COMMISSION	ENGINEER'S CERTIFICATE	APPROVAL AS TO FORM	COUNCIL APPROVAL AND ACCEPTANCE	CERTIFICATE OF ATTEST	RECORDED
(435) 649-9467 CONSULTING ENGINEERS LAND PLANNERS SURVEYORS 323 Main Street P.O. Box 2664 Park City, Utah 84060-2664	REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS ______ DAY OF __________, 2018 BY _______________ S.B.W.R.D.	APPROVED BY THE PARK CITY PLANNING COMMISSION THIS ____ DAY OF __________, 2018 BY _______________ CHAIR	I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS _____ DAY OF __________, 2018 BY _______________ PARK CITY ENGINEER	APPROVED AS TO FORM THIS _____ DAY OF __________, 2018 BY _______________ PARK CITY ATTORNEY	APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS _____ DAY OF __________, 2018 BY _______________ MAYOR	I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS _____ DAY OF __________, 2018 BY _______________ PARK CITY RECORDER	STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF _______________ _______ FEE _______________ RECORDER TIME _____ DATE _______ ENTRY NO. __________

Exhibit B – Survey

PARK MEADOWS SUBDIVISION NO. 6A
LOTS 24A & 25, SUNNY SLOPES

LOCATED IN THE NORTHWEST QUARTER OF SECTION 3,
TOWNSHIP 2 SOUTH, RANGE 4 EAST,
SALT LAKE BASE AND MERIDIAN
RECORD OF SURVEY
SUMMIT COUNTY, UTAH

CURVE	RADIUS	LENGTH	DELTA
C1	50.00'	61.26'	70°12'00"
C2	35.00'	77.95'	127°36'34"
C3	75.00'	86.72'	66°15'00"
C4	25.00'	39.27'	90°00'00"

SURVEYOR'S CERTIFICATE

I, Charles Galati, certify that I am a Professional Land Surveyor and that I hold License No. 7248891, as prescribed by the laws of the State of Utah. I further certify that under my direct supervision a survey has been performed on the hereon described property and that to the best of my knowledge this plat is a correct representation of said survey.

LEGAL DESCRIPTION

PARCEL 1:

All of Lot 24A, LOTS 24A & 27A SUNNY SLOPES, PARK MEADOWS SUBDIVISION NO. 6A LOT LINE ADJUSTMENT, according to the official plat thereof on file and of record in the Summit County Recorder's Office.

PARCEL 2:

Lot 25, SUNNY SLOPES PARK MEADOWS NO. 6A SUBDIVISION AMENDMENT TO LOTS 25 & 26, according to the official plat thereof on file and of record in the office of the Summit County Recorder

NOTES

1. Basis of Bearing for this survey is between the found street monuments as shown on this plat.
2. Field work for this survey was performed May 15, 2018, and is in compliance with generally accepted industry standards for accuracy.
3. The purpose of this survey was to perform an Existing Conditions and Topography survey for the possibility of future improvements to the property.
4. A Title Report was not provided to the surveyor and only easements and setbacks per subdivision plat were located as part of this survey. This owner of the property should be aware of any items affecting the property that may appear in a title insurance report. The surveyor found no obvious evidence of easements, encroachments or encumbrances on the property surveyed except as shown hereon.
5. County tax maps, recorded deeds, Sunny Slopes Park Meadows Subdivision No. 6A plat, Lots 24A & 27A Sunny Slopes Park Meadows Subdivision No. 6A Lot Line Adjustment plat, Sunny Slopes Park Meadows No. 6A Subdivision Amendment to Lots 25 & 26 plat, Records of Survey No.'s S-0245, S-4754, S-5674, S-6746, S-7270, S-7502, S-8358, (all aforementioned documents on file and of record in the Summit County Recorder's Office) and physical evidence found in the field were used to determine the boundary as shown on this plat.
6. Site Benchmark: Sanitary Sewer Manhole Elevation = 6813.5' as shown.
7. The architect is responsible for verifying building setbacks, zoning requirements and building heights.
8. Property corners were found or set as shown.
9. Measured bearings and distances, when different from record, are shown in parentheses ( ).
10. This survey supercedes a survey dated 6/15/18 performed by this surveyor.

LEGEND

- Set 5/8" rebar w/cap "ALLIANCE ENGINEERING" (Unless noted otherwise)
- Found Monument (As-Noted)
- Found Street Monument (As-Noted)

30' 0 30' 60'

(435) 649-9467
Alliance Engineering Inc
CONSULTING ENGINEERS LAND PLANNERS SURVEYORS

STAFF:
CHARLES GALATI
ALEC BONHAM
CHIP TOMSUDEN
TOM LUND

DATE: 6/29/18

EXISTING CONDITIONS & TOPOGRAPHY MAP
LOTS 24A & 25, SUNNY SLOPES
PARK MEADOWS SUBDIVISION NO. 6A

FOR: SHELDON & SANDRA URLIK
JOB NO.: 6-5-18
FILE: X:\ParkMeadows\dwg\srv\srvy2018\060518\060518.dwg

SHEET 1 OF 1

SUNNY SLOPES PARK MEADOWS NO. 6A SUBDIVISION
LOTS 24A AND 25

PROJECT INTENT

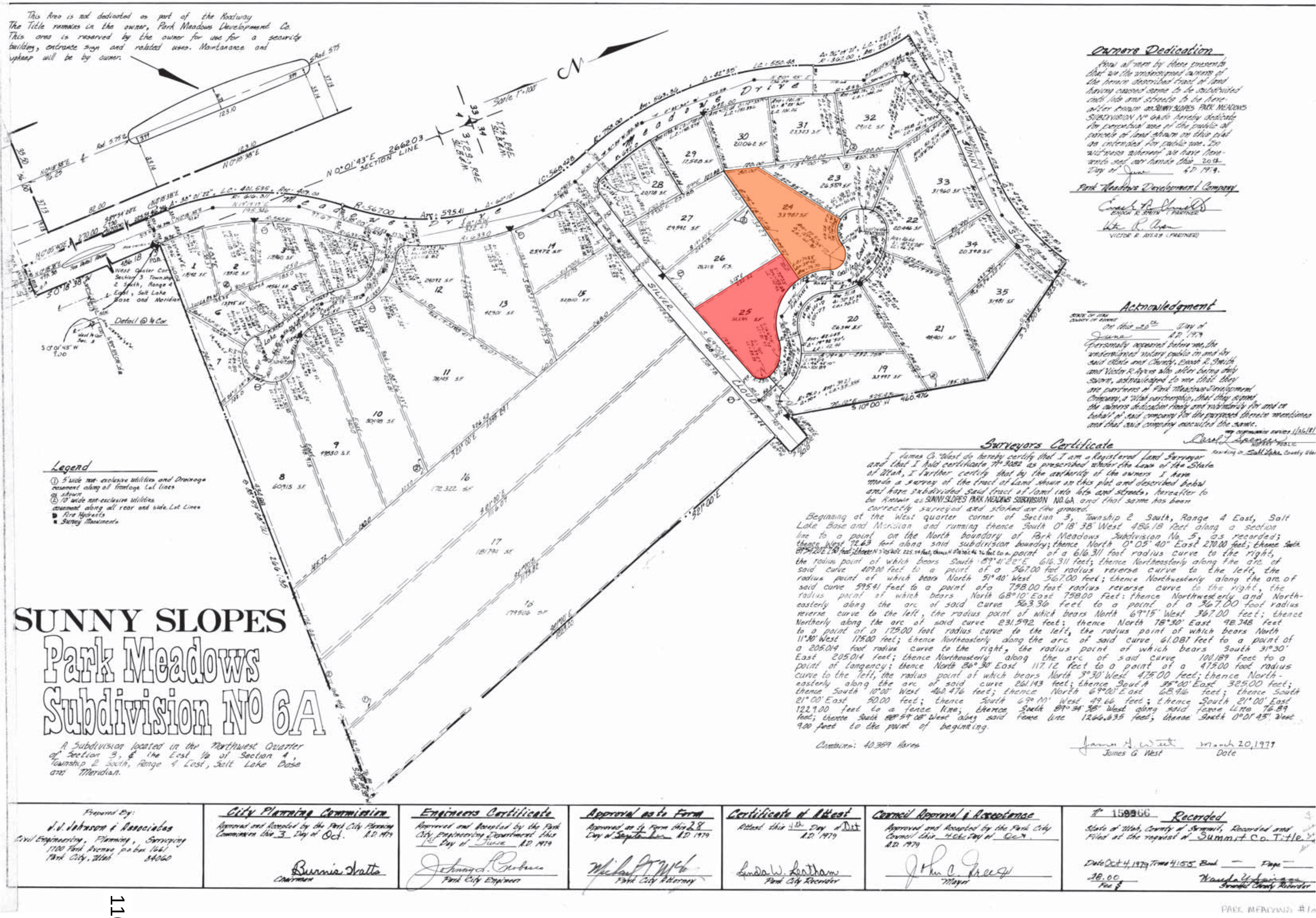
June 14, 2018

Lot 24A and Lot 25 have separate owners. The original Lot 24 of Sunny Slopes Park Meadows Subdivision No. 6A was amended to include a portion of Lot 27. This amendment to Lots 24 and 27 is known as "Lots 24A & 27A, Sunny Slopes, Park Meadows Subdivision No. 6A Lot Line Adjustment", recorded July 26, 2000, as Entry No. 569741.

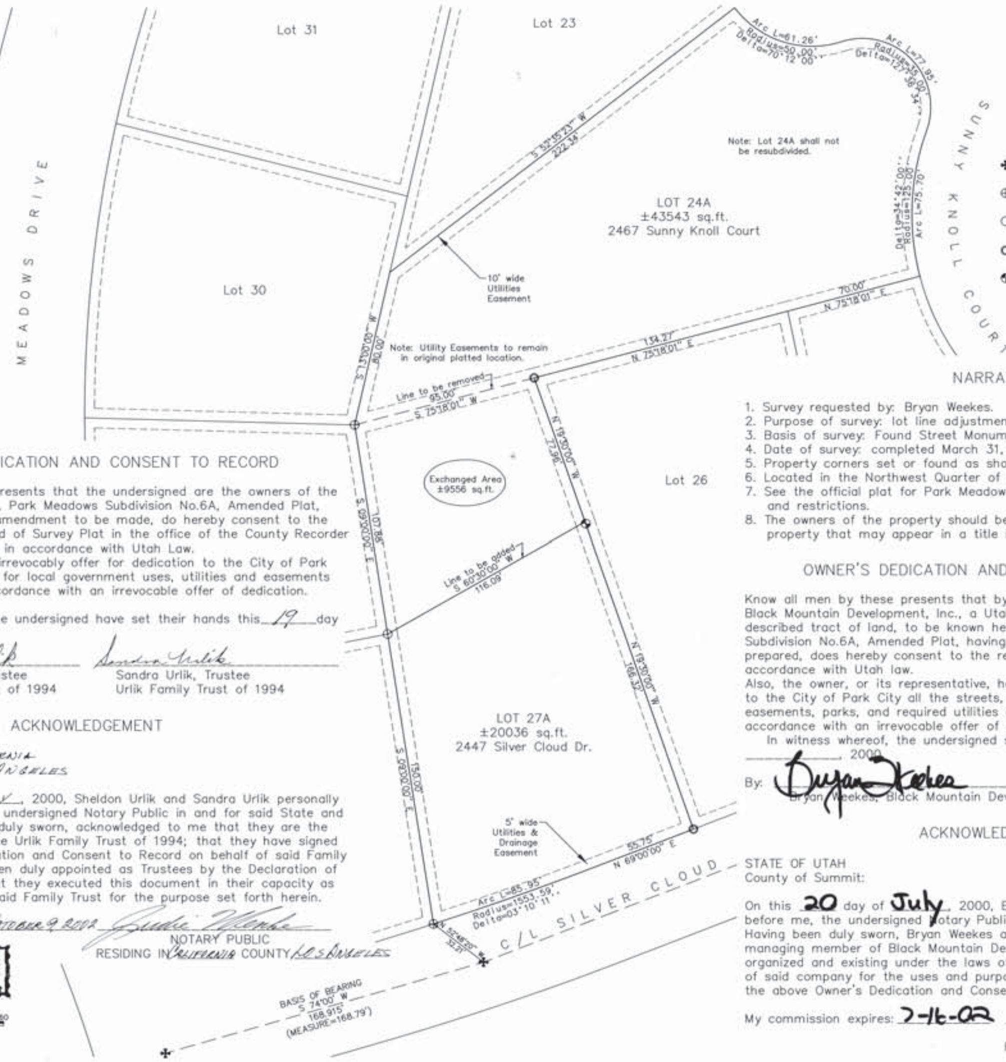
Lot 25 and Lot 26 were amended by slightly rotating the lot line common to the two lots in a plat amendment know as "Sunny Slopes, Park Meadows No. 6A Subdivision Amendment to Lots 25 and 26", recorded September 21, 2006, as Entry No. 791690.

The purpose of this proposed plat amendment is to subtract from the northerly boundary of Lot 25 and add to the southeasterly corner of Lot 24A, a parcel of land approximately 75 feet by 15 feet, to provide additional area so that a proposed modification of the driveway on Lot 24A can be accomplished.

Exhibit D – Sunny Slopes PKM Sub. No. 6A (1979)



Lots 24A & 27A, Sunny Slopes, Park Meadows Subdivision No. 6A Lot Line Adjustment



LEGEND

- ✚ Found street monument
- ⊕ Found 5/8" rebar & cap–LS 6461
- ○ Found 5/8" rebar–no cap
- O Found 3/8" rebar & cap–LS 3082
- Set 5/8" rebar & plastic cap

OWNER'S DEDICATION AND CONSENT TO RECORD

Know all men by these presents that the undersigned are the owners of the herein described Lot 24A, Park Meadows Subdivision No.6A, Amended Plat, having caused this plat amendment to be made, do hereby consent to the recordation of this Record of Survey Plat in the office of the County Recorder of Summit County, Utah, in accordance with Utah Law.
Also, the owners hereby irrevocably offer for dedication to the City of Park City all the streets, land for local government uses, utilities and easements shown on the plat in accordance with an irrevocable offer of dedication.

In witness whereof, the undersigned have set their hands this 19 day of July, 2000.

By: Sheldon Urlik — Sheldon Urlik, Trustee, Urlik Family Trust of 1994
Sandra Urlik — Sandra Urlik, Trustee, Urlik Family Trust of 1994

ACKNOWLEDGEMENT

STATE OF ~~UTAH~~ CALIFORNIA
County of ~~Summit~~ LOS ANGELES

On this 19th day of JULY, 2000, Sheldon Urlik and Sandra Urlik personally appeared before me, the undersigned Notary Public in and for said State and County, who after being duly sworn, acknowledged to me that they are the authorized Trustees of the Urlik Family Trust of 1994; that they have signed the above Owner's Dedication and Consent to Record on behalf of said Family Trust; that they have been duly appointed as Trustees by the Declaration of The Family Trust and that they executed this document in their capacity as Trustees as the act of said Family Trust for the purpose set forth herein.

My commission expires: October 9 2002 — Judie Menke, NOTARY PUBLIC
RESIDING IN CALIFORNIA COUNTY LOS ANGELES

JUDIE MENKE, Commission # 1197634, Notary Public — California, Los Angeles County, My Comm. Expires Oct 9, 2002

NARRATIVE

1. Survey requested by: Bryan Weekes.
2. Purpose of survey: lot line adjustment between Lot 24 and Lot 27.
3. Basis of survey: Found Street Monuments as shown.
4. Date of survey: completed March 31, 2000.
5. Property corners set or found as shown.
6. Located in the Northwest Quarter of Section 3, T2S, R4E, SLB&M.
7. See the official plat for Park Meadows No.6A for other possible easements and restrictions.
8. The owners of the property should be aware of any items affecting the property that may appear in a title insurance report.

OWNER'S DEDICATION AND CONSENT TO RECORD

Know all men by these presents that by virtue of a corporate resolution, Black Mountain Development, Inc., a Utah Corporation, owner of the herein described tract of land, to be known hereafter as Lot 27A, Park Meadows Subdivision No.6A, Amended Plat, having caused this Subdivision Plat to be prepared, does hereby consent to the recordation of this Subdivision Plat in accordance with Utah law.
Also, the owner, or its representative, hereby irrevocably offers for dedication to the City of Park City all the streets, land for local government uses, easements, parks, and required utilities and easements shown on the plat in accordance with an irrevocable offer of dedication.
In witness whereof, the undersigned set his hand this 7/20/00 day of 2000.

By: Bryan Weekes — Bryan Weekes, Black Mountain Development, Inc.

ACKNOWLEDGEMENT

STATE OF UTAH
County of Summit:

On this 20 day of July, 2000, Bryan Weekes personally appeared before me, the undersigned Notary Public, in and for said State and County. Having been duly sworn, Bryan Weekes acknowledged to me that he is the managing member of Black Mountain Development, Inc., a Utah Corporation, organized and existing under the laws of the State of Utah for and in behalf of said company for the uses and purposes stated therein and that he signed the above Owner's Dedication and Consent to Record freely and voluntarily.

My commission expires: 2-16-02 — Helen E Smith, NOTARY PUBLIC
RESIDING IN Summit COUNTY, Utah

LEGAL DESCRIPTION

Amended Lot 27A

Beginning at the Southwesterly Corner of Lot 26, Sunny Slopes, Park Meadows Subdivision No.6A, according to the official plat thereof on file and of record in the office of the Summit County recorder, said point also being the Southeasterly Corner of amended Lot 27A of said Subdivision and on the Right of Way line of Silver Cloud Drive, and running thence along the property line between said amended Lot 27A and said Lot 26, N 19°30' W, 166.32' to the Corner common to said amended Lot 27A, and amended Lot 24A of said Subdivision on the property line of said Lot 26; thence, along the property line between said amended Lots 24A & 27A, S 60°30' W, 116.09' to the Corner common to said amended Lots 24A & 27A and Lots 28 & 29 of said Subdivision; thence, along the property line between said amended Lot 27A & said Lot 28, S 09°00' E, 150.00' to the Corner common to said amended Lot 27A and said Lot 28 on the said Right of Way line of Silver Cloud Drive; thence, along said Right of Way line, a distance of 85.95' along a 1553.59' radius curve to the left with a delta angle of 03°10'11", the chord of said curve bears N 70°35'06" E; thence, continuing along said Right of Way line, N 69°00' E, 55.75' to the point of beginning; containing ±20036 sq.ft.

