



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
September 12, 2019**

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regular City Council meeting at the Marsac Municipal Building, City Council Chambers, 445 Marsac Ave, Park City, Utah 84060 for the purposes and at the times as described below on Thursday, September 12, 2019.

CLOSED SESSION - 3:00 p.m.

To Discuss Property, Personnel, and Litigation

WORK SESSION

3:25 p.m. - Discussion of Affordable Housing Land Management Code Revisions
[Affordable Housing Code Revisions Staff Report](#)
[Attachment A: Cascadia Presentation](#)

4:55 p.m. - Park City Community Vision 2020 Update
[Vision 2020 Staff Report](#)

5:25 p.m. - 2019 Special Event Process and Calendar Analysis
[Special Event Review Staff Report](#)
[Exhibit A: Special Event 2019 Comparison Analysis](#)
[2019-2020 Special Event Calendar](#)

5:45 p.m. - Break

REGULAR MEETING - 6:00 p.m.

I. ROLL CALL

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments

Staff Communications Reports

1. Park City Municipal Website Redesign Project Update
[Website Redesign Staff Report](#)
2. Backhoe Report, September 2019

[Backhoe Staff Report](#)
[Backhoe Report - September, 2019](#)

3. Wildland-Urban Interface (WUI) Municipal and Land Management Code Amendments Update
[Staff Report and Proposed Amendments](#)
[Exhibit B: Examples of Firewise Documents](#)
[Exhibit C: Past and Projected WUI Timeline](#)
4. Old Town Access and Circulation Improvements Update
[Old Town Circulation Staff Report](#)
[Exhibit A: Wayfinding Plan](#)
[Exhibit B: Non-Invasive Projects-Concept Report-Cost Estimating Update](#)
[Exhibit C: Proposed Commercial Vehicle Drop and Load and Staging Zones](#)
[Exhibit D: Voluntary Efforts by Lodging Companies](#)
[Exhibit E: Parking Enforcement Practices](#)

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

IV. CONSIDERATION OF MINUTES

Consideration to Approve the City Council Meeting Minutes from August 27, 2019 and September 3, 2019
[August 27, 2019 Minutes](#)
[September 3, 2019 Minutes](#)

V. CONSENT AGENDA

1. Request to Authorize the City Manager to Enter into a Three-Year Contract with VelocityEHS for On-Demand Safety Training and SDS Management in a Form Approved by the City Attorney for an Annual Amount of \$14,864 and a Total Contract Amount Not to Exceed \$44,592
[Velocity EHS Renewal Staff Report](#)
[Exhibit A: Order Form](#)
[Exhibit B: Sample Safety Data Sheet](#)
2. Request to Authorize the City Manager to Execute Amendment No. 5 to the Agreement with Alder Construction Company, in a form approved by the City Attorney, for 3KWTP Construction Mitigation and Demolition GMP Construction Services for an Amount Not to Exceed \$2,530,650.00
[3KWTP Staff Report](#)
3. Request to Approve a First Addendum to the Contract with Dataprose LLC., in a Form Approved by the City Attorney, for Utility Bill Printing and Mailing Service for an Additional Five Years in an Annual Amount up to \$35,000 for a Total Amount Not to Exceed \$175,000
[Dataprose Staff Report](#)

4. Request to Grant Snyderville Basin Water Reclamation District an Easement and Access Easement through a City-Owned Parcel (PC-S-55-X) in the Alice Claim Subdivision at the Top of King Road for Construction and Maintenance of Wastewater Collection and Transportation Pipelines and Appurtenances, in a Form Approved by the City Attorney
[Sewer Easement Staff Report](#)
[Attachment 1: SBWRD Easement Exhibit](#)
[Attachment 2: Grant of Easement and Access Easement](#)
[Attachment 3: SBWRD Line Extension Agreement](#)

VI. OLD BUSINESS

1. 2019 FIS World Championship Debrief
(A) Public Input
[2019 World Championship Staff Report](#)
[2019 World Championship Presentation Slides](#)
2. Consideration to Approve Ordinance 2019-48, an Ordinance Adopting the Park City Annexation Policy Plan and Annexation Expansion Area and Amending Land Management Code Title 15, Chapter 8, Annexations
(A) Public Hearing (B) Action
[Annexation Policy Plan Staff Report](#)
[Exhibit A: Ordinance and Land Management Code Redlines](#)
[Exhibit B: Annexation Policy Plan](#)
[Exhibit C: Girl Scouts Letter](#)

VII. NEW BUSINESS

1. Treasure Hill Open Space Update
[Treasure Hill Staff Report](#)
2. Consideration to Accept a Donation of a Bronze Artwork to the Public Art Collection to be Commissioned by the Martinez Family and Placed at the Treasure Hill Trailhead in a Form Approved by the City Attorney
(A) Public Input (B) Action
[Public Art Donation Staff Report](#)
[Donation Request Letter](#)
[Rich Martinez Drilling Photo](#)
[Martinez Statue Price Quote](#)
3. Consideration to 1) Approve Ordinance 2019-49, an Ordinance Amending Land Management Code Chapter 15-11 Historic Preservation; and 2) Consideration to Continue the Land Management Code Amendments to Section 15-11-12.5 Historic Preservation Board Review for Material Deconstruction
 1. (A) Public Hearing (B) Action
 2. (A) Public Hearing (B) Continue to a Date Uncertain[Historic Preservation Code Amendments Staff Report and Ordinance](#)

4. Consideration to Continue an Ordinance Approving the 245 Woodside Avenue Plat Amendment Located at 245 Woodside Avenue, Park City, Utah
(A) Public Hearing (B) Continue to a Date Uncertain
[245 Woodside Avenue Plat Continuation Staff Report](#)

VIII. ADJOURNMENT

IX. PARK CITY REDEVELOPMENT AGENCY MEETING

I. ROLL CALL

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

III. NEW BUSINESS

1. Consideration to Approve the First Amended and Restated Purchase Agreement between Community Wireless of Park City and Park City Municipal Corporation for the Disposal of Approximately 1,311 square feet of City-Owned Property Located at 460 Swede Alley
(A) Public Hearing (B) Action
[KPCW Staff Report](#)
[Exhibit A: KPCW Swede Alley Expansion Letter](#)
[Attachment 1: PCCW-PCMC Purchase and Sale Agreement](#)
[Attachment 2: PCCW Unit 200 Deed Restriction](#)
[Attachment 3: Construction MOU PCCW-PCMC 2019 Expansion](#)

IV. 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.**

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Anne Laurent

Submitting Department: Community Development

Item Type: Work Session

Agenda Section:

Subject:

3:25 p.m. - Discussion of Affordable Housing Land Management Code Revisions

Suggested Action:

Attachments:

[Affordable Housing Code Revisions Staff Report](#)

[Attachment A: Cascadia Presentation](#)

City Council Staff Report

Subject: Affordable Housing Land Management Code Revisions

Author: Anne Laurent, Community Development Director

Department: Community Development - Housing

Date: September 12, 2019

Type of Item: Work Session Discussion

In support of City Council's 2016 established Affordable Housing Critical Goal of 800 new affordable housing units by 2026, the Housing and Planning departments drafted and proposed Land Management Code (LMC) revisions and presented them on May 17, 2018 ([New Business Item #3](#)). City Council expressed concerns that the dimensional impacts of the revisions are not clear enough, the proposed changes would not adequately incentivize private developers to choose to use build more affordable housing, and only City developed projects would benefit.

In order to adequately address City Council's concerns, staff contracted with Cascadia Partners to graphically and economically model the potential outcomes of the proposed code revisions as well as make further recommendations on how to amend the code.

Cascadia Partners is presenting their preliminary findings (Attachment A) for City Council input and guidance in order to complete their contracted efforts. The consultant's conclusions thus far quantify why an affordable housing development by a private developer is economically infeasible - even if the land is donated by the City. Eliminating buffers (increased setbacks), increasing lot coverage or density, and further reducing parking requirements do reduce the gap between what the 2018 proposed code revisions accomplished. This is largely due to a private developer likely seeking a 12 percent return on their investment for a rental development and an 18 percent return on a for-sale development. In comparing these financial requirements to the affordable housing developments funded by the City (with a typical construction subsidy of 20 to 30 percent and investment return requirement), a significant funding gap remains.

Planning staff has evaluated Cascadia Partners' recommendations, and agree with further consideration of their recommendations to the extent they do not the negative impacts on the character and integrity of the historic districts and their streetscapes.

The specific policy questions staff is asking are:

1. Does the City Council agree with the presented analysis methodology?
2. Does City Council support the further exploration of some of all of the following dimensional exceptions to the LMC for affordable housing (density, height, setbacks, buffers, open space, lot coverage, and parking)?
3. If yes, does the City Council support planning staff's recommendations to not make significant dimensional code revisions (including zone density, height, setbacks, and lot coverage) in the Historic District zones; and focus future efforts on evaluating the Recreation Commercial and General Commercial zones for further opportunities toward the goal of a financially feasibly affordable housing development?

4. Does City Council want staff (including all affected departments) to return at a future Council meeting with a discussion about parking strategies and alternatives to mitigate the impacts of the potential parking reductions?

The Opportunity

Staff requests the City Council discuss the information presented and provide direction to staff so they can either: Return to the Planning Commission and City Council with revised code recommendations; or alternatively direct staff not to pursue code revisions at this time.

Available land for affordable housing development or redevelopment is scarce and expensive. In order to incentivize and create more capacity in the community for affordable housing development, revisions to the LMC are needed that affect allowable density, height, setbacks, buffers, open space, lot coverage, and parking. The preliminary financial analysis suggests that the gap is too wide to make affordable housing development desirable as an alternative to market rate development solely through LMC revisions. However, additional subsidy from the City for a private developer to build affordable housing in Park City can be considered on a project proposal case-by-case basis as they are received or through actively requesting proposals for consideration.

Cascadia Partners have identified three key dimensional parameters (in addition the height, open space and parking reductions proposed by staff in 2018) that will reduce the need of the City and/or other public dollars to subsidize the development:

1. reduce buffers completely - additional setbacks between uses;
2. increase allowable lot coverage - maximum allowed building footprints or Floor Area Ratios (FAR); and
3. further reduce the number of parking spaces per unit.

The extent by which these dimensional parameters are revised in the LMC will ultimately determine if a public/private affordable housing development is needed to maintain a certain amount of public subsidy, or whether a developer can develop affordable housing in Park City and make an adequate profit margin. As shown in Attachment A, Cascadia Partners recommendations reduce the likely public subsidy to private development of affordable housing from over 60 percent subsidy (worst case scenario) to a 20 percent subsidy (similar to the current subsidy of City developed affordable housing). Depending on the City Council direction, Cascadia will continue to look for LMC revision recommendations to close the affordable housing funding gap completely; however, the community, City Council and the planning staff may not support the physical results as being compatible with the 2014 General Plan.

Background

At the Council Retreat in March 2018 and February 2019, City Council reaffirmed that Affordable Housing was a community critical priority for Park City. Since 2017, Planning staff has been working closely with the Affordable Housing team to implement the goals and strategies outlined in the General Plan for Affordable Housing through the LMC Amendments to LMC § 15-6-7 Master Planned Affordable Housing Development detailed in this staff report.

On April 5, 2018, City Council gave staff direction to complete Land Management Code (LMC) amendments addressing Master Planned Affordable Housing Developments in LMC § 15-6-7 and associated Defined Terms in LMC § 15-15. On May 9, 2018 Planning Commission reviewed the proposed LMC Amendments and forwarded a unanimous positive recommendation to City Council with a request to add clarifying language in the Density Bonus section (see Exhibit 1). The Planning Commission requested that Planning Staff consider the following as follow-up LMC Amendments at a later date: Height Exceptions, incentivizing Rental Units, and a percentage based Micro-Unit Parking Exemption.

Funding

No funding is associated with the LMC revisions other than the consultant fees paid from approved general fund operating budgets.

Attachments

A Cascadia Presentation: Land Management Code Changes – Affordable Housing

Park City, Utah

LAND MANAGEMENT CODE CHANGES - AFFORDABLE HOUSING

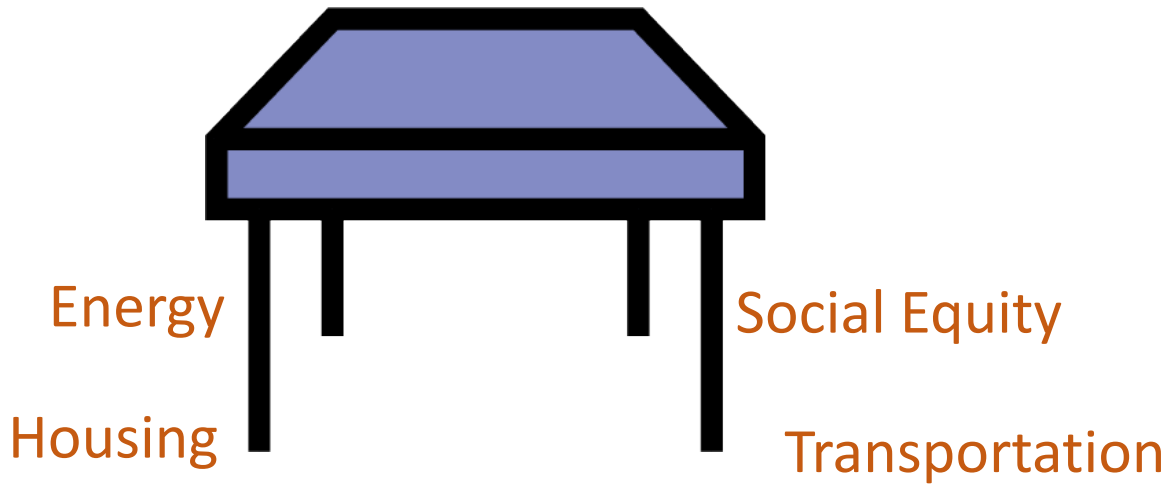
Alex Joyce | Cascadia Partners



Affordable Housing Master Planned Development

Why Audit?

Driven by Complete Community Values



Help Achieve Critical Council Priorities



Middle Income, Attainable & Affordable Housing



Park City's commitment to 800 City & private obligation units by 2026.



Inclusive & Healthy Community.

Where are We?

Where are we Going?

April

Project Kick-off

May

Site Visit / Interviews

June - August

Site Plans / Proforma
/ Sensitivity Testing

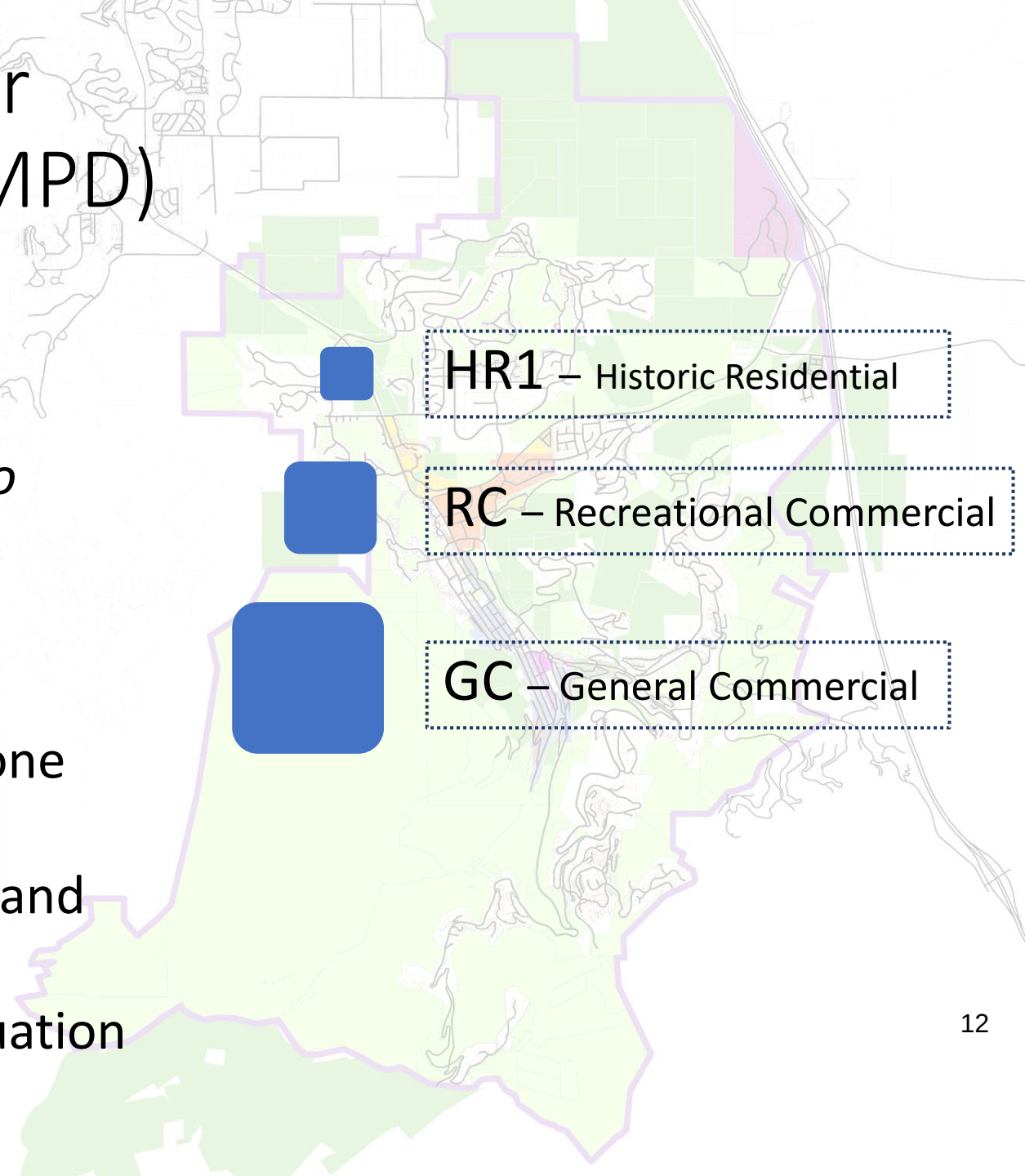
Sept - Oct.

Recommendations &
Final Report

Today's
Meeting

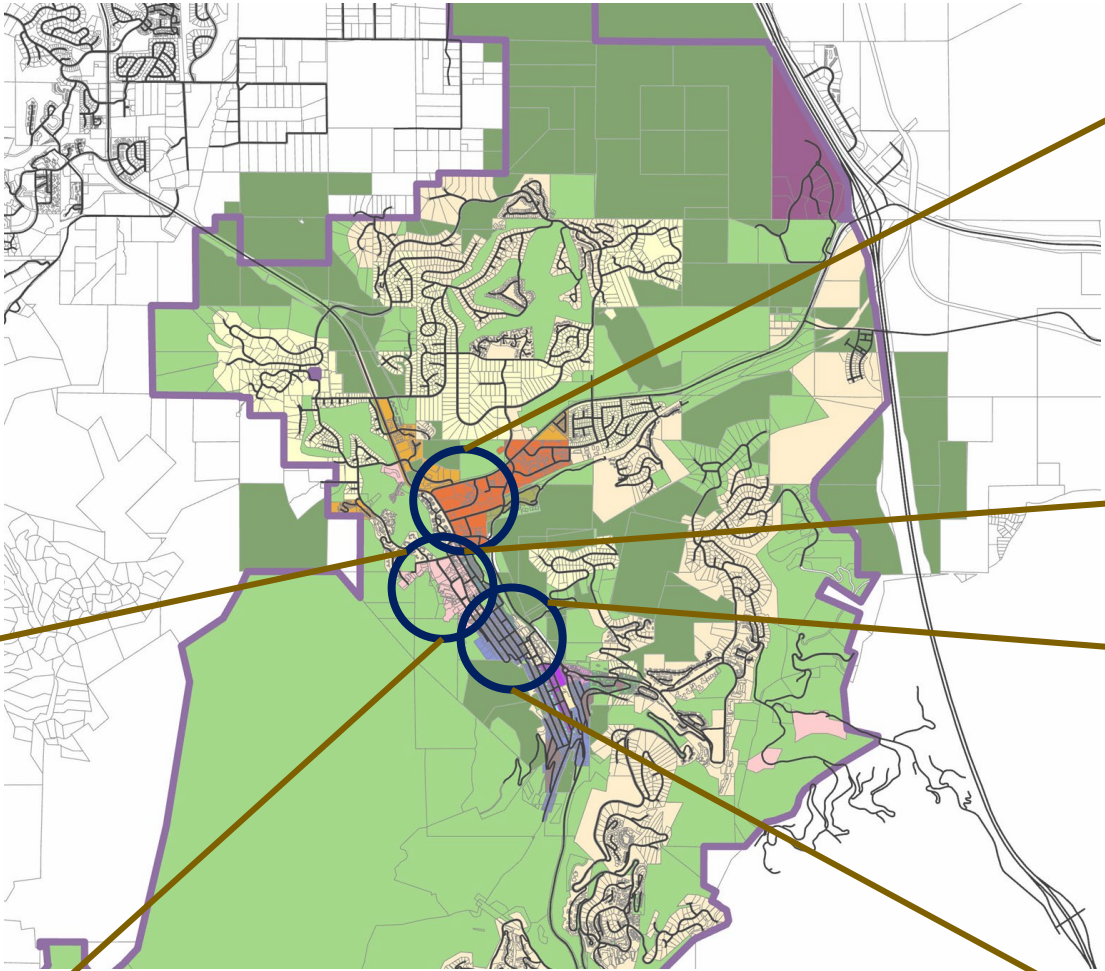
Affordable Housing Master Planned Development (AMPD) Zoning Audit

- Test MPD vs. Draft AMPD standards
 - *Test standards as written, assume no exceptions except multifamily use*
- 3 Sites - 3 Zones - 3 Sizes
- Residential development programs
- Understand influence of underlying zone standards
- Quantify impact to form and finance (and affordability)
- Detailed pro forma and site plan evaluation



Study Sites

The three study sites represent different development patterns in different parts of town.



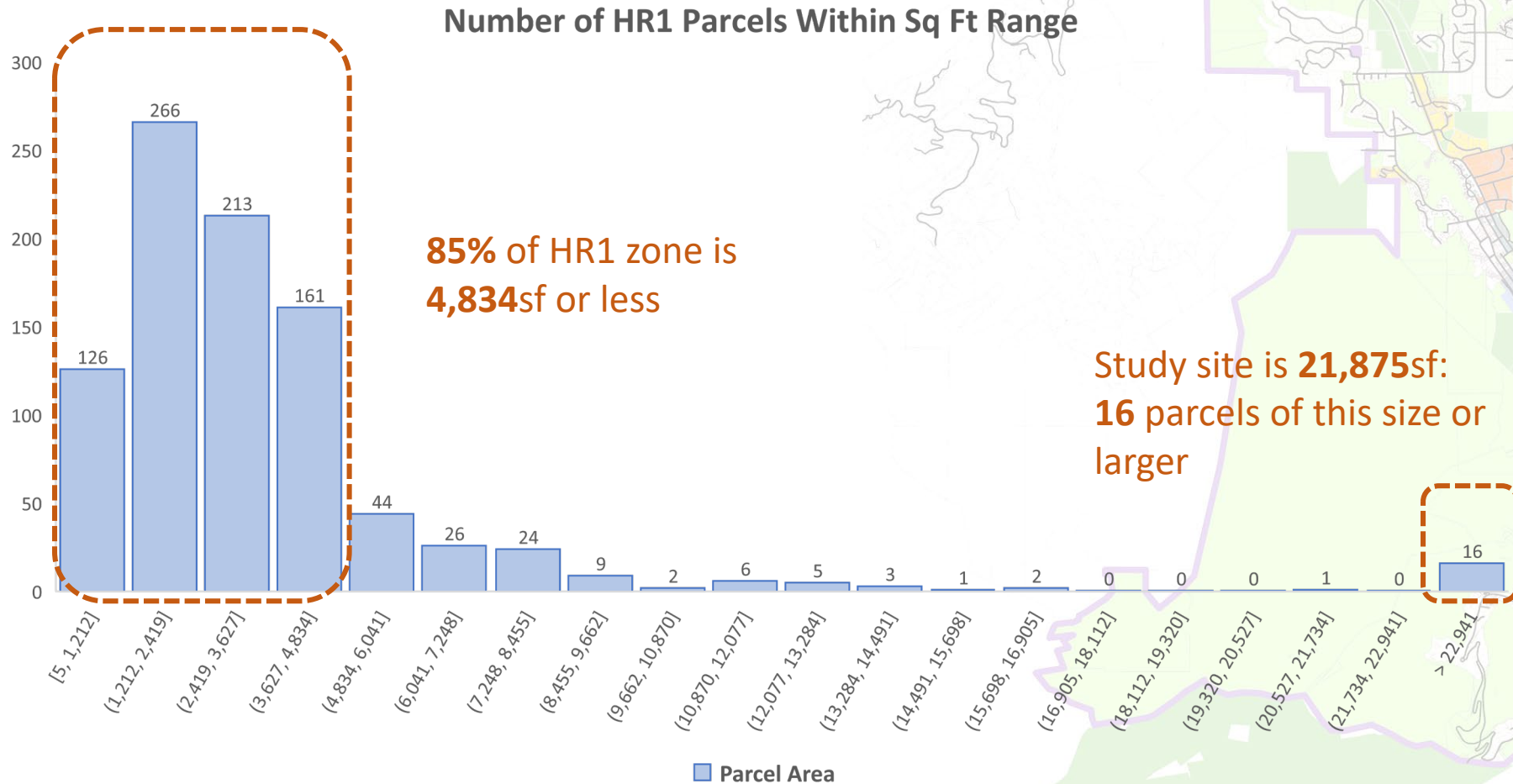
Prospector (GC):
2-Acre Site

Resort Adjacent (RC):
1.5-Acre Site

Historic (HR1):
One-Half Acre Site

Park City

HR1 Parcel Analysis

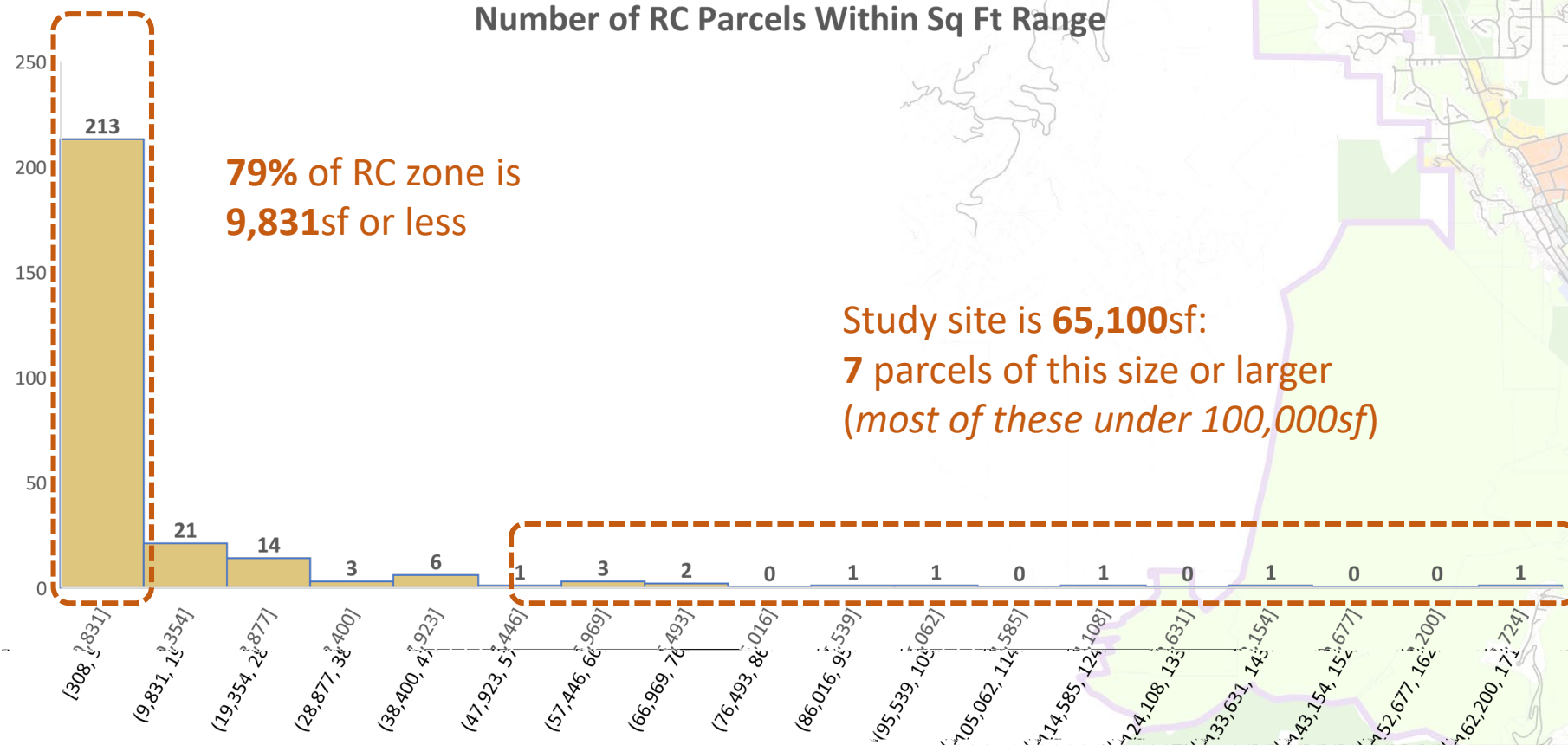


HR1 – Historic Residential

2,804: median sf
3,867: average sf

Park City

RC Parcel Analysis



RC – Recreational Commercial

2,312: median sf
9,528: average sf

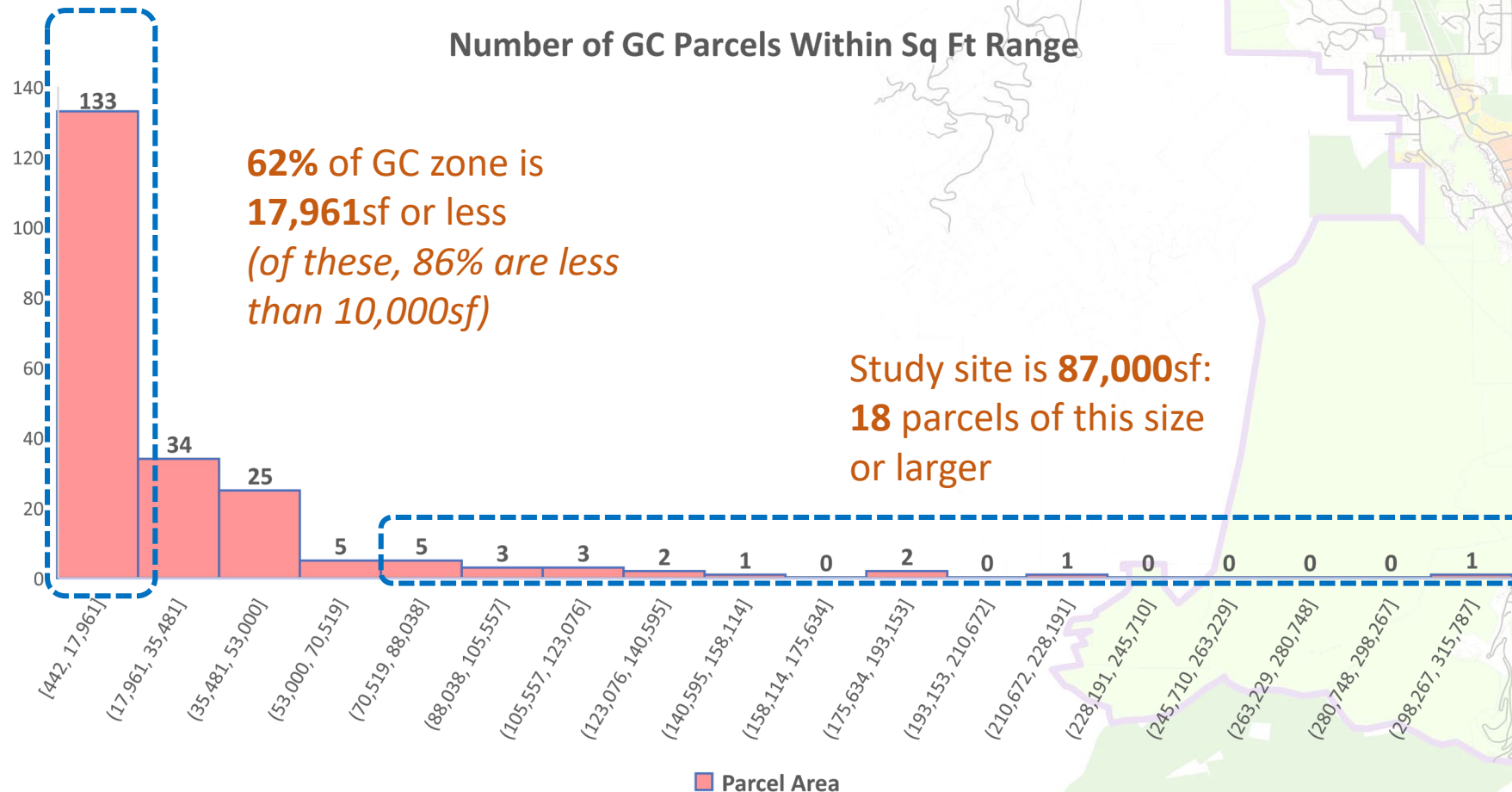
Park City

GC Parcel Analysis



GC – General Commercial

5,862: median sf
23,966: average sf



Park City

Contextual: Large Format vs Small-Scale

Austin, TX

Bunn Creek Apartments

11.62 acres

- *Disconnected*
- *Driveable*



WHO

- Out of town developer
- REIT

=/=

The Core Values: These are the qualities identified through the visioning process that reflect the core, or heart, of Park City. These core qualities are enduring and if significantly altered would affect the essence of Park City.