Amended Lot 24A

Beginning at the Southeasterly Corner of Lot 23, Sunny Slopes, Park Meadows Subdivision No.6A, according to the official plat thereof, on file and of record in the office of the Summit County Recorder, said point also being the Northerly Corner of amended Lot 24A of said Subdivision and on the Right of Way line of Sunny Knoll Court, and running thence, along the property line between said Lot 23 and said amended Lot 24A, S 52°35'23" W, 222.34' to the Corner common to said amended Lot 24A and said Lot 23 on the property line of Lot 30 of said Subdivision; thence, along the property line between said amended Lot 24A and said Lot 30, S 13°00' W, 80.00' to the Corner common to said amended Lot 24A, said Lot 30 and Lot 29 of said Subdivision; thence, along the property line between said amended Lot 24A and said Lot 29, S 09°00' E, 107.88' to the Corner common to said Lot 29, said amended Lot 24A, and Lot 28 and amended Lot 27A of said Subdivision; thence, along the property line between said amended Lots 24A & 27A, N 60°30' E, 116.09' to the Corner common to said amended Lots 24A & 27A on the property line of Lot 26 of said Subdivision; thence, along the property line between said amended Lot 24A and said Lot 26, N 19°30' W, 77.96' to the Corner common to said amended Lot 24A and said Lot 26; thence, along the property line between said amended Lot 24A and said Lot 26, N 75°18'01" E, 134.27' to the Corner common to said amended Lot 24A, said Lot 26 and Lot 25 of said Subdivision; thence, along the property line between said amended Lot 24A and said Lot 25, N 75°18'01" E, 70.00' to the Corner common to said amended Lot 24A and said Lot 25 on the said Right of Way line of Sunny Knoll Court; thence, along said Right of Way line, 75.70' along a 125.00' radius curve to the right with a delta angle of 34°42'00". the chord of said curve bears N 02°39'00" E; thence, continuing along said Right of Way line, 77.95' along a 35.00' radius curve to the left with a delta angle of 127°36'34", the chord of said curve bears N 43°48'17" W; thence, continuing along said Right of Way line, 61.26' along a 50.00' radius curve to the right with a delta angle of 70°12'00", the chord of said curve bears N 72°30'34" W, to the point of beginning; containing ±43543 sq.ft.

SURVEYOR'S CERTIFICATE

I, J.D. Gailey, a Registered Land Surveyor as prescribed by the laws of the State of Utah and holding License No. 359005, do hereby certify that I have supervised a survey of the hereon described property and that this plat is a true representation of said survey.

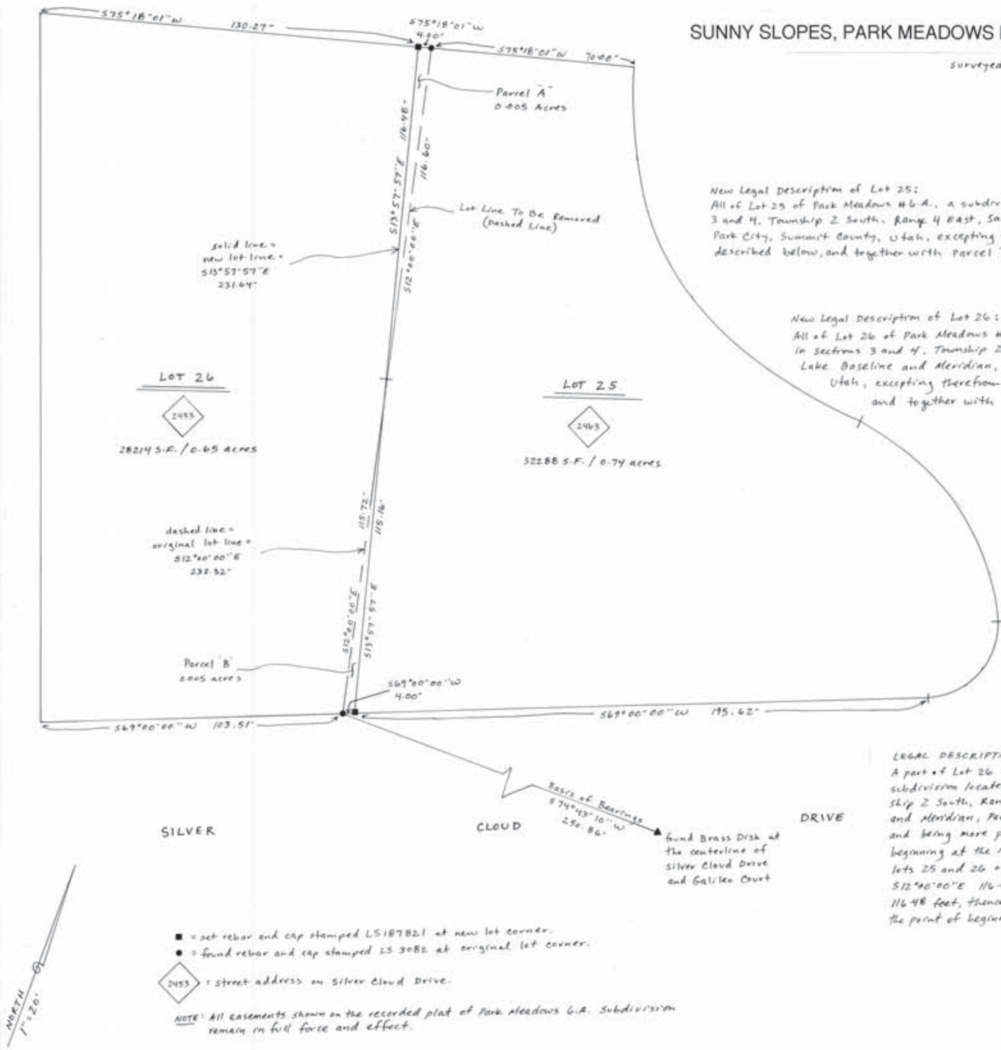
7/11/00 — Date
J.D. Gailey — J.D. Gailey RLS 359005

Alpine Survey, Inc. 19 Prospector Dr. Park City, Utah 84060 (435) 655–8016	SNYDERVILLE BASIN SEWER IMPROVEMENT DISTRICT	PLANNING COMMISSION	ENGINEER'S CERTIFICATE	APPROVAL AS TO FORM	CERTIFICATE OF ATTEST	COUNCIL APPROVAL AND ACCEPTANCE	#569741 RECORDED
	REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN SEWER IMPROVEMENT DISTRICT STANDARDS ON THIS 20th DAY OF JULY, 2000 A.D. BY [signature] S.B.S.I.D.	APPROVED BY THE PARK CITY PLANNING COMMISSION THIS 25th DAY OF July, 2000 A.D. BY [signature] CHAIRMAN	I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS 21st DAY OF JULY, 2000 A.D. BY Eric W. DeHaan PE PARK CITY ENGINEER	APPROVED AS TO FORM THIS 25th DAY OF JULY, 2000 A.D. BY [signature] PARK CITY ATTORNEY	I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS 6th DAY OF JULY, 2000 A.D. BY [signature] Dep. PARK CITY RECORDER	APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS 6th DAY OF JULY, 2000 A.D. BY [signature] MAYOR	STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF Equity Title DATE 7-26-2000 TIME 16:01PM BOOK — PAGE — $32.00 FEE [signature] RECORDER Deputy

LOTS 24A & 27A SUNNY SLOPES, PARK MEADOWS 6A SUB

SUNNY SLOPES, PARK MEADOWS NO. 6A SUBDIVISION AMENDMENT TO LOTS 25 & 26

surveyed by: On The Map Land Surveying
P.O. Box 3864
Park City, UT 84060
ph. 435-647-9826



New Legal Description of Lot 25:
All of Lot 25 of Park Meadows #6-A., a subdivision located in Sections 3 and 4, Township 2 South, Range 4 East, Salt Lake Baseline and Meridian, Park City, Summit County, Utah, excepting therefrom Parcel "B" as described below, and together with Parcel "A" as described below.

New Legal Description of Lot 26:
All of Lot 26 of Park Meadows #6-A., a subdivision located in Sections 3 and 4, Township 2 South, Range 4 East, Salt Lake Baseline and Meridian, Park City, Summit County, Utah, excepting therefrom Parcel "A" as described below, and together with Parcel "B" as described below.

Owner's Consent to Record:
Know all men, by these present that we, Carol Marin for Lot 26 and Leslie J. and Judie Y. Harris for Lot 25, are the owners of the hereon described properties, and certify that we have caused this survey to be made, and the plat to be prepared, and we do hereby consent to the recordation of this survey and plat amendment.

Carol Marin, owner of Lot 26 — Leslie J. Harris, ower of Lot 25 — Judie Y. Harris, owner of Lot 25

ACKNOWLEDGEMENT:
State of Utah
County of Summit
On this 18th day of July, 2006, personally appeared before me, the undersigned Notary Public, in and for said State and County, Carol Marin for Lot 26 and Leslie J. and Judie Y. Harris for Lot 25, who after being duly sworn, acknowledged to me that they are the owners of the hereon described properties, and that they signed the above owner's consent to record freely and voluntarily.

Notary Public — April 3, 2010 My Commission Expires — Bountiful, Utah Residing At

Notary Public JENNIFER GREN

LEGAL DESCRIPTION OF PARCEL "A":
A part of Lot 26 of Park Meadows #6-A., a subdivision located in Sections 3 and 4, Township 2 South, Range 4 East, Salt Lake Base line and Meridian, Park City, Summit County, Utah, and being more particularly described as follows: beginning at the Northerly corner common to lots 25 and 26 of said subdivision, thence S12°00'00"E 116.60 feet, thence N13°57'57"W 116.48 feet, thence N75°18'01"E 4.00 feet to the point of beginning. Containing 0.005 acres.

SURVEYOR'S CERTIFICATION:
I, Joe Dhaenens, hold license number 187821 as prescribed by the laws of the State of Utah, and certify that I have made a survey of the property shown hereon and as described in the notes and legal descriptions hereon. I further certify that this plat is an accurate representation of the surveyed property.

REGISTERED LAND SURVEYOR No. 187821 JOSEPH DHAENENS STATE OF UTAH
September 19, 2005

■ = set rebar and cap stamped LS187821 at new lot corner.
● = found rebar and cap stamped LS 3082 at original lot corner.
2455 = street address on Silver Cloud Drive.

NOTE: All easements shown on the recorded plat of Park Meadows 6.A. Subdivision remain in full force and effect.

LEGAL DESCRIPTION OF PARCEL "B":
A part of Lot 25 of Park Meadows #6.A., a subdivision located in Sections 3 and 4, Township 2 South, Range 4 East, Salt Lake Baseline and Meridian, Park City, Summit County, Utah, and being more particularly described as follows: beginning at the Southerly corner common to lots 25 and 26 of said subdivision, thence N12°00'00"W 115.72 feet, thence S13°57'57"E 115.16 feet, thence S69°00'00"W 4.00 feet to the point of beginning. Containing 0.005 acres.

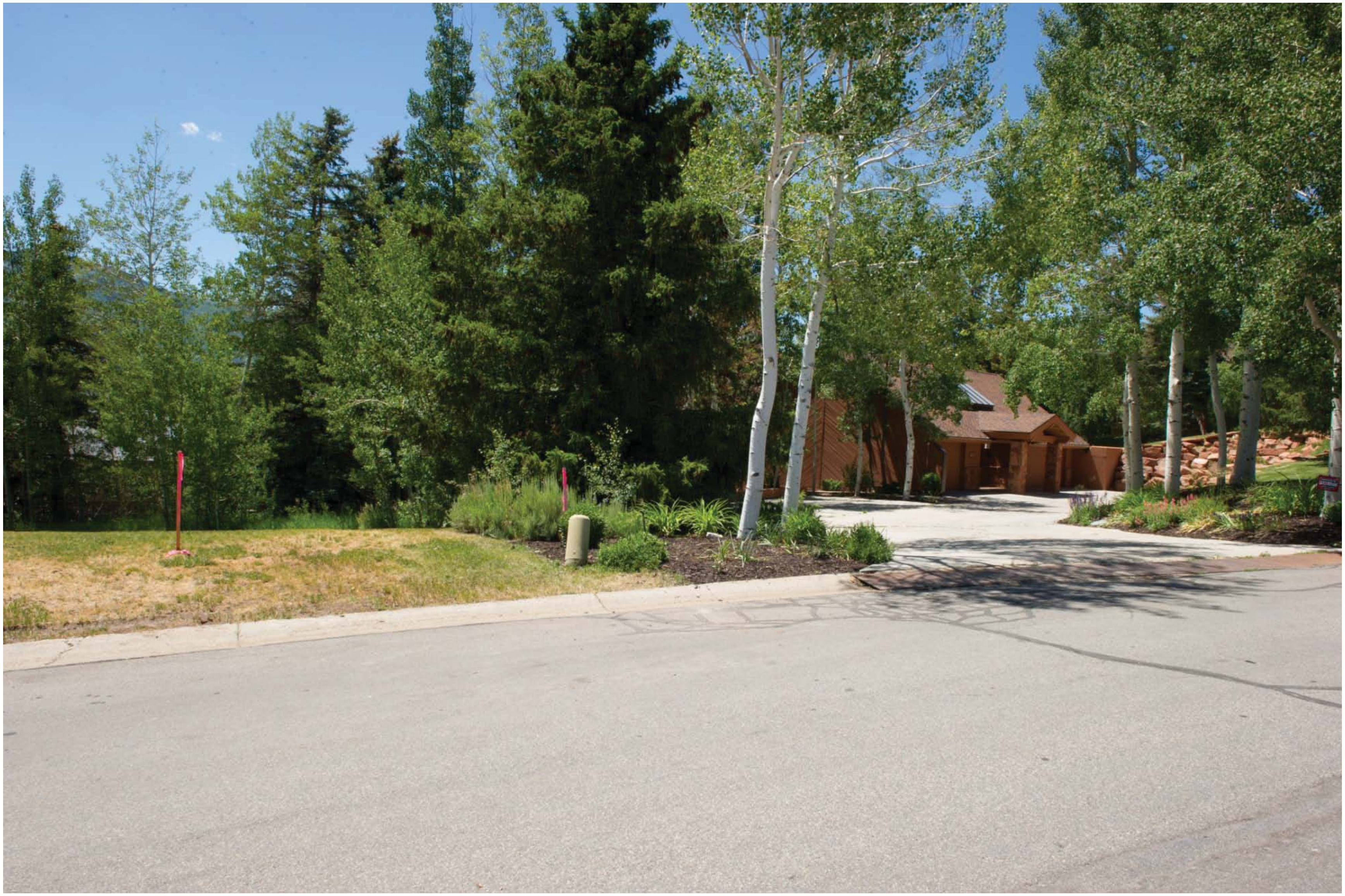
Planning Director	City Engineer	City Attorney	Snyderville Basin Water Reclamation District	Recorded
Approved by Administrative Authority of the Park City Council by the Park City Planning Director on this 5th day of SEPT., 2006.	Found to be in accordance with information on file at the Park City Engineer's office on this 5th day of SEPTEMBER, 2006.	Approved as to form by the Park City Attorney on this 21st day of September 2006	Reviewed for conformance to Snyderville Basin Water Reclamation District standards on this 18th day of August, 2006.	Number: 791690 Date: 9-21-06 State of Utah. Time: 15:46 PM County of Summit. Fee: 32.00 Recorded and filed at the request of: COALITION TITLE
Planning Director	City Engineer PE	City Attorney	by: S.B.W.R.D.	Alan Spriggs County Recorder

32.00

Exhibit G – Aerial Photograph

80' 0 80' 160'

(435) 649-9467 Alliance Engineering Inc. CONSULTING ENGINEERS LAND PLANNERS SURVEYORS 323 Main Street P.O. Box 2664 Park City, Utah 84060-2664	STAFF: MARSHALL KING ALEC BONHAM DATE: 5/9/18	AERIAL PHOTOGRAPHY 2463 SUNNY KNOLL CT & 2467 SUNNY KNOLL CT FOR: SHELDON & SANDRA URLIK JOB NO.: 5-6-18 FILE: X:\ParkMeadows\dwg\Exhibits\PLM 6A Lot 24A&25-ortho.dwg	SHEET 1 OF 1



2467 Sunny Knoll Court - Looking northwesterly

2467 Sunny Knoll Court - Looking westerly

2467 Sunny Knoll Court - Looking northerly

Council Agenda Item Report

Meeting Date: September 13, 2018
Submitted by: Anya Grahn
Submitting Department: Planning
Item Type: Staff Report
Agenda Section: NEW BUSINESS

Subject:
Consideration to Approve Ordinance No. 2018-49, an Ordinance Approving an Extension of the June 8, 2017 Approval of the 243 Daly Avenue Subdivision Located at 243 Daly Avenue, Park City, Utah, Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney
(A) Public Hearing (B) Action

Suggested Action:

Attachments:
243 Daly Avenue Plat Amendment Staff Report and Ordinance

243 Daly Avenue Exhibits

City Council
Staff Report

Subject:	**243 Daly Avenue Subdivision**
Author:	**Anya Grahn, Historic Preservation Planner**
Department:	**Planning Department**
Date:	**September 13, 2018**
Type of Item:	**Legislative - Plat Amendment**

Summary Recommendation
Staff recommends that the City Council hold a public hearing and consider approving a request for a one year extension for the 243 Daly Avenue Subdivision approval, based on the findings of fact, conclusions of law, and conditions of approval as found in the attached ordinance.

Description

Applicant:	Alexander and Elizabeth Cohen
Location:	243 Daly Avenue
Zoning:	Historic Residential (HR-1) District
Adjacent Land Uses:	Residential—single and multi-family development
Reason for Review:	Extensions of plat amendment approvals require City Council action

Executive Summary
On June 8, 2017, the Park City Council approved the 243 Daly Avenue Subdivision, located at the same address. The Planning Department received the request for extension on June 8, 2018; the application was deemed complete on July 26, 2018. There have been no modifications to the original request. The owner of the property is requesting an extension to the plat amendment approval due to the length of time needed to obtain an encroachment agreement with the neighbors at 239 Daly Avenue.

Acronyms

DRC	Development Review Committee
HR-1	Historic Residential-1 Zoning District
ROW	Right-of-way

Background
The background of this application has been summarized in past reports:

- May 20, 2017 [See Staff Report (starting page 109) and Minutes (starting page 34)]: Planning Commission reviewed the plat amendment request and unanimously forwarded a positive recommendation to City Council.
- June 8, 2017 [See Staff Report (starting page 353) and Minutes (starting page 11)]: City Council approved the plat amendment request. A number of Conditions of Approval were included in Ordinance 2017-26, including a

requirement that the plat amendment needed to be recorded within one year of City Council's approval.

More recently:

- June 26, 2017: Redlines of the plat amendment were provided to the applicant for corrections.
- June 4, 2018: Staff had followed up with the applicant several times after June 26th asking for status updates on the redlines. Finally, on January 4th, 2018, staff sent a final email explaining to them that the plat would expire the following day at 5pm and the applicant needed to request an extension.
- June 8, 2018: City Council's plat amendment approval was set to expire.
- June 8, 2018: Applicant submitted a Request for Extension of the City Council's plat amendment approval.
- June 25, 2018: Staff sent the applicant an Incomplete Application notice as the submittal requirements of the Request for Extension application had not been provided.
- June 25, 2018: Staff sent the applicant an Incomplete Application notice as the submittal requirements of the Request for Extension application had not been provided.
- July 16, 2018: Staff provided a follow-up Incomplete Application notice as the submittal requirements had still not been met.
- July 26, 2018: Request for Extension application is deemed complete.

Alternatives

- The City Council may approve the request for an extension of approval for the 243 Daly Avenue Subdivision as conditioned or amended; or
- The City Council may deny the request for an extension of approval and direct staff to make findings for this decision; or
- The City Council may continue discussion on the extension request to a date certain and request additional information.
- There is not a "no action" option with this type of item.

Analysis

Per LMC 15-7.1-6(C)(5) Final Subdivision Plat, applicants may request time extensions of the City Council approval by submitting a written request to the Planning Department prior to the expiration of approval; the applicant submitted a Request for Extension Application to the Planning Department on June 8, 2018, but the application was not deemed complete until July 26, 2018. The City Council may grant an extension to the expiration date when the Applicant is able to demonstrate no change in circumstance that would result in an unmitigated impact or finding of non-compliance with the General Plan or Land Management Code. Staff has reviewed the applicant's Request for Extension and found no changes in circumstance, including no physical changes to the property or surroundings.

The analysis of this plat amendment was included in the June 8, 2017 [See Staff Report (starting page 353) and Minutes (starting page 11)], and through Ordinance 2017-26.

City Council's approval of the plat amendment in 2017 included several Conditions of Approval to:

- The property owner shall resolve the encroachment of the fence and railroad tie retaining walls over the north (side) property line either removing the retaining walls or entering into an encroachment agreement with the neighbor at 239 Daly Avenue.
- An encroachment agreement for the historic garage at 239 Daly Avenue is recommended.

Finally, the attached Draft Ordinance includes an updated copy of the plat amendment to reflect the redlines that were submitted to the Planning Department on July 26, 2018.

Department Review

- This project has gone through an interdepartmental review. The Development Review Committee (DRC) had no new issues that were not previously addressed in the original plat amendment approval.
- There have also been no changes of circumstance of either the property, the Land Management Code, or the zoning map, since the date of approval, that create the need to make changes to the proposed plat.

Notice

On August 30, 2018, the property was posted and notice was mailed to property owners within 300 feet in accordance with the requirements in the LMC. Legal notice was also published in the Park Record on September 1, 2018, in accordance with the requirements of the LMC.

Public Input

No public input was received at the time of writing this report. Public input may be taken at the regularly scheduled Council meeting on September 13, 2018.

Process

Approval of the extension application by the City Council constitutes Final Action that may be appealed following the procedures found in LMC 1-18. The extension provides an additional year for the applicant to record the subdivision at Summit County. Recordation shall occur prior to June 8, 2019 or the approval will expire, unless the applicant submits a written request for an additional extension.

Significant Impacts

There are no significant fiscal or environmental impacts from this application which is an extension of approval of the condominium plat. Potential environmental impacts will be mitigated by the fact that there is no new construction proposed on the property.

Consequences of not taking the Suggested Recommendation

The plat will have expired and the applicant will have to begin the plat amendment process anew.

Recommendation

Staff recommends that the City Council hold a public hearing and consider approving a request for a one year extension for the 243 Daly Avenue Subdivision approval, based on the findings of fact, conclusions of law, and conditions of approval as found in the attached ordinance.

Attachments

Exhibit A- Ordinance and proposed Plat Amendment
Exhibit B- Written request for extension

Ordinance No. 2018-49

AN ORDINANCE APPROVING AN EXTENSION OF THE JUNE 8, 2017 APPROVAL OF THE 243 DALY AVENUE SUBDIVISION LOCATED AT 243 DALY AVENUE, PARK CITY, UTAH.

WHEREAS, the owners of property located at 243 Daly Avenue have petitioned the City Council for approval of an extension of the 243 Daly Avenue Subdivision approval;

WHEREAS, the property was properly noticed and posted according to the requirements of the Land Management Code;

WHEREAS, proper legal notice was sent to all affected property owners;

WHEREAS, the Planning Commission held a public hearing on May 10, 2017, to receive input on plat amendment located at the aforementioned address;

WHEREAS, the Planning Commission, on the aforementioned date, forwarded a recommendation to the City Council to approve the proposed condominium plat according to the Findings of Fact, Conclusions of Law and Conditions of approval as stated herein;

WHEREAS; the City Council, held a public hearing on June 8, 2017, and approved the 243 Daly Avenue Subdivision;

WHEREAS; the City Council, held a public hearing on June 8, 2018 and approved an extension of the plat approval to September 13, 2019;

WHEREAS, it is in the best interest of Park City, Utah to approve the extension of the 243 Daly Avenue Subdivision approval to allow time to resolve issues of interest to the City that are also required to be complied with prior to plat recordation.

NOW, THEREFORE BE IT ORDAINED by the City Council of Park City, Utah as follows:

SECTION 1. APPROVAL. The above recitals are hereby incorporated as findings of fact. The 243 Daly Avenue Subdivision as shown in Exhibit A is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:
1. The property is located 243 Daly Avenue.
2. The property is in the Historic Residential (HR-1) District.
3. It is identified by the Summit County Recorder as tax parcels PC-627-A and PC-630-MS. The proposed subdivision creates one (1) lot of record.
4. This site is listed on Park City's Historic Sites Inventory (HSI) and is designated as Landmark.
5. The Subdivision removes one (1) lot line going through the interior of the property.
6. The proposed Subdivision combines the property into one (1) lot measuring 5,552.93 square feet.

7. A single-family dwelling is an allowed use in the District.
8. The minimum lot area for a single-family dwelling is 1,875 square feet. The proposed lots meet the minimum lot area for single-family dwellings.
9. The proposed lot width is width is 27.8 feet along Daly Avenue. The minimum lot width required is twenty-five feet (25'). The proposed lot meets the minimum lot width requirement.
10. The maximum building footprint allowed based on proposed lot size of 5,552.93 square feet is 2,032.26 square feet. The historic house equates to a footprint of approximately 974 square feet.
11. LMC § 15-2.2-4 indicates that historic structures that do not comply with building setbacks are valid complying structures.
12. The minimum front/rear yard setbacks are fifteen feet (15'), for a total of 30 feet. The historic house has a front yard setback of 35 feet and a rear yard setback of 82 feet.
13. The minimum side yard setbacks are three feet (3'), for a total of six feet (6').The existing historic house does not comply as it has a side yard setback of five feet (5') along the north property line and two feet (2') along the south property line.
14. The historic shed at 239 Daly Avenue encroaches over the shared property line and into the 243 Daly Avenue property by one foot (1'). The shed has been designated as Significant on the City's Historic Sites Inventory.
15. There is also a non-historic fence along the shared property line and non-historic railroad tie retaining wall that extend between the two properties at 243 and 239 Daly Avenue.
16. City Council approved the 243 Daly Avenue Subdivision as Ordinance 2017-26 on June 8, 2018.
17. On June 8, 2018, the applicant submitted a written request for an extension of the approval to allow additional time to address the required conditions of approval that have to be completed prior to plat recordation. The application for extension was deemed complete on July 26, 2018.
18. There have been no changes of circumstance of either the property, the Land Management Code, or the zoning map, since the date of approval, that create the need to make additional changes to the proposed plat prior to action on the extension request.
19. The Land Management Code allows for the City Council to approve extensions of plat approvals.
20. All findings within the Analysis section and the recitals above are incorporated herein as findings of fact.

Conclusions of Law:

1. There is good cause for this Plat Amendment.
2. The Plat Amendment is consistent with the Park City Land Management Code and applicable State law regarding lot combinations.
3. Neither the public nor any person will be materially injured by the proposed Plat Amendment.
4. Approval of the Plat Amendment, subject to the conditions stated below, does not adversely affect the health, safety, and welfare of the citizens of Park City.

Conditions of Approval:

1. The City Attorney and City Engineer will review and approve the final form and content of the subdivision for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant will record the subdivision at the County within one year from the date of City Council approval for extension (June 8, 2019). If recordation has not occurred within one year's time, this approval for the plat will be void, unless a complete application requesting an extension is made in writing prior to the expiration date and an extension is granted by the City Council.
3. Recordation of this plat and completion and approval of a final Historic District Design Review (HDDR), applications are required prior to building permit issuance for any construction on the proposed lot.
4. No building permit for any work that expands the footprint of the home, or would first require the approval of an HDDR, shall be granted until the subdivision is recorded with the Summit County Recorder's office.
5. A ten feet (10') wide public snow storage easement will be required along the Daly Avenue frontage of the property.
6. The property owner shall resolve the encroachment of the fence and railroad tie retaining walls over the north (side) property line either removing the retaining walls or entering into an encroachment agreement with the neighbor at 239 Daly Avenue.
7. An encroachment agreement for the historic garage at 239 Daly Avenue is recommended.
8. Modified 13-D sprinklers will be required for new construction by the Chief Building Official at the time of review of the building permit submittal and shall be noted on the final Mylar prior to recordation.
9. Ten foot (10') public snow storage easements shall be granted along Daly Avenue.
10. New construction shall comply with Land Management Code Section 15-2.2-3 regarding setbacks, building height, building envelope, building footprint, etc.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 13th day of September, 2018.

PARK CITY MUNICIPAL CORPORATION

____

Andy Beerman, MAYOR

ATTEST:

____

Michelle Kellogg, City Recorder

APPROVED AS TO FORM:

____

Mark Harrington, City Attorney

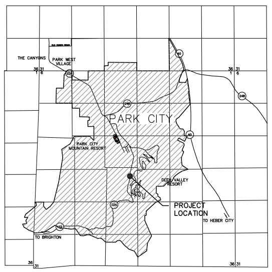
Attachment 1 – Proposed Plat

Exhibit A

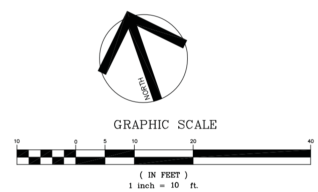
243 DALY AVENUE SUBDIVISION

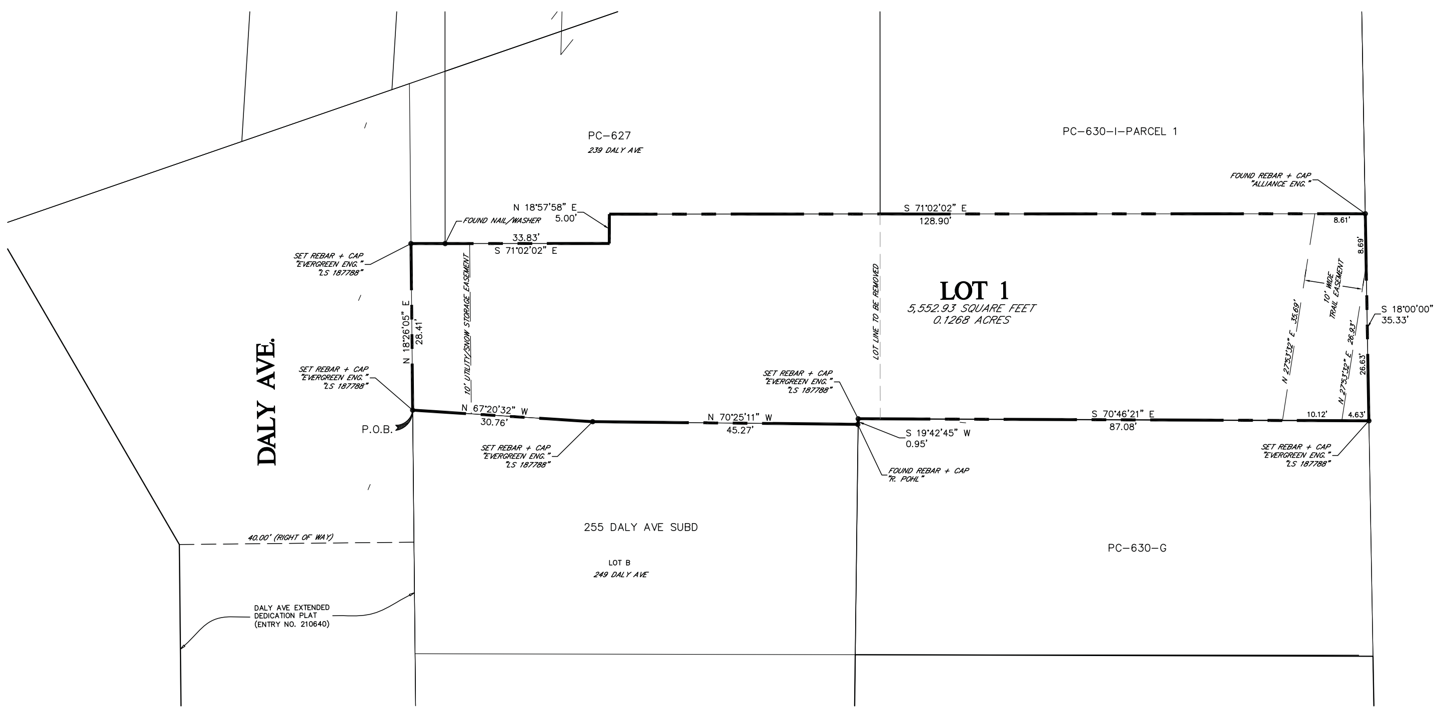
LOT COMBINATION PLAT

A PARCEL OF LAND LOCATED IN SECTION 21
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN,
PARK CITY, SUMMIT COUNTY, UTAH



VICINITY MAP
NOT TO SCALE





LEGAL DESCRIPTION

BEGINNING AT THE NORTHERNMOST CORNER OF 255 DALY AVENUE SUBDIVISION, AS RECORDED IN THE SUMMIT COUNTY RECORDER'S OFFICE (ENTRY NO. 444805, DECEMBER 20, 1995), SAID POINT BEING ON THE EASTERLY RIGHT OF WAY LINE OF DALY AVENUE EXTENDED, AS SHOWN ON THE DEDICATION PLAT OF DALY AVE EXTENDED (ENTRY NO. 210640, SEPTEMBER 12, 1983); THENCE ALONG SAID EASTERLY RIGHT OF WAY LINE NORTH °18'26'05" EAST A DISTANCE OF 28.41 FEET; THENCE LEAVING SAID RIGHT OF WAY LINE SOUTH 71°02'02" EAST 33.83 FEET; THENCE NORTH 18°57'58" EAST 5.00 FEET; THENCE SOUTH 71°02'02" EAST 128.90 FEET TO THE EAST LINE OF WASHINGTON MILL SITE LOT 80B; THENCE ALONG SAID EAST LINE SOUTH 18°00'00" WEST A DISTANCE OF 35.33 FEET; THENCE NORTH 70°46'21" WEST A DISTANCE OF 87.09; THENCE SOUTH 19°42'45" WEST 0.95 FEET TO THE NORTH LINE OF SAID 255 DALY AVENUE SUBDIVISION; THENCE ALONG SAID NORTH LINE THE FOLLOWING TWO (2) COURSES: 1) NORTH 70°25'11" WEST A DISTANCE OF 45.27 FEET, 2) NORTH 67°20'32" WEST 30.76 FEET TO THE POINT OF BEGINNING.

CONTAINS: 5,552.93 SQUARE FEET

NARRATIVE:

1. BASIS OF BEARING: FOUND AND ACCEPTED SURVEY MONUMENTS AS SHOWN HEREON.
2. PROPERTY CORNERS: SET OR FOUND AS SHOWN HEREON.
3. LOCATED WITHIN: SECTION 21, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN, PARK CITY, SUMMIT COUNTY, UTAH.
4. DATE OF SURVEY: SEPTEMBER 2016
5. PURPOSE OF SURVEY: LOCATE EXISTING CONDITIONS OF PROPERTY, AND ESTABLISH PROPERTY LINES FOR LOT COMBINATION AND REMODEL.
6. CONTOURS ARE SHOWN HEREON AT TWO FOOT INTERVALS
7. PROJECT BENCHMARK: WATER METER LID ELEVATION = 6738.0 (APPROXIMATE USGS ELEVATION)
8. THERE IS A ROTATIONAL DIFFERENCE BETWEEN THE DEED BEARINGS AND THE PROPERTY TO THE SOUTH (255 DALY AVE SUBDIVISION). RECORD BEARINGS ARE SHOWN IN PARENTHESES WITH AN "R".
9. SURVEY REQUESTED BY: ALEX COHEN.
10. THE OWNERS OF THIS PROPERTY SHOULD BE AWARE OF ANY ITEMS AFFECTING THE PROPERTY THAT MAY APPEAR IN A TITLE INSURANCE REPORT. THE SURVEYOR HAS FOUND NO OBVIOUS EVIDENCE OF EASEMENTS, ENCROACHMENTS, OF ENCUMBRANCES ON THE PROPERTY SURVEYED, EXCEPT AS DRAWN OR NOTED HEREON.
11. ALL BEARINGS AND DISTANCES SHOWN WERE MEASURED AND ARE EQUIVALENT TO THE RECORD BEARINGS AND DISTANCES, EXCEPT AS DRAWN OR NOTED HEREON.
12. ALTERATION OF ANY SURVEY DATA SHOWN HEREON WITHOUT THE SURVEYORS CONSENT MAKES THIS SURVEY INVALID.

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENT THAT ALEXANDER B. COHEN AND ELIZABETH G. COHEN , THE OWNERS OF THE HEREON DESCRIBED TRACT OF LAND, TO BE HEREAFTER KNOWN AS "243 DALY SUBDIVISION", CERTIFY THAT WE HAVE CAUSED THIS SUBDIVISION COMBINATION PLAT TO BE MADE AND CONSENT TO THE RECORDATION OF THIS SUBDIVISION PLAT. ALSO THE OWNERS HEREBY IRREVOCABLY OFFER FOR DEDICATION TO THE CITY OF PARK CITY ALL THE STREETS, LAND FOR LOCAL GOVERNMENT USES, EASEMENTS, PARKS, AND REQUIRED UTILITIES AND EASEMENTS SHOWN ON THE PLAT IN ACCORDANCE WITH AN IRREVOCABLE OFFER OF DEDICATION

IN WITNESS WHEREOF, OWNERS HAVE SIGNED THIS ______ DAY OF ____________, 2017

____
ALEXANDER B. COHEN

____
ELIZABETH G. COHEN

ACKNOWLEDGMENT

STATE OF UTAH)
) ss.
COUNTY OF SUMMIT)
ON THIS ____________ DAY OF ________________, 2017, PERSONALLY APPEARED BEFORE ME, ALEXANDER B. COHEN AND ELIZABETH G. COHEN, WHOSE IDENTITY IS PERSONALLY KNOWN TO ME (OR PROVEN ON THE BASIS OF SATISFACTORY EVIDENCE) AND WHO BY ME DULY SWORN/AFFIRMED, DID SAY THAT THEY ARE THE OWNERS OF THE HEREON DESCRIBED TRACT OF LAND AND THAT THEY SIGNED THE ABOVE OWNER'S DEDICATION AND CONSENT TO RECORD FREELY AND VOLUNTARY.

______________________ MY COMMISSION EXPIRES: ____________
NOTARY PUBLIC RESIDING IN ____________
COUNTY, STATE

SURVEYOR'S CERTIFICATE

I, GREGORY R. WOLBACH, OF PARK CITY, UTAH, CERTIFY THAT I AM A LICENSED PROFESSIONAL LAND SURVEYOR, AND THAT I HOLD LICENSE NO. 187788, AS PRESCRIBED BY THE LAWS OF THE STATE OF UTAH, AND THAT I HAVE PERFORMED A SURVEY OF THE HEREON DESCRIBED PROPERTY.