Park City, UT

Retreat at The Park

0.5 acres

- *Fits into surrounding fabric*



WHO

- Public Entity
- Local CDC
- Public-Private-Partnership

AMPD Basics

Cascadia Partners Test

- AMPD Low Bonus:
 - 50-60% affordable units
 - At 150% AMI

100% UNIT BONUS
(Double the amount)

- AMPD High Bonus:
 - 86-100% affordable units
 - At <59% AMI

200% UNIT BONUS
(Triple the Amount)

Key Findings

- Fixed dimensional standards make shrinking unit sizes only option for achieving affordability
- AMPD projects currently incentivized to go entirely micro-unit
- Parking makes achieving density bonus challenging at workforce, impossible at deeper affordability
- MPD has far lower affordability requirement – AMPD density bonus does not appear to “bridge the gap” and be enticing for private builder
- In most cases, MPD is better aligned with market in terms of allowable unit sizing – although dimensional standards still result in very expensive units

AMPD

Bonus & Standards



STORIES



SETBACKS



BUFFER



OPEN SPACE

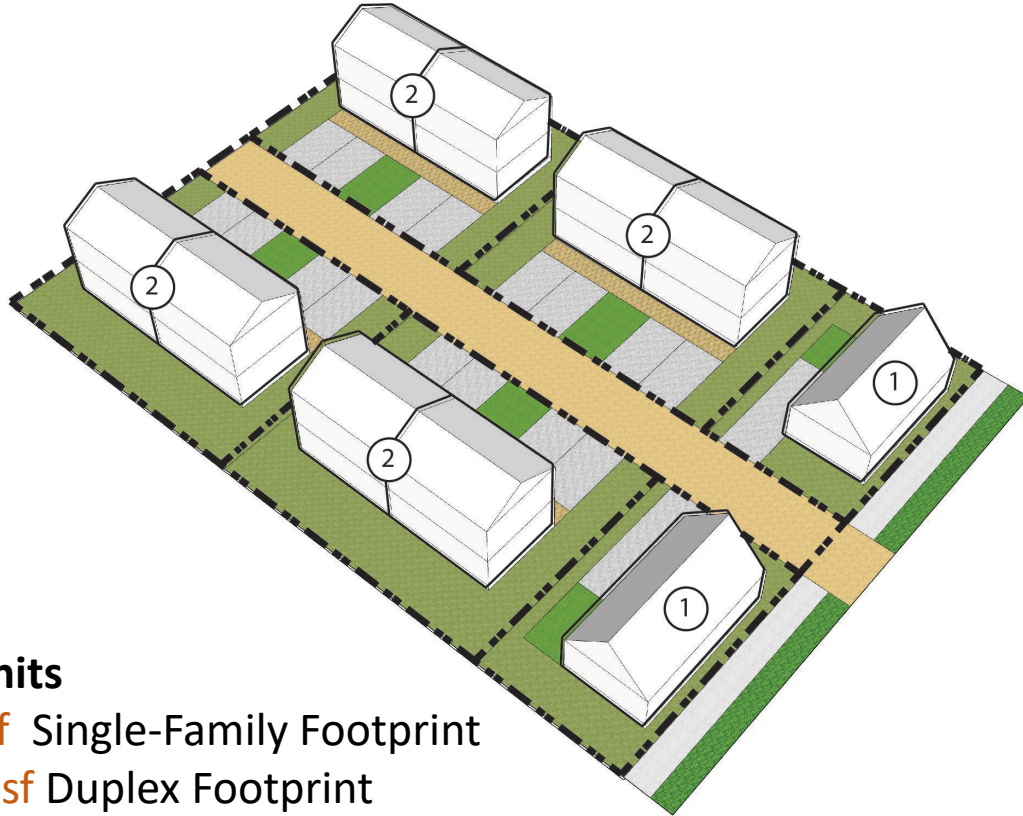


LOT
COVERAGE



PARKING
PER UNIT

HR1 - MPD

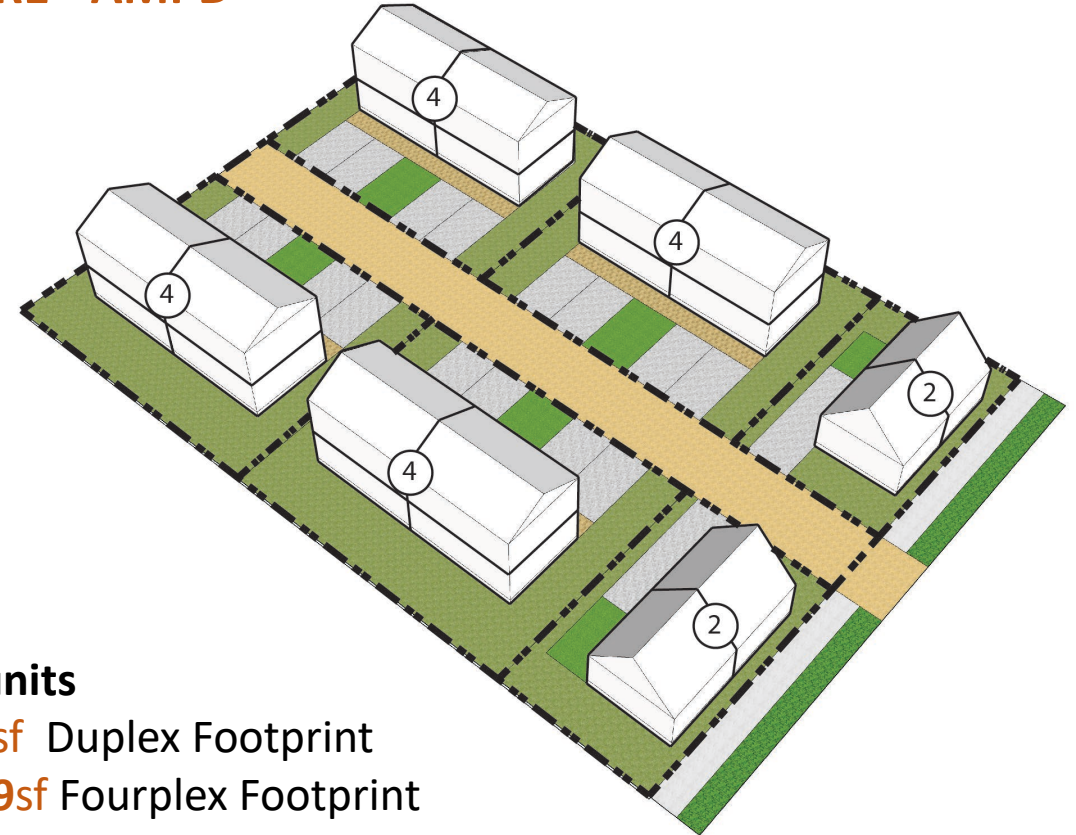


10 units

844sf Single-Family Footprint

1519sf Duplex Footprint

HR1 - AMPD



20 units

844sf Duplex Footprint

1519sf Fourplex Footprint

Unable to Change Building Footprint as Unit Count Grows

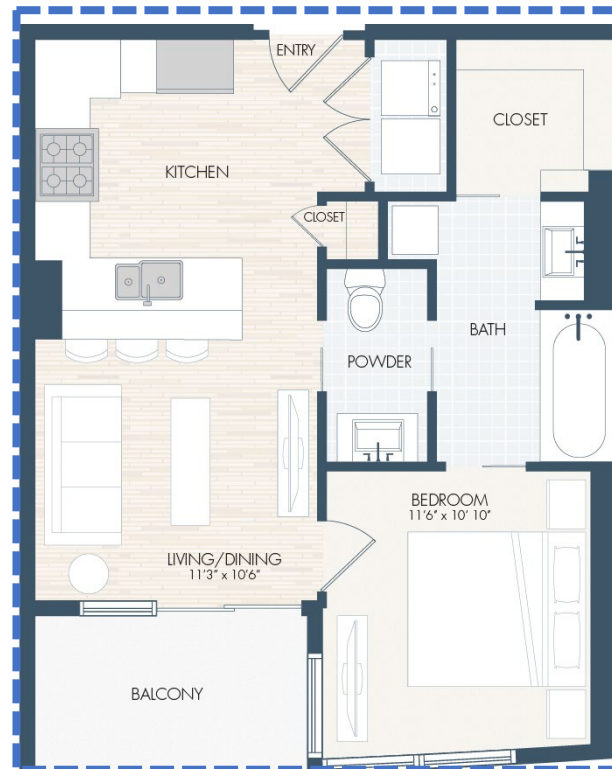
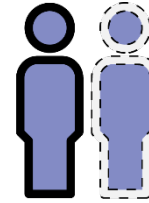
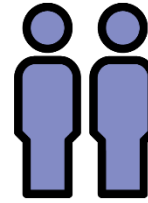
Consider allowing more building footprint in AMPD

AMPD - Observations

Density Bonus + No Change in Building Size = Unit Sizes Cut in Half

- *Results in Micro-unit Projects*

- With max building footprint standard still applying in AMPD, the only way to fit additional affordable units is to shrink unit square footage or include fewer units.
- Shrinking units results in all micro-units suitable only for 1 person households.

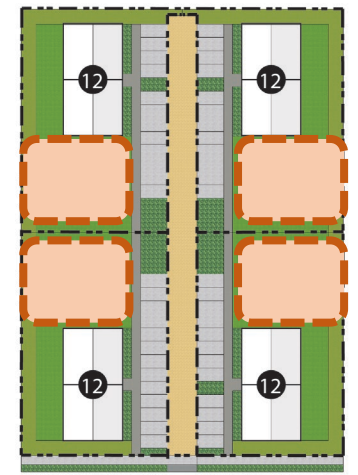
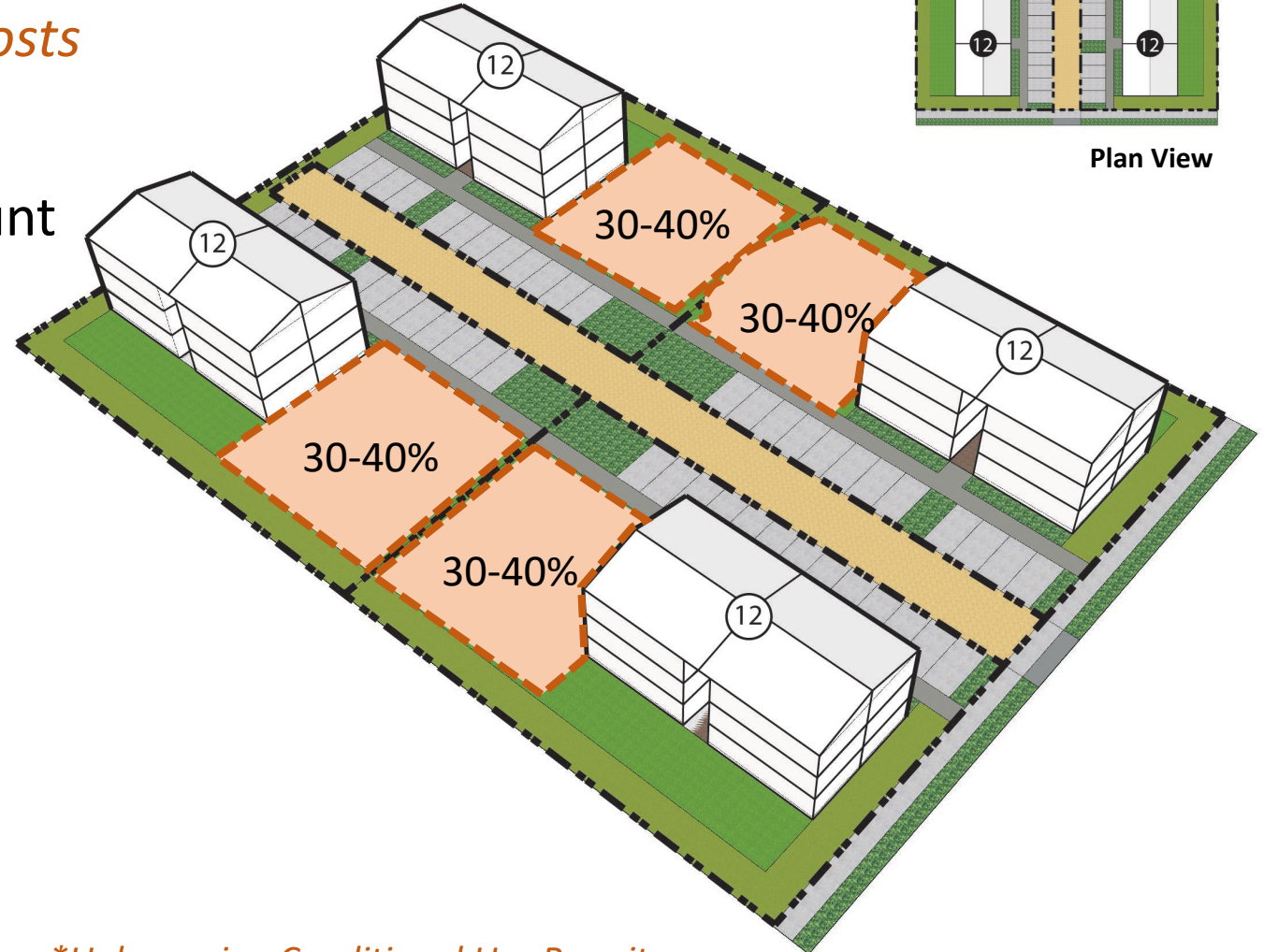
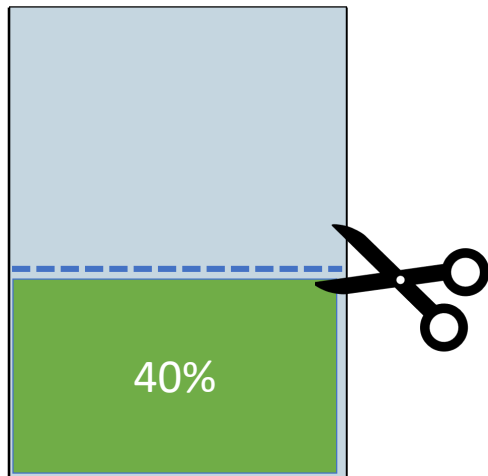


MPD - Observations

High Open Space Requirement

- Land is Expensive, Raising Housing Costs

- Unit prices must absorb entire amount of site not in building footprint, sometimes upwards of 73%.
 - Non-building area land cost = >\$5 million



Plan View

**Unless using Conditional Use Permit*

MPD - Observations

More Parking Area than Housing Area

- Limits Units, Raises Land and Unit Costs

- In some scenarios there was more parking area than building footprint
 - 23% parking and circulation
 - 19% building footprint
- Cost of parking is bundled into sales/rent prices
 - Unbundled parking can be more flexible and respond to varied household needs

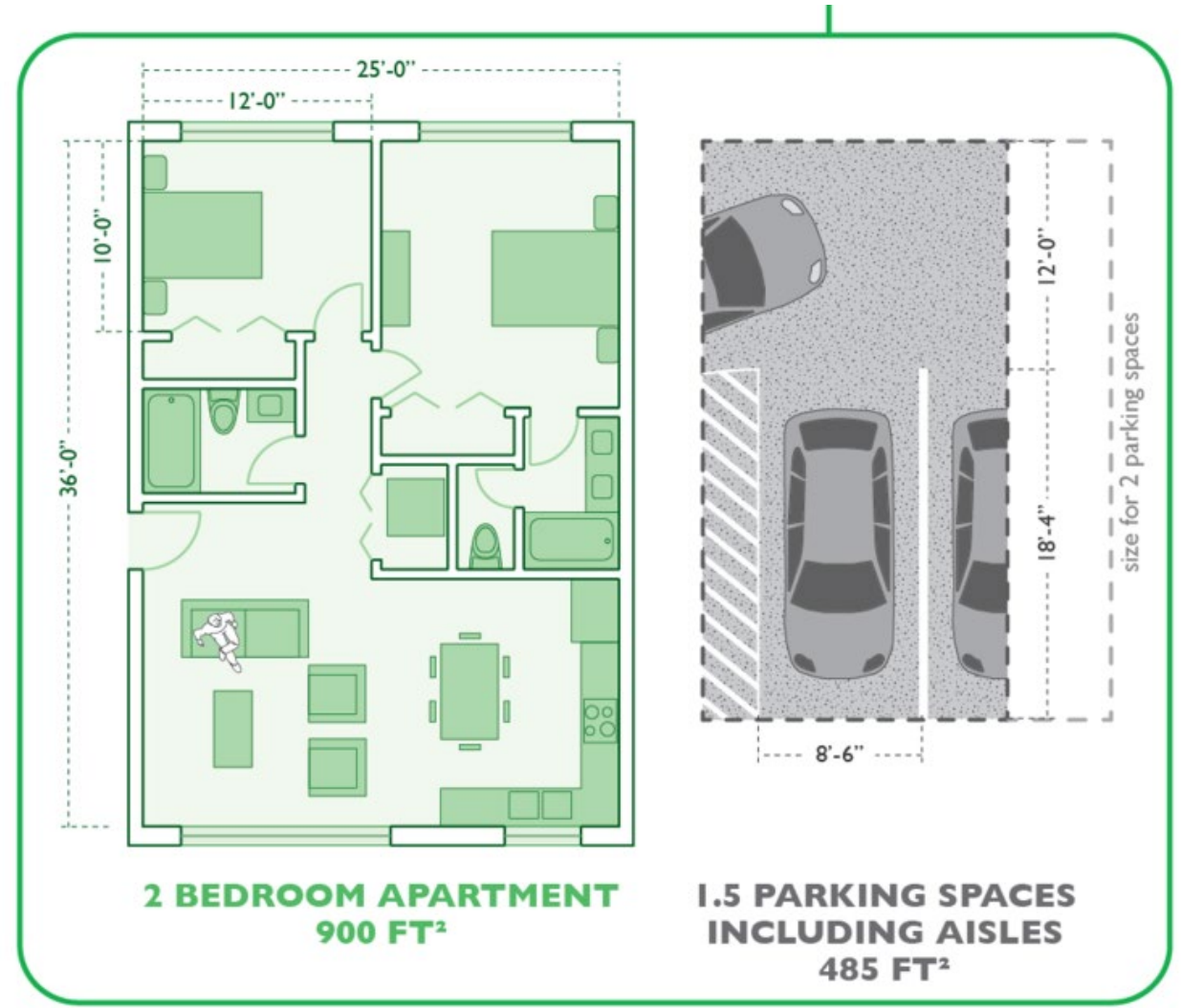


Image via Tony Jordan: Portlanders for Parking Reform

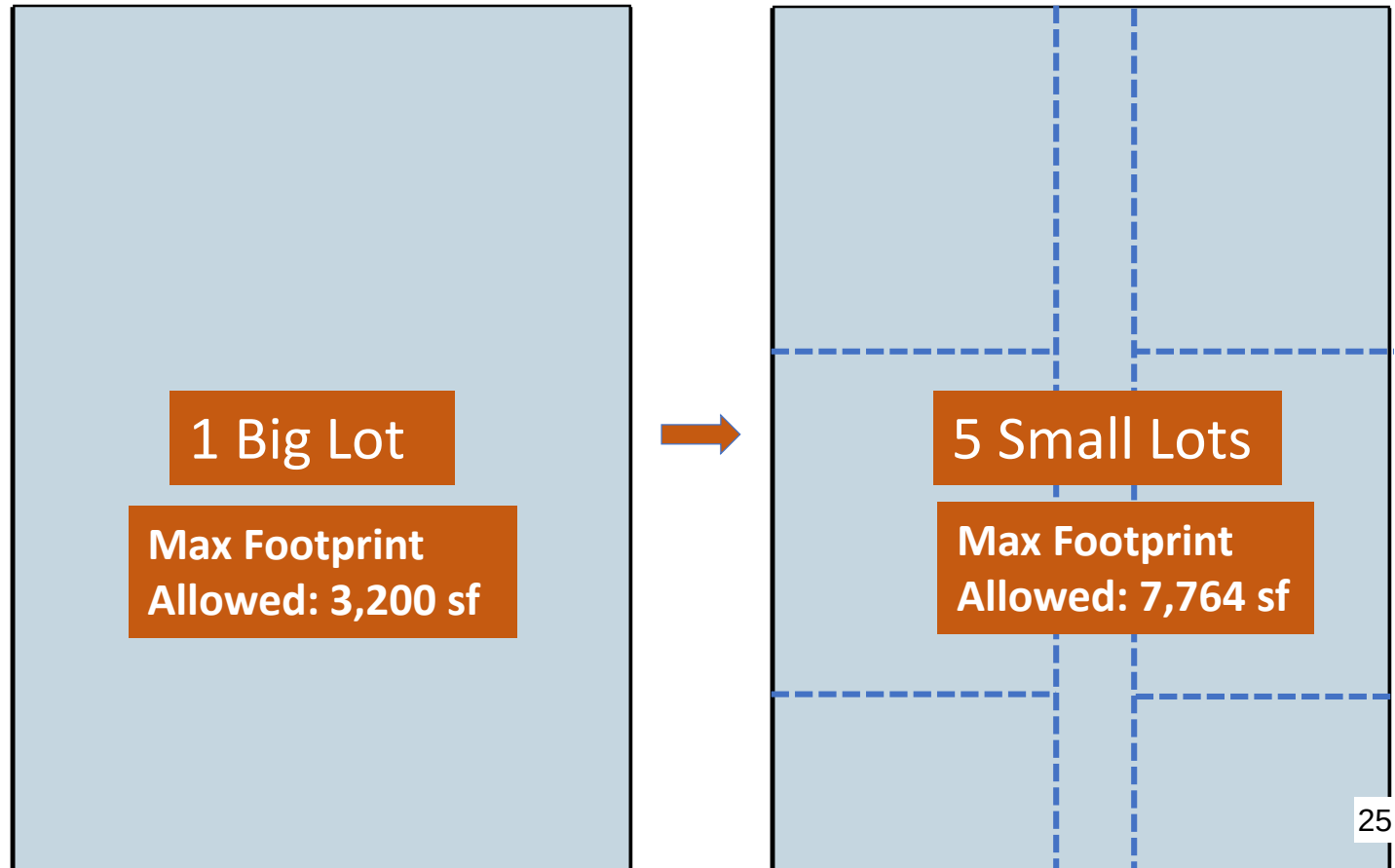
**9'x18' is Park City standard parking stall dimensions*

MPD - Observations

Max Building Footprint Standards Favor Small Lot Subdivision

*- More Building Area, but Still
Restrictive for Multifamily*

- Max building footprint favors small lots and incents subdividing large lots
- Max building footprint on small lots is restrictive
- Favors single family & duplex unit types
 - Different unit types allowed with conditional use but no additional footprint



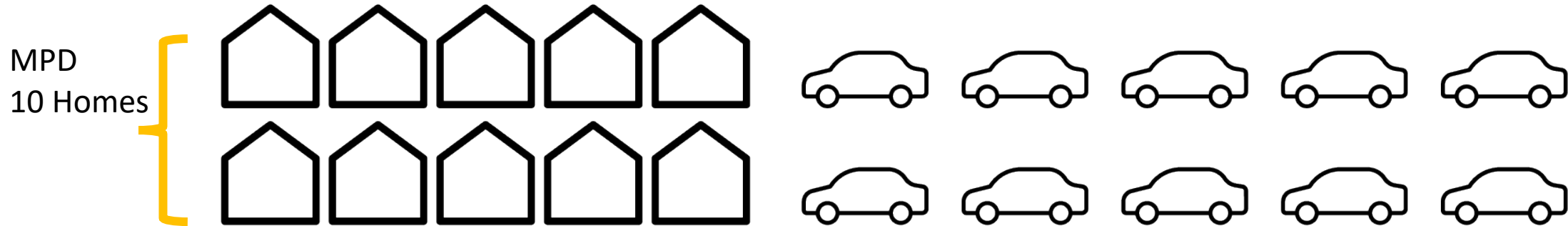
**Unless using Conditional Use Permit*

AMPD - Observations

MPD Base Case Allowance: 10 units, 10 parking spaces

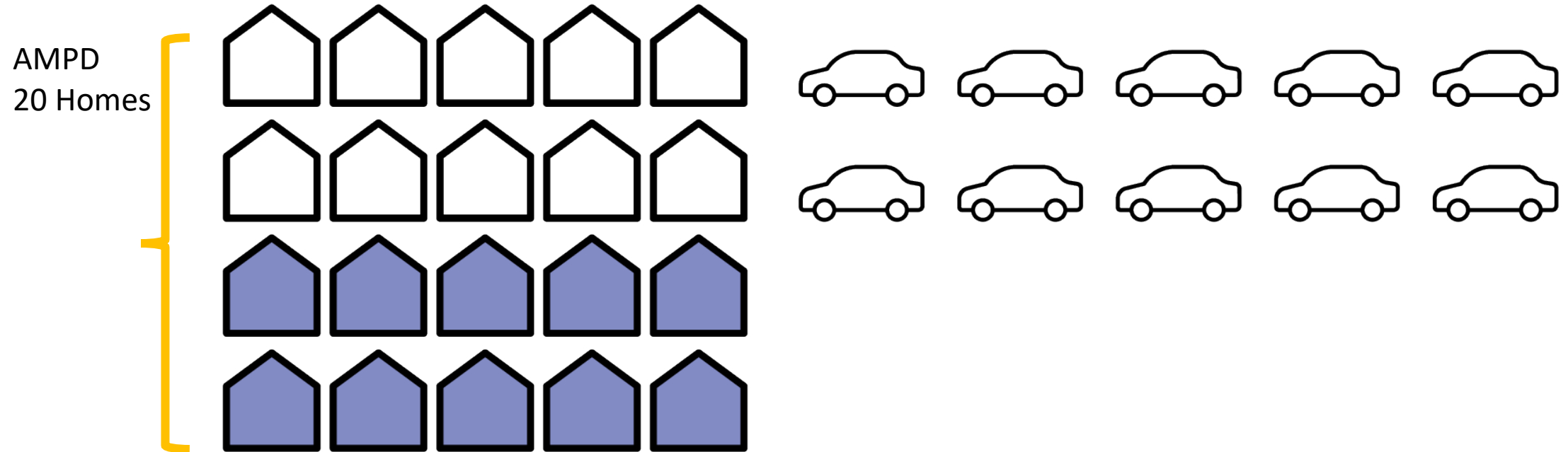
Fixed Size of Standard
Parking Space

9'x18'
(162 sf)



AMPD - Observations

AMPD Doubles Allowable Units



Fixed Size of Standard
Parking Space

9'x18'
(162 sf)

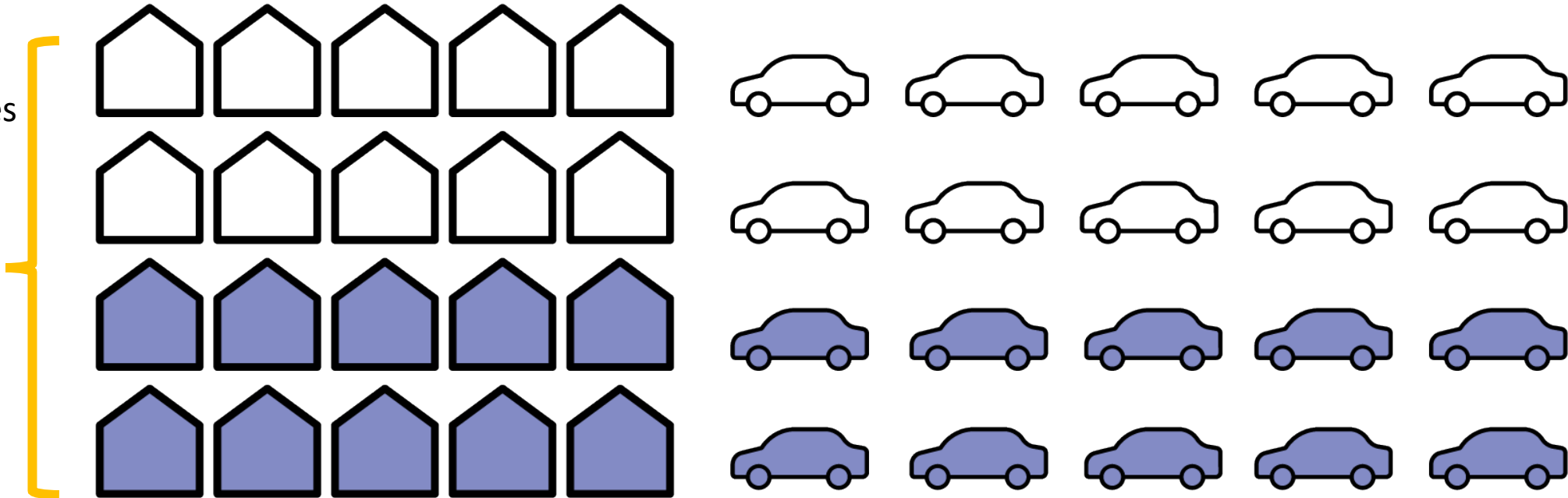
AMPD - Observations

But Double the Units = Double the Parking Spaces

Fixed Size of Standard
Parking Space

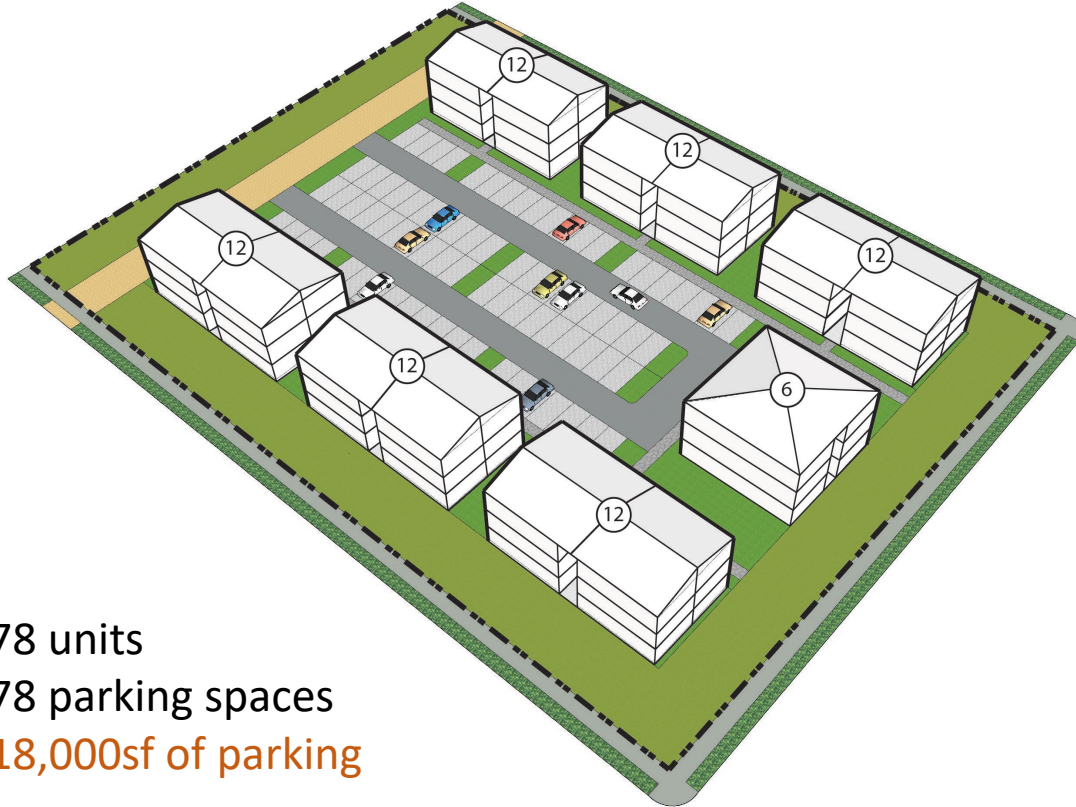
9'x18'
(162 sf)

AMPD
20 Homes



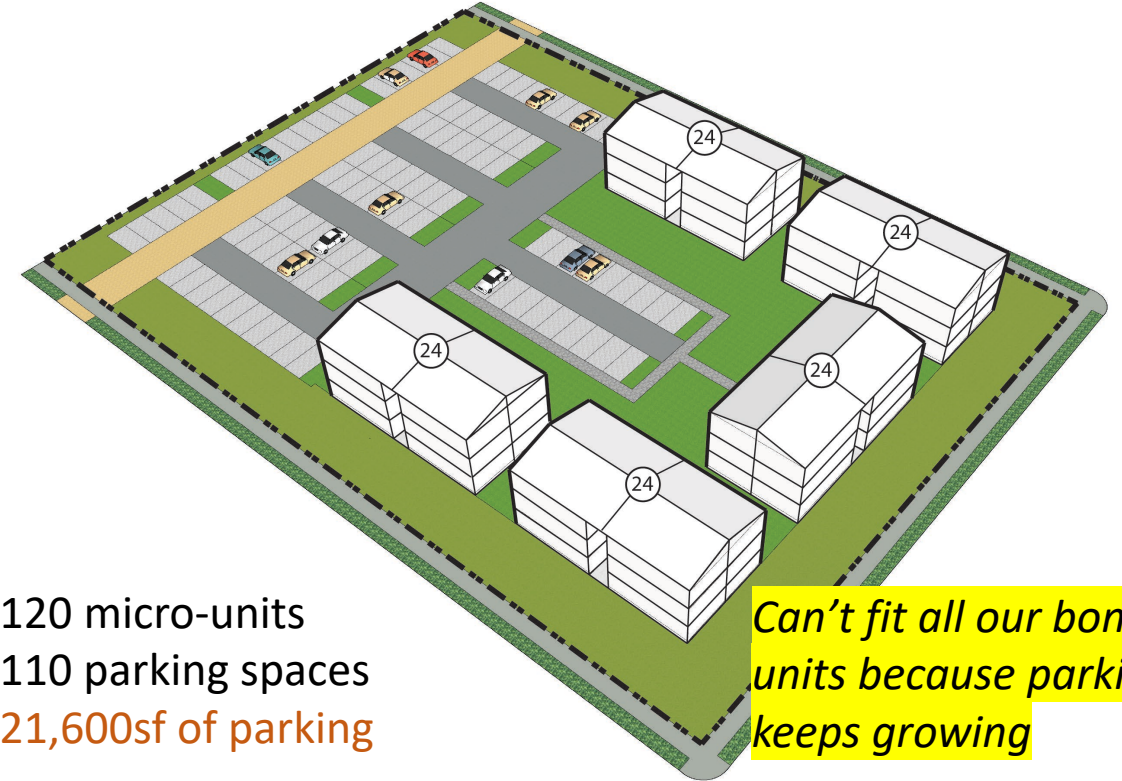
**Assuming Unit Sizes under 1,000sf*

GC - MPD



78 units
78 parking spaces
18,000sf of parking

GC - AMPD



120 micro-units
110 parking spaces
21,600sf of parking

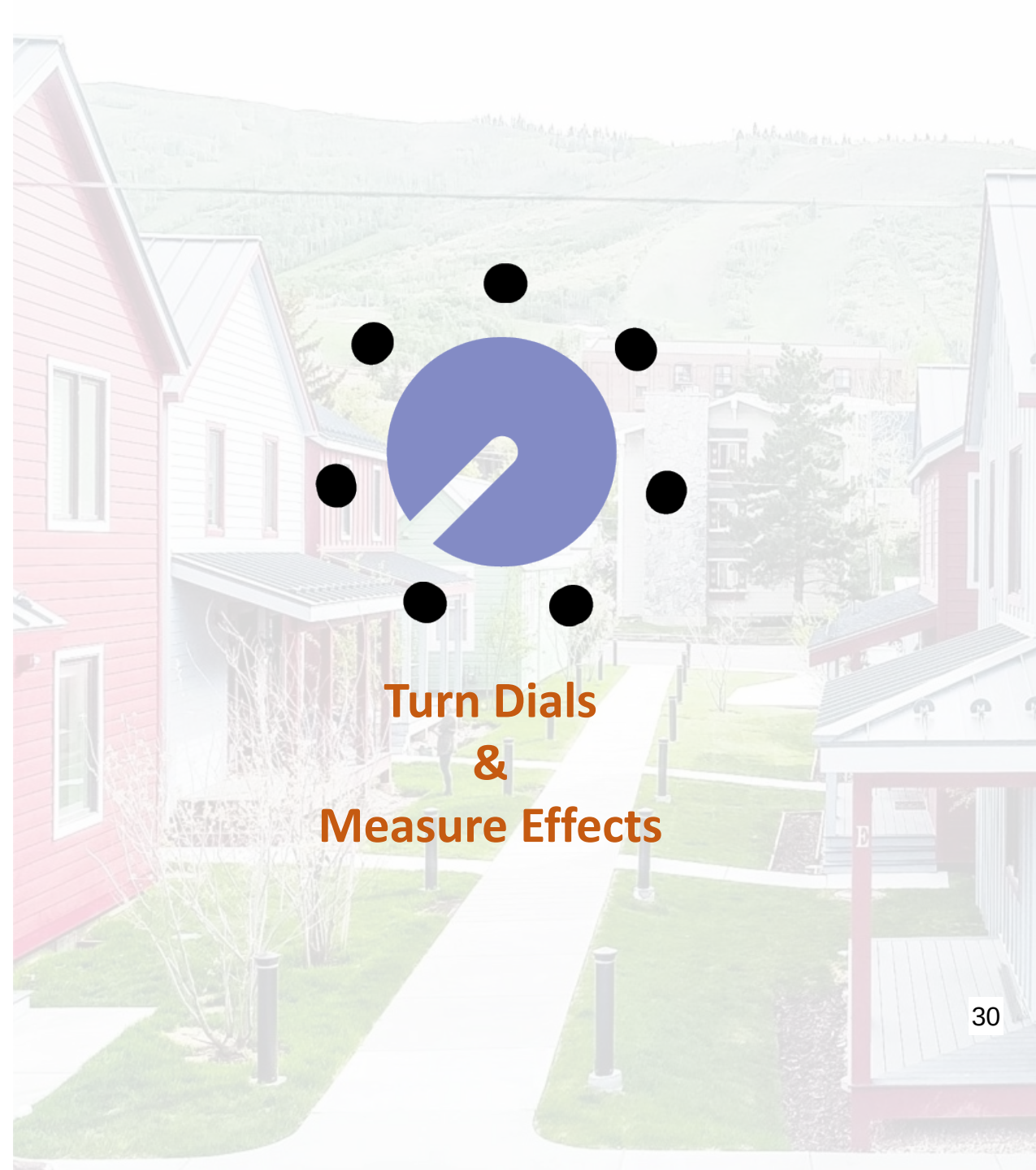
Can't fit all our bonus units because parking keeps growing