I FURTHER CERTIFY THAT THIS SUBDIVISION PLAT IS A CORRECT REPRESENTATION OF THE LAND SURVEYED AND HAS BEEN PREPARED IN CONFORMITY WITH THE MINIMUM STANDARDS AND REGULATIONS OF THE LAW.

Gregory R. Wolbach
GREGORY R. WOLBACH

STATE OF UTAH
GREGORY R. WOLBACH
NO. 187788
PROFESSIONAL LAND SURVEYOR

January 20, 2017
DATE:

PLOTTED: JANUARY 20, 2017
DRAWING: 243DALY-ROS.DWG

Evergreen Engineering, Inc.
Civil Engineering * Land Surveying * Land Planning
1670 Bonanza Drive * Suite 104
P.O. Box 2861 * Park City * Utah * 84060
Phone: 435.649.4667 * Fax: 435.649.9219
E-mail: office@evergreen-eng.com

CITY ENGINEER

THIS PLAT IS IN CONFORMANCE WITH INFORMATION ON FILE IN THE OFFICE OF THE PARK CITY ENGINEERING DEPARTMENT ON THIS ________ DAY OF ____________ A.D. 2017.

____
CITY ENGINEER

SNYDERVILLE BASIN WATER RECLAMATION DISTRICT

REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS ____________ DAY OF ____________ AD 2017.

BY: ______________________
SNYDERVILLE BASIN WATER RECLAMATION DISTRICT

CITY PLANNING COMMISSION

APPROVED AND ACCEPTED BY THE PARK CITY PLANNING COMMISSION ON THIS ________ DAY OF ____________ A.D. 2017.

____
CHAIRMAN

APPROVAL AS TO FORM

APPROVED AS TO FORM ON THIS ________ DAY OF ____________ A.D. 2017.

____
CITY ATTORNEY

COUNCIL APPROVAL & ACCEPTANCE

APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS ________ DAY OF ____________ A.D. 2017

____
MAYOR

CERTIFICATE OF ATTEST

I CERTIFY THIS WAS APPROVED BY PARK CITY COUNCIL THIS ________ DAY OF ____________ A.D. 2017

____
CITY RECORDER

RECORDED

Nº. ____________ .
STATE OF ____________ .
COUNTY OF ____________ .
RECORDED AND FILED AT THE REQUEST OF:
____

____
COUNTY RECORDER

Exhibit B

Project Address: 243 Daly Avenue

Description: Addition and remodel of a Landmark structure

Project #: PL-16-03172

Project Owner: Alexander and Elizabeth Cohen (719.216.6376)

alexander.cohen@usoc.org

Project Architect: Chimso Onwuegbu (801.712.4078)

chimso@be-wow.com

Project Description: Proposed design for the addition and remodel of the historic structure at 243 Daly Avenue.

Rationale for Plat Amendment Extension: Project owners are requesting an extension as they have just received the completed easement agreement from the neighbors at 239 Daly Ave, and are also in the process of selecting building construction/renovation contractors.

NOTICE OF CITY COUNCIL ACTION
Application # PL-17-03469
Subject 243 Daly Avenue Subdivision
Address 243 Daly Avenue
Description Plat Amendment
Action Taken Approved
Date of Action June 8, 2017

On June 8, 2017, the City Council called a meeting to order, a quorum was established, a public meeting was held, and the City Council approved your application based on the following:

Findings of Fact:
1. The property is located 243 Daly Avenue.
2. The property is in the Historic Residential (HR-1) District.
3. It is identified by the Summit County Recorder as tax parcels PC-627-A and PC-630-MS. The proposed subdivision creates one (1) lot of record.
4. This site is listed on Park City's Historic Sites Inventory (HSI) and is designated as Landmark.
5. The Subdivision removes one (1) lot line going through The interior of the property.
6. The proposed Subdivision combines the property into one (1) lot measuring 5,552.93 square feet.
7. A single-family dwelling is an allowed use in the District.
8. The minimum lot area for a single-family dwelling is 1,875 square feet. The proposed lots meet the minimum lot area for single-family dwellings.
9. The proposed lot width is width is 27.8 feet along Daly Avenue. The minimum lot width required is twenty-five feet (25'). The proposed lot meets the minimum lot width requirement.
10. The maximum building footprint allowed based on proposed lot size of 5,552.93 square feet is 2,032.26 square feet. The historic house equates to a footprint of approximately 974 square feet.

11. LMC § 15-2.2-4 indicates that historic structures that do not comply with building setbacks are valid complying structures.
12. The minimum front/rear yard setbacks are fifteen feet (15'), for a total of 30 feet. The historic house has a front yard setback of 35 feet and a rear yard setback of 82 feet.
13. The minimum side yard setbacks are three feet (3'), for a total of six feet (6').The existing historic house has a side yard setback of five feet (5') along the north property line and two feet (2') along the south property line.
14. The historic shed at 239 Daly Avenue encroaches over the shared property line and into the 243 Daly Avenue property by one foot (1'). The shed has been designated as Significant on the City's Historic Sites Inventory.
15. There is also a non-historic fence along the shared property line and non-historic railroad tie retaining wall that extend between the two properties at 243 and 239 Daly Avenue.
16. All findings within the Analysis section and the recitals above are incorporated herein as findings of fact.

Conclusions of Law:
1. There is good cause for this Subdivision.
2. The Subdivision is consistent with the Park City Land Management Code and applicable State law regarding lot combinations.
3. Neither the public nor any person will be materially injured by the proposed Subdivision.
4. Approval of the Subdivision, subject to the conditions stated below, does not adversely affect the health, safety and welfare of the citizens of Park City.

Conditions of Approval:
1. The City Planner, City Attorney, and City Engineer will review and approve the final form and content of the plat for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant will record the plat at the County within one year from the date of City Council approval. If recordation has not occurred within one (1) years' time, this approval for the plat will be void, unless a request for an extension is made in writing prior to the expiration date and an extension is granted by the City Council.
3. A ten feet (10') wide public snow storage easement will be required along the Daly Avenue frontage of the property.
4. The property owner shall resolve the encroachment of the fence and railroad tie retaining walls over the north (side) property line either removing the retaining walls or entering into an encroachment agreement with the neighbor at 239 Daly Avenue.
5. An encroachment agreement for the historic garage at 239 Daly Avenue is recommended.
6. Modified 13-D sprinklers will be required for new construction by the Chief Building Official at the time of review of the building permit submittal and shall be noted on the final Mylar prior to recordation.
7. Ten foot (10') public snow storage easements shall be granted along Daly Avenue.
8. New construction shall comply with Land Management Code Section 15-2.2-3 regarding setbacks, building height, building envelope, building footprint, etc

<u>Summary of Staff Action (Planning Department Action Letter 5.23.17)</u>
Staff reviewed this HDDR application for compliance with the 2009 Historic District Design Guidelines, specifically with 1) Universal Guidelines for Historic Sites in Park City and 2) Specific Guidelines: A. Site Design; B. Primary Structures; C. Parking Areas, Detached Garages, & Driveways; and D. Additions to Historic Structures. Staff found that as conditioned the proposed addition and remodel of the historic structure will comply with applicable

Guidelines. This letter serves as the final action letter and approval for the proposed design for the addition and remodel of the historic structure at 243 Daly Avenue. The plans, as redlined, are approved subject to the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

Findings of Fact

1. The property is located at 243 Daly Avenue.
2. The property is located in the Historic Residential (HR-1) Zoning District.
3. The site is designated as Landmark on the Historic Sites Inventory. It eligible for listing on the National Register of Historic Places, but is not currently listed.
4. Based on Sanborn Fire Insurance maps and historic research analysis, the house was constructed prior to 1889 on land owned by the Ontario Mining Company. It was initially constructed as a one-story wood frame hall-parlor with a full-width front porch and rear additions, including a square addition off the back. By 1900, a rear addition as expanded

north to create a bump out on the northeast corner of the house. This addition appears to have been extended to the east again by 1907.

5. By the time of the c.1941 tax photograph, a gabled stem-wing had been added to the front of the hall-parlor to create a T-shaped cross-wing house. The T-shaped cottages became a popular house form in the 1880s and 1890s and many hall-parlors were expanded by creating the cross-wing form.

6. On May 3, 2017, the Park City Historic Preservation Board reviewed and approved the Material Deconstruction proposed for the renovation of 243 Daly Avenue.

7. On May 10, 2017, the Park City Planning Commission forwarded a positive recommendation to City Council for the 243 Daly Avenue Subdivision; it has not yet been approved by the Park City Council.

8. On January 12, 2017, the Planning Department received a Historic District Design Review (HDDR) application for the renovation of the historic house and construction of a new addition at 243 Daly Avenue; the application was deemed complete on February 6, 2017. The HDDR application is still under review by the Planning Department.

9. The applicant is proposing to maintain this property as a single family residence. Single Family dwellings are an allowed use in the HR-1 zoning district.

10. The minimum Lot Area is 1,875 SF for a Single Family Dwelling; the existing lot (following approval of the subdivision) is 5,552.93 SF.

11. The maximum building footprint for a lot measuring 5,552.93 SF is 1,266.14 SF. The current footprint of the historic house and its additions is 974 SF. Following construction of the addition, the footprint of the house will be 1,164.82 SF.

12. Per LMC 15-2.2-3(D), the minimum side yard setback requirements for a lot measuring 27.8 feet in width are 3 feet for a total of 6 feet. The historic house has a setback of 5 feet along the north side yard and 2 feet along the south side yard. The new addition has a 3 foot south side yard setback and 4 foot north side yard setback.

13. Per LMC 15-2.2-3(E), the minimum front and rear yard setbacks for a lot up to 75 ft. in depth is 15 feet. The existing historic house has a 35 foot front yard setback and the applicant is proposing a 78 foot rear yard setback.

14. The applicant is not seeking any front yard setback exceptions, as outlined in per LMC 15-2.2.-3(F).

15. The applicant is not seeking any rear yard setback exceptions, as outlined in LMC 15-2.2-3(G).

16. Per LMC 15-2.2-4, Historic Structures that do not comply with Building Footprint, Building Height, Building Setbacks, Off-Street parking, and driveway location standards are valid Complying Structures. Additions must comply with Building Setbacks, Building Footprint, driveway location standards, and Building Height.

17. Per LMC 15-2.2-5, no structure shall be erected to a height greater than 27 feet from Existing Grade. The tallest portion of the structure is expected to be 25 ft. 5 inches at the gable of the dormers on the new addition. The maximum interior height of the building, measured from the lowest finished floor plane to the point of the highest wall top plate, is 19 ft. 4 inches.

18. The primary roof pitch of the addition is the gable roof form which has a slope of about 8:12.

19. The proposed project complies with the *Design Guidelines for Historic Sites in Park City*, specifically the Universal Design Guidelines:

a. The proposal complies with Universal Guideline #1 as the site will be used as it was historically—a single family home—and requires minimal change to the distinctive materials and features.

b. The proposal complies with Universal Guideline #2 as changes to the site or building that have acquired historic significance in their own right will be retained

and preserved. The HPB approved the removal of rear additions that were added after 1941.
c. The proposal complies with Universal Guideline #3 as the historic exterior features of the building will be retained and preserved. The applicant is proposing to maintain the exterior features of the building by maintaining and repairing damaged features.
d. The proposal complies with Universal Guideline #4 in that the applicant plans to retain and preserve distinctive materials, components, finishes, and examples of craftsmanship. No missing historic elements will need to be recreated as part of this renovation.
e. The proposal complies with Universal Guideline #5 as conditioned.
f. The proposal complies with Universal Guideline #6 in that features that do not contribute to the significance of the site or building and exist prior to the adoption of these guidelines may be maintained; however, if it is proposed they be changed, those features must be brought into compliance with these guideline. The applicant does not propose to replace the existing foundation, thus the stairs on the north side of the cross-wing leading the basement will remain.
g. The proposal complies with Universal Guideline #7 in that the owner is not proposing to introduce architectural elements or details that visually modify or alter the original building design when no evidence of such elements or details exists. The applicant will be installing a new railing around the exterior stairs; however, this shall not impact the appearance of the exterior as it will not be extended to the historic porch.
h. The proposal complies with Universal Guideline #8 as conditioned.
i. The proposal complies with Universal Guideline #9 as the new addition, exterior alterations, and related new construction will not destroy historic materials, features, and spatial relationships that characterize the site or building. The applicant has proposed a new addition that is set back from the rear wall of the historic house so that it is visually minimized from the public right-of-way. Exterior site improvements are also focused on the rear yard where they will not impact the historic integrity of the house.
j. The proposal complies with Universal Guideline #10 as the new addition and related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment could be restored. The new addition is separated from the historic house by a transitional element. The new addition also replaces a non-historic addition and will only impact the west (rear) elevation of the historic house.
20. The proposed project complies with the *Design Guidelines for Historic Sites in Park City*, specifically the Specific Design Guidelines:
a. The proposal complies with Specific Design Guidelines A.1 Building Setbacks & Orientation. The applicant does not propose to modify the existing front and side yard setbacks of the Historic Site.
b. Specific Design Guidelines A.2 Stone Retaining Walls do not apply as there are no historic stone retaining walls on this site.
c. Specific Design Guidelines A.3 Fences & Handrails do not apply as there are no historic fences or handrails on this site.
d. Specific Design Guidelines A.4 Steps do not apply as there are no historic hillside steps on this site.
e. The proposal complies with Specific Design Guidelines A.5 Landscaping & Site Grading as conditioned. There are no character-defining landscape features of this site. The historic character of the site will not be significantly altered by

substantially changing the proportion of built or paved area to open space. The original grade of the site will be maintained when and where possible.
f. The proposal complies with Specific Design Guidelines B.1 Roofs. The original roof form will be maintained, as well as any functional or decorative elements. The applicant proposes to reinforce the existing roof structure from the interior.
g. The proposal complies with Specific Design Guidelines B.2 Exterior Walls. The applicant is not proposing to modify the window-door configuration, wall planes, recesses, balconies, porches or entryways on the primary and secondary facades. No substitute materials are proposed at this time. No interior changes are proposed that will affect the exterior appearance of the façade, such as changing original floor levels, changing window-door configurations, or changing porch roofs to balconies or decks.
h. The proposal complies with Specific Design Guidelines B.3. Foundations. The applicant is not proposing to raise or lower the historic structure from its original floor elevation. The applicant has shown that the original placement, orientation, and grade of the historic building will be retained. No more than 2 feet of the new foundation will be visible above finished grade on the primary and secondary facades. Only repairs will be made to the existing foundation.
i. The proposal complies with Specific Design Guidelines B.4. Doors. The applicant proposes to maintain historic door openings, doors, and door surrounds. No storm and/or screen doors are proposed.
j. The proposal complies with B.5 Windows. The applicant does not propose any changes to the historic window openings. He has demonstrated that the historic wood windows are beyond repair. No storm windows are proposed at this time.
k. The proposal complies with Specific Design Guidelines B.6 Mechanical Systems, Utility Systems, and Service Equipment as conditioned.
l. The proposal complies with Specific Design Guidelines B.7 Paint & Color as conditioned.
m. Specific Design Guidelines C.1 Off-Street Parking applies as conditioned.
n. The proposal complies with Specific Design Guidelines C.2 Driveways as conditioned.
o. Specific Design Guidelines C.3 Detached Garages are not applicable as no detached garage is proposed.
p. The proposal complies with Specific Design Guidelines D.1 Protection for Historic Structures and Sites. The addition will be located behind the historic house and will be visually subordinate to the historic building when viewed from the primary public right-of-way. The proposed addition will not obscure or significantly contribute to the loss of historic materials. Where the new addition abuts the historic building, a clear transitional element between the old and the new has been proposed and designed. The HPB approved the removal of post-1941 additions that were not historically significant as part of their Material Deconstruction Review on May 10, 2017.
q. The proposal complies with Specific Design Guidelines D.2 Compatibility. The Addition complements the visual and physical qualities of the historic building. Building components and materials, such as the wood siding and windows, used on the addition will be similar in scale and size to those found on the historic building. Window shapes and proportions found on the historic building are reflected in the new addition. The addition is visually separated from the historic building when viewed from the public right-of-way. The addition is not proposed to be in-line.

r. Specific Design Guidelines D.3 Scenario 1: Residential Historic Sites-Basement Addition without a Garage is not applicable as a new basement foundation is not proposed.
s. Specific Design Guidelines D.4. Scenario 2: Residential Historic Sites—Basement Addition with Garage does not apply as the basement does not contain a garage.
t. Specific Design Guidelines E. Relocation and/or Reorientation of Intact Buildings are not applicable as the applicant is not proposing to relocate or reorient the historic building.
u. Specific Design Guidelines F. Disassembly/Reassembly of All or Part of a Historic Structure is not applicable as this is not a panelization project.
v. Specific Design Guidelines G. Reconstruction of Existing Historic Structures is not applicable as this is not a reconstruction project.
w. Specific Design Guidelines H. Accessory Structures are not applicable; there are no existing or proposed accessory structures on this site.
x. Specific Design Guidelines I. Signs are not applicable.
y. The proposal complies with Specific Design Guidelines J. Exterior Lighting as conditioned.
z. Specific Design Guidelines K. Awnings are not applicable.
aa. Specific Design Guidelines L. Sustainability is not applicable. The applicant will retain the inherent energy-conserving features of the historic building such as porches, operable windows, and transoms. The thermal efficiency of the historic building will be increased by insulating. No photovoltaic cells are proposed at this time.
bb. Specific Design Guidelines M. Seismic Systems is not applicable as no seismic upgrade has been proposed.
cc. Specific Guidelines N. ADA Compliance is not applicable.
21. The HDDR application was submitted on January 12, 2017. It was deemed complete on February 6, 2017. A public hearing was held on February 21, 2017.
22. The HDDR application was approved by staff on May 23, 2017. The 10-day appeal period expires on June 2, 2017.

Conclusion of Law
1. The proposal complies with the 2009 Park City Design Guidelines for Historic Districts and Historic Sites, as conditioned.
2. The proposal complies with the Land Management Code requirements pursuant to the Historic Residential (HR-1) District (lot size, setbacks, etc.).
3. The proposed work is consistent with Park City General Plan

Council Agenda Item Report

Meeting Date: September 13, 2018
Submitted by: Corey Legge
Submitting Department: Engineering
Item Type: Staff Report
Agenda Section: NEW BUSINESS

Subject:
Consideration to Approve Ordinance No. 2018-50, an Ordinance Approving an Amendment to Ordinance No. 91-9 Vacating and Conveying a Portion of Platted Empire Avenue in Park City, Utah, In a Form Approved by the City Attorney
(A) Public Hearing (B) Action

Suggested Action:

Attachments:
Staff Report

Attachment 1: Ordinance No. 91-9

Attachment 2: Map and Quit Claim Deeds

Attachment 3: Draft Ordinance

City Council
Staff Report

Subject:	**Petition to Amend Park City Ordinance No. 91-9 by Correcting Legal Descriptions to Adhere to its Original Intent**
Author:	**Corey Legge**
Department:	**Engineering**
Date:	**September 13th, 2018**
Type of Item:	**Property Legislative**

Recommendation:
Staff recommends City Council vacate public right-of-way on Empire Avenue and amend Park City Ordinance No. 91-9, in a form approved by the City Attorney, by correcting legal descriptions.

Executive Summary:
In the early 1990's, PCMC held discussions with Sig and Dorothy Schreyer, previous owners of 802 Empire Avenue regarding a land trade. The agreed upon solution indicated PCMC vacate a10-foot strip of Empire Avenue ROW and convey title to Mr. Schreyer. In exchange the Schreyer's quit-claim deed property known as the Tramway Parcel to PCMC. City Council enacted Ordinance No. 91-9 to document the transaction.

Tom Peek and his company Old Town Lands, LLC is the current owner of property located at 802 Empire Avenue. Unfortunately, the intent to redevelop the property uncovered a Scrivener's error in the legal descriptions included in Ordinance No. 91-9. To correct the legal description staff determined it would be necessary to abide by the vacation of ROW process and directed Mr. Peek to submit a formal petition to amend vacation of ROW. Per Utah Municipal code 10-9a-609.5 vacation of ROW must be vetted through a public hearing.

Acronyms:
ROW – Right-of-Way
PCMC – Park City Municipal Corporation

The Problem:
The present owner of 802 Empire Avenue, Tom Peek, is petitioning City Council amend the Ordinance No. 91-9. An error was discovered in the existing legal descriptions of both the Empire Parcel and the Tramway Parcel.

The purpose of the petition is to amend the Vacation Ordinance to adhere to its original intent, the vacation of the entire Empire Parcel and the conveyance of the entire Tramway Parcel to PCMC. The faulty legal descriptions are the only change within the proposed amended ordinance.

Background:

- On December 27, 1967 an ordinance was approved vacating a fifteen foot (15') strip of Empire Avenue.
- On April 25, 1991, the Schreyer's and PCMC agreed to a land trade to correct a historic survey problem in Snyder's Addition to Park City.
- On May 2, 1991, Ordinance No. 91-9 was recorded approving the vacation and conveyance of a portion of platted Empire Avenue.
- On May 9, 1991 Mayor Olch executed a quitclaim deed conveying the Empire Parcel to Dorothy Fay Schreyer.
- On June 10, 1991, Mrs. Schreyer executed a quitclaim conveying the Tramway Parcel to PCMC.
- On January 22, 2016, Mrs. Schreyer executed a Warranty Deed to ES 166451 Crescent Tram Way, LC, an entity managed by Tom Peek.
- On May 3, 2018 a petition to Amend City Ordinance No. 91-9 was submitted to PCMC staff.

Analysis:

A historic survey problem in Snyder's Addition to Park City resulted in conversations between the Schreyers and PCMC during the early 1990s. At the time of construction in the early 1900s, Crescent Tram Road crossed the property currently addressed as 802 Empire Avenue. Instead of pressing a claim for right-of-way use, PCMC agreed to a land trade alternative that would allow the City to install curb and gutter along Crescent Tram Road in the future.

At the time, the Schreyers were hoping to construct an addition to their home in which a land trade for a small portion of Empire Avenue would facilitate that project. The ten foot (10') wide strip of land was not needed for the Sweeney Creole Gulch project or for any other utility or road improvement. For these reasons the City executed Ordinance No.91-9.

The original intent deemed it desirable that PCMC vacate and convey a portion of Empire Avenue in exchange for a portion of platted lots where Crescent Tram exists. Both parties involved in the land trade believed that the deal had been completed successfully and accordingly to the ordinance. However, it was discovered that an error is located within the legal descriptions referenced in both deeds and the ordinance. The error occurred during the surveying performed by Park City Surveying. The property lines of both parcels had been plotted 15 feet south of the agreed upon locations.

Since the legal description error is referenced within Ordinance No.91-9, the ordinance needs to be amended. A petition was filed with City Council to amend the vacation reflecting both parties' mutually intended legal descriptions. Since the time of submission, Park City Surveying developed legal descriptions and exhibits for quit claim deeds in the correct form that represent the original intent of Ordinance No. 91-9.

Park City Resolution No. 8-98 is the regulatory document that outlines the policy for the vacation of ROW within the City. Section 1 outlines criteria to evaluate whether the proposal demonstrates a “net tangible benefit” to the immediate neighborhood and to the City as a whole. The criteria include:

a) **No Increase in Density**: Amending Ordinance No. 91-9 would not facilitate greater density, floor area, or area of disturbance.
b) **Neighborhood Compatibility:** The use will be compatible with surrounding structures.
c) **Consideration:** Proposals must compensate the City for the loss of the right-of-way. The land trade results in the City obtaining additional square footage.
d) **Utility of existing Right-of-Way:** The City shall typically dispose of public ROW only when the ROW is no longer of significant utility to the City. The City Engineer in 1991 declared the vacated strip of land was not needed for the Sweeney Creole Gulch project or for any other utility or road improvement. Staff agrees with this statement presently.

Alternatives:

A. **Approve the petition for amendment of Ordinance No. 91-9**

Approval would result in an ordinance reflecting the original 1991 mutually intended legal descriptions. This is staff’s recommendation.

Pros- Tom Peek Quit-Claims three hundred fifty eight square feet (358 ft^2) of property to the City that can be utilized as ROW for Crescent Tram road.

Cons- The City Quit-Claims one hundred fifty square feet (150 ft^2) of property to Tom Peek. However, this property is not needed for future utility or road improvements.

B. **Deny the petition for amendment of Ordinance No. 91-9.**

Denying the petition would not rectify the incorrect legal descriptions.

Pros- none noted.

Cons- A portion of Crescent Tram road will remain within a prescriptive easement instead of ROW.

Department Review

This report has been reviewed by Planning, Engineering, and the Legal departments.

Funding Source

No funding impacts as a result of the recommended action.

Summary Recommendation

Staff recommends City Council vacate public right-of-way on Empire Avenue and amend Park City Ordinance No. 91-9, in a form approved by the City Attorney, by correcting legal descriptions.

Attachments

Attachment 1: Ordinance No. 91-9
Attachment 2: Map Exhibit & Quit Claim Deeds
Attachment 3: Draft Amendment to Ordinance No. 91-9

ORDINANCE NO. 91-9

AN ORDINANCE VACATING AND CONVEYING A PORTION OF PLATTED EMPIRE AVENUE IN PARK CITY, UTAH

WHEREAS, the City Council of Park City recognizes the unique historic nature of the Historic District of Park City; and

WHEREAS, in some areas of the Historic District, streets were historically built without the benefit of platted rights-of-way; and

WHEREAS, Park City desires to encourage well-maintained owner-occupied homes within the Historic District; and

WHEREAS, the City Council of Park City deems it desirable to vacate and convey a portion of Empire Avenue (where no improvements exist) in exchange for a portion of platted lots (where the public street known as Crescent Tram exists),

NOW, THEREFORE, BE IT ORDAINED by the City Council of Park City, Utah, as follows:

Section 1. That portion of Empire Avenue described as follows is hereby vacated:

> A strip of land ten feet in width lying in Empire Avenue and being more particularly described as follows: Beginning at a point South 35°59'00" East 20.00 feet and South 54°01'00" West 15.00 feet from the northwest corner of Lot 19, Block 14, Snyder's Addition to the Park City Survey and running thence South 35°59'00" East 46.19 feet; thence South 89°52'50" West 12.33 feet; thence North 35°59'00" West 38.96 feet; thence North 54°01'00" East 10.00 feet to the point of beginning. Contains 426 square feet.

Section 2. That the City will execute a deed to Dorothy Fay Schreyer (Mrs. Sig Schreyer) for the portion of Empire Avenue described in Section 1 in exchange for the portion of Crescent Tram Road described in Exhibit 1, attached hereto.

PASSED AND ADOPTED this 2nd day of May, 1991.

PARK CITY MUNICIPAL CORPORATION

Bradley A. [illegible]

BRADLEY A. [illegible] MAYOR

ATTEST:

Anita L. Sheldon

ANITA L. SHELDON, CITY RECORDER

PARK CITY SUMMIT COUNTY UTAH
CORPORATE Seal
MARCH 1, 1884

EXHIBIT 1

PORTION OF EXISTING ROAD TO BE DEEDED
TO THE PARK CITY MUNICIPAL CORPORATION

Beginning at a point South 35°59'00" East 20.00 feet from the northeast corner of Lot 19, Block 14, Snyder's Addition to Park City survey and running thence South 35°59'00"East, 109.10 feet; thence South 54°01'00" West 2.97 feet; thence South 89°52'50" West 1.31 feet; thence North 72°00'00" West 12.10 feet; thence North 61°06'50" West 14.86 feet; thence North 46°00'00" West 21.50 feet; thence North 36°00'00" West 43.50 feet; thence North 41°00'00" West 20.50 feet; thence North 54°01'00" East 23.00 feet to the point of beginning. Contains 2052 square feet.

Park City Surveying
P.O. Box 682993
Park City, UT 84068
(435)649-2918
(435)649-4637 fax

08-05-2018

QCD "A"

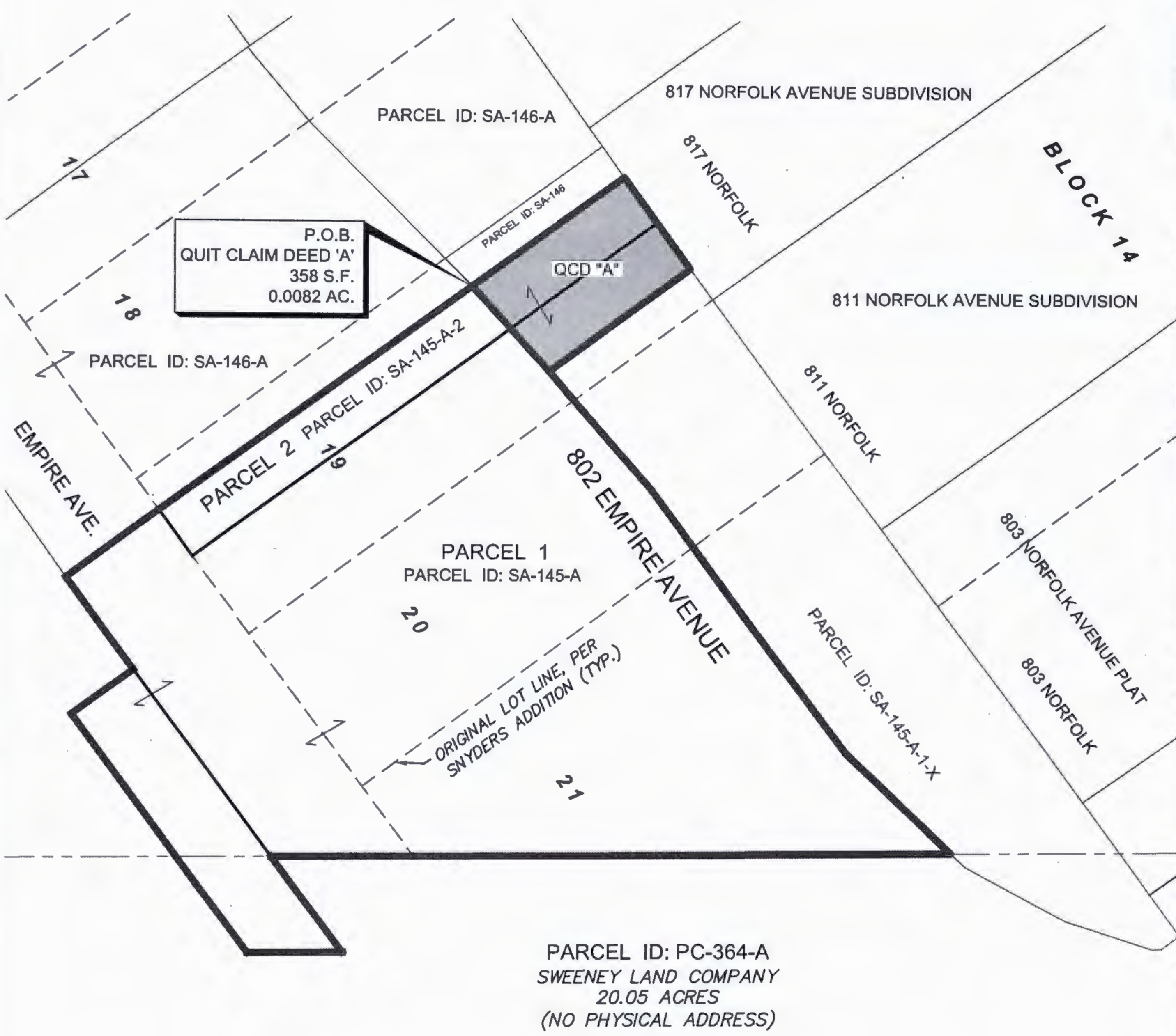
802 Empire
Quit-Claim LEGAL
Old Town Lands LLC to PC Municipal Corp.
(a portion of Crescent Tram roadway)
358 SF
0.0082 Acres

BEGINNING AT A POINT SOUTH 35°59'00" EAST 195.00 FEET AND NORTH 54°01'00" EAST 75.28 FEET FROM THE SURVEY MONUMENT AT THE INTERSECTION OF NINTH STREET AND EMPIRE AVENUE, SNYDERS ADDITION TO PARK CITY; AND RUNNING THENCE NORTH 54°01'00" EAST 24.72 FEET; THENCE SOUTH 35°59'00" EAST 15.00 FEET; THENCE SOUTH 54°01'00" WEST 23.00 FEET; THENCE NORTH 42°31'00" WEST 15.10 FEET TO THE POINT OF BEGINNING.

CONTAINS 0.0082 ACRES, 358 SQUARE FEET

Proposed Quit Claim Deeds

QUIT CLAIM DEED EXHIBIT "A"



QUIT CLAIM DEED EXHIBIT "A"
358 S.F.
A PARCEL OF LAND FROM OLD TOWN LANDS, LLC TO P.C. MUNICIPAL

NORTH

SCALE 1" = 20'

Park City Surveying
PO Box 682993
Park City, UT 84068
435-649-2918
WWW.PARKCITYSURVEY.COM

Park City Surveying
P.O. Box 682993
Park City, UT 84068
(435)649-2918
(435)649-4637 fax

08-05-2018

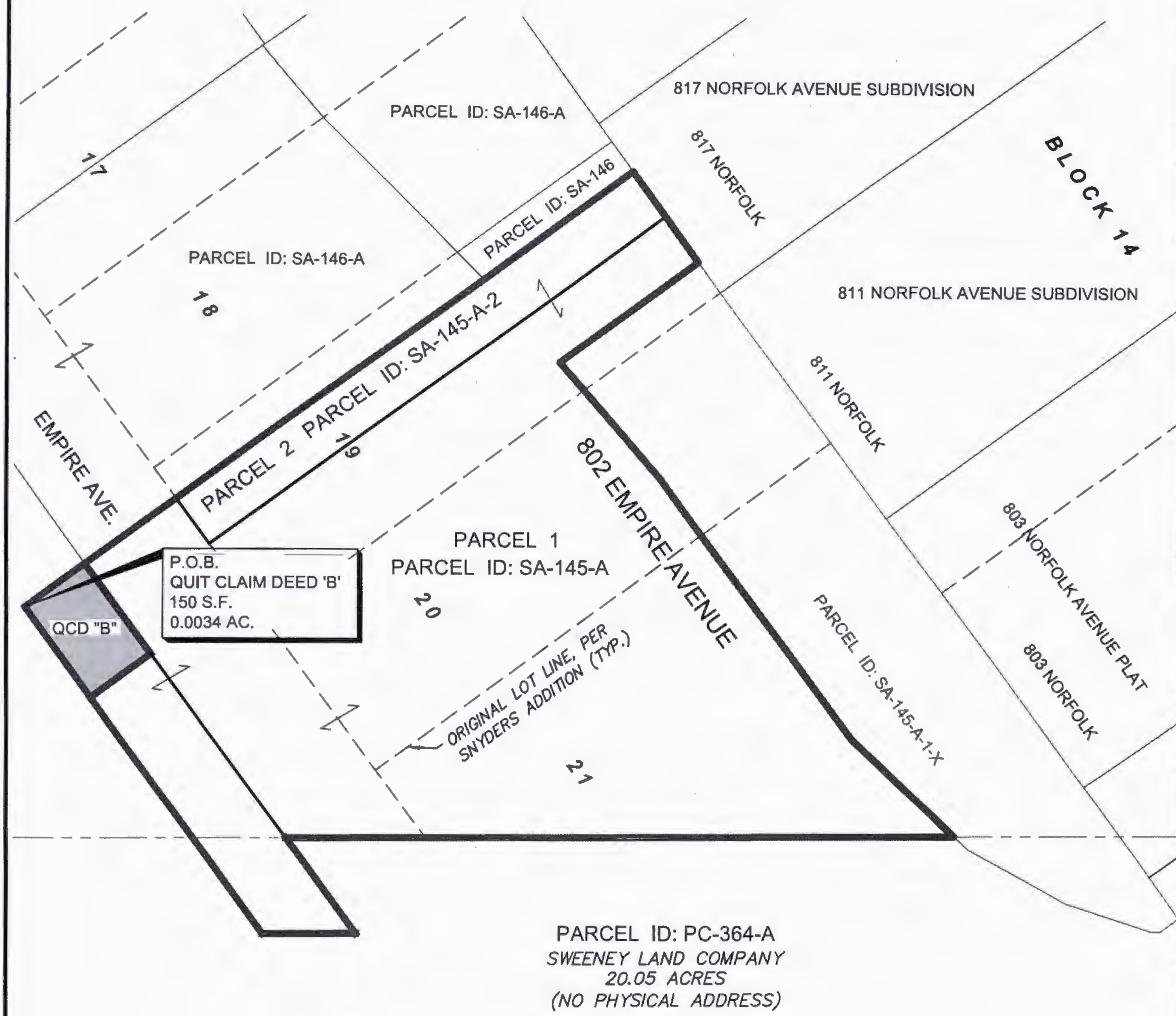
QCD “B”

802 Empire
Quit-Claim LEGAL
P.C. Municipal Corp. to Old Town Lands LLC (small rectangle)
150 SF
0.0034 Acres

BEGINNING AT A POINT SOUTH 35°59’00”EAST 195.00 FEET FROM THE SURVEY MONUMENT AT THE INTERSECTION OF NINTH STREET AND EMPIRE AVENUE, SNYDERS ADDITION TO PARK CITY, AND RUNNING THENCE NORTH 54°01’00” EAST 10.00 FEET; THENCE SOUTH 35°59’00” EAST 15.00 FEET; THENCE SOUTH 54°01’00” WEST 10.00 FEET; THENCE NORTH 35°59’00” WEST 15.00 FEET TO THE POINT OF BEGINNING.