Parking Grows as Unit Count Grows

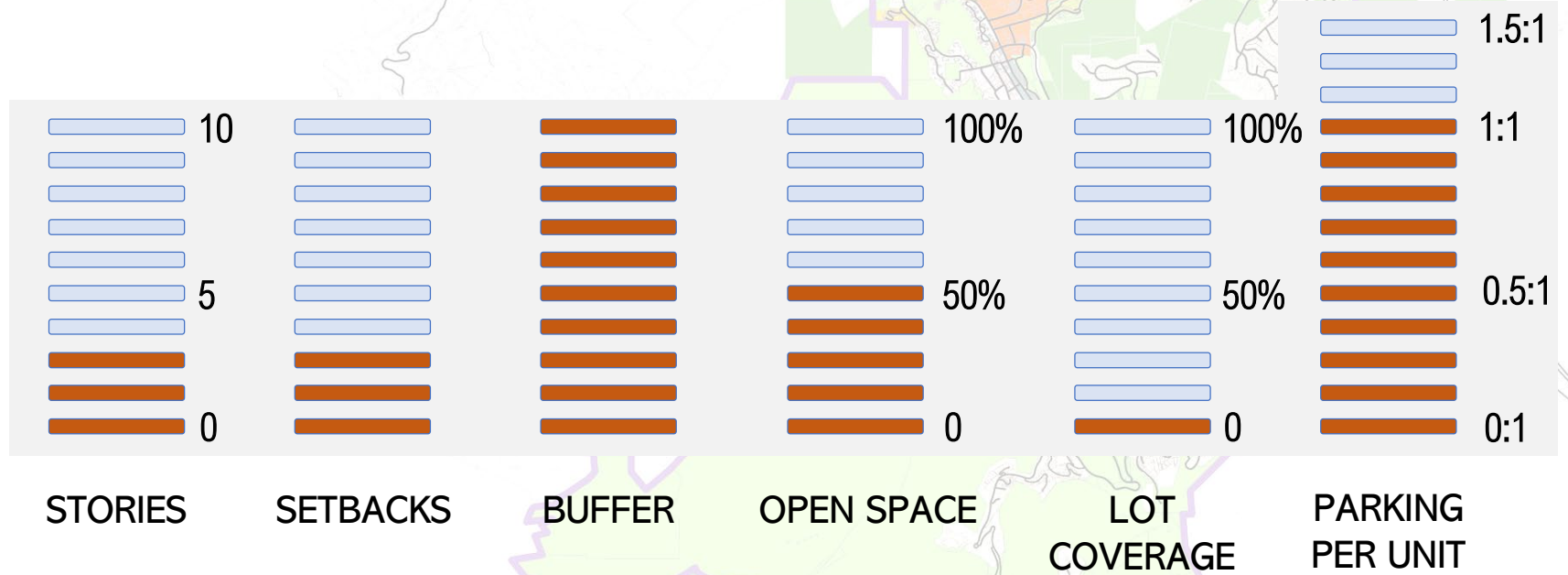
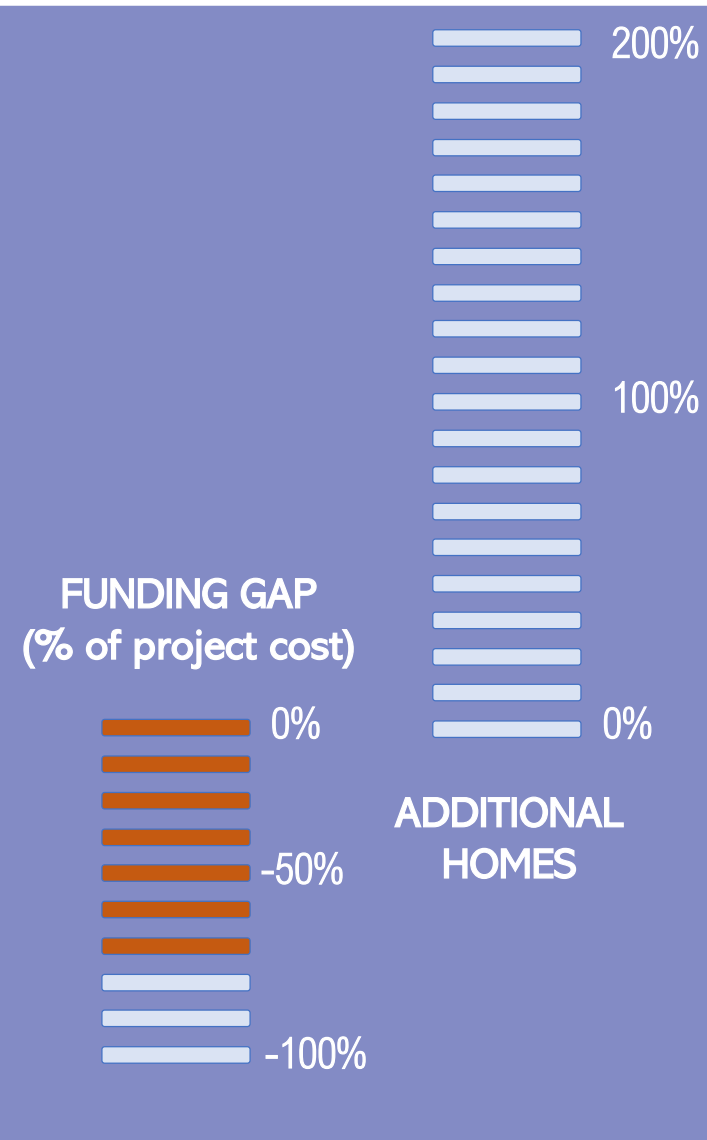
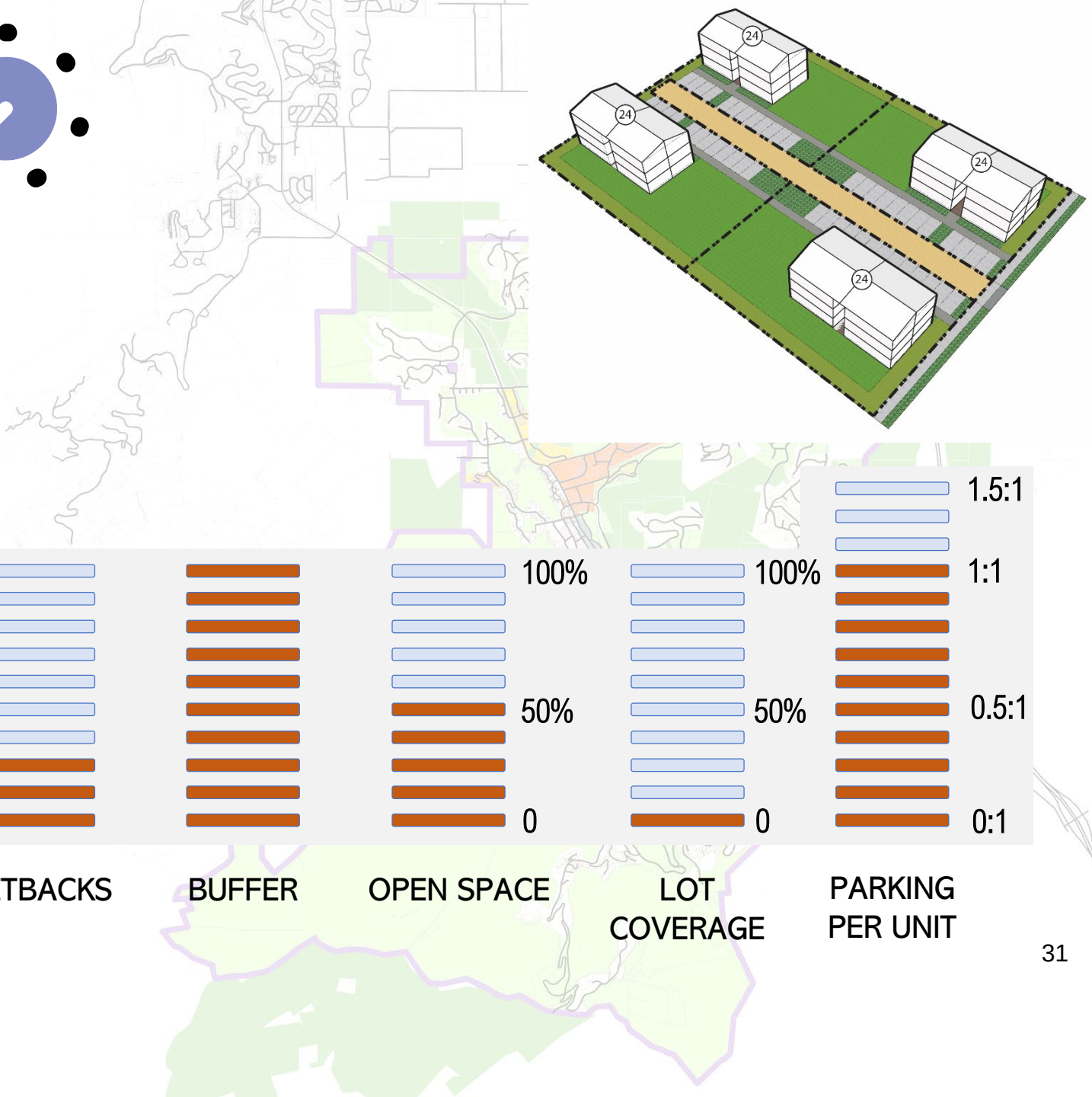
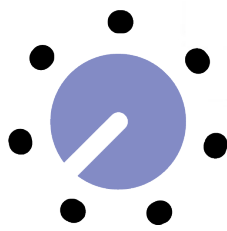
May consider change to parking requirements

Sensitivity Testing Standards to Evaluate

- Height
- Setbacks
- Buffer
- Open Space Requirement
- Lot Coverage (footprint calculation)
- Reduced Parking

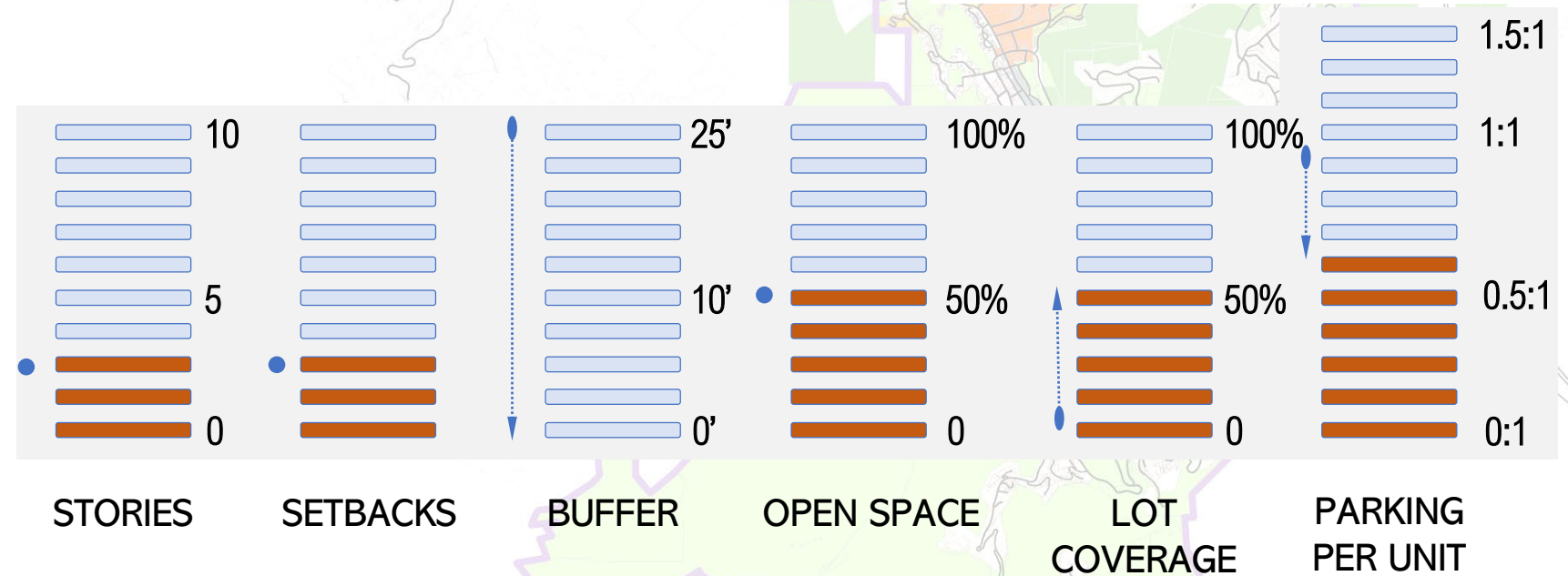
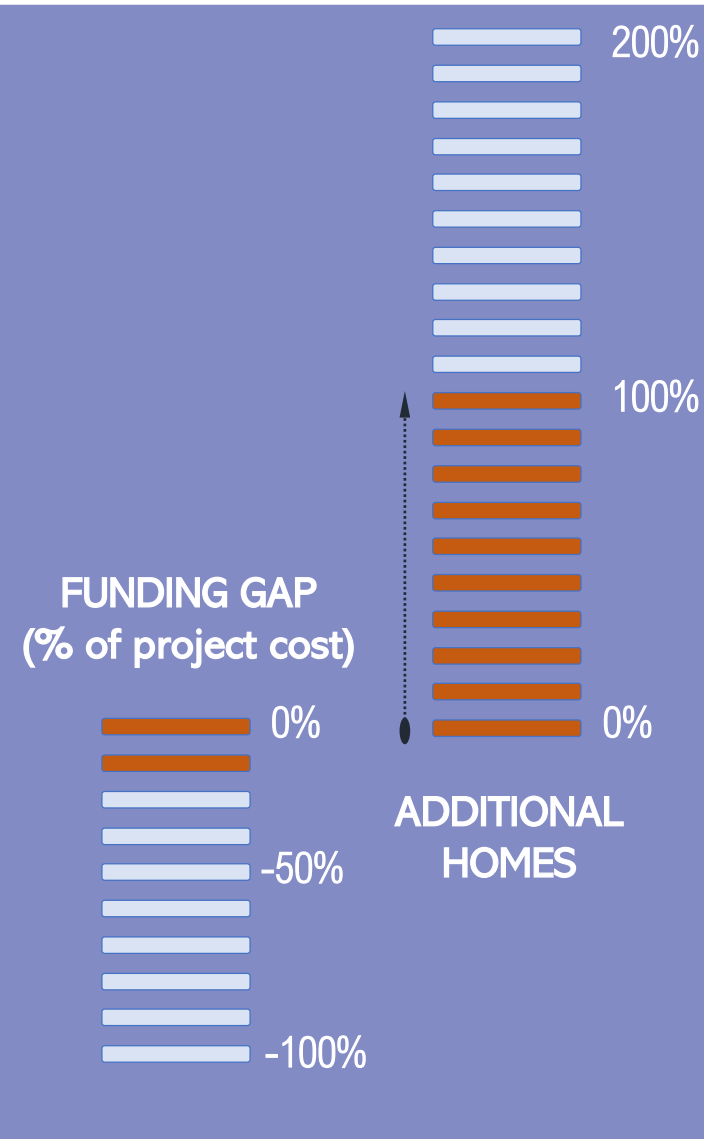
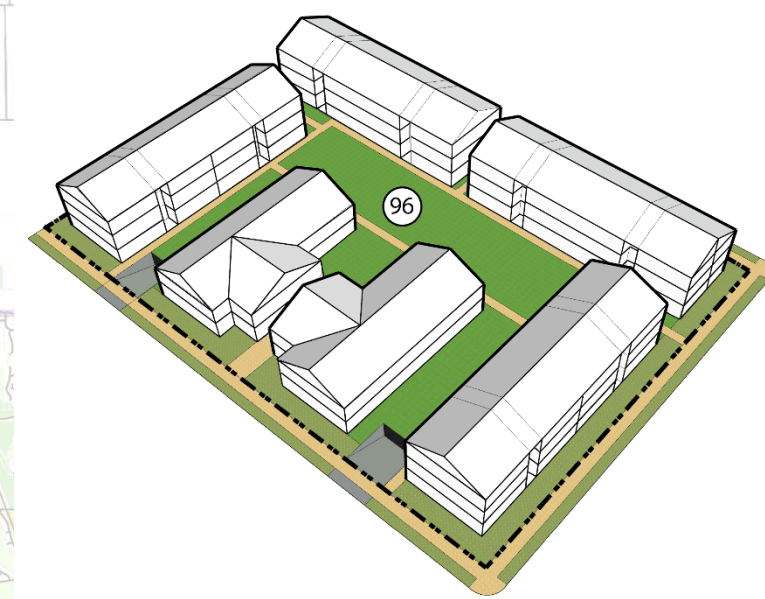
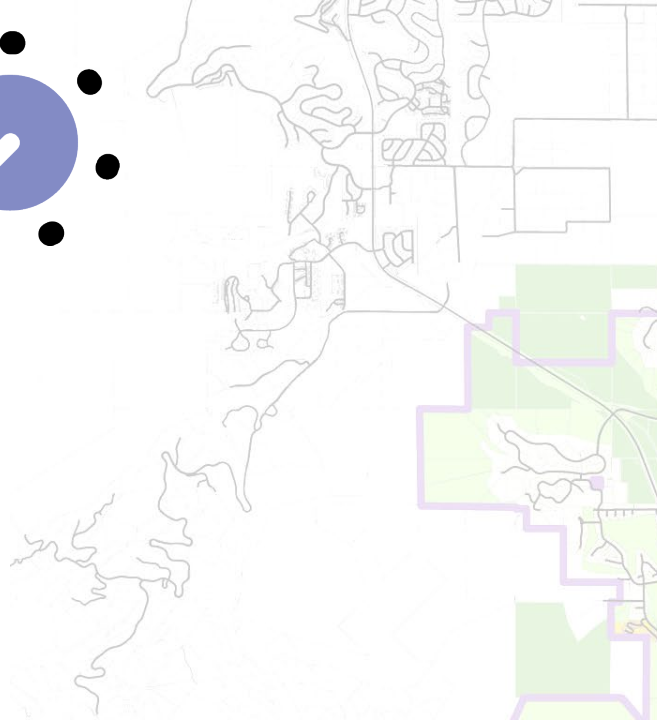
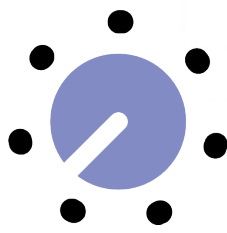


Sensitivity Testing Proposed AMPD Code



Sensitivity Testing

Recommended AMPD



Preliminary Recommendations

AMPD Standards



- Height
 - Consider allowing additional height for bonus units where appropriate
- Setbacks
 - Keep consistent within zone
 - Use consistent setbacks within master planned area
- Buffer / Increased Setbacks
 - Eliminate any buffers for MPD or AMPD in all zones.
 - Focus on transitions instead
- Open Space Requirement
 - Reduce to 15% for AMPD projects
 - Desire for well-defined useable open space
- Lot Coverage (building footprint calculation)
 - Allow increased lot coverage for AMPD (50%)
 - Remove 3500sf footprint limitation in RC zone
- Parking
 - Continue 10 space reduction in AMPD + 0.5 spaces per unit for bonus units.
 - Allow adjacent on-street to count to allow for flexibility in conjunction with residential permit parking program.

Summary

AMPD Standards

- Large financial gap with proposed AMPD Standards
- Adjusting the standards made it better
- Still have some way to go, particularly for scenarios with higher numbers and deeper levels of affordability.



Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Linda Jager

Submitting Department: Community & Public Affairs

Item Type: Staff Report

Agenda Section:

Subject:

4:55 p.m. - Park City Community Vision 2020 Update

Suggested Action:

Attachments:

[Vision 2020 Staff Report](#)

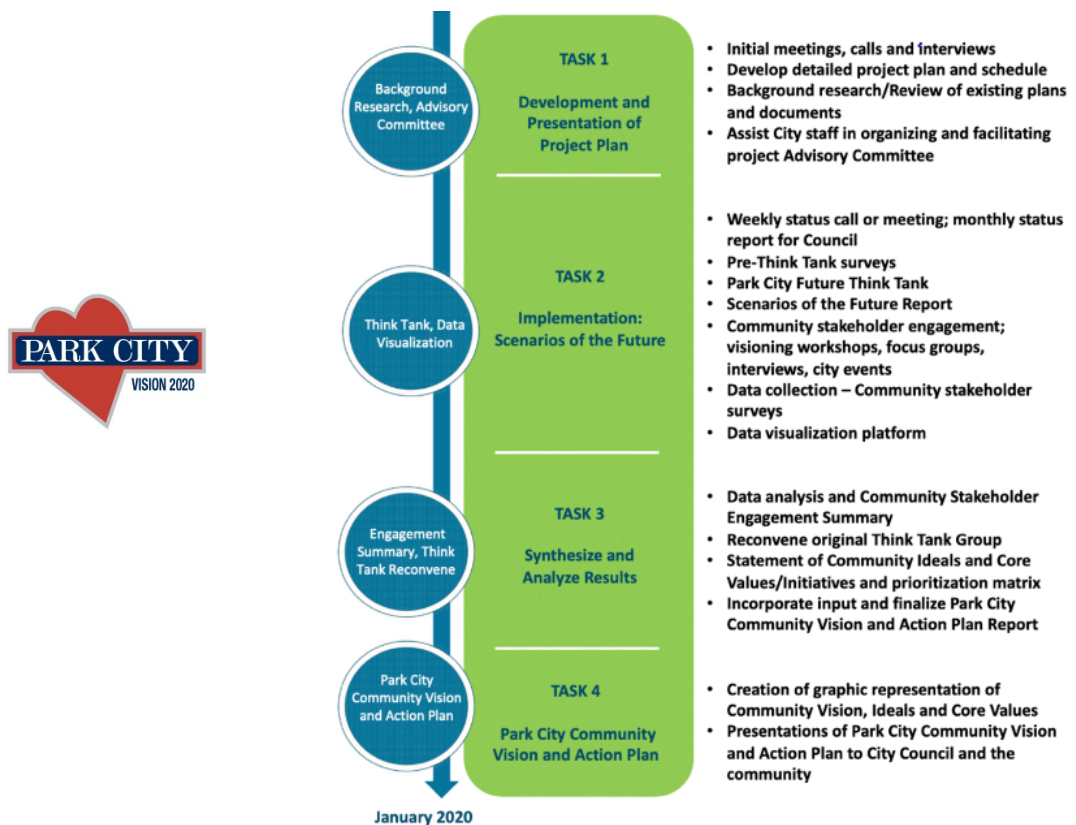
City Council Staff Communications Report

Subject: Park City Vision 2020 Project Update
Authors: Jed Briggs, Budget Operations & Strategic Planning Manager
 Linda Jager, Community Engagement Manager
Department: Budget & Community Engagement
Date: September 12, 2019
Type of Item: Informational

Summary

Park City Municipal Corporation (PCMC) has launched a community visioning project - Park City Vision 2020 - through the remainder of 2019. To keep Council and the community apprised of the Park City Vision 2020 project progress, Staff and the project team from Future iQ will provide monthly updates to Council detailing activities and events. Staff and the project team seek Council feedback on the process, current results and upcoming activities.

Project Timeline:



Project Update

The project team continues work in the Task 2 phase of the project, which includes the following:

- Release of the Think Tank Report which details outcomes from the two [Think Tank Workshops](#)
- Launch of [Community Engagement Sessions](#) – a series of group and neighborhood events designed to bring the scenarios generated at the project's recent Think Tank to the wider Park City community. Staff will continue to focus on scheduling outreach to a broad cross-section of the community to ensure diverse voices are engaged and have an opportunity to participate in the visioning process. During these sessions, input from participants will be gathered on the scenarios via a Vision Survey. Council is invited to attend the following sessions; please RSVP to the Project Team:

Wednesday, September 11

PCMC Staff, 11a - 1p, Council Chambers

Park City Neurodiverse Community, 3 - 4p, Park City Library

Park City Planning Commission Update, 5:30p, Council Chambers

Thursday, September 12

Park City Seniors, 12:15 - 1p, Park City Senior Center

Park Meadows Neighborhood Session, 7 - 8:30p

Friday, September 13

Coffee with Council, 8:30 - 10a, Park City Library Room 101, hosted by councilmembers Gerber and Henney

Latinos in Action students, 10:45a - 12:15p, Park City High School

- Continued promotion of the Community Survey, which has over 600 responses. Please visit the [data visualization link](#) for current survey results.
- Planning and promotion of the Future of Park City Summit, scheduled for Thursday, November 21 (location and time TBD). This community-wide event will be facilitated by David Beurle.

Department Review

Budget, Community Engagement, Executive, and Legal.

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Jenny Diersen

Submitting Department: Sustainability

Item Type: Work Session

Agenda Section:

Subject:

5:25 p.m. - 2019 Special Event Process and Calendar Analysis

Suggested Action:

Attachments:

[Special Event Review Staff Report](#)

[Exhibit A: Special Event 2019 Comparison Analysis](#)

[2019-2020 Special Event Calendar](#)



City Council Staff Report

Subject: 2019 Special Event Process and Calendar Analysis
Author: Jenny Diersen, Special Events & Economic Development Program Manager
Department: Special Events & Economic Development
Date: September 12, 2019
Type of Item: Legislative – Work Session

Summary Recommendation

The Special Event Code was updated on [September 27, 2018](#). After a full year of implementing the new Code, City Council should discuss their perspective of the process and intended next steps, including if they believe the intended goals of the code changes are successful. Specific items included in the report include:

1. Special event statistics and data compared to 2018 - not limited to number permits and caps on level of events;
2. Development, balance and overview of challenges and opportunities of the new process including balancing community priorities and costs, applications deadlines and final details, community engagement, consideration of possibly further restricting events during certain time periods, and future threats including creating a sustainable budget plan and how to manage and retain events.
3. Intended Next Steps for Special Events.

Background

There is a detailed background regarding events which can be found [here](#). For more than 30 years, many community members worked to build a successful resort economy. On [September 27, 2018](#), after extensive community and stakeholder input and consideration of various alternatives, the City Council adopted significant amendments to section [4A Special Events of the Municipal Code](#). While there is a [list of substantial changes in the amendments](#), the goal of these changes were to increase mitigation tools for successfully managing the number and size of events. The intent was to shift the balance of competing community priorities - more in favor enhanced mitigation of impacts, while preserving a diverse and vibrant offering of recreational, community and cultural offerings.

Analysis

Staff believes that the Code changes regarding Special Events that Council adopted have made positive effect on balance and management of the Special Event calendar. Positive effects stemming from a successful resort economy include positive sales tax growth over the last 5 years.

Special Event Data and Statistic Comparison Analysis & Calendar (Exhibit A):

- 14 events not returning, 8 new events, at least 7 recurring events don't need permitted as they are at resort bases and have been deregulated (RC/RD zone). Staff received 30 new event requests to date in 2019.

- Staff anticipates permitting 71 events as compared to 86 in 2018, and [event level limits \(4A-2-3.K\)](#) are currently under or meeting annual restrictions.

Event Level Limits Allowed Per 4A-2-3.F	Event Level Limits Currently in 2019	Examples of Events at Each Level
Level 1 - unlimited	Level 1 - 21	Grand Menorah Lighting, Uncorked, Walk A Mile In Her Shoes, IHC Health Fair
Level 2 - unlimited	Level 2 - 20	Sundance Summer Series, Back Alley Bash, Park City Trail Series, Park City Redwolves Soccer
Level 3 - 17	Level 3 - 16	Electric Light Parade, Latino Arts Festival, Running w Ed, Homecoming Parade
Level 4 - 10	Level 4 - 9	Savor the Summit, Autumn Aloft, Wednesday Night Concert Series
Level 5 - 10	Level 5 - 8	4th of July, Arts Festival, Tour of Utah, Miners Day, FIS World Championships

Development, Balance, Overview & Analysis of Process

- Increased mitigation and alignment with Community Priorities vs. Reduced City Service Fee Reduction and Increased Costs:** Increased mitigation focused on Transportation, Public Safety and Noise. Many events have worked with staff to reduce impacts and increase collaboration based on the new code and policy direction. We rely on internal department coordination to make this work, and many times, while we have mounting staffing pressures, the events are also the thing that brings teams together and creates opportunities for innovation. Over the last 2 years, significant resources across departments, both human and budgetary, have been increased to provide a high level of service and increased mitigation strategies. These increased pressures have also been felt by Applicants.
- Deadlines may not be the nature of all Events:** When Policy and Code changes were adopted, Council and staff acknowledged that the new code changes would not be a silver bullet.
 - The positive changes of the new process have included streamlined application process, allowing for better predictability of the annual calendar, which allows staff to predict Peak Times and prevent conflicts.
 - The consequences of the new process include limited operational plans leaving details of internal operations left to complete on short notice. In many cases, this places additional pressure on staff (especially in Peak seasons) including Legal, Building, Finance, Special Events, Transportation Planning, Parking, Streets, Transit and Public Safety.

- Consideration of further event restrictions during some [Peak Times](#): Staff is considering further restricting any level of event (with the exception of first amendment activities) on Fourth of July. July Fourth is defined as a [Peak Time Period](#) (4A-2-3(D)), but allows events with minimal transportation or public safety impacts. However, staff recommends taking time to do additional outreach, and consider further restricting any events on 4th of July.
- We cannot improve without constructive feedback: The success of event mitigation and coordination is based on internal and external communication, engagement, outreach and feedback inclusive of applicants, community partners and community members. We have developed many tools to communicate and gather feedback, and also depend on the community to engage with us when they have questions. It is a balance, and success is a moving target, we do take many perspectives into each decision/ operational plan and all planning and mitigation.
- Future Threats – It's a double edge sword: With increased mitigation and community priorities, establishing a sustainable budget and plan to address costs and staffing pressures and retain events that are representative of our community and culture have become a priority. In order to reduce impacts, some event applicants are finding new/lower cost ways to host events and activities, which are reducing community and gathering benefits of events. With growth, development and a competitive market in surrounding jurisdictions we should consider strategies for economic, community and cultural sustainability and prosperity.

Next Steps:

As Council directed on September 27, 2018, and as staff has continued to work to improve the Special Event process, staff anticipates returning to have the following Policy discussions:

- 10 year calendar & Contract/Agreements for 10 Major Events;
- Create Administrative Venue Guidelines;
- Establish 'Local Weekends' in the calendar;
- Wean Special Events off Fee Reduction over 5 years (by 2023), including updating policy on Special Event Fee Reduction;
- Update Special Event Policy on 'Green Events';
- Online Event Application Process & Data (software) – budget approved for FY 20.

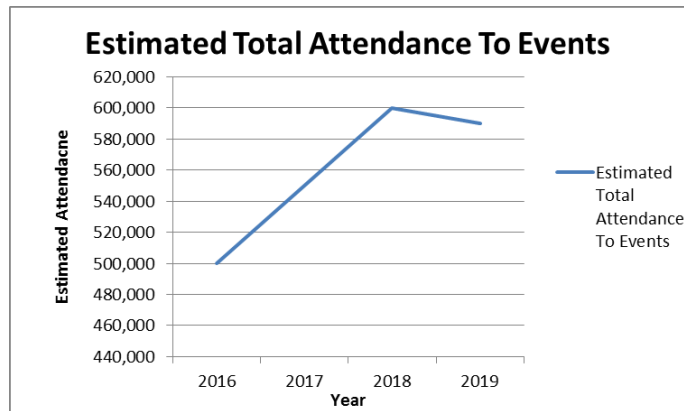
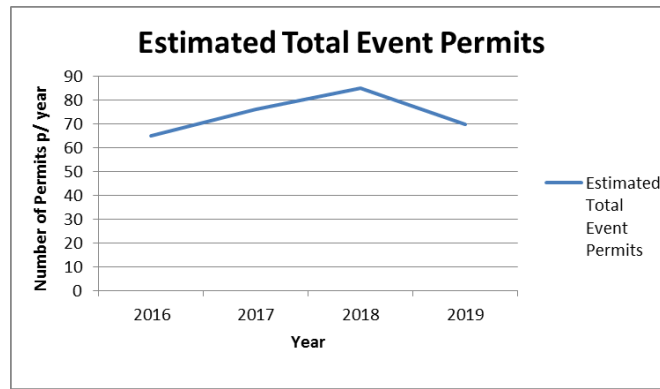
Funding

As presented on [August 1, 2019](#), Fee Reduction Estimates for FY 20, are estimated at \$184,557.65, which is below the annual Fee Reduction threshold. FY 19 was an extraordinary year with several unique events. FY 20 annual requests were 56% lower than last year. Even with lowering Fee Reduction requests, increased operational/mitigation costs have placed increasing pressure on event applicants.

Attachments

- A Special Event Data and Statistic Comparison including Development, Balance, Overview and Analysis of Process & 2019 Special Event Calendar

Exhibit A - Special Event 2019 Calendar Preview & Update



2019

In 2019, Staff anticipates permitting 71 events as compared to 86 events in 2018.