CONTAINS 0.0034 ACRES, 150 SQUARE FEET

QUIT CLAIM DEED EXHIBIT "B"



QUIT CLAIM DEED EXHIBIT "B"
150 S.F.
A PARCEL OF LAND FROM P.C. MUNICIPAL TO OLD TOWN LANDS, LLC

Park City Surveying
PO Box 682993
Park City, UT 84068
435-649-2918
WWW.PARKCITYSURVEY.COM

Park City Surveying
P.O. Box 682993
Park City, UT 84068
(435)649-2918
(435)649-4637 fax

08-05-2018

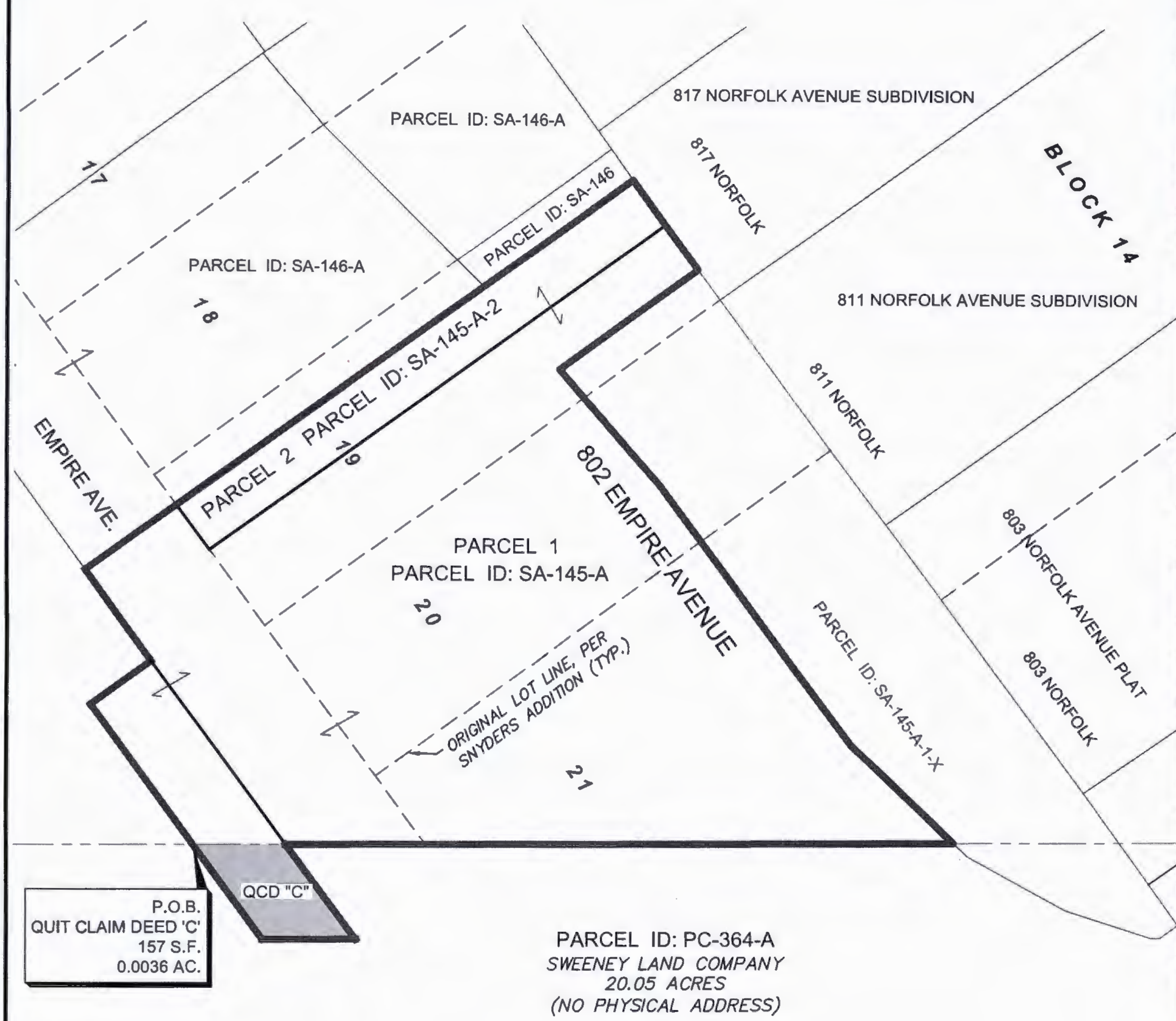
QCD "C"

802 Empire
Quit-Claim LEGAL
Old Town Lands, LLC to Sweeney Land Co.
157 SF
0.0036 Acres

BEGINNING AT A POINT SOUTH 35°59'00" EAST 233.23 FEET FROM THE SURVEY MONUMENT AT THE INTERSECTION OF NINTH STREET AND EMPIRE AVENUE, SNYDER'S ADDITION TO PARK CITY, SAID POINT BEING ON THE EAST-WEST QUARTER SECTION LINE OF SECTION 16, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN, AND RUNNING THENCE ALONG SAID EAST-WEST QUARTER SECTION LINE NORTH 89°53'05" EAST 12.33 FEET; THENCE SOUTH 35°59'00" EAST 15.73 FEET; THENCE SOUTH 89°52'50" WEST 12.33 FEET; THENCE NORTH 35°59'00" WEST 15.73 FEET TO THE POINT OF BEGINNING.

CONTAINS 0.0036 ACRES, 157 SQUARE FEET.

QUIT CLAIM DEED EXHIBIT "C"



QUIT CLAIM DEED EXHIBIT "C"
157 S.F.
A PARCEL OF LAND OLD TOWN LANDS, LLC TO SWEENEY PARTNERSHIP

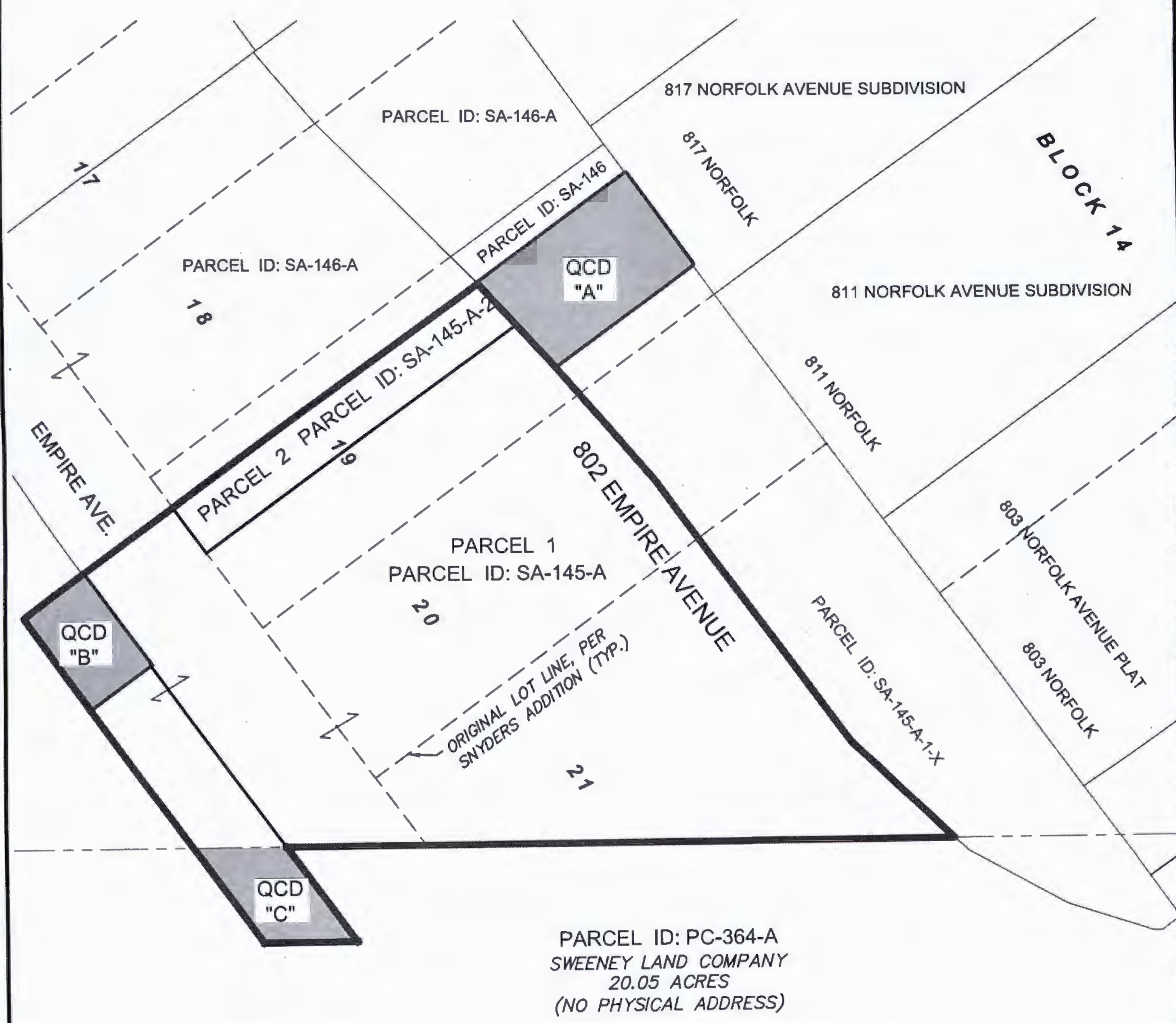
NORTH

SCALE 1" = 20'

Park City Surveying
PO Box 682993
Park City, UT 84068
435-649-2918
WWW.PARKCITYSURVEY.COM

C:\Users\Marty\Dropbox (Park City Surveying)\Park City Surveying Team Folder\ZDrive\O'S\OLDTOWN\Snyders Addition\802 Empire ROS - Tom Peek\Legal Descriptions - PCS\QCD EXHIBIT C - 157 SF.dwg, 8/5/2018 2:13:54 PM, Adobe PDF

QUIT CLAIM DEED EXHIBIT - A, B & C



QUIT CLAIM DEEDS
- A: PEEK TO CITY
- B: CITY TO PEEK
- C: PEEK TO SWEENEY

NORTH

SCALE 1" = 20'

Park City Surveying
PO Box 682993
Park City, UT 84068
435-649-2918
WWW.PARKCITYSURVEY.COM

Ordinance No. 2018-50

AMENDMENT TO ORDINANCE NO. 91-9 VACATING AND CONVEYING A PORTION OF PLATTED EMPIRE AVENUE IN PARK CITY, UTAH

WHEREAS, the City Council of Park City recognizes the unique historic nature of the Historic District of Park City; and

WHEREAS, in some areas of the Historic District, streets were historically built without the benefit of platted rights-of-way; and

WHEREAS, Park City desires to encourage well-maintained owner-occupied homes within the Historic District; and

WHEREAS, the City Council of Park City deems it desirable to vacate and convey a portion of Empire Avenue (where no improvements exist) in exchange for a portion of platted lots (where the public street known as Crescent Tram exists),

NOW, THEREFORE BE IT ORDAINED by the City Council of Park City, Utah as follows:

SECTION 1. That portion of Empire Avenue described as follows is hereby vacated:

BEGINNING AT A POINT SOUTH 35°59’00” EAST 195.00 FEET FROM THE SURVEY MONUMENT AT THE INTERSECTION OF NINTH STREET AND EMPIRE AVENUE, SNYDERS ADDITION TO PARKI CITY, AND RUNNING THENCE NORTH 54°01’00” EAST 10.00 FEET; THENCE SOUTH 35°59’00” EAST 15.00 FEET; THENCE SOUTH 54°01’00” WEST 10.00 FEET; THENCE NORTH 35°59’00” WEST 15.00 FEET TO THE POINT OF BEGINNING.

SECTION 2. That the City will execute a deed to Old Town Lands LLC for the portion of Empire Avenue described in Section 1 in exchange for the portion of Crescent Tram Road described in Exhibit 1, attached hereto.

PASSED AND ADOPTED this _____ day of _____________, 2018.

PARK CITY MUNICIPAL CORPORATION

____

ANDY BEERMAN, MAYOR

ATTEST:

____

MICHELLE KELLOGG, CITY RECORDER

APPROVED AS TO FORM:

____

Mark D. Harrington, CITY ATTORNEY

EXHIBIT 1

PORTION OF EXISTING ROAD TO BE DEEDED
TO THE PARK CITY MUNICIPAL CORPORATION

BEGINNING AT A POINT SOUTH 35°59’00” EAST 195.00 FEET AND NORTH 54°01’00” EAST 75.28 FEET FROM THE SURVEY MONUMENT AT THE INTERSECTION OF NINTH STREET AND EMPIRE AVENUE, SNYDERS ADDITION TO PARK CITY; AND RUNNING THENCE NORTH 54°01’00” EAST 24.72 FEET; THENCE SOUTH 35°59’00” EAST 15.00 FEET; THENCE SOUTH 54°01’00” WEST 23.00 FEET; THENCE NORTH 42°31’00 WEST 15.10 FEET TO THE POINT OF BEGINNING.

Council Agenda Item Report

Meeting Date: September 13, 2018
Submitted by: Laura Newberry
Submitting Department: Planning
Item Type: Staff Report
Agenda Section: NEW BUSINESS

Subject:
Consideration to Approve Ordinance 2018-51, an Ordinance Approving the Prospector Village Subdivision Amended Lot 9 Plat Amendment, Located at 2262 Comstock Drive, Based on the Findings of Fact, Conclusions of Law, and Conditions of Approval
(A) Public Hearing (B) Action

Suggested Action:

Attachments:
2262 Comstock Drive Plat Amendment and Ordinance

2262 Comstock Drive Plat Exhibits

City Council
Staff Report

PARK CITY 1884 PLANNING DEPARTMENT

Subject:	**Prospector Village Subdivision Amended Lot 9 Plat Amendment**
Author:	**Laura Newberry, Planner** **Tippe Morlan, AICP Planner II**
Date:	**September 13, 2018**
Type of Item:	**Legislative – Plat Amendment**

Summary Recommendations
Staffs recommends the City Council hold a public hearing and consider approving the Prospector Village Subdivision Amended Lot 9 Plat Amendment, located at 2262 Comstock Drive, based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the draft ordinance.

Description

Applicant:	Don Bloxom
Location:	2262 Comstock Drive
Zoning:	Single Family (SF)
Adjacent Land Uses:	Residential – Single-family dwellings
Reason for Review:	Plat Amendments require Planning Commission review and City Council approval.

Proposal/Executive Summary
The proposed Prospector Village Subdivision Amended Lot 9 Plat Amendment, located at 2262 Comstock Drive, seeks to combine one existing lot and a remnant of a second lot into one lot of record. The site consists of the entirety of Lot 9 (approximately 0.15 acres) and a portion of Lot 8 (approximately 0.02 acres) of the Prospector Village Subdivision. There is an active Building Permit to construct a new Single Family dwelling at this address. The proposed plat amendment will create one lot approximately 7405.2 square feet in size.

On August 22, 2018, the Planning Commission reviewed the proposed Subdivision and forwarded a unanimous positive recommendation to City Council (see Planning Commission August 22, 2018 Audio).

Acronyms

FEMA	Federal Emergency Management Agency
SF	Single Family

Background
In 1977, the neighboring Subdivision, Prospector Park Phase I, was recorded and included a public-right-of-way, Little Bessie. The road encroached into the Prospector Village Subdivision, splitting Parcel POV-8 and creating remnant parcels. These

remnant parcels were combined with the lot on either side of this parcel for tax purposes but have not been legally combined through a Plat Amendment. This Plat Amendment seeks to legally combine the remnant of POV-8 with POV-9 to create one lot of record. For a complete background, see the Planning Commission Staff Report (beginning on pg. 84).

The Planning department received a Plat Amendment application to create a one-lot Subdivision at 2262 Comstock Drive. On January 26, 2018, the Plat Amendment application was complete.

Analysis
This plat amendment is required as a result of issues with the current Building Permit application (BD-17-25020) for the construction of a new Single Family dwelling at 2262 Comstock Drive. During the permit review, it was determined that a driveway for Lot 9 of Prospector Village could not come off of Comstock Drive because of the location of an existing Bus Stop. A driveway cannot be constructed across property lines, so the Applicant was notified that a Plat Amendment would be required in order to combine Lot 9 and the southernmost remnant of Lot 8. The active Building Permit was approved with a Condition of Approval that a Plat Amendment must be recorded prior to the issuance of a Certificate of Occupancy (CO). If approved, the Plat Amendment will allow the new Single Family dwelling to have driveway access off of Little Bessie Avenue.

The purpose of this plat amendment is to combine one existing lot and a remnant parcel of a second lot addressed at 2262 Comstock Drive into one lot of record. The new proposed lot will be 0.17 acres in size. While there are no explicit minimum lot size requirements in the SF District, the maximum density for Subdivisions in the SF District is three (3) units per acre.

The proposed lot would become a corner lot. The two street facing sides of the lots (North and West) would be considered Front and thus the minimum Setbacks would be as follows:

	Required
Front Yard	20 feet for Main building and 10 feet for new front facing garages
Rear Yard	10 feet
Side Yards	5 feet on interior side and 10 feet on the exterior, street facing side

The proposed Subdivision meets the requirements of the SF zone, including setbacks and building height.

On August 22, 2018, the Planning Commission reviewed the proposed Subdivision and forwarded a unanimous positive recommendation to City Council (see Planning Commission August 22, 2018 Audio).

Good Cause
Staff finds good cause for this plat amendment in that it will clean up the property lines at this location, create one legal lot of record for a parcel that is already combined for tax purposes, and resolve the access issue created by the remnant parcel. This amendment will allow the property owner to construct a new Single Family dwelling with driveway access off of Little Bessie Avenue. Additionally, the plat does not cause undue harm on adjacent property owners. The plat will require a Public Snow Storage Easement along Little Bessie Avenue and Comstock Drive.

Process
The approval of this plat amendment application by the City Council constitutes Final Action that may be appealed following procedures found in LMC §15-1-18.

Department Review
This project has gone through an interdepartmental review. The Engineering Department requested several dimensions to be labeled on the Plat to occur during redlines after this application has been approved by City Council. The project is located within the FEMA Flood Zone X (See Exhibit G) and the Park City Soils Ordinance Boundary. A Certificate of Compliance is required for any property within the Soils Ordinance Boundary. The plat shall note that the property is within FEMA Flood Zone X.

Notice
On August 8, 2018, the property was posted and notice was mailed to property owners within 300 feet. Legal notice was also published in the Park Record and the Utah Public Notice Website on August 4, 2018, according to requirements of the Land Management Code.

Public Input
No public input has been received at the time of this report.

Alternatives
- The City Council may approve the Prospector Village Subdivision Amended Lot 9 Plat Amendment, located at 2262 Comstock Drive; or
- The City Council may deny the Prospector Village Subdivision Amended Lot 9 Plat Amendment, located at 2262 Comstock Drive, and direct staff to make Findings for this decision; or
- The City Council may continue the discussion on the Prospector Village Subdivision Amended Lot 9 Plat Amendment, located at 2262 Comstock Drive, and request additional information or analysis in order to make a recommendation; or
- The City Council may remand the Prospector Village Subdivision Amended Lot 9 Plat Amendment, located at 2262 Comstock Drive, to the Planning Commission with specific direction.

Significant Impacts
There are no significant fiscal or environmental impacts from this application.

Consequences of not taking recommended action
The subject property would remain as one lot and a remnant parcel. The active Building Permit was approved with a Condition of Approval that a Plat Amendment must be recorded prior to the issuance of a Certificate of Occupancy (CO). The property owner would not be able to complete the construction of the new Single Family dwelling as there would be no driveway access.

Summary Recommendation
Staffs recommends the City Council hold a public hearing and consider approving the Prospector Village Subdivision Amended Lot 9 Plat Amendment, located at 2262 Comstock Drive, based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the draft ordinance.

Exhibits

Exhibit A – Draft Ordinance
 Exhibit 1 – Proposed Plat
Exhibit B – Survey
Exhibit C – Aerial Photograph
Exhibit D – Existing Plat
Exhibit E – Applicant's Project Description
Exhibit F – Site Photographs
Exhibit G – FEMA Flood Zone Map
Exhibit H – Planning Commission August 22, 2018 Audio

Exhibit A – Draft Ordinance

Ordinance No. 2018-51

AN ORDINANCE APPROVING THE PROSPECTOR VILLAGE SUBDIVISION AMENDED LOT 9 PLAT AMENDMENT, LOCATED AT 2262 COMSTOCK DRIVE, PARK CITY, UTAH.

WHEREAS, the owner of the property located at 2262 Comstock Drive has petitioned the City Council for approval of the Plat Amendment; and

WHEREAS, on August 8, 2018, the property was properly noticed and posted according to the requirements of the Land Management Code; and

WHEREAS, on August 8, 2018, proper legal notice was published according to requirements of the Land Management Code and courtesy letters were sent to surrounding property owners; and

WHEREAS, the Planning Commission held a public hearing on August 22, 2018, to receive input on plat amendment; and

WHEREAS, the Planning Commission, on August 22, 2018, forwarded a unanimous positive recommendation to the City Council; and,

WHEREAS, on September 13, 2018, the City Council held a public hearing to receive input on the plat amendment; and

WHEREAS, it is in the best interest of Park City, Utah to approve the Prospector Village Subdivision Amended Lot 9 Plat Amendment, located at 2262 Comstock Drive.

NOW, THEREFORE BE IT ORDAINED by the City Council of Park City, Utah as follows:

SECTION 1. APPROVAL. The Prospector Village Subdivision Amended Lot 9 Plat Amendment, located at 2262 Comstock Drive, as shown in Exhibit 1, is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:
1. The property is located at 2262 Comstock Drive.
2. The site consists of the entirety of Lot 9 and the southernmost remnant parcel of Lot 8 of the Prospector Village Subdivision.
3. The property is in the Single Family (SF) District.
4. There is an active Building Permit at this address.

5. On August 8, 2018, the property was posted and notice was mailed to property owners within 300 feet. Legal notice was also published in the Park Record and the Utah Public Notice Website on August 4, 2018, according to requirements of the Land Management Code.
6. The City received a complete Plat Amendment application for the 2262 Comstock Drive Amendment on January 26, 2018.
7. The proposed plat amendment will create one lot approximately 7,405.2 square feet in size.
8. The existing Prospector Village Subdivision was recorded in 1975.
9. In 1977, the right-of-way, Little Bessie Avenue, bisected Lot 8 of Prospector Village, creating two remnants, one on either side of the road.
10. The applicant proposes to combine the subject lots into one lot of record.
11. No known encroachments exist on this property.
12. The proposed lot will also be approximately 115.98 feet deep and an average of 63.325 feet wide.
13. The minimum front setback is twenty (20) feet. New front-facing garages must maintain a minimum of ten (10) feet from the Front Lot Line. The proposed house has a twenty (20) foot front setback for the main house and the garage will be setback more than twenty-five (25) feet.
14. The minimum rear setback is ten (10) feet. The proposed house has a ten (10) foot rear yard setback.
15. The minimum side setback is five (5) feet on the interior (south) side and ten (10) feet on the exterior, Street facing (north) side. The proposed house has a five (5) foot side setback on the south side and at least ten (10) foot side setback on the north side.
16. The plat amendment does not create any remnant parcels.
17. The plat amendment does not create any non-conforming or non-complying situations.
18. The proposed house meets the Single Family building zone height of 28 feet.
19. The property is located within the Park City Soils Ordinance Boundary and must obtain a Certificate of Compliance.
20. The property is located within the FEMA Flood Zone X and this shall be noted on the Plat.
21. Ten foot (10’) wide public snow storage easements along the frontage of Little Bessie Avenue and Comstock Drive are required and shall be provided on the plat.
22. All findings within the Analysis section and the recitals above are incorporated herein as findings of fact.

Conclusions of Law:

1. There is good cause for this Plat Amendment.
2. The Plat Amendment is consistent with the Park City Land Management Code and applicable State law regarding lot combinations.
3. Neither the public nor any person will be materially injured by the proposed Plat Amendment.
4. Approval of the Plat Amendment, subject to the conditions stated below, does not adversely affect the health, safety and welfare of the citizens of Park City.

Conditions of Approval:

1. The City Planner, City Attorney, and City Engineer will review and approve the final form and content of the plat for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant will record the plat at the County within one year from the date of City Council approval. If recordation has not occurred within one (1) years' time, this approval for the plat will be void, unless a request for an extension is made in writing prior to the expiration and an extension is granted by the City Council.
3. Residential fire sprinklers will be required for all new construction per requirements of the Chief Building Official.
4. Side lot line snow shedding easements may be required for new construction per requirements of the Chief Building Official.
5. A 10 foot (10') wide public snow storage easement along both the Little Bessie Avenue and Comstock Drive frontages shall be shown on the plat.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 13th day of September, 2018.

PARK CITY MUNICIPAL CORPORATION

____
MAYOR

ATTEST:

____
City Recorder

APPROVED AS TO FORM:

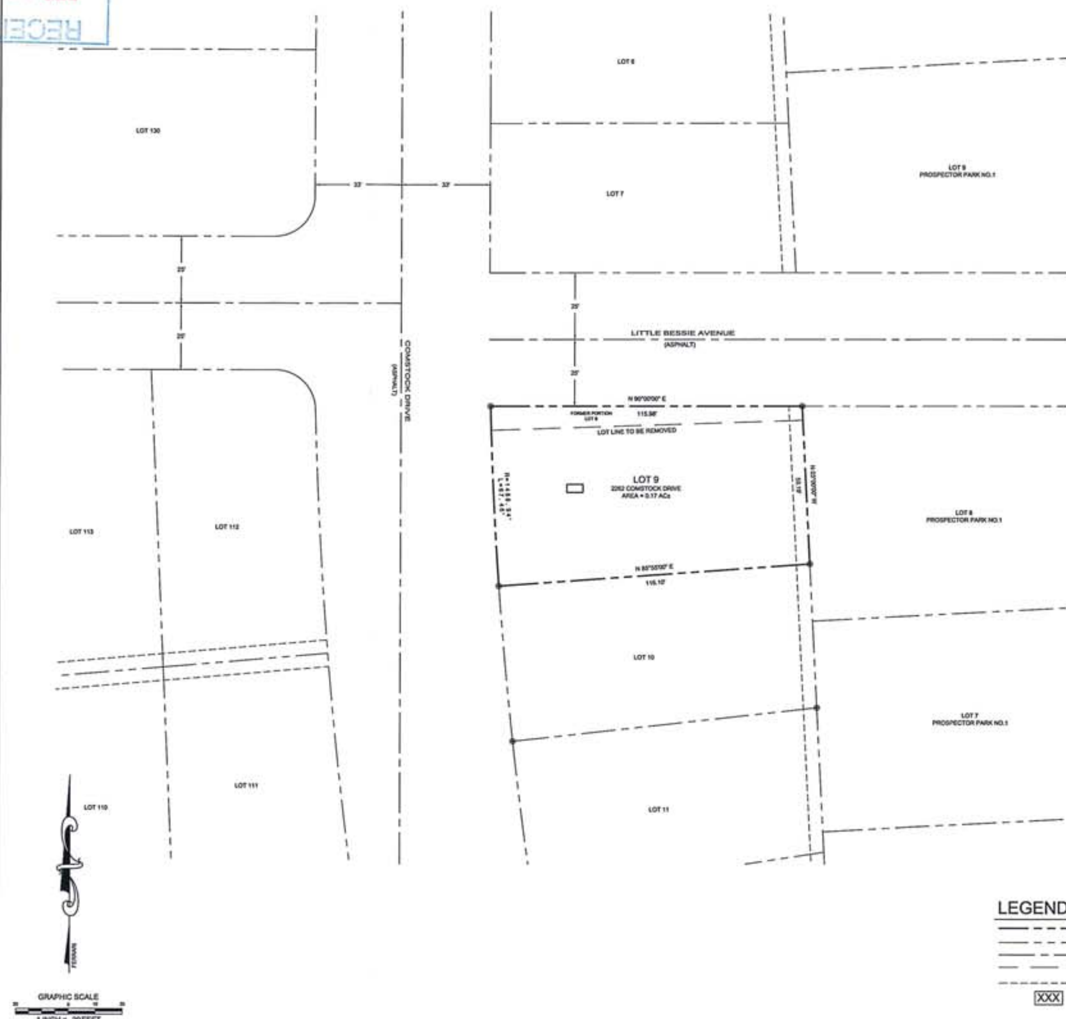
____
City Attorney

Attachment 1 – Proposed Plat

Exhibit 1 – Proposed Plat

PROSPECTOR VILLAGE SUBDIVISION
AMENDED LOT 9

LOCATED IN THE NORTHEAST QUARTER OF SECTION 9
TOWNSHIP 2S RANGE 4E
SALT LAKE BASE AND MERIDIAN



VICINITY AND ZONING MAP
NOT TO SCALE

LEGEND:

- PROPERTY LINE
- ADJOINING PROPERTY LINE
- CENTER LINE
- LOT LINE TO BE REMOVED
- 5' PUBLIC UTILITY EASEMENT
- XXX STREET ADDRESS ON COMSTOCK DR.
- ● FOUND 5/8" REBAR & CAP LS5152604

SURVEYOR'S STATEMENT

I GREGORY J. FERRARI OF PARK CITY, UTAH, CERTIFY THAT I AM A REGISTERED LAND SURVEYOR IN THE STATE OF UTAH, HOLDING LICENSE NO. 5046908. THIS PLAT AMENDMENT WAS PREPARED UNDER MY DIRECTION IN ACCORDANCE WITH THE REQUIREMENTS OF THE PARK CITY MUNICIPAL CORPORATION. I FURTHER CERTIFY THAT THIS PLAT ACCURATELY REPRESENTS THE SURVEYED PROPERTY.

GREGORY J. FERRARI, 5046908 EXPIRES MARCH 31, 2019

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT **MHNL, LTD., A UTAH LIMITED PARTNERSHIP**, THE UNDERSIGNED OWNERS OF THE ABOVE DESCRIBED TRACT OF LAND, DOES HEREBY CERTIFY THAT THEY HAVE CAUSED THIS PLAT AMENDMENT TO BE PREPARED. **MHNL, LTD., A UTAH LIMITED PARTNERSHIP** HEREBY CONSENTS TO THE RECORDATION OF THIS PLAT AMENDMENT.

IN WITNESS WHEREOF THE UNDERSIGNED SET HIS HAND THIS ______ DAY OF ________, 2018

____

____

ACKNOWLEDGMENT

STATE OF)
COUNTY OF) SS

PERSONALLY APPEARED BEFORE ME ON THIS ____ DAY OF __________ 2018, , THE FOLLOWING:

______________ ______________

______________ ______________

WHO ACKNOWLEDGED TO ME THAT THEY EXECUTED THE ABOVE OWNERS DEDICATION AND CONSENT TO RECORD FREELY AND VOLUNTARILY.

MY COMMISSION EXPIRES ___________

____
NOTARY PUBLIC
RESIDING IN ________

LEGAL DESCRIPTION:

ALL OF LOT 9, PROSPECTOR VILLAGE SUBDIVISION, ACCORDING TO THE OFFICIAL PLAT ON FILE IN THE SUMMIT COUNTY RECORDER'S OFFICE.

NOTES:

1. MODIFIED 13-D SPRINKLERS WILL BE REQUIRED FOR NEW CONSTRUCTION AS REQUIRED BY THE CHIEF BUILDING OFFICIAL AT THE TIME OF REVIEW OF THE BUILDING PERMIT SUBMITTAL.

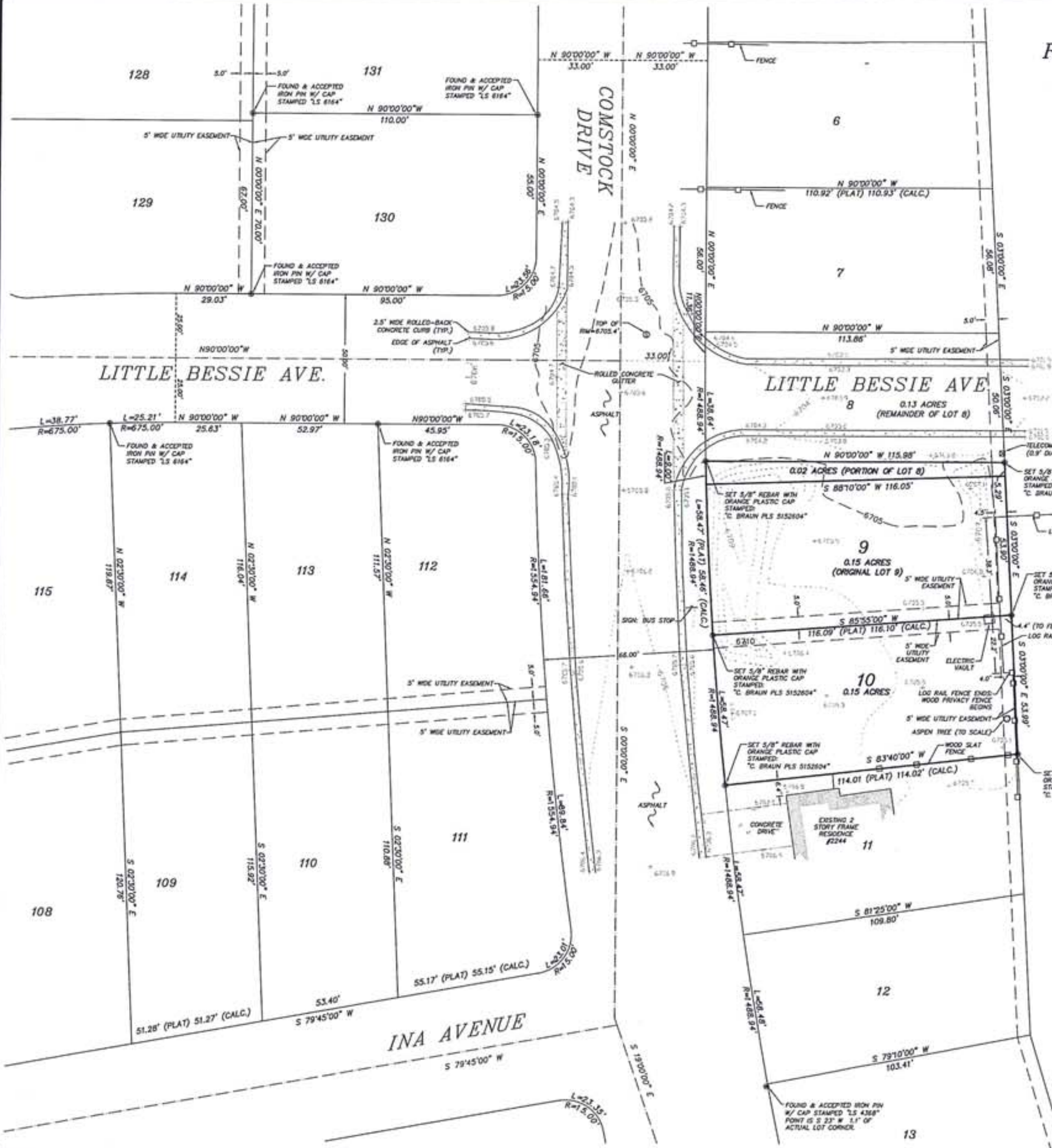
2. THIS PLAT AMENDMENT IS SUBJECT TO THE CONDITIONS OF APPROVAL OF ORDINANCE XX-XX.

FERRARI SURVEYING, LLC P.O.B. 683001 PARK CITY, UT (435) 640-0412	**SNYDERVILLE BASIN WATER RECLAMATION DISTRICT** REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS ____ DAY OF ______, 2018 A.D. BY: ________ S.B.W.R.C.	**PLANNING COMMISSION** APPROVED BY THE PARK CITY PLANNING COMMISSION THIS 23rd DAY OF MARCH, 2018 BY: ________ CHAIRMAN	**ENGINEER'S CERTIFICATE** I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS ____ DAY OF ______, 2018 A.D. BY ________ PARK CITY ENGINEER	**APPROVAL AS TO FORM** APPROVED AS TO FORM THIS ___ DAY OF ______, 2018 A.D. BY ________ PARK CITY ATTORNEY	**CERTIFICATE OF ATTEST** I CERTIFY THIS RECORD OF PLAT AMENDMENT WAS APPROVED BY PARK CITY COUNCIL THIS 14th DAY OF APRIL, 2018 A.D. BY ________ PARK CITY RECORDER	**COUNCIL APPROVAL AND ACCEPTANCE** APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS 14th DAY OF APRIL, 2018 A.D. BY ________ MAYOR	**RECORDED** STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF ________ DATE ___ TIME ___ BOOK ___ PAGE ___ FEE ___ RECORDER

Exhibit B – Survey

RECORD OF SURVEY & TOPOGRAPHIC MAP

LOTS 9, 10 AND PART OF LOT 8 OF THE PROSPECTOR VILLAGE SUBDIVISION A SUBDIVISION LOCATED IN THE NORTHEAST QUARTER OF SECTION 9, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN, PARK CITY, UTAH.



SCALE: 1" = 20'

LEGEND

+ 6702.6	SPOT ELEVATION
⊛	SET REBAR & ORANGE PLASTIC CAP STAMPED "C. BRAUN LS 5152604" (UNLESS OTHERWISE NOTED)
⊕	SANITARY SEWER MANHOLE
⊠	TELEPHONE PEDESTAL

NARRATIVE:

THE PURPOSE OF THIS SURVEY IS TO LOCATE THE BOUNDARY LINES OF THE SUBJECT PROPERTY AND TO OBTAIN GROUND ELEVATIONS FOR A CONTOUR MAP PRIOR TO DEVELOPMENT BY THE OWNER.

EXISTING SURVEY MONUMENTS IN ADJACENT ROADWAYS WERE USED TO REESTABLISH THE PROPERTY CORNERS.

THE BASIS OF BEARING IS SHOWN HEREON.

SURVEY COMPLETED: 05/17/2007

SEE SAID OFFICIAL PROSPECTOR VILLAGE SUBDIVISION PLAT FOR ANY EASEMENTS, SETBACK REQUIREMENTS, BUILDING ENVELOPES AND BUILDING LOT RESTRICTIONS.
NOTE: OTHERS MAY APPLY.

THE OWNER OF THE PROPERTY SHOULD BE AWARE OF ANY ITEMS AFFECTING THE PROPERTY THAT MAY APPEAR IN A TITLE INSURANCE REPORT; THE SURVEYOR HAS FOUND NO OBVIOUS EVIDENCE OF EASEMENTS, ENCROACHMENTS, OR ENCUMBRANCES ON THE PROPERTY SURVEYED, EXCEPT AS SHOWN HEREON.