- Level One Events – 21 (for example: Uncorked Recycle Utah, Skate Jam Series, Field of Honor, School Nurse 5K)
- Level Two Events – 20 (for example: Sundance Summer Series, Back Alley Bash, Park City Red wolves Soccer)
- Level Three Events – 11 (for example: Electric Light Parade, Arte Latino, Running with Ed, Homecoming Parade)
- Level Four Events – 9 (for example: Savor the Summit, Shot Ski, Triple Crown, Autumn Aloft)
- Level Five Events – 8 (for example: Park Silly Market, Arts Festival, Sundance, Fourth of July, Miners Day, Tour of Utah)
- City Service Contract Events – 4 (Arts Fest, Park Silly Sunday Market, Triple Crown & Sundance)
- First Amendment Events – 2 (St. Mary's Procession, Cube of Truth)

New events that are anticipated to be approved:

1. 2019 World Championship (approved by Council in December)
2. PC Food and Wine Stroll (October) – Level 1 Special Event
3. School Nurses Association 5K (May) – Level 1 Special Event
4. Singer Songwriter Festival (September) – Level 2 Special Event
5. PCHS Homecoming Parade (September) – Level 3 Special Event
6. IHC Hospital Health Fair (September) – Level 1 Special Event
7. Park City Redwolves (June & July) – Level 2 Special Event
8. Lobstah Party (July) – Level 1 Special Event
9. Electric Car Showcase – Level 1 Special Event
10. Utah Open Lands Get Together – Level 1 Special Event

Events that inquired that did not apply:

1. Utah Roundnet Spikeball Tournament at City Park Fourth of July weekend – moved to Summit County
2. RV Tradeshow proposed at Quinn's Junction – did not proceed with application
3. Tri-Utah Gravel Race – did not proceed with application
4. People's Health Clinic 20th Celebration Concert proposed in China Bridge – did not proceed with application
5. Adrenaline Lacrosse Tournament (4th of July weekend) – moved to County
6. Volleyball Tournament (4th of July weekend) – improperly marketing without seeking approval through Special Events. We already have a standing Volleyball tournament on 4th of July ran by PC Rec. This tournament has already applied for 2020 and we are beginning evaluation process with them.
7. Peace House Walk A Mile on Main Street – was proposed for Labor Day weekend, but staff worked to facilitate the event at City park as in years past to prevent another road closure on a peak weekend.
8. Utah Symphony Concert Request at Deer Valley on 4th of July – worked with the applicant to choose another date. Transportation and Public Safety impacts are too great on July 4 to accommodate this request.
9. Foam 5K Fun Run – proposed in late October. Staff working to understand details.
10. Large Scale Concert - Inquiry for venue in Park City to accommodate 10,000 people for summer 2020 – no follow up has been received since first inquiry.
11. Car Manufacturer Release Event at City Park in January – informed applicant the location is likely not ideal for such activity, especially in close proximity to peak ski season and Sundance.
12. Parkour Event at City Park (August) – pushed event to location in Summit County.
13. Mountain Bike Movie & Ride at City Park (summer) – inquiry did not follow up with staff/decided not to hold event.
14. Movie Release at City Park (August) – because of the commercial nature of this activity, staff pushed the applicant towards other venues in Summit County as well as brick and mortar venues that could accommodate the use.
15. Wasatch Trail Run Series (Summer) – Did not proceed with application.

The following events are not returning to Park City in 2019:

1. Respect Rally Park City (one time event)
2. Winterfest Olympic Opening Celebration & Parade (one time event)
3. Rev Tour at PCMR– Level 2 Special Event (event is in in Resort Development (RD) Zone, Permit not required per [4A-2-1.3](#))
4. Junior Nationals at PCMR – Level 2 Special Event (event is in in Resort Development (RD) Zone, Permit not required per [4A-2-1.3](#))
5. NORAM Cup at PCMR – Level 2 Special Event (event is in in Resort Development (RD) Zone, Permit not required per [4A-2-1.3](#))
6. Spring Gruv Events at PCMR are no longer required to obtain a permit. Concerts can be accommodated within excising venue.
7. March for Our Lives (one time event)
8. March for Science – Level 3 event (no longer hosting event)
9. Thin Air Innovation Festival – Level 3 event (no longer hosting the event)
10. PC Mountain Live Music – Level 1 event - (event is in in Resort Development (RD) Zone, Permit not required per [4A-2-1.3](#))
11. Mountain Bike Munchies – Level 2 event (event is no longer happening – if it did, it would be in RD zone and no longer require a Special Event permit).
12. Big Stars Bright Nights Concert – Level 4 event moved to Eccles Center, brick and mortar venue).

13. Firecracker Baseball – Level 2 event – (withdrew application - not returning)
14. 1033 Foundation Ride – Level 3 event (did not come through Park City).
15. Avalanche Soccer Tournament – Level 3 event (denied based on conflict and using PC as backdrop)
16. Utah High School Cycling League – Level 3 event – (race schedule wouldn't allow them to schedule in Park City)
17. Classic Car Show on Lower Main Street – Level 3 event (Moved to County -Quarry Village)
18. Kids Adventure Games – Level 2 event (Moved back to County - Canyons Village)
19. Motherlode Canyon Band 25th Anniversary Concert (one time event)
20. 5K9 – Level 1 event at Quinn's Junction/Round Valley Trails (decided not to hold the event).

Events that were anticipated but cancelled or reduced activity:

1. Run for Recreation Level 1 event – A trail event coordinate by Basin Recreation was cancelled due to low attendance.
2. USC Band – Level 1 event - Cancelled for this year. May return in future.
3. Sundance Summer Screening – reduced from 4 outdoor screenings to 2 outdoor screenings, as the other screenings were held at the Ray Theatre. One of the outdoor screenings was moved to the Ray due to weather.
4. 2020 FIS World Championship – No longer host the Main Street concert (no road closure). Sporting Events will take place on Mountain, and Deer Valley will make a donation to a non-profit of their choice to give back to the community.

Staff has worked to reduce impacts of events and provide better balance to the calendar between major events such as Savor the Summit, Fourth of July, Triple Crown, Arts Festival, Tour of Utah, Miners Day, and Autumn Aloft. Both in part of staff working to coordinate with returning events, and because the events applicants chose to make changes because of extenuating circumstances, many events have worked with staff to reduce impacts and increase collaboration based on the new code and policy direction. For example:

- Deer Valley Music Festival worked in collaboration with PCMC to move dates of concert did not conflict with July 4, moving their concert to July 5 to reduce transportation and public safety impacts on a peak time period;
- Walk A Mile in Her Shoes, while looking to grow in the future and gain exposure, withdrew an original request for an additional road closure on Main Street on Labor Day weekend that was proposed to bring 1,000 participants to Main Street. They will look to furthering discussion on how to plan to gain visibility and size of their event in the future with staff after the opening of their new facility and getting through this year's status quo event;
- Tour of Utah has proposed to reduce impacts to the City specifically, proposing to move Saturday Stage start and finish to Canyons Village, no longer requiring a road closure on State roads in Park City on the Saturday stage of the race.
- Savor the Summit, based on national food and wine calendar, has requested to move their event back one week further into the calendar. This allows events such as Arte Latino, to stand on their own.

Council and staff acknowledged that the new code changes would not be a silver bullet. The positive changes of the new process have included streamlined application process. Streamlining the review process to happen all at once allows staff to concurrently work on event plans, instead of one by one. The consequences of the new process are that event applicants cannot provide final plans until closer to event dates. For example many summer events do not yet have final vendors, sponsors, site maps etc. Consequently, staff will not have final plans for events until closer to the start date. All approvals under staff authority are conditioned upon final operational plans with no subsequent changes.

2018

The Special Events Department permitted 86 events in 2018.

- 11 events did not return from previous years or withdrew applications.
- 12 new events were approved by staff or Council.
- Level One Events – 16 (for example: Walk a Mile In Her Shoes, Uncorked Recycle Utah, Skate Jam Series)
- Level Two Events – 28 (for example: Sundance Summer Series, Hike for Hunger, Moose Tracks Kids Race)
- Level Three Events – 24 (for example: Miners Day, 4th of July, Halloween, Autumn Aloft, Deer Valley Music Festival, Savor the Summit, Big Stars Bright Nights)
- City Service Contract Events – 4 (Arts Fest, Park Silly Sunday Market, Triple Crown & Sundance)
- First Amendment Events – 4 (Women's March, March for Science, PANDOS March, St. Mary's Procession)

New Events that were approved in 2018 included:

1. Park City Respect Rally – Level 3 First Amendment Event
2. PANDOS March – Level 1 First Amendment Event
3. March for Science – Level 3 First Amendment Event
4. Moose Tracks Kids Trail Run –Level 2 Event
5. Kids Adventure Games –Level 2 Event
6. Noches De Verano Music Series – Level 1 Event
7. 1033 Foundation Motorcycle Ride – Level 2 Event
8. Utah High School Mountain Bike Race – Level 3 Event
9. Early Season Concert at PCMR – Level 3 Event
10. Grand Menorah Lighting – Level 1 Event
11. Peace House Ground Staking – Level 1 Event (one time)

Events that did not return in 2018:

1. Discrete Series at Deer Valley (moved to another location)
2. Park City Food and Wine Classic
3. Old Town Hoedown (one time event)

December 2018

December 2018							January 2019						
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9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Nov 25	26	27	28	29	30	Dec 1
Nov 25 - Dec 1							
	2	3	4	5	6	7	8
Dec 2 - 8							
	9	10	11	12	13	14	15
Dec 9 - 15							
	16	17	18	19	20	21	22
Dec 16 - 22							
	23	24	25	26	27	28	29
Dec 23 - 29							
	30	31	Jan 1, 19	2	3	4	5
Dec 30 - Jan 5							

February 2019

February 2019						
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March 2019

March 2019						
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24	25	26	27	28	29	30
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February 2019

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March 2019

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	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Jan 27 - Feb 2	Jan 27	28	29	30	31	Feb 1	2
Feb 3 - 9						PEAK TIME PERIOD	
						2019 World Championships Sundance Film Festival	2019 World Championships Sundance Film Festival
Feb 10 - 16	3	4	5	6	7	8	9
	2019 World Championships Sundance Film Festival	2019 World Championships	2019 World Championships	2019 World Championships	2019 World Championships	2019 World Championships	2019 World Championships
Feb 17 - 23	10	11	12	13	14	15	16
	2019 World Championships					Cube of Truth (Miners Park, Main Street) Full Moon Snowshoe (McPolin Farm)	PEAK TIME PERIOD
Feb 24 - Mar 2	17	18	19	20	21	22	23
	PEAK TIME PERIOD						
	24	25	26	27	28	Mar 1	2
			8:00am 8:30am REV TOUR - PARK CITY BASE (PCMR)	8:00am 8:30am REV TOUR - PARK CITY BASE (PCMR)	8:00am 8:30am REV TOUR - PARK CITY BASE (PCMR)		

March 2019

March 2019							April 2019						
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10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Feb 24 - Mar 2	Feb 24	25	26	27	28	Mar 1	2
						8:00am 8:30am REV TOUR - PARK CITY BASE (PCMR)	12:00am 12:30am PCMR SPRINT CONCERT SERIES
Mar 3 - 9	3	4	5	6	7	8	9
	12:00am 12:30am PCMR SPRINT CONCERT SERIES	12:00am 12:30am PCMR SPRINT CONCERT SERIES	12:00am 12:30am JUNIOR NATIONALS (PCMR) 12:00am 12:30am PCMR SPRINT CONCERT SERIES	12:00am 12:30am JUNIOR NATIONALS (PCMR) 12:00am 12:30am PCMR SPRINT CONCERT SERIES	Red, White and Snow (Stein Ericksen Lodge, Montage, St Regis, Private Homes) 12:00am 12:30am JUNIOR NATIONALS (PCMR) 12:00am 12:30am PCMR SPRINT CONCERT SERIES		
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Mar 24 - 30	24	25	26	27	28	29	30
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Mar 31 - Apr 6	31	Apr 1	2	3	4	5	6
	12:00am 12:30am Noram Cup (PCMR) 12:00am 12:30am PCMR SPRINT CONCERT SERIES						

April 2019

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April 2019							May 2019						
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21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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Mar 31 - Apr 6	12:00am 12:30am Noram Cup (PCMR) 12:00am 12:30am PCMR SPRINT CONCERT SERIES	12:00am 12:30am Noram Cup (PCMR) 12:00am 12:30am PCMR SPRINT CONCERT SERIES	12:00am 12:30am Noram Cup (PCMR) 12:00am 12:30am PCMR SPRINT CONCERT SERIES	12:00am 12:30am Noram Cup (PCMR) 12:00am 12:30am PCMR SPRINT CONCERT SERIES	12:00am 12:30am Noram Cup (PCMR) 12:00am 12:30am PCMR SPRINT CONCERT SERIES	12:00am 12:30am Noram Cup (PCMR) 12:00am 12:30am PCMR SPRINT CONCERT SERIES
7	8	9	10	11	12	13
12:00am 12:30am Noram Cup (PCMR)	12:00am 12:30am Noram Cup (PCMR)					
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Apr 14 - 20						
21	22	23	24	25	26	27
Apr 21 - 27						
28	29	30	May 1	2	3	4
Apr 28 - May 4						

Jenny Diersen

5

9/4/2019 10:46 AM

May 2019

May 2019							June 2019						
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							30						

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Apr 28	29	30	May 1	2	3	4
Apr 28 - May 4					New Event School Nurse 5k		Moose on the loose (Quinn's)
	5	6	7	8	9	10	11
May 5 - 11							
	12	13	14	15	16	17	18
May 12 - 18							Running with ED
	19	20	21	22	23	24	25
May 19 - 25						Park City Red Wolves Practice (Quinns) 8:00am 8:30am PCMR Live Music	Motorcycle training at PCHS (PCHS) Park City Red Wolves (Dozier Field) 8:00am 8:30am PCMR Live Music
	26	27	28	29	30	31	Jun 1
May 26 - Jun 1	Motorcycle training at PCHS (PCHS) 8:00am 8:30am Park City Resort Live Music	Memorial Day 5k 8:00am 8:30am Park City Resort Live Music				PCHS Graduation 8:00am 8:30am Park City Village Live Music	

Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		
May 26		27		28		29		30		31		Jun 1		
May 26 - Jun 1													Motorcycle Training at PCHS (PCHS) National Ability Center Barn Party 2019 Park City Trail Series (Quinn's Round Val	
2		3		4		5		6		7		8		
Jun 2 - 8	Motorcycle Training at PCHS (PCHS) Park Silly Sunday Market (Lower Main St		Noches Verano (South City Park)		Midweek Mountain Bike Race (Round Va		Park City Farmers Market (PCMR Silver K		Last Day of School 2018/2019 Ski Town Shootout (Quinns and Treasur		Ski Town Shootout (Quinns and Treasure)		Round Valley Rambler (North Round Va Tiny Tri	
9		10		11		12		13		14		15		
Jun 9 - 15	Park Silly Sunday Market (Lower Main St		Noches Verano (South City Park)				Park City Farmers Market (PCMR Silver K Utah Open Lands Get Together (4 Thayn		Park City Red Wolves Practice (Dozier)		Latino Arts Festival Park City Red Wolves (Dozier)		Park City Red Wolves Practice (Dozier) Ragnar Relay (Quinns)	
16		17		18		19		20		21		22		
Jun 16 - 22	Park City Red Wolves (Dozier) Park Silly Sunday Market (Lower Main St		Noches Verano (South City Park)				Park City Farmers Market (PCMR Silver K Wednesday Night Concert Series (Deer				PEAK TIME PERIOD Cube of Truth (Miners Park, Main Street) Go Skate Day (Skate Park) Uncorked (Recycle Utah) 1:00pm 1:30pm		Savor the Summit (Main Street)	
23		24		25		26		27		28		29		
Jun 23 - 29	PEAK TIME PERIOD Park Silly Sunday Market (Lower Main St		Noches Verano (South City Park)		Midweek Mountain Bike Race (Round Va		Park City Farmers Market (PCMR Silver K Wednesday Night Concert Series (Deer				Deer Valley Music Festival (Snow Park Lc		Deer Valley Music Festival (Snow Park Lc Miners Park Concert Series (Miners Park Skate Series 1 (Skate Park) Your Barn Door Is Open (McPolin Farm)	
30		Jul 1		2		3		4		5		6		
Jun 30 - Jul 6	Deer Valley Concert Series Park Silly Sunday Market (Lower Main St													

July 2019

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday			
Jun 30		Jul 1		2		3		4		5		6			
Jun 30 - Jul 6		Noches de Verano (South City Park)		PEAK TIME PERIOD								Deer Valley Music Festival (Snow Park Loc Miners Park Concert Series (Miners Park			
					Park City Farmers Market (PCMR Silver K Park City Red Wolves Practice (Dozier) Wednesday Night Concert Series (Deer V		Fourth of July Celebration		Deer Valley Music Festival (Snow Park Loc Park City Red Wolves (Dozier)						
7		8		9		10		11		12		13			
Park Silly Sunday Market (Lower Main St		Beethoven Series (South City Park)		Midweek Mountain Bike Race (Rain Date		Park City Farmers Market (PCMR Silver K Wednesday Night Concert Series (Deer V		Deer Valley Concert Series		Deer Valley Music Festival (Snow Park Loc		Motorcycle Training at PCHS (PCHS) Deer Valley Music Festival (Snow Park Loc Jupiter Peak Steeplechase (PCMR) Miners Park Concert Series (Miners Park			
Jul 7 - 13															
14		15		16		17		18		19		20			
Motorcycle Training at PCHS (PCHS) Park Silly Sunday Market (Lower Main St		Triple Crown World Series													
Jul 14 - 20		Beethoven Series (South City Park) Midweek Mountain Bike Race (Deer Vall				Park City Farmers Market (PCMR Silver K Wednesday Night Concert Series (Deer V				Cube of Truth (Miner's Park, Main Street Deer Valley Music Festival (Snow Park Loc		Deer Valley Music Festival (Snow Park Loc Lobstah Party (Prospector Park) Miners Park Concert Series (Miners Park			
21		22		23		24		25		26		27			
Triple Crown World Series											Deer Valley Music Festival (Snow Park Loc		Deer Valley Music Festival (Snow Park Loc		
Jul 21 - 27	Park Silly Sunday Market (Lower Main St	Beethoven Series (South City Park)				Extreme Soccer Tournament								Miners Park Concert Series (Miners Park Skate Series	
						Park City Farmers Market (PCMR Silver K Wednesday Night Concert Series (Deer V									
28		29		30		31		Aug 1		2		3			
Park Silly Sunday Market (Lower Main St		Beethoven Series (South City Park)				Park City Farmers Market (PCMR Silver K Wednesday Night Concert Series (Deer V									
Jul 28 - Aug 3															

August 2019

Su	Mo	Tu	We	Th	Fr	Sa
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Jul 28 - Aug 3	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Jul 28	29	30	31	Aug 1	2	3
					PCKAF GALA	Park City Arts Festival PEAK TIME PERIOD Deer Valley Music Festival (Snow Park Loc Sundance Summer Series	Deer Valley Music Festival Summer in the City Volleyball Tourname 12:30am 1:00am Summit County Fair
Aug 4 - 10	4	5	6	7	8	9	10
	Park City Arts Festival PEAK TIME PERIOD 12:30am 1:00am Summit County Fair	Beethoven Series (South City Park) 12:30am 1:00am Summit County Fair	12:30am 1:00am Summit County Fair	Park City Farmers Market (PCMR Silver K Wednesday Night Concert Series (Deer V 12:30am 1:00am Summit County Fair	Deer Valley Concert Series 12:30am 1:00am Summit County Fair	Deer Valley Music Festival (Snow Park Loc 12:30am 1:00am Summit County Fair 5:00pm 7:00pm City Picnic at City Park	Motorcycle Training at PCHS (PCHS) Deer Valley Music Festival (Snow Park Loc Drive in at Prospector Miners Park Concert Series (Miners Park Park City Trail Series (Quinns Round Vall 12:30am 1:00am Summit County Fair
Aug 11 - 17	11	12	13	14	15	16	17
	Motorcycle Training at PCHS (PCHS) Deer Valley Concert Series St Marys Procession 12:30am 1:00am Summit County Fair	Beethoven Series (South City Park)		Park City Farmers Market (PCMR Silver K Wednesday Night Concert Series (Deer V	Park City Baseball Classic (School District, Quinns) PEAK TIME PERIOD	Back Alley Bash (Town Lift Plaza)	Deer Valley Concert Series Mid-Mountain Marathon (PCMR to UOP Miners Park Concert Series (Miners Park TOU
Aug 18 - 24	18	19	20	21	22	23	24
	Park City Baseball Classic (School District, U PEAK TIME PERIOD TOU		First Day of School 2019/2020	Park City Farmers Market (PCMR Silver K Wednesday Night Concert Series (Deer V		Cube of Truth Deer Valley Concert Series	Miners Park Concert Series (Miners Park SUMMIT CHALLENGE (NAC, QUINN'S) 8:00am 8:30am Motorcycle Training at PCHS (PCHS)
Aug 25 - 31	25	26	27	28	29	30	31
	Park Silly Sunday Market (Lower Main St Walk A Mile (South City Park)			Park City Farmers Market (PCMR Silver K		PEAK TIME PERIOD To Sep 1 ➡	POINT 2 POINT

September 2019

SuMoTuWeThFrSa

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15161718192021

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SuMoTuWeThFrSa

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2728293031

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Sep 1 ← PEAK TIME PERIOD Park Silly Sunday Market (Lower Main St	2 Miners Day Skate Series	3	4 Park City Farmers Market (PCMR Silver K	5	6	7 Brunch at Altitude (Marriott Plaza) Deer Valley Concert Series 8:00am 8:30am Hike for Hunger
8 Park Silly Sunday Market (Lower Main St	9	10	11 Park City Farmers Market (PCMR Silver K	12	13	14 Autumn Aloft PEAK TIME PERIOD Songwriter Festival
15 Autumn Aloft PEAK TIME PERIOD Park Silly Sunday Market (Lower Main St Tour De Suds (South City Park to top of	16	17	18 Park City Farmers Market (PCMR Silver K Park City Homecoming Parade	19	20	21 Motorcycle Training at PCHS (PCHS) Park City Trail Series (Quinns Round Vall Scarecrow Fest
22 Motorcycle Training at PCHS (PCHS) Park Silly Sunday Market (Lower Main St	23	24	25 Park City Farmers Market (PCMR Silver K	26	27 Cube of Truth High School Cross Country (Quinns)	28 Dirt Jump Jam
29	30	Oct 1	2	3	4	5

Jenny Diersen

10

9/4/2019 10:46 AM

October 2019

October 2019							November 2019						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		
Sep 29		30		Oct 1		2		3		4		5		
Sep 29 - Oct 5							Park City Farmers Market (PCMR Silver K		New Event - Park City Wine Festival (Main Street and The Canyons)					
Oct 6 - 12	6		7		8		9		10		11		12	
	New Event - Park City Wine Festival (Main						Park City Farmers Market (PCMR Silver K						Shot Ski (Main Street)	
Oct 13 - 19	13		14		15		16		17		18		19	
							Park City Farmers Market (PCMR Silver K							
Oct 20 - 26	20		21		22		23		24		25		26	
							Park City Farmers Market (PCMR Silver K							
Oct 27 - Nov 2	27		28		29		30		31		Nov 1		2	
							Park City Farmers Market (PCMR Silver K		Halloween on Main PEAK TIME PERIOD					

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Oct 27	28	29	30	31	Nov 1	2	
Oct 27 - Nov 2							
	3	4	5	6	7	8	9
Nov 3 - 9		Field of Honor					
Nov 10 - 16	10	11	12	13	14	15	16
	Field of Honor						
Nov 17 - 23	17	18	19	20	21	22	23
Nov 24 - 30	24	25	26	27	28	29	30
							Electric Light Parade (Main Street, Brew)

December 2019

December 2019							January 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30	31	

Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
Dec 1		2		3		4		5		6		7	
Dec 1 - 7													
		8		9		10		11		12		13	
Dec 8 - 14												14	
												Santa Comes Down the Town Lift	
Dec 15 - 21		15		16		17		18		19		20	
Dec 22 - 28		22		23		24		25		26		27	
Dec 29 - Jan 4		29		30		31		Jan 1, 20		2		3	

January 2020							January 2020							February 2020						
							Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
										1	2	3	4							1
							5	6	7	8	9	10	11	2	3	4	5	6	7	8
Dec 29 - Jan 4	Dec 29	30	31	Jan 1, 20	2	3	12	13	14	15	16	17	18	9	10	11	12	13	14	15
							19	20	21	22	23	24	25	16	17	18	19	20	21	22
							26	27	28	29	30	31		23	24	25	26	27	28	29
Jan 5 - 11																				
	5	6	7	8	9	10														
	12	13	14	15	16	17														
Jan 12 - 18																				
	19	20	21	22	23	24														
Jan 19 - 25		MLK																		
	26	27	28	29	30	31														
Jan 26 - Feb 1	Sundance 2020	Sundance 2020	Sundance 2020	Sundance 2020	Sundance 2020	Sundance 2020														

February 2020							February 2020							March 2020						
							Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
													1	1	2	3	4	5	6	7
							2	3	4	5	6	7	8	8	9	10	11	12	13	14
							9	10	11	12	13	14	15	15	16	17	18	19	20	21
							16	17	18	19	20	21	22	22	23	24	25	26	27	28
							23	24	25	26	27	28	29	29	30	31				
Sunday							Monday							Tuesday						
Jan 26							27							28						

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Michelle Kellogg

Submitting Department: Executive

Item Type: Staff Report

Agenda Section:

Subject:

5:45 p.m. - Break

Suggested Action:

Attachments:

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Scott Robertson

Submitting Department: Information Technology

Item Type: Staff Report

Agenda Section:

Subject:

Park City Municipal Website Redesign Project Update

Suggested Action:

Attachments:

[Website Redesign Staff Report](#)



City Council Staff Communications Report

Subject: Park City Municipal Website Redesign Project Update
Authors: Pedro Ferreira, IT Coordinator; Linda Jager, Community Engagement Manager; Emma Prysunka, Communications Specialist; Scott Robertson, IT Director
Department: Community Engagement & IT
Date: September 12, 2019
Type of Item: Informational

Summary

The Community Engagement and IT departments met with Council to collect feedback about the www.parkcity.org website. Efforts to receive feedback continue with internal departments and community partners.

The feedback received has been critical, insightful, and contains new and novel ideas. Feedback has also revealed the need to update publishing processes, the City's Style Guide, and the overall website program to ensure site consistency. Key improvement areas identified are:

1. Site searchability
2. Information accuracy
3. Website structure/organization

A focused effort will be made to optimize search capabilities using a new algorithm and customizations allowing for the integration of secondary databases.

Our current technical and project challenges are:

1. Maximizing search capabilities
2. Meeting broad department needs with consistent structure/format
3. Creating a seamless experience across multiple technology platforms

We have not identified any project roadblocks or risks, but we have experienced timeline delays due to limited staffing resources and change in project manager. The project completion date is expected March of 2020.

We appreciate Council's input and City departments for their continuous efforts to update content and facilitate project needs.

Department Review

Community Engagement, Executive, IT and Legal.

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Michelle Downard

Submitting Department: Executive

Item Type: Staff Report

Agenda Section:

Subject:

Backhoe Report, September 2019

Suggested Action:

Attachments:

[Backhoe Staff Report](#)

[Backhoe Report - September, 2019](#)



City Council Staff Communication Report

Subject: Backhoe Report Update
Author: Michelle Downard, Resident Advocate
Department: Executive Department
Date: September 12, 2019
Type of Item: Informational

The Backhoe Report is a communication tool for residents to learn about both public and significant private projects within Park City. This report is updated on an ongoing basis as construction projects progress throughout the summer months. This report can be found online at www.parkcity.org in both narrative and map format. In addition, hard copies have been provided at City Hall, the Library, MARC and the seniors group.

Current Construction Projects Include:

- Sewer Line Replacement – Kearns Blvd (Wyatt Earp Way to Comstock Dr)
- Water Line Repairs *Updated
- Prospector Avenue Reconstruction *Updated
- Star Hotel, 227 Main St *Updated
- King's Crown
- Tower Residences
- St Regis Hotel, Phase II
- Empire Residences
- Goldener Hirsch, Phase II
- Moon Shadow Condominiums
- Golf Course Maintenance Building
- Kearns Blvd/SR-248 Tunnel
- Bike Share Stations- Multiple Sites
- Quinn's Junction Water Treatment Plant Improvements
- Prospector Condos- Transit Housing
- Park City Heights Subdivision
- National Ability Center Arena Expansion and Recreation Building

Anticipated Projects Include:

- Iron Horse Bus Barn Renovation *Updated
- 3 Kings Water Treatment Plant
- Hwy 248 Water Line Project
- Woodside Park- Phase 2
- SR-248 Water Line Projects *New
- Western Summit Interconnect (Waterline) Projects *New



BACKHOE REPORT: September 2019

The following report summarizes active construction projects around Park City. This report is online at www.parkcity.org. Please contact Resident Advocate, Michelle Downard at mdownard@parkcity.org or 435.615.5109 with questions.

UTILITY AND ROADWAYS

Page 1-2

Sewer Line Replacement- Kearns Blvd, Centennial Circle- Water Line Repair, Prospector Ave Reconstruction

OLD TOWN

Page 2-3

Star Hotel, King's Crown Residential Development

EMPIRE PASS

Page 3-4

Tower Residences (and Empire Club), St. Regis Hotel- Phase II, Empire Residences, Goldener Hirsch- Phase II, Moon Shadow Condominiums

GREATER PARK CITY & BEYOND

Page 4-7

Golf Course Maintenance Building, Kearns Blvd/SR-248 Tunnel, Summit Bike Share Stations, Quinn's Junction Water Treatment Plant, Prospector Condos, Park City Heights, National Ability Center

FUTURE SCHEDULED PROJECTS

Page 7-9

Iron Horse Bus Barn Renovation, 3Kings Water Treatment Plant, SR-248 Waterline, Woodside Park- Phase II, SR-248 Water Line Projects, Western Summit Interconnect Project

SEWER LINE REPLACEMENT – KEARNS BLVD. (APPROX. WYATT EARP WAY TO COMSTOCK DRIVE)

Utility Project
In progress

CONSTRUCTION DATES

Currently under construction on HWY-248, project conclusion anticipated October 2019.

PROJECT DETAILS

- Rehabilitate 1,300 linear feet of large diameter (21-24 inch) sewer pipe.
- Lane diversions and crews working on the shoulder of the road expected.

CONTACT INFORMATION

Brian Atwood | Snyderville Basin Water Reclamation District | batwood@sbwrd.org | 435.649.7993



WATER SERVICE REPAIR

Municipal Project
Scheduled

CONSTRUCTION DATES

- Centennial Circle- Construction has begun, project conclusion October 2019.
- Shorty's Stairs (Marsac Ave)- Construction to occurring during September 2019.
 - o Stairs may be closed for short durations while crews complete the work.
- Park Avenue (between Main and Heber Ave) Water Valve Repairs- Construction occurring September to October 2019.
- Three Kings Drive (near Silver Star Treatment Plant)- water line replacement. Construction occurring September to October 2019.
 - o Traffic may be impacted periodically.

CONTACT INFORMATION

Griffin Lloyd | Public Utilities Engineer | griffin.lloyd@parkcity.org | 435.615.5314

PROSPECTOR AVENUE RECONSTRUCTION

Joint Project
In progress

CONSTRUCTION DATES

Bidding for contractor selection to occur September 2019. Construction is anticipated to begin in the Spring of 2020 for a duration of about 2 months.

PROJECT DETAILS

- Final landscaping within the Park Strip.
- Work occurring on the shoulders of the street. No road closures anticipated.

CONTACT INFORMATION

Corey Legge | Public Improvements Engineer | corey.legge@parkcity.org | 435.615.5057

STAR HOTEL, 227 MAIN STREET (TOP OF STREET)

Private Project
In progress

CONSTRUCTION DATES

Deconstruction work is complete. A grading permit has been issued. The building permit application for reconstruction has been received by Park City and is being reviewed.

PROJECT DETAILS

Complete reconstruction of the Historic Star Hotel with a rear addition.

CONTACT INFORMATION

Brian Brassey | Brassey Construction | brasseyco@gmail.com | 435.513.1882



KING'S CROWN RESIDENTIAL DEVELOPMENT

Private Project
In progress

CONSTRUCTION DATES

Currently under construction, project anticipated to be multi-year.

PROJECT DETAILS

- New development including townhomes, homes, condominiums and workforce housing.

CONTACT INFORMATION

Rory Murphy | paladinparkcity@aol.com | 435.640.5068

TOWER RESIDENCES (AND EMPIRE CLUB) – 8680 EMPIRE CLUB DRIVE AND VILLAGE WAY

Private Project
In progress

CONSTRUCTION DATES

Currently under construction, project anticipated to be multi-year.

PROJECT DETAILS

- A new private development including residential condos, one employee unit, and expansion of the existing Tower Club within the Village at Empire Pass.

CONTACT INFORMATION

Gina Canzonetta | Storied Deer Valley LLC | gina@storiedliving.com | 602.499.0326

ST. REGIS HOTEL, PHASE II – 2300 DEER VALLEY DRIVE

Private Project
In progress

CONSTRUCTION DATES

Currently under construction, project anticipated to be multi-year.

PROJECT DETAILS

- A new development including residential condos and support commercial located south of the funicular.

CONTACT INFORMATION

Van Robinson | Siri Contractors | van@siricontracting.com | 801.669.0493m

EMPIRE RESIDENCES – 7695 VILLAGE WAY

Private Project
In progress

CONSTRUCTION DATES

Currently under construction, project anticipated to be multi-year.



PROJECT DETAILS

- A new development including residential condos, one employee unit, underground parking, located within the Village at Empire Pass.
- Excavated materials were hauled to the B2 East site adjacent to Empire Day Lodge.

CONTACT INFORMATION

Phil Clawson | Wadman Construction | pclawson@wadman.com | 801.621.4185

GOLDENER HIRSCH, PHASE II – 7520-7570 ROYAL STREET EAST

Private Project
In progress

CONSTRUCTION DATES

Currently under construction, project anticipated to be multi-year.

PROJECT DETAILS

- A new development including residential condos and support commercial with underground parking, and remodel of Goldener Hirsch.

CONTACT INFORMATION

Harmon Tobler | Okland Construction | harmon.tobler@okland.com | 801.842.3071

MOON SHADOW CONDOMINIUMS AND PRIVATE STREET/UTILITY IMPROVEMENTS – 8945 MARSAC AVE

Private Project
Scheduled

CONSTRUCTION DATES

Currently under construction, project anticipated to be multi-year.

PROJECT DETAILS

- A new development of detached condos north of Marsac Avenue within the Village at Empire Pass. Construction of the private road and utilities has begun.

CONTACT INFORMATION

Gina Canzonetta | Storied Deer Valley LLC | gina@storiedliving.com | 602.499.0326

GOLF COURSE MAINTENANCE BUILDING

Municipal Project
In progress

CONSTRUCTION DATES

- Currently under construction, project conclusion anticipated November 2019.