EVIDENCE FOR THIS SURVEY WAS TAKEN FROM RECORDED DEEDS, RECORDS OF SURVEYS, PLATS AND PHYSICAL EVIDENCE OBTAINED IN THE FIELD. ALL EVIDENCE HAS BEEN CONSIDERED IN THE ESTABLISHMENT OF THE BOUNDARY AS SHOWN HEREON.

LEGAL DESCRIPTION

ALL OF LOT 9 LYING WITHIN THE PROSPECTOR VILLAGE SUBDIVISION PLAT, ACCORDING TO THE OFFICIAL PLAT THEREOF ON FILE AND OF RECORD IN THE SUMMIT COUNTY RECORDER'S OFFICE.

ALSO, BEGINNING AT THE SOUTHEAST CORNER OF LOT 8, PROSPECTOR VILLAGE SUBDIVISION, A SUBDIVISION LOCATED IN THE NORTHEAST QUARTER OF SECTION 9, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN, PARK CITY, UTAH, AND RUNNING THENCE SOUTH 88°10' WEST ALONG THE SOUTH LINE OF SAID LOT 8 116.05 FEET TO A POINT ON A 1488.94 FOOT RADIUS CURVE TO THE RIGHT, THE RADIUS POINT OF WHICH IS NORTH 88°10' EAST 1488.94 FEET; THENCE NORTHWESTERLY ALONG THE ARC OF SAID CURVE 9.00 FEET; THENCE EAST 115.98 FEET; THENCE SOUTH 3°00' EAST 5.29 FEET TO THE POINT OF BEGINNING.

POV-9

ALSO, ALL OF LOT 10 LYING WITHIN THE PROSPECTOR VILLAGE SUBDIVISION PLAT, ACCORDING TO THE OFFICIAL PLAT THEREOF ON FILE AND OF RECORD IN THE SUMMIT COUNTY RECORDER'S OFFICE.

POV-10

SURVEYOR'S CERTIFICATE

I, CHRISTOPHER BRAUN, OF OAKLEY UTAH, DO HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR AS PRESCRIBED BY THE LAWS OF THE STATE OF UTAH, HOLDING LICENSE NO. 5152604. I FURTHER CERTIFY I HAVE PERFORMED A SURVEY ON THE HEREON DESCRIBED PROPERTY AND THAT TO THE BEST OF MY KNOWLEDGE IT IS A CORRECT REPRESENTATION OF THE LAND SURVEYED.

STATE OF UTAH — CHRISTOPHER R. BRAUN — PLS # 5152604 — PROFESSIONAL LAND SURVEYOR

CHRISTOPHER R. BRAUN — DATE: 6/18/07

FILE No. S0006524
FILED AT THE REQUEST OF: Christopher Grout
ALAN SPRIGGS SUMMIT CO. RECORDER
FEE $ 10.00 BY A Bowler
FILED 7-26-07 AT 10:51 AM

PARK CITY SURVEYING
P.O. BOX 682993
PARK CITY, UTAH 84068
(435) 649-2918

DATE	BY	REVISIONS COMMENTS

SURVEYED BY: TM/BO
DRAWN BY: MN
DATE: JUNE 18, 2007

RECORD OF SURVEY & TOPOGRAPHIC MAP
LOTS 9, 10 & PART OF LOT 8,
PROSPECTOR VILLAGE SUBDIVISION

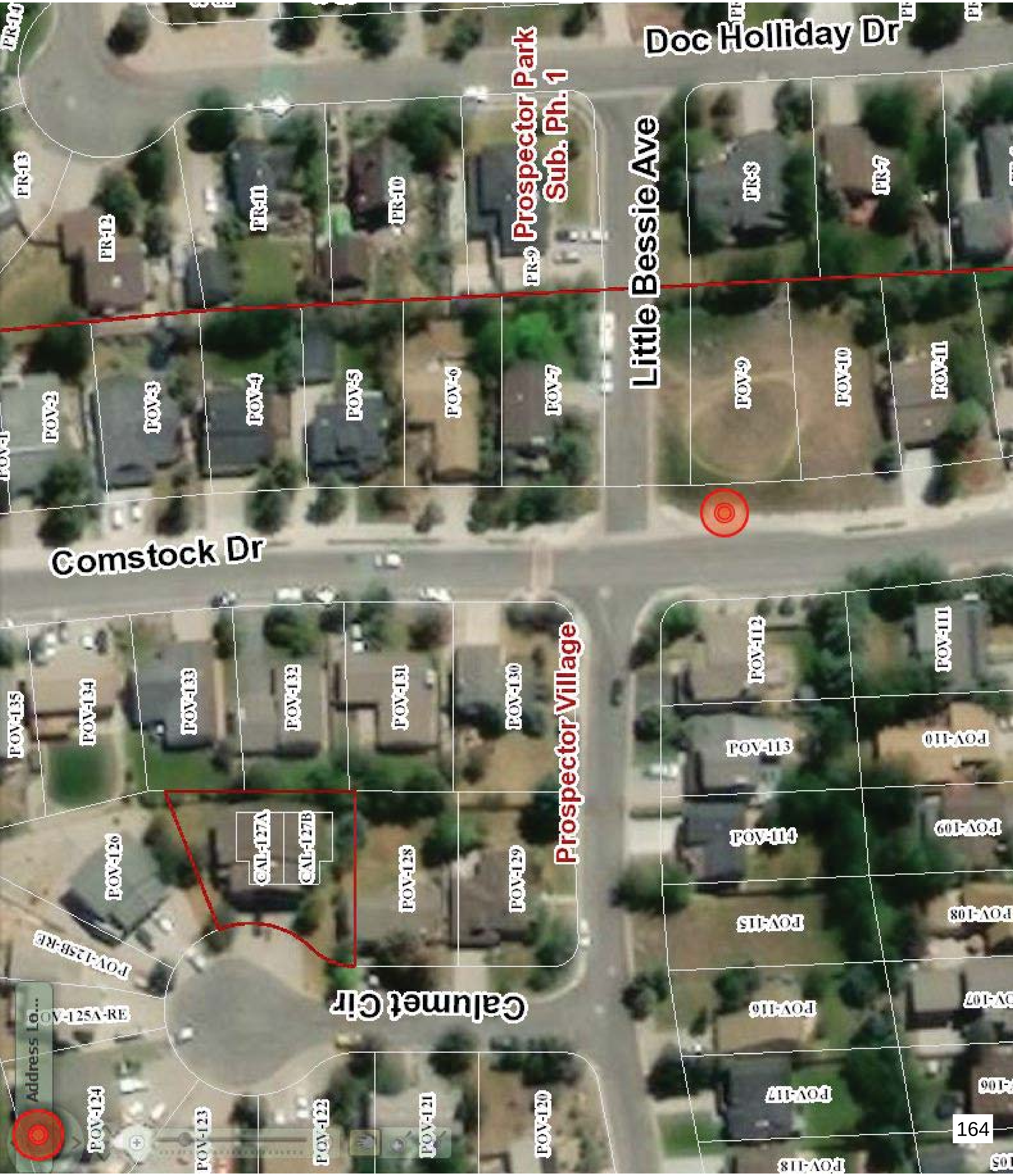
CL: SICG

DWG: PROSPV 8-9-10 ROS.DWG

SHEET 1 OF 1

S-6524

Exhibit C – Aerial Photograph


Doc Holliday Dr
Prospector Park
Sub. Ph. 1
Little Bessie Ave
Comstock Dr
Prospector Village
Calumet Cir
PR-13
PR-12
PR-11
PR-10
PR-9
PR-8
PR-7
POV-1
POV-2
POV-3
POV-4
POV-5
POV-6
POV-7
POV-9
POV-10
POV-11
POV-112
POV-111
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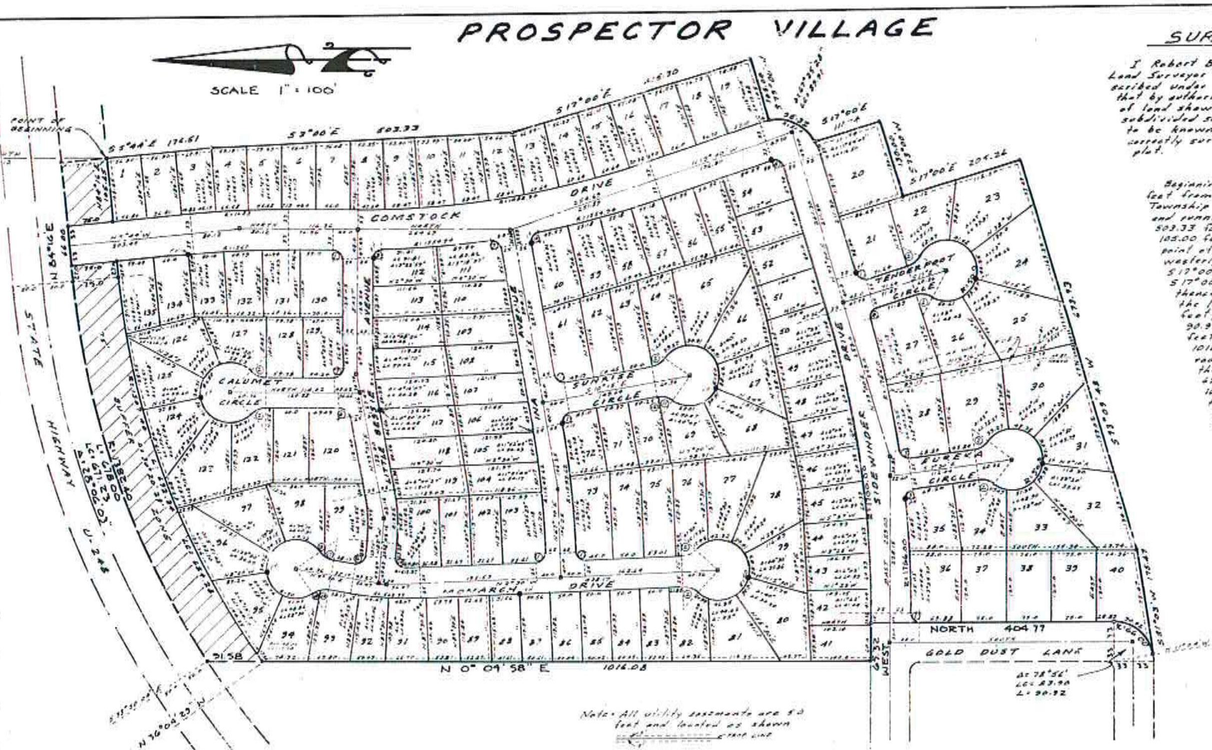
POV-113
POV-110
POV-126
CAL-127A
CAL-127B
POV-128
POV-129
POV-114
POV-109
POV-115
POV-108
POV-125B-RE
POV-125A-RE
POV-116
POV-117
POV-124
POV-123
POV-122
POV-121
POV-120
POV-118
Address Lo...

Exhibit D – Existing Plat

PROSPECTOR VILLAGE



CURVE DATA

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② Δ: 45°00' R: 35.36 L: 27.77 LC: 27.06
③ Δ: 88°42'47" R: 15.00 L: 23.23 LC: 20.97
④ Δ: 89°02'06" R: 15.00 L: 23.31 LC: 21.03
⑤ Δ: 92°00' R: 15.00 L: 24.09 LC: 21.58
⑥ Δ: 73°00' R: 19.48 L: 26.82 LC: 24.78
⑦ Δ: 94°27'45" R: 15.00 L: 24.73 LC: 22.02
⑧ Δ: 88°32'24" R: 15.00 L: 23.18 LC: 20.94
⑨ Δ: 87°54'12" R: 15.00 L: 23.01 LC: 20.82
⑩ Δ: 89°10'36" R: 15.00 L: 23.35 LC: 21.06
⑪ Δ: 40°40'00" R: 35.36 L: 25.10 LC: 24.57
⑫ Δ: 4°20'00" R: 35.36 L: 2.67 LC: 2.67
⑬ Δ: 11°30' R: 35.36 L: 7.10 LC: 7.08
⑭ Δ: 37°30' R: 35.36 L: 20.67 LC: 20.38
⑮ Δ: 94°43'36" R: 15.00 L: 24.80 LC: 22.07
⑯ Δ: 94°30' R: 15.00 L: 24.74 LC: 22.03
⑰ Δ: 26°01' R: 35.36 L: 16.06 LC: 15.91
⑱ Δ: 18°53' R: 35.36 L: 11.72 LC: 11.66

31.116 ACRES IN SUBDIVISION
135 LOTS IN SUBDIVISION
□ MONUMENTS TO BE SET
➔ FIRE HYDRANTS
BEARING BASE: NE COR OF SEC 9 TO EAST 1/4 COR SEC 9 - S0°04'58" W 2667.56

SURVEYOR'S CERTIFICATE

I Robert B. Jones do hereby certify that I am a Registered Land Surveyor and that I hold Certificate No 1625 as prescribed under the laws of the State of Utah. I further certify that by authority of the owners I have made a survey of the tract of land shown on this plat and described below, and have subdivided said tract of land into lots and streets, hereafter to be known as Prospector Village, and that same has been correctly surveyed and staked on the ground as shown on this plat.

Beginning at a point East 91.13 feet and South 239.12 feet from the Section Corner common to Sections 3-4-9-10 Township 2 South, Range 4 East, Salt Lake Base & Meridian and running thence S 5°44'E 176.51 feet; thence S 3°00'E 503.33 feet; thence S 17°00'E 415.30 feet; thence S 73°00'W 105.00 feet, to a point on a curve to the right; the radius point of which is S 83°40'19" W 81.0 feet; thence Southwesterly along the arc of said curve 95.32 feet; thence S 17°00'E 111.74 feet; thence S 73°00'W 130.00 feet; thence S 17°00'E 205.24 feet; thence S 73°03'48" W 673.93 feet; thence S 81°03'W 175.47 feet to a point on a curve to the left, the radius point of which is N 11°04'W 66.0 feet; thence Northeasterly along the arc of said curve 90.92 feet to a point of tangency; thence North 404.77 feet; thence West 65.72 feet; thence N 0°04'58" E 1016.08 feet to a point on a curve to the right, the radius point of which is S 36°04'23" E 1307.40 feet thence Northeasterly along the arc of said curve 692.34 feet to a point of tangency; thence N 84°16'E 27.00 feet; thence N 5°44'W 75.00 feet; to the south line of State Highway U-248; thence N 84°16'E along said south line 66.00 feet; thence S 5°44'E 75.00 feet; thence N 84°16'E 106.65 feet to the point of beginning.

Date Aug. 20, 1975

Robert B. Jones
Surveyor No 1625

OWNER'S DEDICATION

Know all men by these presents that we the undersigned owners of the above described tract of land having caused same to be subdivided into lots and streets to be hereafter known as PROSPECTOR VILLAGE do hereby dedicate for perpetual use of the public all parcels of land shown on this plat as intended for public use. In Witness whereof we have hereunto set our hand this day of 1975

MURRAY FIRST THRIFT & LOAN

Edward I Vetter - President

ACKNOWLEDGMENT

STATE OF UTAH
County of Salt Lake ss

On the 20th day of August 1975 personally appeared before me the undersigned Notary Public Edward I Vetter who being by me duly sworn did say that he is the President of Murray First Thrift and Loan a Utah Corporation, and that the within owners dedication was signed in behalf of said Corporation by authority of its Board of Directors and the said Edward I Vetter acknowledged to me that said corporation executed the same.

My Commission expires May 22, 1979

Notary Public
Residing in Salt Lake City, Utah

PROSPECTOR VILLAGE

A SUBDIVISION LOCATED IN THE NE 1/4 OF SECTION 9, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN, PARK CITY, UTAH

FINAL CORRECTION 9/23/75 S.R.J.

PREPARED BY	CITY PLANNING COMMISSION	ENGINEER'S CERTIFICATE	APPROVAL AS TO FORM	CERTIFICATE OF ATTEST	CITY COUNCIL APPROVAL	RECORDED # 128887
BUSH & GUDGELL INC. ENGINEERS-SURVEYORS 355 SOUTH 3RD EAST SALT LAKE CITY, UTAH 84111 364-7775 B&G 75006 S.R.J.	APPROVED AND ACCEPTED BY THE PARK CITY PLANNING COMMISSION THIS 20 DAY OF August 1975. CHAIRMAN	APPROVED AND ACCEPTED BY THE PARK CITY ENGINEERING DEPARTMENT THIS 21 DAY OF August 1975 PARK CITY ENGINEER	APPROVED AS TO FORM THIS 13th DAY OF October 1975 PARK CITY ATTORNEY	ATTEST THIS 21st DAY OF August 1975 PARK CITY RECORDER	APPROVED AND ACCEPTED BY THE PARK CITY COUNCIL THIS 21st DAY OF August 1975 PARK CITY MAYOR	STATE OF UTAH COUNTY OF SUMMIT RECORDED AND FILED AT THE REQUEST OF DATE 10-14-1975 TIME 11:55 BOOK PAGE 51.50 FEE $ SUMMIT COUNTY RECORDER

Exhibit E – Applicant’s Project Description

POV-9 Written Statement

The applicant seeks to combine the remainder lot 8 (POV-8) with existing lot 9 (POV-9).
The property has historically been considered part of Lot 9 Prospector Village and is contiguous. The title report evidences the ownership of the current two lots as the applicant.
The remainder Lot 8 was created by the platting and construction of Little Bessie Avenue.

RECEIVED
DEC 29 2017
PARK CITY
PLANNING DEPT.

Exhibit F – Site Photographs


MAY 25 2018
PARK CITY PLANNING DEPT.
2262 WEST


RECEIVED
MAY 2 5 2018
PARK CITY
PLANNING DEPT.
2262
NORTH

RECEIVED
MAY 25 2018
PARK CITY
PLANNING DEPT.


Weyerhaeuser
BOISE CASCADE VERSA-LAM
RECEIVED
MAY 2 5 2018
SOUTH

Exhibit G – FEMA Flood Zone Map

National Flood Hazard Layer FIRMette

FEMA

40°40'12.40"N

111°29'49.30"W

111°29'11.85"W

40°39'45.12"N

0 | 250 | 500 | 1,000 | 1,500 | 2,000 Feet

1:6,000

Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS
- Without Base Flood Elevation (BFE) *Zone A, V, A99*
- With BFE or Depth *Zone AE, AO, AH, VE, AR*
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD
- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile *Zone X*
- Future Conditions 1% Annual Chance Flood Hazard *Zone X*
- Area with Reduced Flood Risk due to Levee. See Notes. *Zone X*
- Area with Flood Risk due to Levee *Zone D*

OTHER AREAS
- NO SCREEN Area of Minimal Flood Hazard *Zone X*
- Effective LOMRs
- Area of Undetermined Flood Hazard *Zone D*

GENERAL STRUCTURES
- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES
- B 20.2 / 17.5 Cross Sections with 1% Annual Chance Water Surface Elevation
- 8 Coastal Transect
- 513 Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature

MAP PANELS
- Digital Data Available
- No Digital Data Available
- Unmapped

N

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 7/31/2018 at 2:46:55 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.