PROJECT DETAILS



- The existing parks maintenance building will be demolished in late 2019 to prepare for the new 3Kings Water Treatment Plant (replacing the Spiro plant).
- Located between the municipal driving range and 10th fairway, the new building will consist of approx. 8,500 sq. ft. of equipment and materials storage, repair and washing facilities, and office space.
- The maintenance building incorporates sustainable design elements such as a living roof and is anticipated to achieve net-zero energy consumption.

CONTACT INFORMATION

Nick Graue | Public Utilities Engineer | nick.graue@parkcity.org | 435.615.5314

KEARNS BLVD./SR-248 TUNNEL (HIGH SCHOOL)

Joint Project
In progress

CONSTRUCTION DATES

Currently under construction, project conclusion anticipated September 2019.

PROJECT DETAILS

- A pedestrian tunnel between PC High School and Cooke Drive will replace the current street-level crossing.
- The tunnel will alleviate traffic congestion and provide safer access for pedestrians.
- Access to the transit stop near PC High School may be temporarily relocated and pedestrian traffic rerouted.

CONTACT INFORMATION

info@SR248tunnel.com | 385.375.2111

SUMMIT BIKE SHARE STATIONS – MULTIPLE LOCATIONS

Joint Project
In progress

CONSTRUCTION DATES

Currently under construction, project conclusion anticipated summer of 2019.

PROJECT DETAILS

- Using a Federal grant, 11 new stations will be installed within greater Park City. The new stations support 60 new bikes, improving availability and convenience.
- New locations include: North City Park, Deer Valley Resort, Upper Main Street, PC MARC, Basin Recreation Fieldhouse, Summit County Health Department, Willow Creek Park, Silver Springs, Justice Center and Ecker Park & Ride. The Jeremy Ranch Park and Ride location is anticipated 2020.
- The Bike Share Program is already open for the 2019 season.

CONTACT INFORMATION

Scott Henriksen | scott@-ja-today.com | 888.342.1555



QUINN'S JUNCTION WATER TREATMENT PLANT

Municipal Project
In progress

CONSTRUCTION DATES

Currently under construction, project conclusion anticipated October 2019.

PROJECT DETAILS

- Increases treatment capacity during construction of the new 3Kings Water Treatment Plant.
- Allows treatment staff to clean raw water pipes and reduce plant downtime, and office, meeting, and storage space for operations.

CONTACT INFORMATION

Griffin Lloyd | Public Utilities Engineer | griffin.lloyd@parkcity.org | 435.615.5314

PROSPECTOR CONDOS – TRANSIT EMPLOYEE HOUSING

Municipal Project
In progress

CONSTRUCTION DATES

Currently under construction, project conclusion anticipated September 2019.

PROJECT DETAILS

- Located on Prospector Avenue. Remodeling of 23 studio condos for Transit employee housing.
- Remodel incorporates sustainable design elements that will help to reduce energy consumption.

CONTACT INFORMATION

Jason Glidden | Affordable Housing Manager | jglidden@parkcity.org | 435.615.5268

PARK CITY HEIGHTS SUBDIVISION – PARK, CLUBHOUSE, AND RESIDENCES

Private Project
In progress

CONSTRUCTION DATES

Phase I currently under construction, project anticipated to be multi-year.

PROJECT DETAILS

- New subdivision with a public park and trail connection from PC Heights to Rail Trail.
- 239 residential units (single family and multifamily) developed during 5 phases of construction. The clubhouse being accessible to Park City Heights residents only.

CONTACT INFORMATION

Ivory Homes | www.ivoryhomes.com | 435.657.0444



NATIONAL ABILITY CENTER ARENA EXPANSION AND RECREATION BUILDING – 1000 ABILITY WAY

Private Project
In progress

CONSTRUCTION DATES

Currently under construction, project conclusion anticipated summer 2019.

PROJECT DETAILS

- Expansion of the Riding Arena (including support space) and new construction of a Recreation Building.

CONTACT INFORMATION

Shawn Albretsen | Bid-D Construction | salbertsen@big-d.com | 801.420.0333

IRON HORSE BUS BARN RENOVATION

Municipal Project
Scheduled

CONSTRUCTION DATES

Construction to begin early September, project conclusion anticipated January 2020.

PROJECT DETAILS

- Renovate and convert 5,000 square feet of the bus barn into offices.

CONTACT INFORMATION

Matt Twombly | Senior Project Manager | mtwombly@parkcity.org | 435.615.5177

3KINGS WATER TREATMENT PLANT

Municipal Project
Scheduled

CONSTRUCTION DATES

- Off-site utility improvements for the project, on Three Kings Drive scheduled late summer of 2019.
- Demolition of existing facility scheduled September of 2019.
- Reconstruction scheduled early 2020.

PROJECT DETAILS

Additional information available on the Water Department webpage:

<https://www.parkcity.org/departments/public-utilities-streets/engineering-construction-division/water-projects/3kings-water-treatment-plant>

CONTACT INFORMATION

Roger McClain | Water Utilities Engineering Manager | roger.mcclain@parkcity.org | 435.615.5329



SR-248 WATER LINE PROJECT

Municipal Project
Scheduled

CONSTRUCTION DATES

Currently bidding. Construction to begin fall 2019, project conclusion anticipated October 2021.

PROJECT DETAILS

- Replace aging transmission lines between Wyatt Earp Way and Boothill Tanks and the 3 Kings Water Treatment Plant and Boothill.
- Water line from Rockport to the golf course (for stream water right delivery).

CONTACT INFORMATION

Griffin Lloyd | Public Utilities Engineer | griffin.lloyd@parkcity.org | 435.615.5314

WOODSIDE PARK- PHASE II

Municipal Project
Scheduled

CONSTRUCTION DATES

If approved, construction to begin late summer/early spring 2020, project conclusion anticipated December 2020.

PROJECT DETAILS

- Located on the 1300 block between Woodside Avenue and Empire Avenue
- Currently proposed 52 affordable/attainable units and 6 market rate units and incorporate sustainable design elements to achieve net-zero.

CONTACT INFORMATION

Jason Glidden | Affordable Housing Manager | jglidden@parkcity.org | 435.615.5268

SR-248 WATER LINE PROJECTS

Municipal Project
Scheduled

CONSTRUCTION DATES

Construction to begin Fall 2019, project conclusion anticipated Fall of 2021.

PROJECT DETAILS

- New water line along SR-248 (Wyatt Earp Way to Bonanza Drive).
- New water line from the new 3Kings Water Treatment Plant (3KWTP) site to the existing Boothill water storage tanks.
- New water line along SR-248 (Wyatt Earp Way to the City Cemetery), continuing along a City trail corridor to a SR-224 crossing, then continuing across the Park City Golf Course to the new 3KWTP;
- New water line from Snow Creek subdivision to SR-248 and Bonanza Drive to improve water quality and fire protection.



- Replacement of a pressure reduction vault and a water line from Thaynes Canyon Drive to Hwy 224/248 intersection;
- Water line replacement from SR-248 to the QJWTP Interconnect Vault to the Park City Movie Studio water system;
- City trails and crosswalk improvements within the Snow Creek area

CONTACT INFORMATION

Griffin Lloyd | Public Utilities Engineer | griffin.lloyd@parkcity.org | 435.615.5314

WESTERN SUMMIT INTERCONNECT PROJECTS

Municipal Project
Scheduled

CONSTRUCTION DATES

Construction to begin September 2019, project conclusion anticipated April 2020.

PROJECT DETAILS

- Waterline connection between Park City's water system and the WBWCD regional water system along SR-248.
- Trail connection from Richardson Flat Road to the Park City Movie Studio.
- Replacement of the existing culvert across Richardson Flat Road.

CONTACT INFORMATION

Griffin Lloyd | Public Utilities Engineer | griffin.lloyd@parkcity.org | 435.615.5314

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Elizabeth Jackson

Submitting Department: Planning

Item Type: Staff Report

Agenda Section:

Subject:

Wildland-Urban Interface (WUI) Municipal and Land Management Code Amendments Update

Suggested Action:

Attachments:

[Staff Report and Proposed Amendments](#)

[Exhibit B: Examples of Firewise Documents](#)

[Exhibit C: Past and Projected WUI Timeline](#)



City Council Staff Communication

Subject: Wildland Urban Interface Update
Authors: Liz Jackson and Eric Hales
Departments: Building, Fire Marshal, Forestry Manager/Planning
Date: September 12, 2019
Type of Item: Staff Communication

Executive Summary

Staff Communication to update Council on staff's progress regarding Wildland-Urban Interface (WUI) Municipal and Land Management Code (LMC) Amendments, and the proposal of a Firewise program to be a resource for community members and City staff.

Summary Recommendation

Staff will continue developing the proposal outlined in this report, unless Council requests a future Work Session before proceeding, regarding the program strategies and example Municipal and Land Management Code Amendments as described in this report.

Background

Park City is a community considered to be a Wildland-Urban Interface, as defined by the 2006 Wildland Urban Interface Code – currently adopted by the State of Utah. This not only attracts residents and visitors to a lush, mountainous landscape, but has the potential to be disastrous if a wildfire were to occur. Staff has been working to not only update the Municipal and Land Management Code to reflect best practices of other communities with regards to home-hardening and vegetation management. This in an effort to create a comprehensive program which will include education and regulatory guidance, to assist community members in understanding their role in preparing for and possibly preventing for a potential wildfire.

In 2016, City Council adopted [Ordinance 2016-31](#), adopting the 2006 Utah Wildland-Urban Interface Code. This was soon after repealed as it was deemed too restrictive by not allowing City staff to determine if WUI requirements were necessary on specific properties; staff needed more time to educate the community on WUI details; and the Ordinance did not address the Historic Districts unique buildings, layout, and vegetation. In that repeal, Council directed staff to present an amended WUI Ordinance. Staff has since been focusing on a new Ordinance, including attending training to better understand structure ignition potential.

Please also see City Emergency Manager Mike McComb's update to City Council on August 15, 2019, regarding the 2019 Wildfire Season, and the community outreach efforts taking place. as this report is in conjunction with that This report gives a comprehensive timeline of current City efforts regarding WUI, as related to the timeline below. Said timeline describes specific events regarding WUI since 2016, relating to the Municipal and Land Management Codes. See Exhibit C for a past timeline of Wildland-Urban Interface Ordinances and milestones the City has been pursuing.

City staff has been working toward the items listed below, as directed by City Council within [Ordinance 2016-46](#).

- 1) Educating community members about Wildland Urban Interface and how to better prepare their properties for a wildfire.
- 2) Draft Code Amendments that are better specified to Park City's unique building environment, specifically in the Historic Districts, and grant select City staff the authority to differ from the WUI Code if deemed appropriate.

It is the goal of staff to continue to work collaboratively with the PCFD Fire Marshal and Summit County Emergency Management Team to align Park City Municipal and Land Management Codes with the Summit County's WUI Code, while taking into consideration that there are differences between the City's

and County's built environments. It is yet to be determined where in the Summit County Code their Ordinance will reside.

Analysis

Through staff's research of nationwide best practices and training from industry experts, it has been determined that a holistic approach to preparing for a potential catastrophic wildfire will be most successful if not only the City and County are aligned in implementation, but community members as well. The City's goal is to provide education and allowances within the Municipal and Land Management Codes, for community members to prepare their properties and neighborhoods for a potential wildfire.

Communities and entities that staff has researched include:

Boulder, Colorado
Orange County, California
California Department of Forestry and Fire Protection (Cal Fire)
Ashland, Oregon
Prescott, Arizona
Truckee, California
Utah State University
Firewise USA

Staff discovered through the training received, that the concept of Home Hardening is key to lessening impacts of a wildfire. This will be defined through the Code Amendments as a Firewise technique that "Addresses the most vulnerable components of your house with techniques and materials that increase the resistance to heat, flames and embers that accompany most wildfires." Although the City will act as a reference point and regulator for community members, the goal of the Firewise program and Code Amendments will be to enable property owners to layout and maintain their own property up to City standards to ensure their own safety, as well as the safety of their neighborhoods. This includes, but is not limited to, vegetation maintenance, building structures to abide by requirements of the proposed WUI standards, and maintaining a clean property clear of debris that may act as fuel for a fire.

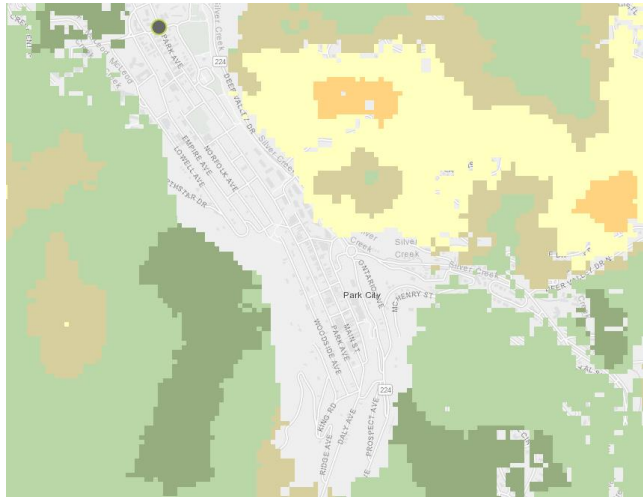
Staff has determined that WUI standards are necessary, along with a Firewise informational program, to assist community members in preparing for a potential wildfire. See Exhibit C for a projected timeline of potential City initiated milestones to be considered for inclusion within Park City's Firewise program.

Staff believes that regulation, although necessary to maintain consistency throughout the community, will be complemented by inclusion of community members in our efforts. A Firewise program with educational materials and resources will not only help the community members to better understand the methods and importance of preparing properties for a wildfire, but lessen the need for City Code Enforcement resources and allow for consistent regulation from the City. See Exhibit B for example public documents that other communities have created, which staff would like to replicate or utilize.

2016 Code vs. Proposed Amendments

[Ordinance 2016-31](#) adopted the 2006 Utah Wildland-Urban Interface Code in its entirety. The proposed Code Amendments have been drafted to fit Park City's needs to determine circumstances where the 2006 Utah WUI Code may be inappropriate or inapplicable. The proposed amendments also give the Chief Building Official, Planning Director, and Fire Marshal (or a Fire Code Official) the option to determine if a Site can be deemed eligible for modification to, or may deviate from, WUI and house hardening requirements. This is predominantly intended for the Historic Districts of Park City, as WUI requirements and the Historic District Design Guidelines (see [LMC 15-13](#)) do not consistently align on structure and landscaping materials. Staff believes that not only does a balance between WUI safety and the integrity of the Historic Districts will need to be maintained, but that the Historic Districts have less of a threat of wildfire compared to other neighborhoods within Park City. For example, per the [Utah Department of Natural Resources \(DNR\) Wildfire Risk Assessment Portal \(UWRAP\)](#), The Historic Districts may considered an Urban area and not classified as at risk for a wildfire. This is not to assume that a fire is not possible in the Historic Districts, but that it would be more of an urban structure-to-structure fire, as opposed to a wildfire. Staff would like to consider evaluating the Historic Districts' Sites on a case-by-case basis to not only determine proximity to open space (i.e. Sites that may have wildfire

risk potential due to being close to vegetated open space, as opposed to being surrounded by built structures), but also Site conditions and Structure materials. See image below of the Wildfire Risk Assessment Portal Map (linked above) zoomed in on the Historic Districts. As there is no orange or red indicated on this map, the threat level in this area is “Very Very Low” (dark green) to “Moderate High” (light orange).



The allowances in the Code for City staff to determine if specific Sites may be deemed eligible for modification or deviation from WUI Code restrictions are indented to not only take into account that although Park City is a Wildland-Urban Interface area, not all properties may require the same regulations.

Proposed Municipal and Land Management Code Amendments will include:

Administration – Provide clarity between the Building Code and Fire Code due to the specifics of wildfire.

Enforcement – Provide authority to the Fire Code Official to determine circumstances that require modification or exemptions to the WUI Code.

Definitions – Provide clarity and consistency to the Municipal and Land Management Code. Staff is considering an update to the LMC WILDFIRE/WILDLAND INTERFACE ZONE definition, as it only pertains to Sensitive Areas Overlay Zone.

Home Hardening – Provide specific practices to reduce the threat of structure ignition during a fire brand or ember storm.

Vegetation Management – Include identification of ignition zones and prescribed vegetation and fuel modification techniques to reduce the threat of wild fire.

Inspections – This will need to be developed by staff to provide education, guidance and enforcement to the proposed code.

Plant List – Update to the plant list that exists in Municipal Code Title 14-1-5 to be a reference for staff and community members as plant materials that may be used in a Firewise landscape plan. Utah State University has assisted staff in determining which plants are Firewise.

See Exhibit A for proposed Code Amendments.

Exhibits

Exhibit A – Draft Municipal and Land Management Code Amendments

Exhibit B – Examples of Documents Created for Other Communities Regarding WUI

Exhibit C – Past and Projected WUI Timelines

EXHIBIT A – Draft Municipal and Land Management Code Amendments

Municipal Code Title 11-21

11-21 -1 Administration

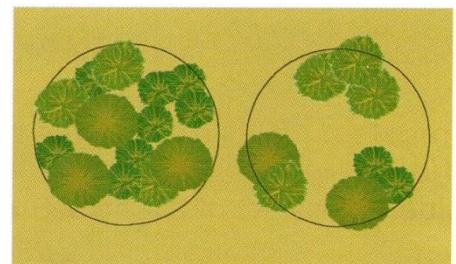
- A. Scope.** The purpose of this document is to supplement our current building and fire codes to assist in providing requirements to reduce the risk of losing a structure in a wildfire due to exposure to firebrands, ground or surface fires, crown fires and other associated hazards.
- B. Applicability.** This document shall apply to all new and existing structures within the boundaries of Park City Municipal, exceptions to this code may be granted by the Fire Code Official on a case by case basis.
- C. Practical Difficulties.** Where there are practical difficulties involved in carrying out the provision of this ordinance, the fire code official is authorized to grant modifications for individual cases upon application in writing by the owner or an owner's authorized agent. The fire code official shall first find that a unique circumstance makes enforcement of this ordinance technically infeasible, the vegetation or home-hardening modification is in conformance with the intent and purpose of this ordinance, and the modification does not reduce fire protection requirements to any degree of structural integrity. The details of any action granting modifications shall be recorded by the Park City Municipal Community Development Department.
- D. Exceptions.**
 - 1. Any building, structure, landscape, streetscape or sites may be exempted from this code if, a structure is listed on or officially determined eligible for the Register of Historic Places or is located within a Historic District and it is determined by Community Development Director, or Planning Director, and approved by the Fire Code Official, that the exemption of said structure/property or resource will not create an additional fire hazard in the immediate vicinity of the resource.
 - 2. For existing subdivisions with restrictions outside the Limits of Disturbance and existing vegetation areas, the Planning Director and fire Code Office shall have the authority to define and grant vegetation management with these areas.

11-21-2 Enforcement

- A. Appointment.** The Fire Code Official shall be appointed by the City Manager of the Park City Municipal Corporation.
- B. Deputies.** The Fire Code Official shall have the authority to appoint deputy(s). Such employees shall have the power as delegated by the Fire Code Official.
- C. Power and Duties.** The fire code official is authorized to enforce the provision of this code. The Fire Code Official has the authority to render interpretations of this ordinance. Such interpretation policy and procedures shall not have the effect of waiving the requirements specifically provided for in this ordinance.
- D. Subjects not regulated.** Where applicable standards or requirements are not set forth in this ordinance, or are contained within other laws, codes, regulations, ordinances or policies, compliance with applicable standards of other national recognized safety standards.
- E. Penalties.** TBD - *As per Ace Violations, or abatement*

11-21-3 Definitions

- A. Clumping or clustering.** Is the process of creating islands or grouping of trees or brush within open-space. Clumping or clustering can reduce fire spread and improve vegetation health.
- B. Defensible Space.** An area either natural or man-made,



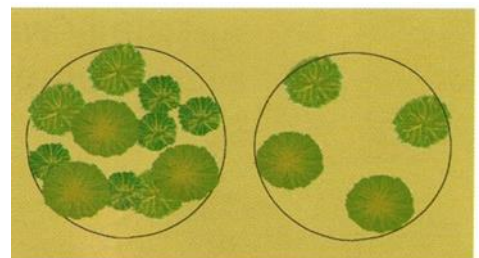
Clumping

where material capable of allowing a fire to spread unchecked has been treated, cleared, or modified to slow the rate and intensity of an advancing wildfire and to create an area for fire suppression operations to occur.

- C. **Fuel Modification.** A method of modifying fuel load by reducing the amount of non-fire resistive vegetation or alternating the type of vegetation to reduce the fuel load. To be considered a fuel modification for purposes of this code, continuous maintenance of the clearance is required.
- D. **Historic District.** Park City's Historic Districts are often referred to collectively as "Old Town" or "The Historic District" because they are associated with the earliest development of the City and retain the greatest concentration of Park City's historic resources. The Historic District has been legally established within the Land Management Code. See 15-11-1 of the Municipal Code.
- E. **Home Hardening.** Addresses the most vulnerable components of your house with techniques and materials that increase the resistance to heat, flames and embers that accompany most wildfires. See 11-21-4 of this code.
- F. **Home Ignition Zone (HIZ).** Includes the structure and the space immediately surrounding the structure. The zone includes the
Immediate Zone: zero (0) to five (5) feet around the house; **Intermediate Zone** five (5) to thirty (30) feet; and the **Extended Zone:** thirty (30) to one hundred (100) feet.
- G. **Ladder Fuels.** Is alive or dead vegetation that allows a fire to climb up from the landscape floor in the tree canopy. These include tall grasses, shrubs and tree branches.
- H. **Limits of Disturbance (LOD).** A boundary within which construction, material storage, grading, landscaping and related activities shall occur. Note: *Within Limits of Disturbance* to include the **Immediate** and **Intermediate** Zones, whichever is greater, Wildland Fuel Mitigation may be implemented. Permits may be required for Landscaping and Grading in Accordance with existing Building and Planning Department Codes and Policies. *Outside the Limits of Disturbance* Wildland Fuel Mitigation may be implemented as "Maintenance". Maintenance of vegetation may be allowed within the **Intermediate** Zone up to 30 horizontal feet measured perpendicular to the structure. Maintenance is defined as removing limbs from trees and shrubs up to 6 feet in height, but not destruction of the tree or bush. Maintenance includes trimming grass to a height not more than 4 inches. Within the **Extended** Zone Wildland Fuel Mitigation shall be in accordance to Section 11-21-5 sub section 3.
- I. **Lot Lines.** Means a line of record bounding a lot that divides one lot from another lot or from public right-of-way or Private Street or any other public space. Any ignition zone will end at an existing lot line.
- J. **Maintenance.** Maintenance is defined as removing limbs from trees and shrubs up to 6 feet in height, but not destruction of the tree or bush. Maintenance includes trimming grass to a height not more than 4 inches.
- K. **Reserve Open Space.** Maintenance, as described above only be allowed in this area.
- L. **Thinning.** The process of removing selected trees and leaving others. This separation reduces the probability of fire spreading laterally from one tree to another.



Ladder fuels



Thinning

11-21-4 Home Hardening.

- A. Purpose.** The purpose of home hardening is to prevent a fire from ember storms during a wildland fire or other fire emergency.
- B. Applicability.** Items one (1) through four (4), in section C, are required for all structures. Items five (5) through nine (9), of the same section, are required for new buildings and remodels.
- C. Requirements**
1. Roofs shall be kept free of pine needles, leaf litter, and all other debris.
 2. Rain Gutters shall be kept clear and clean of all debris.
 3. Areas under decks or roof overhangs shall not be used for storage of any combustible materials.
 4. Areas under decks shall be kept clean of all dead or dry vegetation, and debris.
 5. Vents shall be covered by metal screens with no larger than 1/8 inch mesh.
 6. Eaves shall be boxed and / or made from non-combustible materials
 7. Fence components within the Immediate Ignition Zone must be made of non-combustible materials and / or the structure must be non-combustible at the connection point.
 8. Windows shall be made of double or triple pane or tempered glass.
 9. Roofs shall be covered with a Class A roof covering.'
 10. Wood shingle or wood shake roofing materials are prohibited.

11-21-5 Vegetation Management.

- A.** All structures must meet the following wildfire preparation requirements in regards to vegetation:
- B. Ignition Zones.** Areas around the structure shall be classified as Immediate (0-5 feet* from the structure), Intermediate (5 to 30* feet from the structure), and Extended (30 to 100* feet from the structure).
- 1. Immediate Ignition Zone.** The Immediate Ignition Zone shall extend from zero (0) to five (5) feet from the structure, any overhang, or deck attached to the structure and shall meet the following requirements:
 - a) All dead and dying vegetation must be removed from within five (5) feet of the structure
 - b) All vegetation must be on the approved list (Refer to PC Municode 14.1)
 - c) All trees must be trimmed so as to be no closer than 10 feet from an active wood burning chimney. Distance from natural gas direct vent shall follow manufactures recommendations.
 - 2. Intermediate Ignition Zone.** The Intermediate Ignition Zone shall extend from the edge of the Immediate Ignition Zone to a distance not to exceed 30 feet, which may include an area outside established the LOD and shall meet the following requirements:
 - a) All vegetation in this zone must be on the approved list. See Municode 14.1
 - b) All dead and dying vegetation shall be removed.
 - c) Grasses must be kept to a maximum of 4 inches in height above the ground.
 - d) Vegetation under trees shall be removed so as to preclude the laddering effect of a ground fire from spreading into the tree crown
 - e) Trees taller than 10 feet and less than 15 feet must have all branches removed from within four (4) feet of the ground as measured from the

- highest point of the ground below the canopy of the tree.
- f) Trees greater than 15 feet must have all branches removed from within six (6) feet of the ground as measured from the highest point of the ground below the canopy of the tree.
 - g) Trees and shrubs must be clustered with the canopies of the clusters being no closer than 18 feet to the next closest cluster
 - h) No single tree cluster shall exceed five (5) trees or cover more than 15% of the Intermediate Ignition Zone, whichever is lesser.
 - i) **Exception** Structures meeting all of the requirements labeled in sub-section C items 1 through 4 and at least 3 of the items labeled 5 through 9 listed in Section 11-21-4 are not required to meet items e) through h) above. Notwithstanding any exception, all landscaping in the Intermediate Ignition Zone must be such that a ground fire is not likely to spread into the tree canopy.
3. **Extended Ignition Zone.** The Extended Ignition Zone shall extend from the edge of the Intermediate Ignition Zone to a distance not to exceed 100 feet, which may include an area outside of the established LOD, and shall meet the following requirements
- a) All dead and dying vegetation must be removed.
 - b) Small conifers growing between trees may be removed in the context of clumping, clustering, and thinning, in accordance with Section 11-21-4.
 - c) Trees greater than 15 feet tall must have all branches removed from within 6 feet of the ground as measured from the highest point of the ground below the canopy of the tree.
 - d) Trees and shrubs must be clustered with the canopies of the clusters being no closer than 12 feet to the next closest cluster
 - e) No single tree cluster shall exceed 5 trees or cover more than 25% of the Intermediate Ignition Zone, whichever is lesser.
 - f) **Exception** Structures meeting all of the items listed in Section 11-21-4 are not required to meet items 3 through 5 above. Notwithstanding any exception, all landscaping in the Extended Ignition Zone must be such that a ground fire is not likely to spread into the tree canopy.
4. ***Slopes.** All required distances may be increased up to 100% based on the slope and topography of the property. Determination of required distances shall be made by the Fire Code Official.

11-21-6 Maintenance/acceptance of existing plans

- A. **Provisions.** Intent is to modify the fuel load in areas adjacent to structures to reduce the threat of wildfires.
- B. **Fuel modification.** Fuel modification distances shall not be less than 30 feet or to the lot line whichever is less. These measurements shall be measured from the horizontal plane from the perimeter or projection of the structure. The allowed distance may be increased by the fire code official because of the site-specific analysis based upon local conditions.
- C. **Responsible party.** Persons owning, leasing, controlling, operating or maintaining buildings or structures requiring vegetation management are responsible for maintaining,

modifying or removing non-fire resistive vegetation on the property.

- D. Maintenance.** Non-fire resistive vegetation or growth shall be kept clear of building or structures, May include Clumping, Clustering, pruning, and thinning, in accordance with Section 11-21-4.

- 1. Trees** Tree crowns extending to within 10 feet of any structure shall be pruned to maintain a minimum horizontal clearance of 10 feet. Three crowns within the ignition zone shall be pruned to remove limbs located less than 6 feet about the ground surface adjacent to the trees.
- 2. Chimney Clearance** Portions of tree crowns that extend to within 10 feet of the outlet of a chimney shall be pruned to maintain a minimum horizontal clearance of 10 feet.
- 3. Deadwood removed.** Deadwood and litter shall be regularly removed from trees.

11-21-7 Inspections

- A. Inspections done by PCMC**
- B. Inspections done by 3rd party**
- C. Self-Inspections or Self Certifications**

Municipal Code Title 14-1-5

<u>Coniferous Trees</u>	<u>Deciduous Trees</u>
Austrian Pine	Amur Maple*
Blue Spruce	Autumn Blaze Maple
Bosnian Red Cone Pine	Bigtooth Maple*
Bristlecone Pine	Bolleana Poplar
Douglasfir	Burr Oak*
Engelmann Spruce	Canada Red Chokecherry*
Limber Pine	Columnar Swedish Aspen*
Norway Spruce	Common Hackberry*
Pinyon Pine	Common Pear Tree
Ponderosa Pine	Crabapple*
Rocky Mountain Juniper	Downy Serviceberry*
Scotch Pine	Emerald Queen Norway Maple
Single-needled Pine	Gambel Oak; Scrub Oak
Sub Alpine Fir	Japanese Tree Lilac*
Utah Juniper	Juneberry
Vanderwolf Pine	Kentucky Coffeetree*
Western White Pine	Lacebark Elm
White Fir	Lindon Trees*

	Manchurian Ash Marshall Seedless Ash May Day Tree* Narrowleaf Cottonwood* Patmore Green Ash Quaking Aspen* Rocky Mountain Maple* Saskatoon Serviceberry or Juneberry* Sensation Boxelder* Sycamore Maple* Tatarian Maple* Thornless Hawthorn* Turkish Filbert* Western Catalpa*
<u>Shrubs</u>	
Adam's Needle* Alpine Current* Antelope Bitterbrush* Apache Plume Ash Leaf False Spirea* Austrian Copper Rose Beauty Bush* Big Basin Sage Bigelow's Sage Black Chokeberry* Black Sage Blue Mist Spirea* Boulder Thimbleberry* Bridal Wreath Spirea* Bumald Spirea*	Leatherleaf Viburnum* Lewis' Mockorange* Littleleaf Mockorange* Meideland Rose Mentor Barberry, Red Leaf Barberry, Rose Glow Barberry* Mountain Lover* Mountain Mahogany* Mountain Snowberry* New Mexico Locust* Ninebark* Oakbrush Sumac, Skunkbrush Oregon Grape* Peking Cotoneaster* Purple Sand Cherry* Pygmy Pea Shrub*
Butterfly Bush Chenault Coralberry* Chokecherry*	Red Chokeberry* Redleaf Rose Rock Spray Spiraea*

Cliff Jamesia*	Rose Daphne
Cliff Rose*	Rubber Rabbitbrush
Clove Currant*	Rugosa Rose
Common Lilac (many cultivars) *	Sand Sage
Common Snowberry*	Saskatoon Serviceberry*
Compact Oregon Grape*	Sea Buckthorn*
Cranberry Cotoneaster*	Shrubby Cinquefoil*
Crimson Pygmy Barberry*	Siberian Pea Shrub*
Curl-leaf Mountain Mahogany*	Silver Buffaloberry*
Dense Yew*	Silver Sage*
Diabolo Ninebark*	Smoke Tree
Dwarf Korean Lilac*	Smooth Sumac
Dwarf Mountain Mahogany*	Spreading Cotoneaster*
Dwarf Mugo Pine	Squaw Currant
Dwarf Smooth Sumac	Staghorn Sumac
Dwarf Winged Euonymous*	Tallhedge Buckthorn*
Elderberry*	Thinleaf Alder*
Fernbush	Utah Serviceberry*
Flowering Almond*	Wayfaring Tree*
Forsythia*	Western Sand Cherry*
Fringed Sage	Winged Euonymous*
Golden Currant	Winterfat
Greenleaf Manzanita*	Wolfberry
Harison's Yellow Rose	Woods Rose*
Harriman's Yucca*	
Honeysuckle Species*	
Indian Currant Coralberry*	
<u>Perennials</u>	
Barrenwort	Orange Coneflower*
Bearded Iris; German Iris*	Oriental Poppy
Bergenia, Saxifrage*	Ozark Coneflower*
Black Eyed Susan*	Pale Evening Primrose*
Blanket Flower*	Palmer Penstemon*

Bloody Cranesbill*	Partridge Feather
Blue Flax; Lewis' Flax*	Pasque Flower*
Blue Mint Bush	Pearly Everlasting
Bluebells-of-Scotland	Persian Rockcress
Bronze Evening Primrose*	Pine-leaf Penstemon*
Butterfly Milkweed*	Pine-leaved Garden Pink
Candytuft*	Plume-flowered Salvia*
Catmint	Poppy Mallow; Prairie Winecup*
Chocolate flower*	Prairie Coneflower, Mexican Hat*
Common Thrift	Prairie Purple Coneflower*
Coral Bells*	Prairie Skullcap
Creeping Germander	Pussytoes
Creeping Phlox*	Pussytoes; Pink Pussytoes; Rosy
Dalmatian Bellflower	Red Hot Poker*
Daylily*	Rock Soapwort
Desert Four O'Clock	Rockrose
Desert Penstemon*	Rocky Mountain Columbine*
Dotted Gayfeather	Rocky Mountain Penstemon*
Eaton's Beardtongue	Rose Campion
Endress Cranesbill*	Russian Sage
English Lavender (many cultivars available including Munstead, Hidcote, Nana, and Jean Davis)	Sand Penstemon*
False Indigo	Scarlet Bugler
Fernleaf Yarrow	Serbian Yarrow
French Lavender	Showy Goldeneye
Garden Pinks	Showy Milkweed
Garden Salvia	Showy Stonecrop*
Gaura, Whirling Butterflies	Shrubby Sandwort
Gayfeather	Siberian Iris*
Germander Sage	Siskiyou Pink Mexican Primrose*
Globemallow*	Sticky Geranium*
Golden Columbine*	Sulfur Flower
Greek Yarrow	Sweet Iris*

Green Santolina*	Texas Mist Flower
Hens And Chicks*	Threadleaf Coreopsis
Hollyhocks	Tufted Beardtongue
Hummingbird Flower	Tufted Evening Primrose
Hummingbird Trumpet	Utah Lady finger; Utah Milkvetch
Keys Of Heaven, Jupiter's Beard, Red*	Valerian*
Kitchen Sage	Wall Germander
Lady's Mantle*	Wasatch Beardtongue
Lavender Cotton	Western Columbine*
Leadplant*	Western Coneflower*
Leather Leaf Powder Puff	Whipple's Penstemon*
Licorice Hyssop*	Wild Hyssop
Lilyleaf Ladybells	Wormwood
Mat Penstemon*	Yarrow
Missouri Evening Primrose*	Yellow Corydalis
Mount Atlas Daisy*	Yellow Stork's bill
Mountain Gold Alyssum	
<u>Annuals</u>	
Ageratum; Flossflower	Garden Zinnia Geranium
Annual Chrysanthemums; Marguerites	Globe Amaranth
Annual Coreopsis*	Gloriosa Daisy*
Bachelor's Buttons*	Icelandic Poppy*
Bells-of-Ireland	Klondike Cosmos
Blue Marguerite	Larkspur; Annual Delphinium*
Calendula; Pot Marigold	Lobelia*
California Poppy*	Love-in-a-mist
Canterbury Bells	Love-lies-bleeding
Carnation; China Pinks	Marigolds*
China Aster	Nasturtium*
Cleome; Spiderflower	Painted Tongue; Velvet flower
Coleus*	Pansy; Viola*
Cosmos*	Salvia; Flowering Sage*
Creeping Zinnia*	Snapdragon*

Dusty Miller*	Statice
Flanders Poppy*	Strawflower
Flowering Kale and Cabbage*	Sunflower
Flowering Tobacco	Sweet Alyssum*
Forget-me-not*	Sweet Pea*
Garden Petunia*	Sweet William*
Garden Verbena*	
<u>Turfgrasses and Ornamental Grasses</u>	
Alkali Sacaton	Maidenhair Grass
Arizona Fescue	Mountain Muhly
Blue Avena Grass; Blue Oat Grass	Muhly Grass
Blue Fescue	Muttongrass
Blue Grama*	Needlegrass
Deergrass	Overdam Reedgrass
Feather Reed Grass	Pine Dropseed; Hairy Dropseed
Foerster Reedgrass	Prairie Junegrass
Fountain Grass	Sideoats Grama*
Galleta Grass; Curly Grass; James' Grass	Spike Dropseed
Great Basin Rye*	Spike Muhly
Indian Rice Grass*	Switch Grass
Indiangrass	Tall Wheatgrass
Little Bluestem*	
<u>Groundcovers</u>	
Ajuga, Bugleweed	Lily-Of-The-Valley*
Autumn Amber Sumac	Mount Atlas Daisy
Blue Woolly Speedwell	Mountain Gold Alyssum*
Chenault Coralberry	Purple-leaf Winter Creeper
Clematis*	Pussy Toes; Pink Pussy Toes
Common Juniper	Rockspray Cotoneaster*
Creeping Juniper	Snow In Summer*
Creeping Oregon Grape*	Stonecrop*
Creeping Thyme	Sweet Woodruff*
Dead Nettle	Thyme-leaf Speedwell

Gray Creeping Germander	Trumpet Vine
Gro-low Sumac	Turkish Speedwell
Halls Honeysuckle	Virginia Creeper, Boston Ivy
Japanese Honeysuckle*	Wild Strawberry
Kinnikinnick	Woolly Thyme
Lamb's Ear	

*Classified as Firewise plants. All plant locations, quantities, and maintenance must abide with Municipal Code Title 11-21 Wildland Urban Interface Code.

Land Management Code Section 15-15-1

15-15-1 Definitions

DEFENSIBLE SPACE. An area either natural or man-made, where material capable of allowing a fire to spread unchecked has been treated, cleared, or modified to slow the rate and intensity of an advancing wildfire and to create an area for fire suppression operations to occur. See Municipal Code Title 11-21 Wildland-Urban Interface for further City requirements.

FIREWISE LANDSCAPES/LANDSCAPING. Landscaping and related materials designed to align with requirements of Municipal Code Title 11-21 Wildland-Urban Interface Municipal Code.

WILDFIRE/WILDLAND INTERFACE ZONE. All Areas within the Sensitive Areas Overlay Zone are within the Wildfire/Wildlife Interface Zone unless the City Fire Marshal determines otherwise based upon the amount of vegetative cover, including coniferous or deciduous trees, gamble oak or high shrub, and mixed forest, and steepness.

CITY OF BOULDER FIRE-RESCUE

WILDLAND FIRE

Preparedness Guide



This guide is designed to help City of Boulder residents *prepare their families, homes and property* against the year-round threat of wildfires. We live in a location where the wildfire threat is real. Wildfires happen frequently.

A wildfire that threatens your Boulder home is not a matter of if, but when.

The City of Boulder's Fire-Rescue Department, along with our cooperating agencies, will make every effort to safely protect lives and property. However, *the responsibility is on you, the resident, to prepare for this event.* The work you put into preparing your home and family beforehand is often the deciding factor in whether your home survives.

Boulder Fire-Rescue is here to support your efforts to prepare for a wildfire. Contact us for a free on-site evaluation!



THE HOME IGNITION ZONE

The “Home Ignition Zone” concept categorizes the area in and around your home into four zones.

ZONE 3

This area encompasses 100-200 feet from the home. Place low-growing plants and well-spaced trees in this area, remembering to keep the volume of vegetation (fuel) low. For many homes in the City of Boulder, ‘Zone 3’ is your neighbor’s yard. Talk to your neighbors about how you can work together to protect both of your homes and property.

ZONE 2

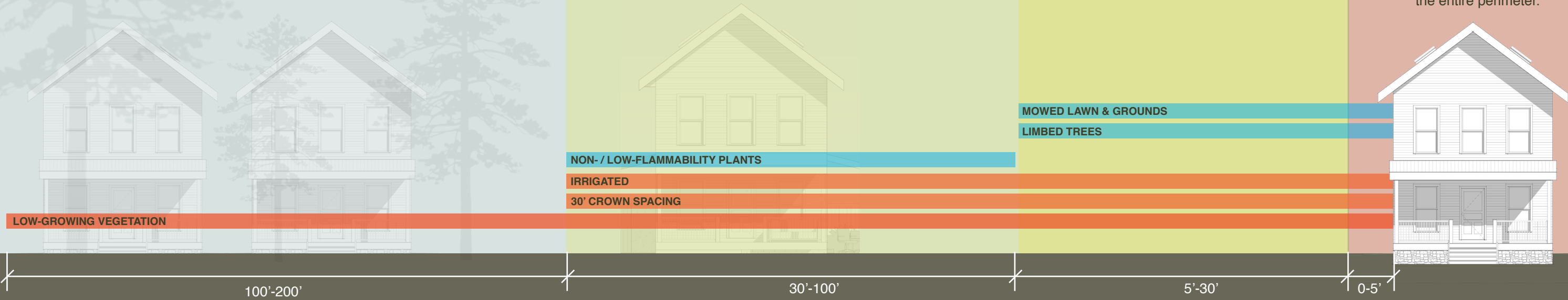
This area encircles 30-100 feet from the home. Low flammability plant materials should be used here. Plants should be low-growing and the irrigation system should extend into this section. Shrubs and trees should be limbed up and spaced to prevent crowns of trees from touching.

ZONE 1

This well-irrigated area encircles the structure for at least 30 feet on all sides including decks and fences, and provides space for fire suppression equipment in the event of an emergency. Lawns should be well maintained and mowed. Plantings should be limited to carefully-spaced, low-flammability species. In particularly fire prone areas, non-flammable mulch should be considered.

HOME ZONE

Harden your home against wildfire. This includes fences, decks, porches and other attachments. If it is attached to the house, it is a part of the house. Non-flammable or low flammability construction materials—especially for roofs, siding and windows—are recommended for new homes or retrofits. Keep any flammables, including plantings and mulch out of the area within 5 feet of your home’s perimeter. Easily maintained hardscaped surfaces are recommended within 3 feet of the base of structures, including the entire perimeter.



Be EMBER AWARE

Most of the damage or destruction that occurs to homes from a wildfire is the result of *hot embers or fire-brands landing on or near a home*. While some homes are damaged or destroyed by the flaming front, you can best protect your home by being ember aware! If you live *within 1 mile* of a location where a large wildfire could occur, you are in the “*ember zone*.”

20

80

17

83

WALDO CANYON FIRE COLORADO SPRINGS, 2012

FOURMILE CANYON FIRE BOULDER COUNTY, 2010

91

LANDSCAPING

The primary goal for Firewise® landscaping is **FUEL REDUCTION** — limiting the amount of flammable vegetation and materials surrounding the home and increasing the moisture content of remaining vegetation. This includes the entire “home ignition zone” which extends up to 200 feet in high hazard areas.

Site Design & Maintenance

- ❑ Mow your lawn regularly.
- ❑ Create a “fire-free” area within five feet of the home, using non-flammable landscaping materials and/or high-moisture-content annuals and perennials.
- ❑ Remove dead vegetation from under deck and within 10 feet of the house.
- ❑ Water plants, trees, and mulch regularly.
- ❑ Consider using pebbles or rock-scape instead of mulch near the home’s foundation where possible.
- ❑ Maintain the irrigation system regularly.
- ❑ Remove leaf clutter and dead and overhanging branches. Especially in areas where the wind “eddies” and deposits leaves and trash.
- ❑ Encourage a mixture of deciduous and coniferous trees.

Plants

- ❑ Plants should be carefully spaced, low-growing and free of resins, oils, and waxes that burn easily.
- ❑ Prune (limb) trees up six to ten feet from the ground.
- ❑ Space conifer trees 30 feet between crowns.
- ❑ Trim back trees that overhang the house.
- ❑ Install hardscape at the base of trees.

Save Your Trees

**YOU
DON'T
HAVE TO
CUT
THEM
DOWN
IF YOU
TRIM
THEM
UP**

SPACING

Provide 30’ of distance between any flammable part of adjacent trees. The goal of spacing is to prevent a single torching tree from spreading to others on the property.

OVERHANGING BRANCHES

Branches that overhang or touch the house can provide a “fuse” that can carry fire from the tree to the house. Remove branches that overhang any part of the house or accessory structures.

LIMB

Remove any limbs within 6 to 10 feet of the ground. This prevents a surface fire from “climbing” into the crown of the tree.

HARDSCAPE

Encircle the base of your tree with hardscaping: gravel, non-flammable mulch, flagstone pavers, or rocks. Hardscaping around the base will prevent a surface fire from nearing the tree. It will also prevent embers that land near the tree from igniting more fuel.

Firewise®+ Plants

The plants listed below are **NATIVE, FIREWISE, WATERWISE, SAFE FOR PETS & LIVESTOCK,** and **ADAPTED TO BOULDER’S ELEVATION.**

These plants have it all!

VERY LOW & LOW WATER NEEDS

SMALL PLANTS & FLOWERS

Dotted gayfeather

SHRUBS

Little leaf mountain mahogany

Rabbitbrush

Apache plume

Banana or broad leaf yucca

Spanish bayonet (Small soapweed, great plains yucca)

LARGE SHRUBS & TREES

Utah serviceberry

Mountain mahogany

LOW & MEDIUM WATER NEEDS

SMALL PLANTS & FLOWERS

Prairie sage

Porter aster

Whiplash daisy / trailing fleabane

Blanket flower

Sand Lily

White stemless evening primrose

Mat penstemon

Germander penstemon

Prairie coneflower

Smooth goldenrod

SHRUBS

Ocean spray / rock spirea

Western sand cherry

Antelope bitterbrush

This is a partial list. There are over 100 Firewise plants!
For a complete list, contact the City of Boulder Fire-Rescue at wildfire-help@bouldercolorado.gov

STILL HAVE QUESTIONS?

Call or email the City of Boulder Fire-Rescue for a **FREE ON-SITE HOME EVALUATION.**
(303) 441-4355 or wildfire-help@bouldercolorado.org

BUILDING MATERIALS

The following are recommendations for existing residential structures to help harden homes and property against the threat of damage from a wildfire. When defending your home against wildfire, remember to think of embers first--make your home EMBER TIGHT!

Defensible

VENTS

Roof, appliance, and crawls space vents can be a pathway into your home for embers. Cover vent openings with 1/8" metal screening.

ROOF

Roofing material with a Class A rating is fire resistant and will help keep flames from spreading. Examples include composition shingles, metal, clay, and cement tile.

EAVES

Enclose or "box in" eaves, fascias, and soffits with fire-resistant materials or enclose them with metal screens.

GUTTERS

Keep your gutters clear of flammable material. Check them often; wildfires can occur at any time of year! Also, consider gutter designs that prevent flammable material from entering gutters.

SIDING

Use fire-resistant building materials on exterior walls. Examples include fiber cement, plaster, stucco, masonry (concrete, stone, brick, or block).

WINDOWS

Use double-paned or tempered glass. Double-paned glass can help reduce the risk of fracture or collapse during an extreme wildfire. Tempered glass is the most effective. For skylights, glass is a better choice than plastic or fiberglass.

OVERHANGS/ATTACHMENTS/ADDITIONS

Anything attached to the house (decks, porches, fences, and outbuildings) should be considered part of the house. These act as fuel bridges, particularly if constructed from flammable materials. Protect overhangs and other attachments by removing flammable material below them. Remove all vegetation and other fuels from around overhangs and other attachments (room additions, bay windows, decks, porches, carports and fences). Box in the undersides of overhangs, decks and balconies with noncombustible or fire-resistant materials. Separate wood fences from structures with non combustible material or construct entirely of non-combustible material

DECKS

Decks and elevated porches should be kept free of combustible materials and debris both below and above. Choose non-combustible deck furniture and keep cushions inside when not in use.

"When considering improvements to reduce wildfire vulnerability, the key is to consider the home in relation to its immediate surroundings. The home's vulnerability is determined by the exposure of its external materials and design to flames and firebrands during extreme wildfires. The higher the fire intensities near the home, the greater the need for nonflammable construction materials and a resistant building design."

Jack Cohen
USDA-Forest Service

Vulnerable

VENTS

Uncovered vent openings can catch embers, inviting the fire inside the house.

ROOF

The City of Boulder has an ordinance banning the use of wood shake shingles on roofs within the City and all homes should now be in compliance. However, allowing flammable materials--such as leaf and pine needle litter--to accumulate on your roof can make your home vulnerable.

EAVES

"Nooks & crannies" on your structure are your biggest enemy. They can catch and harbor embers and open eaves are full of them.

GUTTERS

Pine needle litter is great for starting fires! A gutter full of dried needles and leaves is a great place for an ember to land and start a fire.

SIDING

While vinyl is difficult to ignite, it can fall away or melt when exposed to extreme heat, igniting the area where it falls and worse, leaving your highly flammable sheathing and insulation exposed.

WINDOWS

Single-paned windows break more easily when exposed to the heat of a nearby fire, allowing embers into the house. Plexi-glass skylights can melt or crack.

OVERHANGS/ATTACHMENTS/ADDITIONS

Combustible materials stored in a carport or shed near or attached to the house can ignite, bringing the fire to your otherwise protected home.

DECKS

Decks or porches with flammable material stacked below are particularly vulnerable.

THE Real THREAT

You may be surprised to learn that **embers** pose the far greatest risk to your home, whereas direct flame impingement by a flaming front is a relatively rare cause of structure losses during a wildland fire.

EMBERS

"FUSE" FUELS

FLAMES

Be Prepared to evacuate during a wildland fire with Ready, Set, Go!

READY

EMERGENCY NOTIFICATIONS

Sign up for emergency notifications at www.boulderoem.com

FAMILY DISASTER PLAN

Create a Family Disaster Plan: Include pets and livestock, rehearse it! For more information about family disaster planning go to www.ready.gov/make-a-plan. Or visit wildlandfirersg.org to get an action guide and make a plan.

MEETING SPOT

Designate an emergency meeting area outside the fire hazard area

GO BAG

Create your "go bag" and emergency supply kit.

For more information on what to put in your emergency supply kit, visit www.redcross.org/prepare/location/home-family/get-kit

Go Bag

- ☐ Extra eyeglasses or contact lenses
- ☐ Prescriptions
- ☐ Medications
- ☐ Personal electronic devices
- ☐ Chargers
- ☐ Extra set of car keys
- ☐ Credit cards, cash, or travelers checks
- ☐ Important family documents, photos, and insurance documents (consider scanning these photos and documents and storing them on a flash drive)
- ☐ Easily carried valuables and irreplaceable items

SET

PREP & SECURE

- Close windows and doors
- Consider moving combustible items (patio furniture, grill, firewood) from the exterior of your home to interior or center of lawn.
- Leave exterior lights on so that firefighters can find your home in smoky conditions.
- Consider leaving sprinklers, garden hose(s), and ladders in plain view. Firefighters may use them.

ALERT

Alert family and neighbors, initiate family disaster plan.

EVACUATE

Evacuate as soon as you are set, or when notified. If you are concerned for your safety, do not delay evacuation by waiting for notification.

GO!

WHEN TO LEAVE

Do not wait to be advised to leave. If advised to leave, follow your action plan and do so quickly

WHERE TO GO

Location pre-determined in your Family Disaster Plan or RSG Action Plan, or check www.boulderoem.com for shelter locations.

WHAT TO TAKE

Bring your 'Go-bag'

FOR MORE INFORMATION

CITY OF BOULDER FIRE-RESCUE DEPARTMENT
BOULDER COUNTY OEM
FIREWISE
READY, SET, GO!
COLORADO STATE FOREST SERVICE
CITY OF BOULDER SERVICES

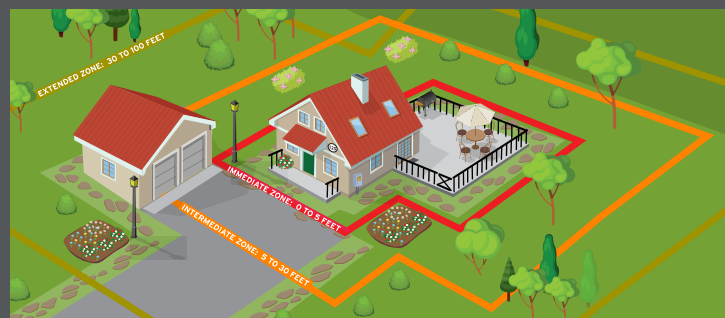
bouldercolorado.gov/fire-rescue
www.boulderoem.com/
www.firewise.org/
www.wildlandfirersg.org/
csfs.colostate.edu/
bouldercolorado.gov

CONTACT US

Contact the City of Boulder Fire-Rescue **LIFE SAFETY STAFF** at
(303) 441-4355 or wildfire-help@bouldercolorado.gov. In an emergency, dial 9-1-1.

HOW TO PREPARE YOUR HOME FOR WILDFIRES

WILDFIRE RISK REDUCTION STEPS THAT CAN MAKE YOUR HOME SAFER DURING A WILDFIRE



VEGETATION MANAGEMENT

1. HOME IGNITION ZONES

Limiting the amount of flammable vegetation, choosing fire-resistant building materials and construction techniques, along with periodic exterior maintenance in the three home ignition zones - increases the chances your home will survive a wildfire when exposed to embers and/or a surface fire. The zones include the **Immediate Zone**: 0 to 5 feet around the house; **Intermediate Zone**: 5 to 30 feet; and the **Extended Zone**: 30 to 100 feet.

2. LANDSCAPING AND MAINTENANCE

To reduce ember ignitions and fire spread, trim branches that overhang the home, porch and deck and prune branches of large trees up to (depending on their height) 6 to 10 feet from the ground. Remove plants containing resins, oils and waxes and ensure mulches in the **Immediate Zone** (0 to 5 feet around the house) are non-combustible options like crushed stone and gravel. Maintain vegetation annually.

FIRE RESISTIVE CONSTRUCTION

3. ROOFING AND VENTS

Class A fire-rated roofing products offer the best protection. Examples include: Composite shingles, metal, concrete and clay tiles. Inspect shingles or roof tiles and replace or repair those that are loose or missing to prevent ember penetration. Box-in eaves, but provide ventilation to prevent condensation and mildew. Roof and attic vents should be screened to prevent ember entry.

4. DECKS AND PORCHES

Never store flammable materials underneath decks or porches. Remove dead vegetation and debris from under decks/porches and between deck board joints.

5. SIDING AND WINDOWS

Embers can collect in small nooks and crannies and ignite combustible materials; radiant heat from flames can crack windows. Use fire-resistant siding such as brick, fiber-cement, plaster or stucco and dual-pane tempered glass windows.

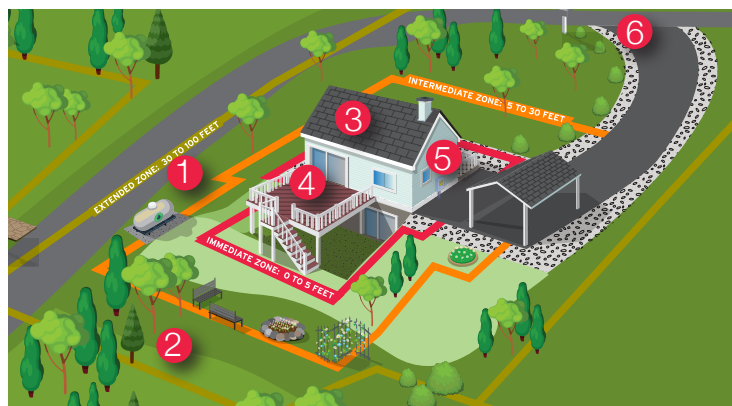
6. EMERGENCY RESPONDER ACCESS

Ensure your home and neighborhood has legible and clearly marked street names and numbers. Driveways should be at least 12 feet wide with a vertical clearance of 15 feet, for emergency vehicle access.

BE PREPARED

Develop, discuss and practice an emergency action plan with everyone in your home. Include details for pets, large animals and livestock. Know two ways out of your neighborhood and have a pre-designated meeting place. Always evacuate if you feel it's unsafe to stay – don't wait to receive an emergency notification if you feel threatened from the fire.

Conduct an annual insurance policy check-up to adjust for local building costs, codes and new renovations. Create/update a home inventory to help settle claims faster.



OTHER CONSIDERATIONS

- Store firewood away from the home
- Mow the lawn regularly
- Prune low-hanging tree branches
- Landscape with fire-resistant plants
- Create small fuel breaks with hardscaping features

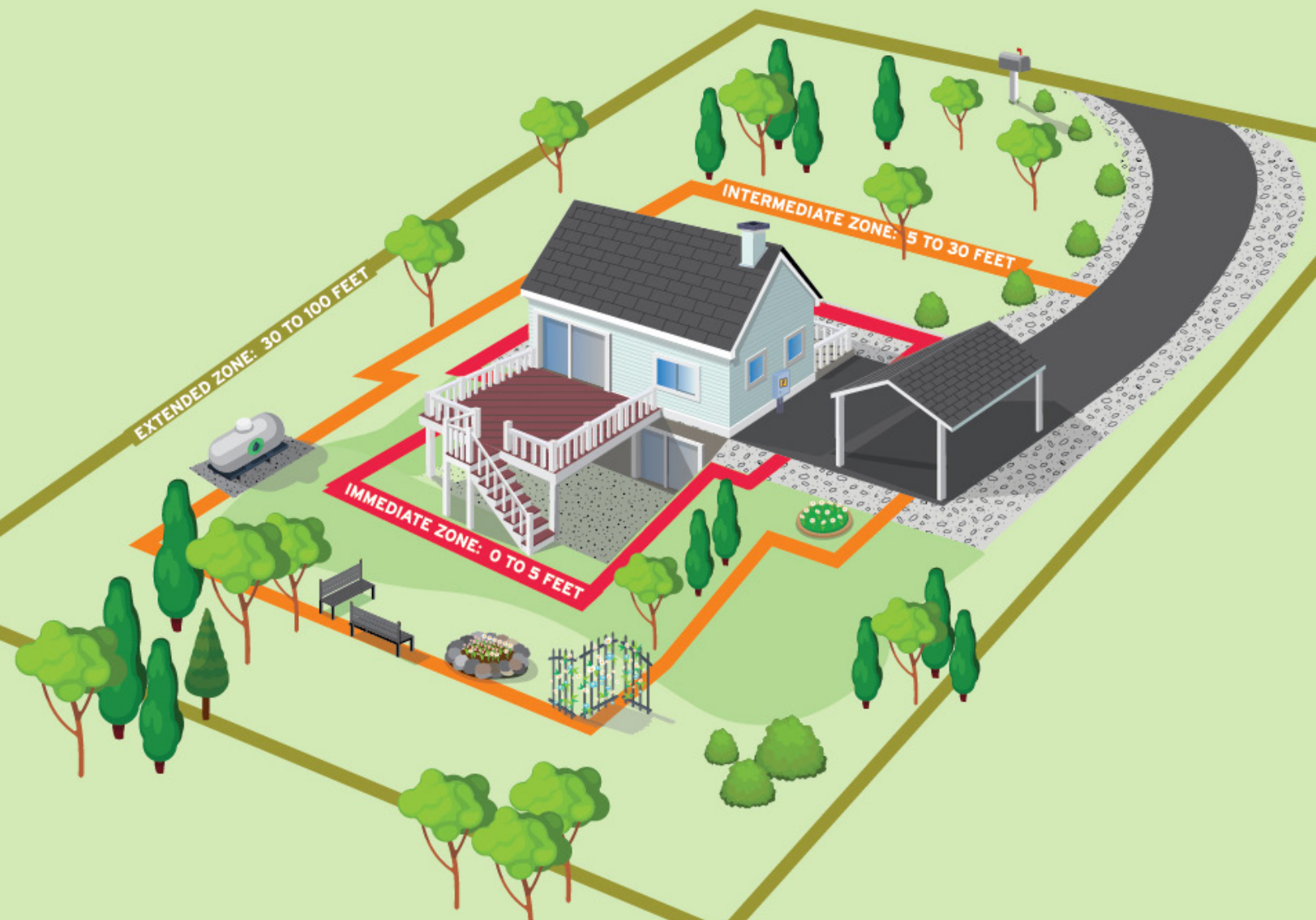
TALK TO YOUR LOCAL FORESTRY AGENCY OR FIRE DEPARTMENT TO LEARN MORE ABOUT THE SPECIFIC WILDFIRE RISK WHERE YOU LIVE.



FIREWISE USA™
RESIDENTS REDUCING WILDFIRE RISKS

VISIT FIREWISE.ORG FOR MORE DETAILS

REDUCING WILDFIRE RISKS IN THE HOME IGNITION ZONE



Projects and tasks that can increase a home's potential survivability in a wildfire.

THE FACTS

Experiments, models, and post-fire studies have shown homes ignite due to the condition of the home, and everything around it, up to 200' from the foundation.

HOMES AND THEIR SURROUNDING AREA ARE VULNERABLE TO THREE POTENTIAL TYPES OF IGNITION SOURCES:

EMBER ATTACKS (A/K/A FIREBRANDS): Burning pieces of airborne wood and/or vegetation that can be carried more than a mile through the wind can cause spot fires and ignite homes, debris and other objects. They can also penetrate and smolder in woodpiles, patio/deck items, vents and openings, roofs and debris filled gutters. Most home losses in a wildfire are from embers, not by direct contact with flames.

SURFACE FIRES: Typically small flames burning through grass and ground litter. They can reach houses or attachments if there's no interruption in the types of fuel sources. Flames touching a house, fence or deck can cause them to ignite.

CROWN FIRE: Large flames burning in the tops or canopies of trees. These large flames radiate heat that can ignite wood walls from up to 100' away. Other types of large flames can come from detached buildings, burning wood piles and ignited vehicles.

WHEN YOUR HOME IGNITION ZONE EXTENDS INTO NEIGHBORING PROPERTIES

You may find your home ignition zone overlaps into adjacent properties. To maximize the benefits of your work, it's extremely important to work collaboratively with neighbors to reduce your shared risk.

ON PARCELS OF LAND LARGER THAN THE 100' EXTENDED ZONE

Property owners with more than 100 feet of land that extends beyond the home should also consider additional actions up to 200 feet into the Extended Zone to provide additional benefits in protecting the home and outbuildings.

WHAT YOU NEED TO KNOW

Decades of research have shown that both the house and the landscape adjacent to it play a critical role in the structure surviving a wildfire. A wildfire can transfer from ignited vegetation or an ignited home(s) through:

- Radiation
- Convection
- Embers/Firebrands

A home's building materials, design and landscape have a

significant role in the level of exposure that can be endured before ignition occurs from any of these sources.

WHERE TO START?

When planning your wildfire risk reduction projects, start with the house itself as the point where your efforts begin, then move into the landscaping section of the Immediate Zone; once both have been completed, move

into the Intermediate and Extended Zones.

In many areas, residents can request a fire-risk overview visit from their local forestry or fire agency to learn more about the science-based guidelines that help residents prepare their home and property for wildfires - this opportunity will provide additional information as it pertains to your individual property and topography.

THE HOUSE AND IMMEDIATE ZONE CHECKLIST

The Immediate Zone includes both the home and the area of 0 to 5 feet out from the furthest attached exterior point of the home.

THE HOME AND ITS BUILDING MATERIALS

Ignition resistant building materials, construction techniques, along with vegetation and debris removal, play a vital role during wildfires.

FIRST PRIORITY

- **CARPORTS:** Remove flammable items stored in carports.
- **DECKS AND ELEVATED PORCHES:** Place 1/8" metal mesh screening between low-profile decks from surface to ground, to block embers from collecting underneath. Never store flammable materials underneath elevated decks/porches. Remove dead vegetation and debris from under decks/porches, and between deck board joints.
- **FENCING:** Use non-flammable fencing material (metal or masonry) when attaching directly to the siding. Ensure there's a minimum of at least 5' of noncombustible material where it attaches to the siding. Do not add vines or other types of vegetation to fencing material. Wooden fences can carry flames directly to the house.
- **FIREPLACE CHIMNEYS:** Remove debris that may accumulate at roof-to-wall intersections. Embers from a fireplace can exit the chimney and could ignite a wildfire; to prevent this install a spark arrestor. When wildfires are approaching close the damper, fireplace screens and glass doors.
- **GUTTERS:** Metal roof gutters do not ignite, only the debris material that accumulates in them – that's why keeping them clean is so important. Vinyl roof gutters can ignite when the debris material is ignited and flaming gutters can fall from the roof edge and land next to the house, which is why the immediate zone needs to be clear of flammable materials.

- **ROOF MAINTENANCE:** Keep roofs clean from leaf litter and pine needles. Remove all tree limbs within 10 feet of the chimney, or that overhang the roof.
- **SIDING:** Use ignition-resistant building materials on exterior walls. Examples include: Stucco, masonry products, plaster and cement. Seal gaps and crevices. Examine the siding for locations where embers could accumulate or lodge and apply caulking at trim-to-siding locations where it is missing or has failed.

SECOND PRIORITY

- **EAVES AND SOFFITS:** Reduce the size and number of embers that pass through vents in the eaves by covering them with a 1/8 inch metal mesh screening. Inspect soffit vents and maintain as needed.
- **CRAWL SPACES:** Remove combustible materials and install 1/8" mesh screening on vents.
- **FOUNDATION:** All foundation vents should have a 1/8 inch corrosion-resistant metal screening.
- **GARAGES:** Weather seal the perimeter of garage doors to help keep embers out. Be sure the door is tight fitting so embers can't slide under the door or in from the sides. If possible, choose a metal or wood core door with metal exterior.

- **SLIDING GLASS DOORS:** Choose double-pane tempered glass. Consider fireproof shutters to protect large windows and glass doors from radiant heat.

THIRD PRIORITY

- **ROOFING MATERIALS:** Types of Class A fire-rated roofing products offer the best protection. Examples include: Composite shingles, metal, cement tile and clay. Inspect shingles/tiles and replace/repair those that are loose or missing to prevent ember penetration. If gaps exist between the roof covering and the roof deck at the eave or ridge, fill the space with a “bird stop” material.
- **SKYLIGHTS:** Remove debris next to and on skylights. Glass is a better option than plastic or fiberglass.

- **VENTS:** Consider purchasing closure devices for foundation and gable end vents and installing a louver- type dryer vent that stays closed unless the dryer is running. Clean debris from attic vents and install 1/8 inch metal mesh screening. For turbine vents, access the attic and inspect where the vent attaches to the roof and attach 1/8 inch screening to the roof sheathing. Dormer-face vents should be replaced with a low-profile vent. Ridge vents should be rated for high wind/rain exposure.
- **WINDOWS:** Multi-paned tempered glass can help reduce the risk of fracture or collapsing in a wildfire.



LANDSCAPING/HARDSCAPING

Ignition resistant building materials, construction techniques, along with vegetation and debris removal, play a vital role during wildfires.

FIRST PRIORITY

- Dead vegetation, dried leaves, pine needles and ground debris accumulation should be frequently removed from this area.
- Hardscaping components should be installed around the perimeter of the home - keep them free of ground litter/debris. Concrete, stone or gravel walkways are great additions to the Immediate Zone.
- Remove trees and shrubs from this area; or replace with succulents.
- Wood mulch products should be replaced with non-combustible mulch products such as crushed stone/gravel options.
- Trim tree limbs that overhang from the Intermediate zone into this area.

INTERMEDIATE ZONE CHECKLIST

The Intermediate Zone includes the area of 5 to 30 feet from the furthest exterior point of the home.

LANDSCAPING/HARDSCAPING

Ignition resistant building materials, construction techniques, along with vegetation and debris removal, play a vital role during wildfires.

THIRD PRIORITY

- Clear vegetation from under large stationary propane tanks.
- Keep lawns and native grasses mowed to a height of four inches.
- Remove ladder fuels (vegetation under trees) so a surface fire cannot reach the crowns. Prune trees up to six to ten feet from the ground; for shorter trees do not exceed 1/3 of the overall tree height.
- Water plants, trees and lawns to keep them from becoming dry.

SECOND PRIORITY

- Space trees to have a minimum of eighteen feet between crowns with the distance increasing with the percentage of slope.
- Trees and shrubs in this zone should be limited to small clusters of a few each to break up the continuity of the vegetation across the landscape.

THIRD PRIORITY

- Create fuel breaks with driveways, walkways/paths, patios and decks.
- Tree placement should be planned to ensure the mature canopy is no closer than ten feet to the edge of the structure.

EXTENDED ZONE CHECKLIST

Extends out from 30 to 100 feet, keep in mind your property line may end prior to 100 feet. In these instances working collaboratively with your neighbor is important to helping protect multiple properties.

LANDSCAPING

Ignition resistant building materials, construction techniques, along with vegetation and debris removal, play a vital role during wildfires.

FIRST PRIORITY

- Dispose of heavy accumulations of ground litter/debris.
- Remove dead plant and tree material.
- Remove vegetation adjacent to storage sheds or other outbuildings within this area.

SECOND PRIORITY

- Remove small conifers growing between mature trees.

THIRD PRIORITY

- Trees 30 to 60 feet from the home should have at least 12 feet between canopy tops. Trees 60 to 100 feet from the home should have at least 6 feet between canopy tops

OTHER CONSIDERATIONS

- Add color and interest with high moisture content plants in containers that could be easily moved to the Intermediate zone when wildfires are approaching.
- Addresses should be visible from the road.
- Closable foundation and gable end vents should be shut when threatened by a wildfire and reopened after the danger passes.
- Close and protect home openings, including attic and basement doors and vents, windows, garage and pet doors to prevent embers from gaining access to the home.
- Connect garden hoses, fill pools, hot tubs, garbage cans or other large containers with water and place ladders outdoors. Firefighters have been known to use hoses, ladders and water sources to extinguish spot fires.
- Consider installing non-flammable shutters similar to hurricane shutters.
- Consider using noncombustible deck boards (metal and fiber cement), or a solid light weight concrete.
- Incorporate a mixture of deciduous and conifer trees.
- Install a garage door on both attached and detached garages.
- Move vehicles into a non-combustible area (gravel or concrete) and roll-up all windows.
- When wildfire threat is high, move patio/deck furniture, cushions, door mats and potted plants indoors, or as far away from the home, shed and garage as possible when wildfire warnings are received.

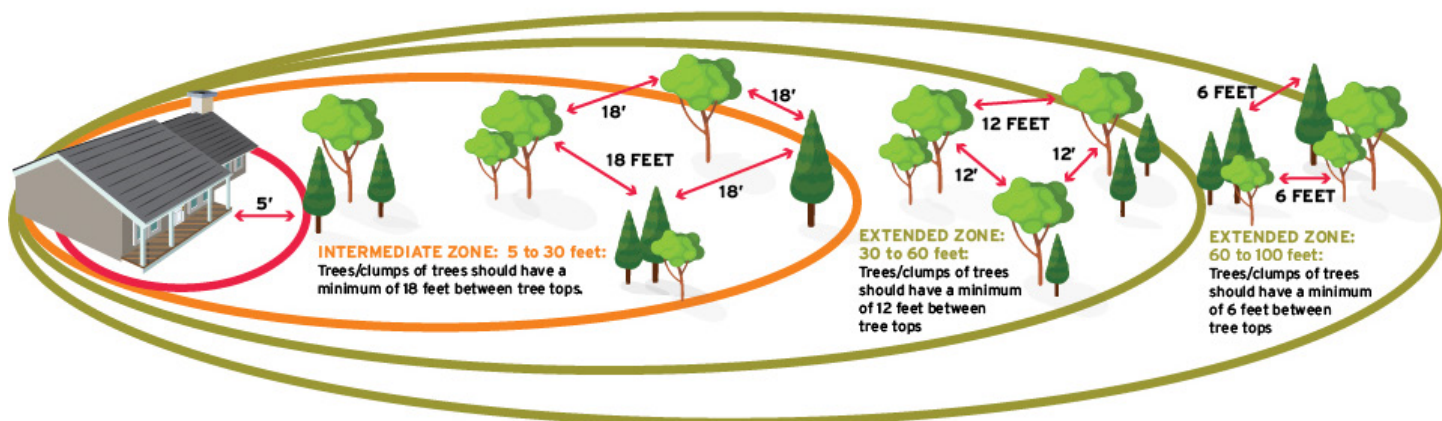
OTHER CONSIDERATIONS (continued)

- Place swing/playsets in the Extended Zone.
- Use rubber doormats instead of those manufactured with natural fiber materials.
- When making future patio furniture purchases select fire resistant options.

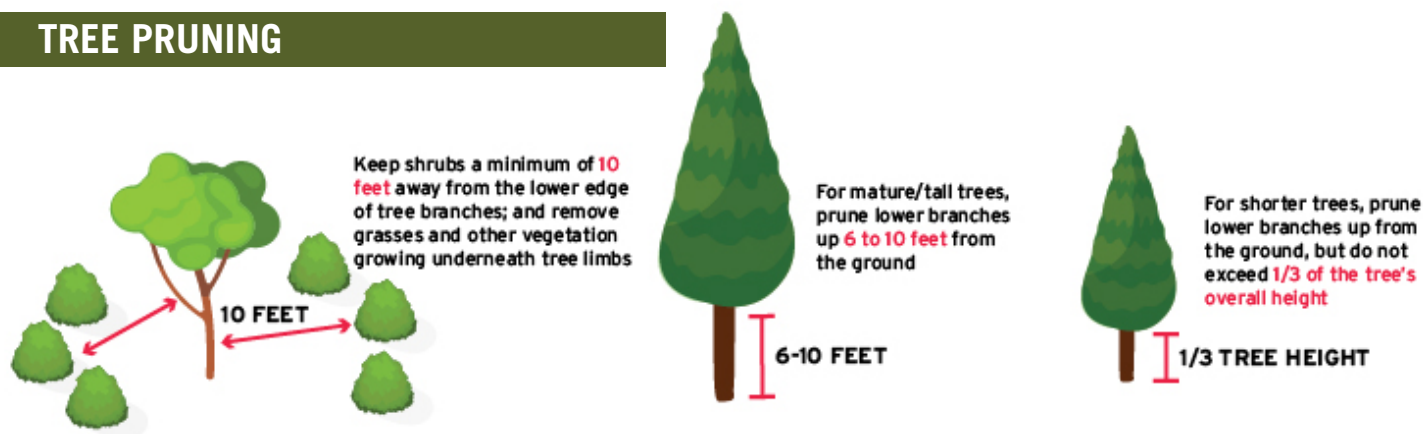
TREE SPACING AND PRUNING GUIDELINES

Guidelines for tree crown clearance vary depending on slope, tree species and understory vegetation, along with proximity to homes and other site specific factors. Check with your local forestry or fire agency to get specific distance recommendations for where you live.

TREE SPACING



TREE PRUNING



The distances listed for crown spacing are suggested based on NFPA 1144. However, the crown spacing needed to reduce/prevent crown fire potential could be significantly greater due to slope, the species of trees involved and other site specific conditions. Check with your local forestry professional to get advice on what is appropriate for your property.

Utah Firewise Living



A Wildfire Preparation Guide

Why Prepare



Wildfire preparation increases the potential that homes will survive wildfire. By preparing homes and property ahead of time, we can better protect our homes, investment, surrounding area and families. If each of us does our part, we can collectively create a safer environment.

Current Conditions

Every year, more people are moving into fire prone wildland urban interface or WUI areas. The “wildland urban interface” (WUI) is where development has occurred in wildland settings. This general movement to WUI areas has placed more homes, property and lives at risk. Why? There are not enough firefighting resources to protect every home under all situations.

Recent conditions, including drought, insect infestations and lack of fire (which normally cleans out densely vegetated areas) have resulted in dangerously fire-prone WUI regions. These circumstances have forced WUI residents to take additional precautions.



Prepare House To Survive Wildfire On Its Own



By moving into wildland urban interface areas, residents assume additional responsibilities for wildfire preparation and protection. This general movement out of urban areas has stretched already limited firefighting equipment and personnel. Many counties are not able to provide adequate firefighting resources for all WUI residents and communities. In addition, many WUI houses are only used part time, and chances 104 are good that owners will not be present during wildfire.

for Wildfire?

Insurance Situation



Due to extraordinary wildfire years in several states, insurance companies are tightening their requirements. Some insurance companies are no longer writing policies in wildland urban interface areas. Other companies have developed strict requirements to obtain and maintain insurance

coverage. Rebuilding a home in an area after a wildfire may not be appealing. Depending on the local vegetation, it may take many years for it to grow back.



"Residents need to understand that there will never be enough firefighting equipment, fire fighters or emergency vehicles to protect every house during severe wildland fires... even when things go well, it is not unusual for family life to be disrupted for a year or more while rebuilding and returning to a new home. It's even more disconcerting to learn that the insurance company will pay for only the replacement costs of the home and personal property." From Assessing Wildfire Hazards in the Home Ignition Zone (NWCG Publication HIZ-SWB-2006).

The Limitations of Wildland Firefighting

Many people assume that when a wildfire starts, it will be quickly controlled and extinguished. This is an accurate assumption 97% of the time. For most wildfires, firefighters have the ability, equipment and technology for effective suppression. Three percent of the time wildfires burn so intensely that there is little firefighters can do. Under extreme wildfire conditions, even with the use of airtankers and helicopters, some homes will not survive.

Residents who prepare their homes and property to withstand wildfire before fire season, increase the chance that their investment is not lost.

Disclaimer

The sponsors of this brochure accept no responsibility of liability for any loss or damage that any person may sustain as a result of the information in, or anything done or omitted pursuant to, this brochure.



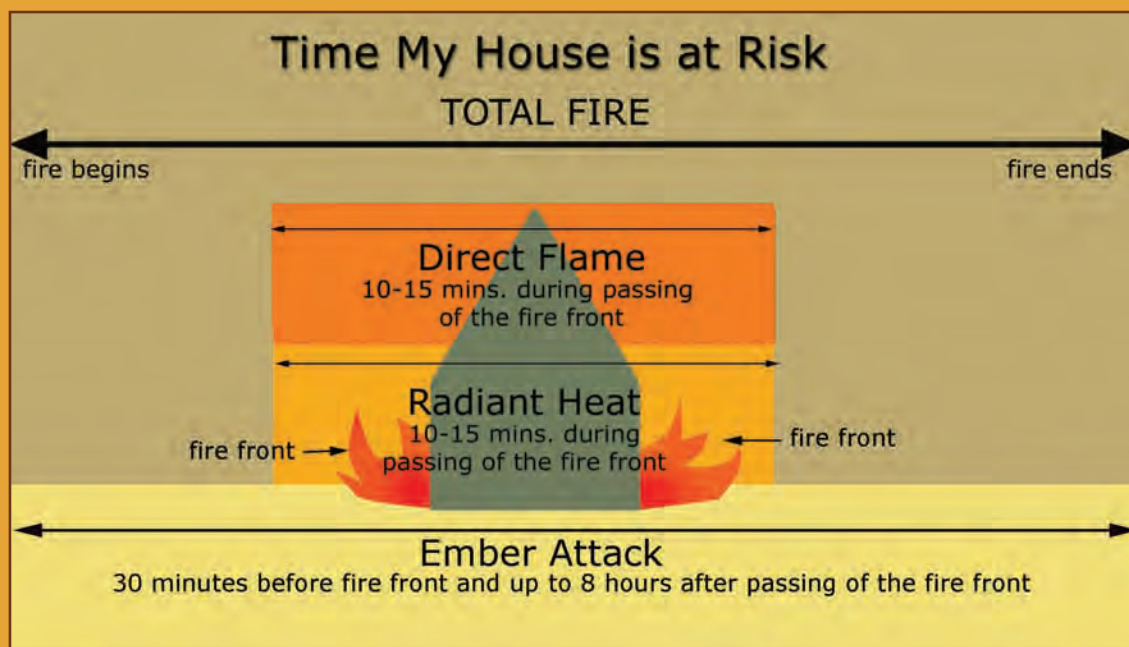
New research is helping us to better understand

It is important to understand how fire can damage your house and how you can lessen the possibility of its ignition. In the past, most people thought direct flames were the only way that structures ignited. Recent research has shown differently.

The three primary ways that wildfire damages houses are:

- **Radiant heat:** All fire produces radiant heat. This is the heat you feel from a fireplace or campfire. Given enough time and energy, radiant heat can ignite an object without direct contact.
- **Direct flames:** This occurs when flames directly touch and ignite a structure.
- **Ember attack:** Ember attack occurs during a wildfire when ignited fuels like dry grass, twigs and leaves become airborne and land on or around a house before, during or after the main fire front has passed. The flame front of a wildfire is the leading edge of the fire where continuous flaming combustion is taking place.

How long your house can be at risk from all three methods.



Understand how houses burn down in a wildfire



Radiant



Direct



Embers

The Role of Wind in Ignition

Most catastrophic wildfires are driven by high winds. Many people who live in fire-prone areas know that the fire risk goes up significantly during high winds. Wind can move fire embers miles from a flame front, or the leading edge of the fire, putting the house at risk for catching fire.

Wind can also change flame characteristics. Wind can increase flames from insignificant to substantial, or move vertical flames to horizontal flames, allowing flames to contact and ignite substances that ordinarily would not be ignited. For instance, enflamed tree branches can be moved by wind onto a wood shake roof, causing it to ignite a house.

High winds can move large items into windows, breaking them and allowing embers to draft into houses, causing interior items to ignite the house. High wind may also remove parts of roofs and walls, allowing embers to enter and set the house on fire.

RADIANT HEAT

How Radiant Heat Can Ignite houses



Radiant heat can be dangerous in several ways. Not only can it directly injure humans and animals, it can heat fuels like vegetation or woodpiles to the point that they can more easily be ignited by embers or direct flames.

The amount of radiant heat a wildfire can transfer to a structure depends on how far the fire is from the building and how long it stays there. Research has shown that it is impossible for radiant heat from wildfire to ignite a typical wood sided home from 100 or more feet away. In fact, in simulations, homes as close as 33 feet from a wildfire have survived

if flames were not allowed to touch the structure. (*Michigan Wildfire Series Extension Bulletin*, April 2004, Michigan State University Extension)

Many factors influence whether a home ignites or not. **Factors like weather are beyond our control.** What we can control is the flammability of the house and the materials near the house. Homeowners in wildland areas need to understand the risks they are taking with dense vegetation, woodpiles and other stored flammables, and make informed decisions.

Research consistently shows that ember attack is the main way houses are set on fire during a wildfire.

DIRECT FLAMES

The time wildfire stays in one area depends on the amount of fuel, or combustible material, available. Typically this will be ten to fifteen minutes. Homes are at risk from direct flames for only this short time, but preparation for those few minutes of direct contact can make the difference between having a home once the flame front has passed or not. Direct flames typically impact a home because flammable materials are located next to, under or on top of the home.

By paying attention to the building materials used to construct your house (flammability level), the type and amount of vegetation you have next to your house (33 to 100 feet from your home), as well as the storage of flammables outside of the house, you can greatly impact the probability that your home will survive a wildfire.



EMBERS

How Embers Can Ignite Houses

Embers consist of light debris such as dry grass, leaves and twigs that have been ignited and become airborne. Embers can be blown long distances from a wildfire flame front creating additional fires when they land on other ignitable surfaces.

This mode of spreading fire is the primary way that structures catch fire during a wildfire. Because wildfires produce so many embers that can be moved by wind, embers can attack homes before, during and after a flame front reaches a home. A house is at greater risk for a longer time from ember attack than from radiant heat or direct flames. See graphic on page three.

It makes sense, then, to prepare a house and the surrounding vegetation to be as resistant to ember attack as possible. One way to discover where a house is vulnerable to ember attack is to study where airborne leaf litter and other debris collect around a structure. Such places are a good indicator of where embers will land and accumulate during a wildfire. Typical places include gaps in roof cladding, exterior walls and windows, in gutters, at the base of window and door jams, on decks, porches, stairs, and in piles of wood and other flammable materials.



During wildfire, embers are typically drafted into tight areas where they can collect, smolder and ignite flammable material. By discovering where a house is vulnerable to ember attack and conducting preventative actions, a house has an increased chance of surviving a fire. These actions include cleaning gutters, caulking around door and window jams and using fire resistant materials for house appendages like decks, porches, attached fences and stairs. Keep all areas around the house free from ignitable material like leaves, twigs, dried grass and flammable doormats. Store flammable piles like wood and building materials at least 30 feet from the structure.

By reducing the flammability of construction material and maintaining areas where embers may collect, homeowners are more effectively preparing for wildfire. Reducing the amount of flammable



vegetation around the house and planting fire resistant vegetation can also dramatically improve the chances that a house will survive ember attack. This will be discussed in detail later in this brochure.

What Can Homeowners Do to Prepare for Wildfire?



Access

Help emergency responders to locate and access your home

Attend to.....

Construction

Limit ways fire can ignite your house

Defensible/ Survivable Space

Prepare vegetation to limit the spread of wildfire to or from your house

Maintenance

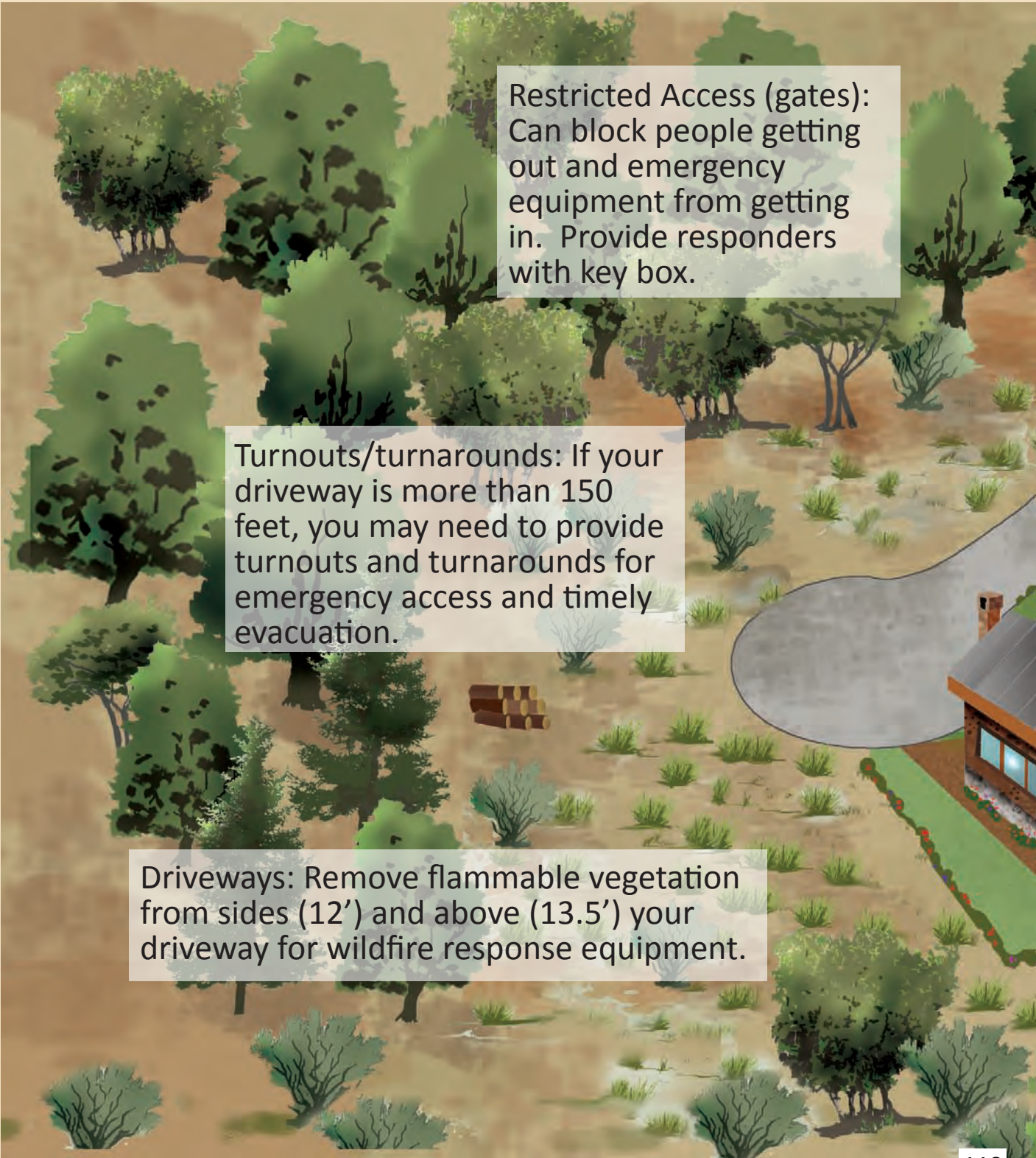
Maintain access, defensible space and construction standards

"It is the ignitability of a home in relation to its immediate surroundings that has the most influence on home damage or loss."

From: *Assessing Wildfire Hazards in the Home Ignition Zone Student Book*

Access Helps emergency responders to locate you and firefighters are available, attending to the following protection.

what can you do?

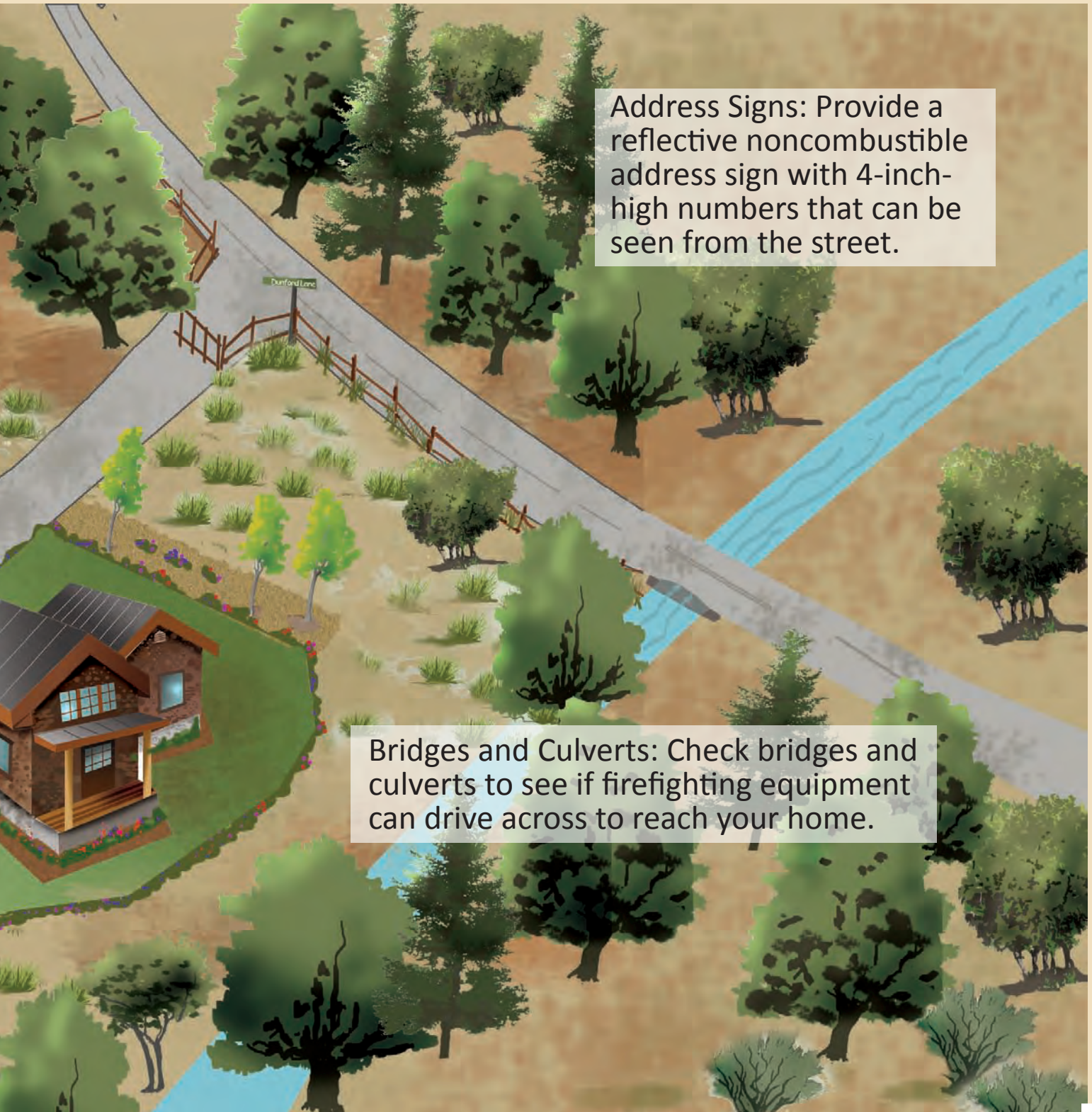


Restricted Access (gates): Can block people getting out and emergency equipment from getting in. Provide responders with key box.

Turnouts/turnarounds: If your driveway is more than 150 feet, you may need to provide turnouts and turnarounds for emergency access and timely evacuation.

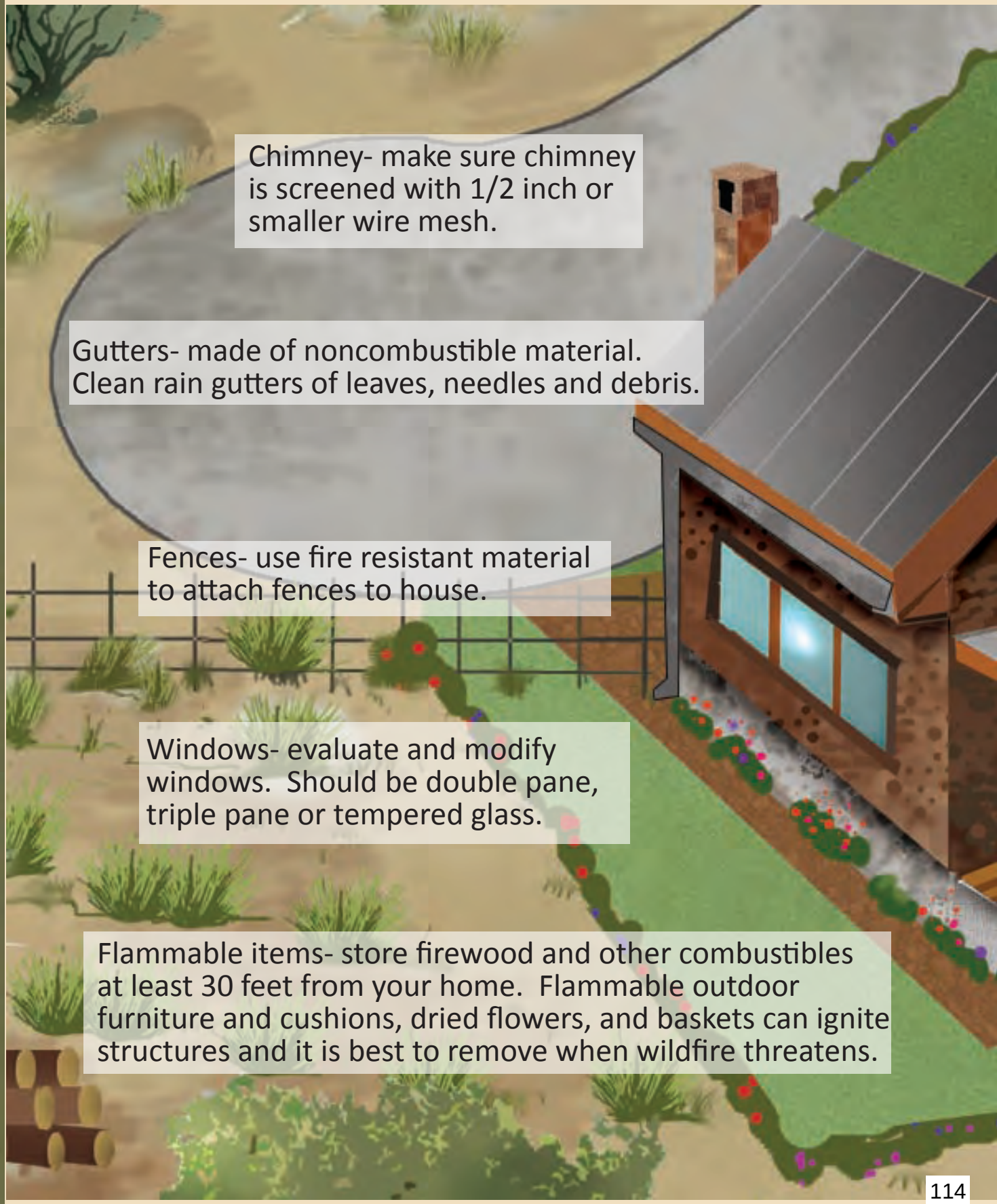
Driveways: Remove flammable vegetation from sides (12') and above (13.5') your driveway for wildfire response equipment.

ur home and improve your evacuation. If equipment
ing items will increase the chance of receiving firefighting



Address Signs: Provide a reflective noncombustible address sign with 4-inch-high numbers that can be seen from the street.

Bridges and Culverts: Check bridges and culverts to see if firefighting equipment can drive across to reach your home.



Chimney- make sure chimney is screened with 1/2 inch or smaller wire mesh.

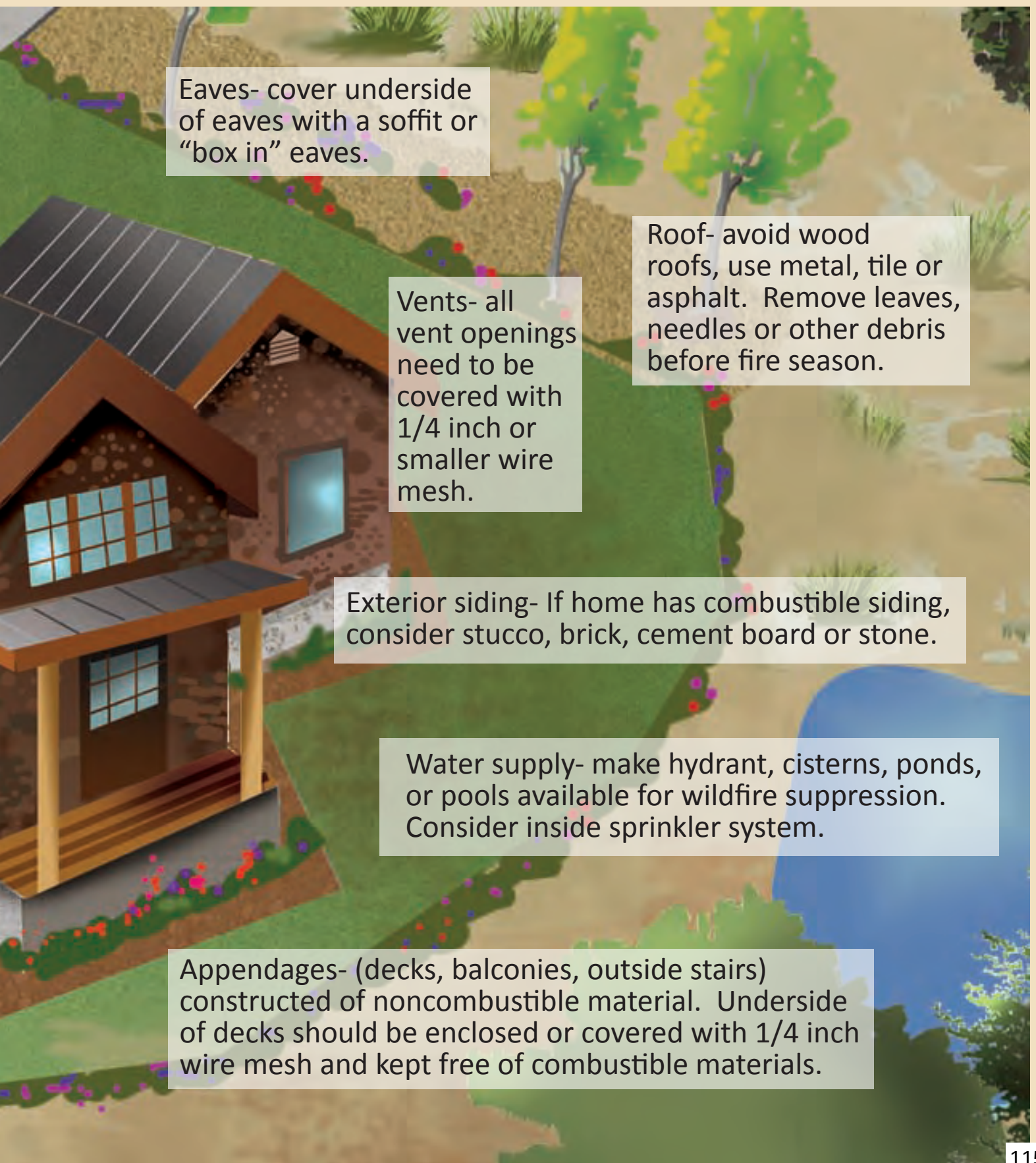
Gutters- made of noncombustible material. Clean rain gutters of leaves, needles and debris.

Fences- use fire resistant material to attach fences to house.

Windows- evaluate and modify windows. Should be double pane, triple pane or tempered glass.

Flammable items- store firewood and other combustibles at least 30 feet from your home. Flammable outdoor furniture and cushions, dried flowers, and baskets can ignite structures and it is best to remove when wildfire threatens.

fire can ignite your home



Eaves- cover underside of eaves with a soffit or "box in" eaves.

Vents- all vent openings need to be covered with 1/4 inch or smaller wire mesh.

Roof- avoid wood roofs, use metal, tile or asphalt. Remove leaves, needles or other debris before fire season.

Exterior siding- If home has combustible siding, consider stucco, brick, cement board or stone.

Water supply- make hydrant, cisterns, ponds, or pools available for wildfire suppression. Consider inside sprinkler system.

Appendages- (decks, balconies, outside stairs) constructed of noncombustible material. Underside of decks should be enclosed or covered with 1/4 inch wire mesh and kept free of combustible materials.

Creating Home Defensible/Survivable Space

Home Ignition Zone

By properly preparing the space around your home you can reduce the possibility of it catching fire. When preparing your house for wildfire, the area directly around the house is the most important. Many people call this area the Home Ignition Zone. By properly selecting, planting and maintaining vegetation in this area, you can increase the probability of your house surviving a wildfire.

Make sure to consider detached garages, barns, or other structures as you determine this area as they can be strong fire ignition sources.

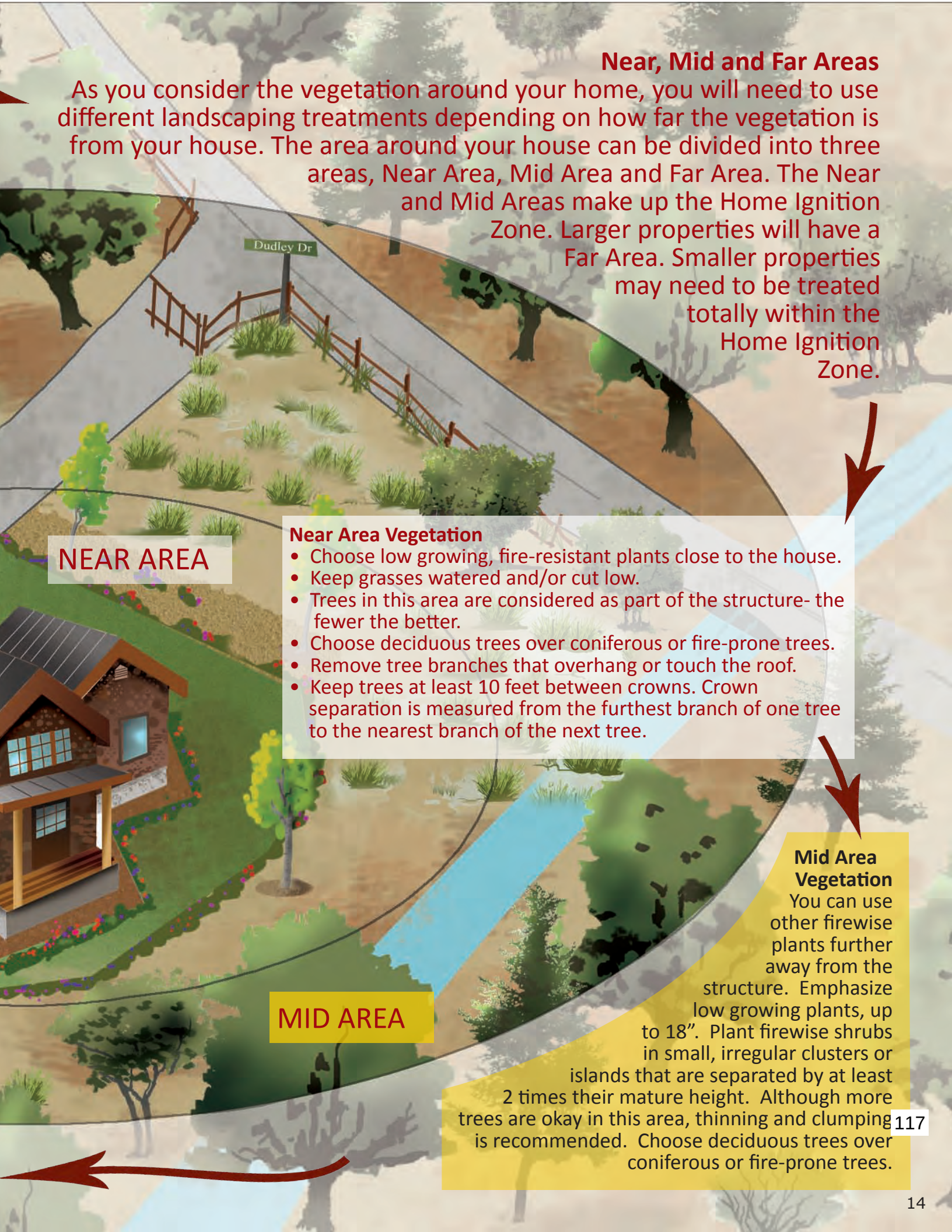
HOME IGNITION ZONE

Near Area - Keep plantings within 3 to 5 feet of the structure to a minimum, especially if walls are flammable. Don't plant under windows, vents, decks or next to propane tanks. Decorative gravel, concrete, stone or other non-combustibles are best close to the house.

Mid Area – In this area, further away from your home, the continuity and arrangement of vegetation is modified to slow down and reduce the intensity of a wildfire.

Far Area
Many large properties may extend beyond the need for highly managed vegetation treatments. The area furthest from your house, or the Far Area, typically does not need the same level of care as the Near and Mid Areas. Transition to wildland by pruning and thinning trees and brush. Break up any "fire ladders." Prevent build up of dry brush.

FAR AREA



Near, Mid and Far Areas

As you consider the vegetation around your home, you will need to use different landscaping treatments depending on how far the vegetation is from your house. The area around your house can be divided into three areas, Near Area, Mid Area and Far Area. The Near and Mid Areas make up the Home Ignition Zone. Larger properties will have a Far Area. Smaller properties may need to be treated totally within the Home Ignition Zone.

NEAR AREA

Near Area Vegetation

- Choose low growing, fire-resistant plants close to the house.
- Keep grasses watered and/or cut low.
- Trees in this area are considered as part of the structure- the fewer the better.
- Choose deciduous trees over coniferous or fire-prone trees.
- Remove tree branches that overhang or touch the roof.
- Keep trees at least 10 feet between crowns. Crown separation is measured from the furthest branch of one tree to the nearest branch of the next tree.

MID AREA

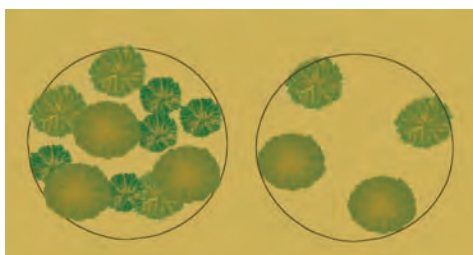
Mid Area Vegetation

You can use other firewise plants further away from the structure. Emphasize low growing plants, up to 18". Plant firewise shrubs in small, irregular clusters or islands that are separated by at least 2 times their mature height. Although more trees are okay in this area, thinning and clumping is recommended. Choose deciduous trees over coniferous or fire-prone trees.

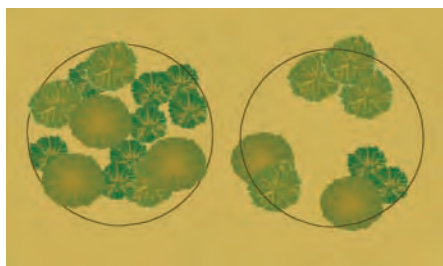
Remove, Reduce, Replace

For those homeowners who already have established vegetation, you can create a survivable space in your Home Ignition Zone by removing, reducing and replacing existing vegetation to slow or stop the spread of wildfire. Reducing and removing highly flammable vegetation and replacing them with fire-resistant or firewise vegetation increases the probability that nearby structures can survive most wildfires.

- **Remove** - all standing or fallen dead trees, shrubs, other plantings and any piled debris in the Home Ignition Zone.
- **Reduce** - the amount of trees (or fuels) by “thinning,” “clumping” and “reducing ladder fuels.”



Thinning



Clumping

Thinning

Thinning is the process of removing selected trees and leaving others. The goal of thinning is to reduce the number of overcrowded trees to create a healthier forest of more fire-resistant trees. This separation reduces the probability of fire spreading laterally from one tree to another. The amount and type of thinning depends on the type and density of trees.

Clumping

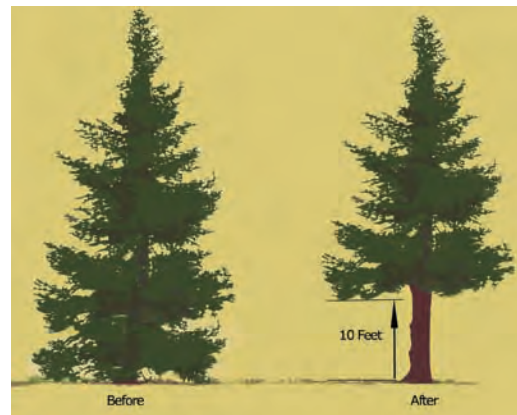
Clumping is the process of creating “islands” or “groupings” of trees or brush within open space. Clumping is used with certain trees and brush, i.e., oak brush that naturally grow in clumps. Clumping can reduce fire spread and improve vegetation health. In the Mid Area of the Home Ignition Zone, trees or clumps of trees should be spaced 20 to 30 feet apart.

Ladder Fuels

Reducing ladder fuels is a fuel reduction process that can help keep ground fire from moving into the crowns or the upper part of trees, creating a hot, fast-moving crown fire. First, remove and/or prune plants and shrubs that could help move fire from the ground to the crowns of trees. Then prune low-to-the-ground tree branches (without leaving stubs) from trees to a height of 10 feet or roughly 1/3 the height of the tree.



Ladder fuels



Reducing Ladder Fuels

- **Replace**- flammable vegetation with more fire resistant trees, shrubs, ground cover, grasses or hardscape such as decorative gravel, concrete, stone or other non-combustibles. Valuable resources include publications like *Firewise Landscaping for Utah* and websites such as www.firewise.org.

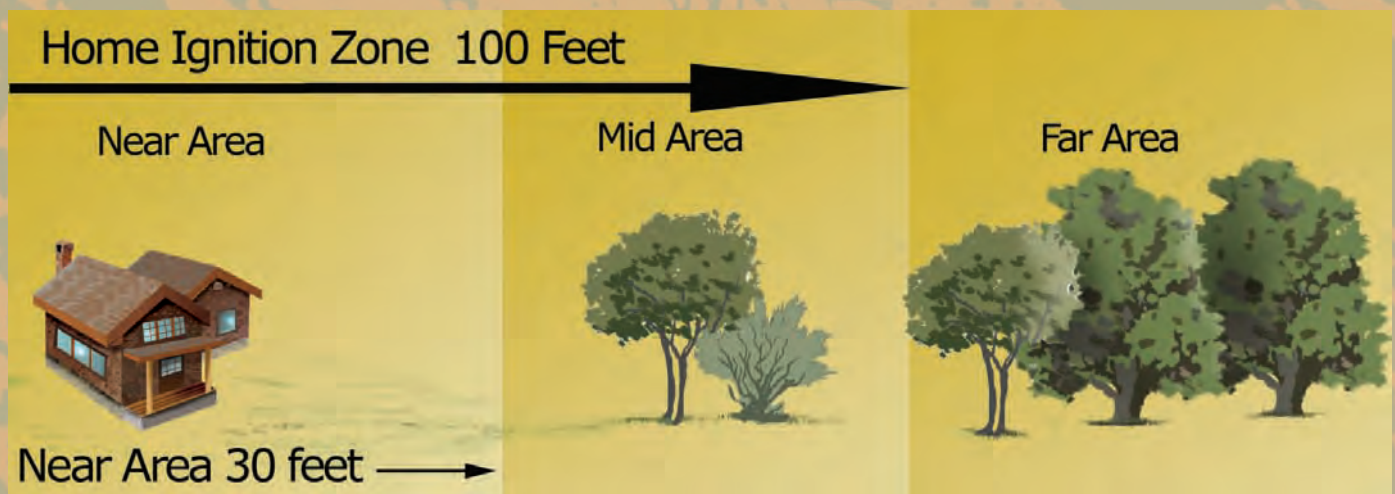
Home Defensible/Survivable Space

The size of the home ignition zone varies from property to property. Factors that influence the size of this zone are vegetation, weather, construction type and house position in regard to slope. The number of factors makes it impossible to designate one size of Home Ignition Zone for all properties.

Research of fire behavior and structures has yielded two distances that can “help” homeowners determine how big they want their Home Ignition Zone to be.

Near Area Distance - Research is showing that when intense flames are kept 30 plus feet away from structures (with non-flammable roofing) the chances of structure survival is roughly between 85 and 95%. So this provides us with an estimate of the size of the Near Area. Source: “Assessing Wildfire Hazards in the Home Ignition Zone” Firewise National Wildfire Coordinating Group

Home Ignition Zone Distance (Near and Mid Areas) - Research is also explaining that effective vegetation management about 100 feet from a structure increases the structure survival rate significantly. It is the ignitability of a home in relation to its immediate surroundings that has the most influence on home survivability. Source: “Assessing Wildfire Hazards in the Home Ignition Zone” Firewise National Wildfire Coordinating Group



Degree of Slope Impacts Size of Home Ignition Zone

If possible, avoid building on slopes or on the ridges of hills. Fire moves more rapidly up hill. Heavy vegetation down-slope of a structure increases the probability that the house will not survive a wildfire. If your home is at the top or somewhere on a slope greater

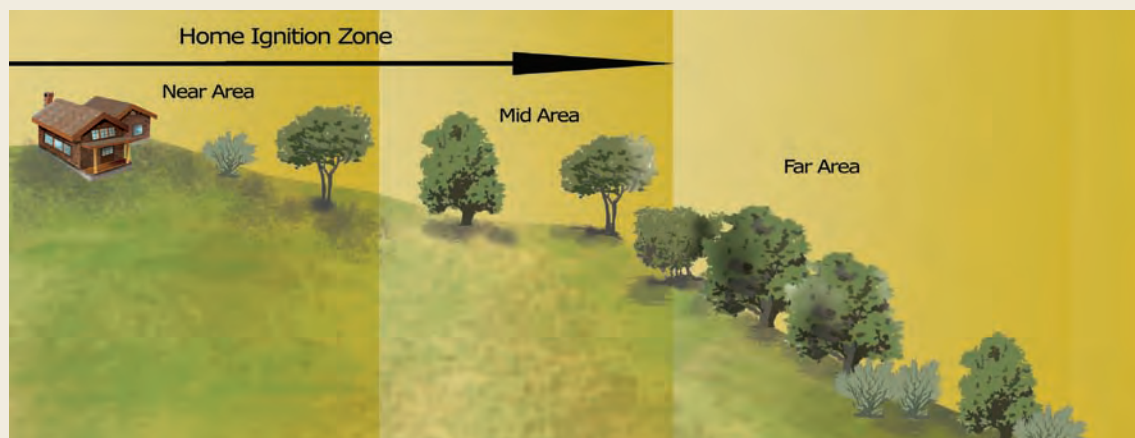
than 10 degrees, you need to double the recommended vegetation management distances. However, if the home is set back from the slope about 30 feet, most of the vegetation management can be concentrated in that 30 feet area and about 30 feet down the slope.

Home Defensible/Survivable Space

Determining Home Ignition Zone Size on Slope

The critical slope of concern is about 10 to 20 degrees. Less than 10 degrees can be thought of as flat. Slopes over 20 degrees are considered very hazardous. Amount of recommended vegetation management depends largely on the degree of the slope.

More Slope Means Greater Home Ignition Zone



Slope	Amount of Near Area Space
0 to 10 degrees	30 feet
Over 10 degrees	Multiply the number of degrees by 3

Flat

Some Slope

More Slope



Increased slopes require increased treatment distances to be effective. In general, where there is a gradual slope (around 20%) below the building, it is suggested that homeowners reduce vegetation about twice the distance down the slope than the non-sloped areas. If the slope is substantial (over 50%), it is suggested that slope clearance distances be four times the non-sloped area distance. In short, the greater the slope, the greater the clearance distance down the slope is needed to better protect the structure. (Suggested distances taken from *Firesmart*, Alberta Canada).

MOST IMPORTANT ACTION YOU CAN TAKE?

Get a lot assessment

Contact your local Forestry, Fire and State Lands office or fire department for a referral

Ask for an expert to walk your lot with you to assess:

- Access
- Construction
- Defensible/Survivable Space
- Maintenance Needs

Maintenance

Creating a home that is prepared for wildfire is an ongoing process. Depending on your property, the initial work can require a fair investment of time and/or resources. The key to successfully keeping your property prepared for wildfire is maintenance. Using the following checklist before each wildfire season will improve the survivability of your home and property.

Annual Checklist

Property

Make sure that:

- ❑ Trees and shrubs are properly thinned and pruned within the Home Ignition Zone. Cut and dead vegetation is removed from property.
- ❑ Branches overhanging the roof and chimney are removed.
- ❑ Grass and weeds are mowed to a low height.
- ❑ Driveway clearance of trees and branches is adequate for emergency equipment, 12 feet on the sides and 13.5 feet above.
- ❑ Trash and other debris accumulations are removed from the Home Ignition Zone. Woodpiles are kept at least 30 feet from structure.
- ❑ Limbs near power lines need to be removed by power company.

House and other Structures

Make sure that:

- ❑ Roof and gutters are clear of debris.
- ❑ Attic, roof, eaves and foundation vents are screened and in good condition.
- ❑ See that foundations and decks are enclosed, screened or walled up.
- ❑ Chimney screens are in place and in good condition.
- ❑ Road signs and house number are posted and easily visible.
- ❑ An outdoor water supply (ponds, cisterns, etc.) is ready for drafting.

Utah Forestry Fire and State Land Area Offices

Bear River Area

435.752.8701

Box Elder
Cache
Rich
Weber

Northeastern Area

435.781.5463

Daggett
Duchesne
Summit
Uintah
Wasatch

Southwestern Area

435.586.4408

Beaver
Garfield
Iron
Kane
Washington

Central Area

435.896.5697

Juab
Millard
Piute
Sanpete
Sevier
Wayne

Southeastern Area

435.259.3766

Carbon
Emery
Grand
San Juan

Wasatch Front Area

801.538.5555

Davis
Morgan
Salt Lake
Tooele
Utah

Just
like we
prepare for
snow season,
we need to
prepare for fire
season

Utah Vegetation Types

Utah is known as one of the most beautiful and unusual locations in the world. Home to mountains, plains, and deserts, this state provides diverse types of vegetation. Each has its rewards and hazards. It is important to understand fire behavior in the area you have chosen to live. Knowing how wildfire can move in your area can help you make smart decisions as you prepare for wildfire. Utah has four basic vegetation types: grasses, brush, pinyon/juniper and timber.



Grass

Grasses can dry out rapidly and burn quickly, creating fast, low-intensity fires. Grasses frequently carry fire rapidly to other vegetation, which then can burn intensely. Many areas of Utah are being infested with cheatgrass, which is a pervasive, highly flammable grass that is difficult to eliminate. Fire behavior in grasses will vary as wind, slope and moisture change.

Utah produces two primary brush types, Sagebrush and Gambel Oak/Maple.



Sagebrush- a highly flammable brush type

Brush

Gambel Oak and Maple brush typically grow 15 or more feet high. Oak grows in closely packed formations that can produce intense fire behavior. Fire behavior in this brush type can vary radical¹²² wind, slope and moisture change.



Pinyon/Juniper

Usually found on slopes between 4,000 and 7,000 feet. Fires are typically moderate to high intensity. Fire behavior will vary as wind, slope and moisture change.



Timber

Timber or Forest fuel types in Utah can be grouped into 3 basic types, Aspen, Lodgepole/Ponderosa and Spruce/Fir. Each has its own fire behavior and mitigation considerations. Fire behavior will vary as wind, slope and moisture change.

Vegetation Type	Flame Length	Speed	Acres Burned in 1 Hour
Grasses	8 feet	4.5 mph	3000
Brush	22 feet	6.5 mph	3400
Pinyon/Juniper	16 feet	3 mph	500
Timber	8 feet	.25 mph	10

Fire behavior will vary as wind, slope and moisture change. Source: University of Nevada, Reno Cooperative Extension

For homeowners who wish to remove vegetation and replace with firewise plantings, please consult the **Utah State University Extension** publication, **"Firewise Landscaping for Utah"** for specific information to Utah. For more generalized information, look on the Firewise website at **www.firewise.org**



Utah Vegetation Types

Grasses

Video coverage of wildfire is usually shown in timber or forest areas. Consequently, many people have never seen how wildfire reacts with grass. When grass is green the fire danger is relatively low due to the high moisture content. However, when cured and dry, grasses can become almost explosive, especially when wind is added to the formula. Dry grass is easily ignited and can produce surprisingly long flame lengths up to 8 feet. Given an average grass fire, three thousand acres can burn in one hour and grass fires are capable of moving up to 4 ½ miles per hour. Fire behavior in grass will vary as wind, slope and moisture change.



Kentucky Bluegrass
Poa pratensis

Although grass height varies, the primary method of reducing wildfire danger is to mow it short. Watering grass close to structures can also be helpful if water is plentiful. As soon as grass dries out, mow it short, rake and safely remove from property.



Blue Fescue
Festuca cinerea and others



Wheatgrass
Agropyron species



Orchardgrass
Dactylis glomerata



Buffalograss
Buchloe dactyloides

Other grasses not pictured that are recommended for landscaping include:

Rye Grass	<i>Lolium species</i>
Western Wheatgrass	<i>Pascopyrum smithii</i>
Sandberg Bluegrass	<i>Poa secunda</i>

Cheatgrass

Cheatgrass is an invasive species that is prevalent in the Western states. This species requires special attention. Because it germinates early, it out-competes many other species. It is also difficult to eradicate and is highly flammable. Once ignited, cheatgrass fires can travel very fast...faster than you can run! During years of above-average precipitation, a large quantity of cheatgrass can be present during a fire season. Dry cheatgrass can also serve as the kindling necessary to ignite hotter burning plants such as big sagebrush and pinyon pine, creating more intense wildfires.



If cheatgrass is present near your home, remove it for a distance of at least 30 feet from your house and other buildings. Use a lawn mower with a mulching blade or cut it with a weed eater while it is still green, rake it up, and remove it. Make sure there's a connected garden hose with a spray nozzle attached in case there is an accidental fire. People living, working, or recreating in cheatgrass country should learn

to identify it and take care not to ignite it while removing it from their properties. Contact Utah State University Forestry Extension Office or consult www.livingwithfire.info for more information.



Utah Vegetation Types

Sagebrush Environment

Sagebrush rarely grows by itself and usually grows with a mixture of grasses and other shrubs. Once the vegetation dries out, or if the sagebrush is old, it becomes more combustible. This situation can also be enhanced by the companion plants found growing with it, such as dry grass and rabbitbrush. Typical flame lengths in this environment can reach 22 feet, traveling up to 6 ½ mph, burning 3400 acres in one hour. Fire behavior will vary as wind, slope and moisture change.



Mixed Sage and Juniper

On flat to gently sloping terrain, individual shrubs or small clumps within the Home Ignition Zone should be separated from one another by at least twice the height of the average shrub. For homes located on steeper slopes, the separation distance should be greater. For example, if the typical shrub height is 2 feet, then there should be a separation between shrub branches of at least 4 feet. Remove shrubs or prune to reduce their height and/or



Sagebrush and Rabbit brush mixed

diameter. In most instances, removing big sagebrush is the preferred approach. It is a very flammable plant which is easily removed, does not resprout, and is typically abundant.



Sagebrush in foreground to middle of image

Maple/Oak Environment

Gambel Oak and Mountain Maple are often short, stubby trees. They often grow in groves that resemble “islands” with grass or short brush channels between them. Without disturbance, these trees can become quite large, 20-30 feet tall and 8-10 inches in diameter, in favored locations. Gambel Oak is very tenacious and readily resprouts following disturbance such as fire or cutting.

Once the live fuel moisture has dropped due to the onset of summer, or especially if Gambel Oak has a significant amount of dead branch material, the fire behavior can be spectacular and difficult to control.

In order to preserve privacy and safety, key in on the island characteristic of the Gambel Oak growing pattern and mimic. Thin the concentration of plants. Usually oak stands are overstocked (too many stems for the carrying capacity). Remove one of every four stems and prune the dead wood from the remaining stems. Keep the best looking stems and remove diseased stems. Finally, once you cut it, you must be vigilant as oak readily resprouts. Continue to prune or remove new sprouts.



Maple



A thinned oak brush stand to the left, unthinned above

Utah Vegetation Types

Pinyon/Juniper

Pinyon/Juniper trees often grow with sagebrush in its understory. Junipers tend to spread their branches to capture sunlight. Pinyon trees, on the other hand, tend to grow in a triangular or pyramidal shape with lower branches in contact with the ground. Lightning strikes account for many fires in Pinyon/Juniper areas. If the tree canopies are close and weather conditions are dry, wildfire moves readily, even in low wind speeds.



This situation is enhanced when the understory has grass/shrubs or a large amount of dead material that will help the fire “climb the ladder.”

By reducing the number of trees, the likelihood of fire spread from tree crown to crown is reduced. Prune low branches to a height of at least 5 feet. This reduces laddering potential. Lastly, reduce

fuel load in the understory by reducing material and flammable shrubs such as sagebrush and rabbitbrush.



Timber

Timber or Forest fuel types in Utah can be grouped into three basic types: Lodgepole/Ponderosa, Aspen and Spruce/Fir.

The two different levels of forests are overstory and understory. The overstory of a forest consists of the trees that form the uppermost canopy layer in a forest. The understory consists of smaller trees, grasses, and shrubs that grow beneath the overstory. The greater the amount of flammable material in the understory, like fallen and dead material, the greater the wildfire risk. If a fire burning along the ground of a forest is able to access an overload of flammable material, it will increase in intensity. This increase in intensity

can enable fire to “climb the ladder” to overstory trees, thus increasing the chance of a catastrophic forest fire.

In general, we need to create a separation between overstory trees and understory trees and shrubs. Within the Home Ignition Zone, trees and shrubs should not occur in dense stands. Dense stands of trees and shrubs pose a significant wildfire threat. Thin and clump dense tree and shrub stands to decrease the amount of vegetation and to create separation. By opening the space among trees and shrubs we create a healthier forest system, and slow potential wildfire spread.

Lodgepole/Ponderosa

Forests of overgrown or unhealthy lodgepole or ponderosa pines can generate hazardous situations. These trees are more prone to crown fire. They are longer burning and more difficult to control from a firefighting standpoint. Single or groups of trees can “torch” or explode, sending embers out that can rapidly spread fire. Insect infestation and disease can also reduce forest health, creating highly flammable conditions.

Due to the growth pattern of these trees, pruning lower limbs to a height of at least 5-6 feet from the ground is necessary to lessen the probability of a ground fire moving into tree canopies. Reduction of the amount of trees may be necessary to reduce the amount of overstory material. It is best to use a wildfire professional to determine whether this is necessary, and if so, to what degree.

To reduce ember attack to structures, consider non-flammable roofing material and firewise vegetation management. Remove dead and dying vegetation and ladder fuels, water or mow any grasses and plant or cut shrubs and understory trees into islands or clumps. Pay special attention to fallen needles from these trees; they are highly flammable and can act as an ignition source during a wildfire by being on roofs, in roof gutters, or adjacent to flammable house siding or appendages like decks or stairs.



Aspen

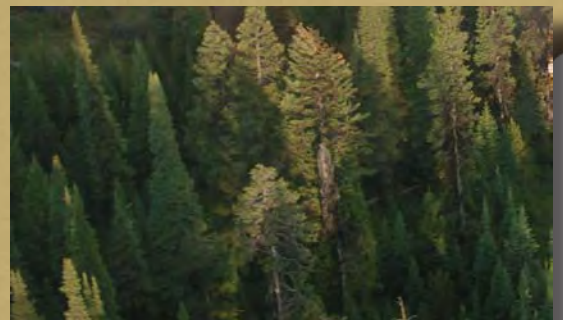
From a wildfire perspective, forests of aspen are considered to be one of the least threatening. Only if there is a large amount of down/dead fuels or flammable grass/shrubs found in the understory are conditions considered dangerous. When thinking about aspen, know that it has a relatively short life span and is susceptible to wood rotting diseases.



The best way to reduce the threat of wildfire in aspen forests is to pay attention to tree health and to keep the understory minimal, healthy and well maintained. Remove ladder fuels, water or mow any grasses and plant or cut shrubs and understory trees into islands or clumps. Clearing dead and dying material annually reduces the probability that wildfire will be carried to structures by direct flame or radiant heat.

Spruce/Fir

Forests of unhealthy or overgrown spruce/fir trees can be dangerous. During wildfire, these trees are prone to crown fire. Spruce and fir trees, if too close to structures, can produce enough radiant heat to ignite flammable siding and roofs. Flames from these trees can also ignite homes through direct flame contact. These trees, particularly when dry, catch fire and “torch,” sending embers that can travel far from their source. Throughout the Western states, recent beetle infestations have weakened these species, making them more susceptible to wildfire. Mitigation strategies for spruce and fir are the same as for lodgepole and ponderosa trees.



Utah Vegetation Types

Select Firewise Plants

SHRUBS



Current Gooseberry
Ribes species



Buffaloberry
Shepherdia species



Skunkbush Sumac
Rhus trilobata



Woods Rose
Rosa woodsii



Serviceberry
Amelanchier species



Lilac
Syringa vulgaris



Firethorn, Pyracantha
Pyracantha coccinea



Rockspray, Rock Cotoneaster
Cotoneaster horizontalis



Cotoneaster
Cotoneaster
other compact species



English Ivy
Hedera helix



Firethorn, Pyracantha
Pyracantha coccinea



Creeping Oregon Grape
Mahonia repens

Other shrubs not pictured:

Honeysuckle

Lonicera species and hybrids

Western Sandcherry

Prunus besseyi

Sumac

Rhus – other species

Saltbush

Atriplex species

Rock-rose

Cistus species

New Jersey Tea

Ceanothus

Mountain mahogany

Ceanothus americanus

Ceanothus ovatus

Cercocarpus species

Prostrate Kochia

Kochia prostrata

GROUND COVERS



Snow-in-summer
Cerastium tomentosum



Bearberry, Kinnikinnick
Arctostaphylos-uva-ursi



Sea Pink, Sea Thrift
Armeria maritime



Beach Wormwood Dusty Miller
Artemisia steileriana



Periwinkle
Vinca species



Evergreen Candytuft
Iberis sempervirens



Bearberry Cotoneaster
Cotoneaster dammer

Other ground covers not pictured:
Spring Cinquefoil *Potentilla neumanniana*
Creeping Potentilla *Potentilla Verma*



Hen and Chicks
Sempervivum tectorum



Stonecrop Sedum
Sedum species



Poplar Cottonwood
Populus

RECOMMENDED TREES



Maple
Acer species



Quaking Aspen
Populus tremuloides

Other trees not pictured:

Thinleaf Alder *Alnus tenuifolia*
Willow *Salix*
Birch *Betula species*



California Redbud
Cercis occidentallis

Fire Season Safety Tips

- Crush your cigarette butts out
- Don't use fireworks in wildland urban interface areas
- Store hazard materials in a cool, dry place
- Obey fire restrictions regarding camp fires, outdoor cooking, target shooting and fireworks. Restrictions change seasonally; check with local fire department before any activity
- When using equipment that may produce sparks, work before 10:00 AM and avoid windy conditions
- Be sure spark arresters are installed and working properly on all portable equipment including mowers, chainsaws, weed-eaters, tractors, and harvesters
- Don't drive vehicles -including dirt bikes- on dry grass or brush. Remember that hot exhaust pipes and mufflers can ignite dry vegetation
- Check with local fire department and obtain permits before you burn debris or fields
- Dowse BBQ charcoal in water before disposing



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Firewise website

Living in the Bush, CFA, Victoria Australia

Homeowner's Wildfire Mitigation Guide, University of California

Living With Fire A Guide for the Homeowner, Ed Smith, University of Nevada, Reno - Cooperative

Assessing Wildfire Hazards in the Home Ignition Zone, 2006, Firewise National Wildfire Coordinating Group

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Utah Division of Forestry,
Fire and State Lands
www.ffsl.utah.gov



Utah Office of the
State Fire Marshal
[http://firemarshal.
utah.gov](http://firemarshal.utah.gov)



United States
Department of the
Interior Bureau of Land
Management
[http://www.blm.
gov/ut/st/en/prog/
fire.1.html](http://www.blm.gov/ut/st/en/prog/fire.1.html)



Utah Fire Corps
[www.utfirecorps.
org](http://www.utfirecorps.org)



United States Forest
Service
[http://www.fs.fed.
us/fire/](http://www.fs.fed.us/fire/)



Utah Living With Fire
www.utahfireinfo.gov



Utah State University Cooperative
Extension
extension.usu.edu/forestry

If Wildfire Approaches

It is recommended that people living in WUI areas prepare before wildfire season begins. This includes planning for the possibility of evacuation. Many people use checklists like the one below to help them select and organize important possessions to take when evacuating their home. By storing these items in one place and assuring that all family members understand family evacuation plans, people living in fire prone areas can be more at ease. Preparation and the willingness to evacuate early can prevent unnecessary problems.

What should I wear and have with me?

- ☐ Wear only cotton or wool clothes
- ☐ Proper attire includes long pants, long-sleeved shirt or jacket, and boots
- ☐ Carry gloves, a handkerchief to cover your face, water to drink, and goggles
- ☐ Keep a flashlight and portable radio with you at all times
- ☐ Tune into a local radio station and listen for instructions

What about family members and pets?

- ☐ If possible, evacuate all family members not essential to preparing the house for wildfire
- ☐ Make sure to designate a safe meeting place and contact person
- ☐ Relay your plans to the contact person
- ☐ Evacuate pets
- ☐ Contact the local Humane Society for pet assistance if needed

How should I prepare my car?

- ☐ Place vehicles in the garage, pointing out with keys in the ignition
- ☐ Roll up the windows
- ☐ Close the garage door, but leave it unlocked
- ☐ If applicable, disconnect the electric garage door opener so that the door can be opened manually

What should I take?

- ☐ Important documents (bank, IRS, trust, investment, insurance policy, birth certificates, medical records)
- ☐ Credit and ATM cards
- ☐ Medications
- ☐ Prescription glasses
- ☐ Driver license
- ☐ Passport
- ☐ Computer backup files
- ☐ Inventory of home contents (consider videotaping)
- ☐ Photograph the exterior of the house and landscape
- ☐ Address book
- ☐ Cell phone and charger
- ☐ Personal toiletries
- ☐ Change of clothing
- ☐ Family photo albums and videos
- ☐ Family heirlooms

How should I leave my home?

- ☐ Close all interior doors
- ☐ Leave a light on in each room





Firewise Landscaping

FOR UTAH

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Firewise Landscaping for Utah

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*"Your own property is concerned
when your neighbor's house is on fire."
Horace, Epistles*

Wildland fires affect many communities in Utah and the Intermountain West each year. The effects of these fires potentially become more serious as communities extend near and into former wildlands. This booklet is a guide for homeowners and others concerned with management of the wildland-urban interface. Following the advice in this booklet will help you reduce the fire hazard around your home. There are no guarantees that a home will be fireproc 138 but if you take action to be firewise, you can greatly increase the chances that your home will withstand a wildfire.

FIRE AND PEOPLE IN THE WILDLAND-URBAN INTERFACE

As Utah's population grows, development merges the edges of cities and towns into wildlands. New developments also spring up within wildlands, including everything from a cabin in the woods to hundreds of vacation homes on slopes scattered through the forest. These areas are called the *wildland-urban interface* (WUI), where the places we live and play meet the wilds.

These wildlands carry a substantial risk of burning in a wildfire due to accumulated fuel such as dried grass, trees and brush. Dead and living vegetation often is distributed continuously across wildlands, and fire can spread easily across the entire area. Also, many of the plant species in such areas are readily adapted to wildfire, so their means of reproduction, fire survival strategies, and growth habits all contribute to making fire a natural and common part of these landscapes. Cultivated landscapes within WUI areas, with mown grass, pruned trees, and carefully placed groups of appropriate vegetation, are less likely to burn. In these well-tended areas, continuous fuel corridors are disrupted, so fire is less likely to spread.

Firewise Landscaping for Utah describes how to create and maintain landscapes around homes, cabins and other buildings to reduce fire risks. Principles and suggestions for building placement, plant choice and placement, and landscape maintenance are explained. An extensive list and photos of firewise trees, shrubs, herbaceous perennials, and grasses are included. By using

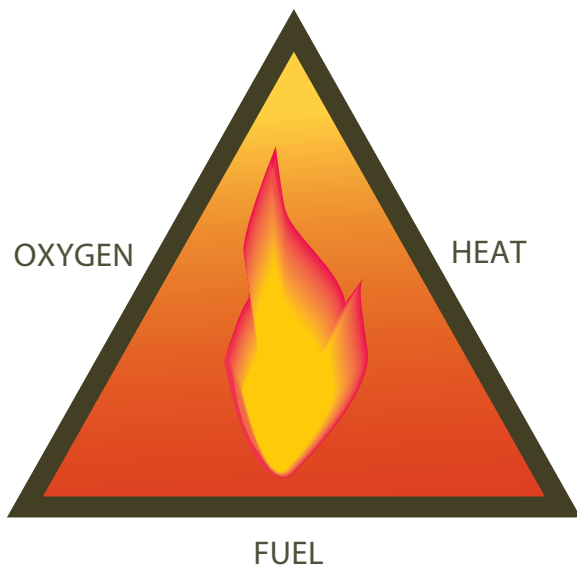
the information presented in this booklet, you can create a landscape on your property that will be as firewise as possible. Landscapes can never be fire-proof, but following these recommendations will give you and firefighters a greater chance of protecting your property, or of the property surviving even if firefighters can't get to it.



New construction in the wildland-urban interface.



People are seeking out homesites with natural amenities. Along with ridgetops, views and forested surroundings comes wildfire risk.



HOW DO WILDFIRES BEHAVE?

Before you can properly establish and maintain your firewise landscape, you must understand how fire works. Fire requires fuel, oxygen, and heat to exist. Fire researchers and firefighters call this the “fire triangle.” Fuel is any combustible material, including dried grasses and dead branches, but also living plant material, a firewood pile, cleared brush that is not removed, a propane tank, and even your house or cabin. Oxygen must be present for a fire to start or continue, and there must be sufficient heat to allow for ignition and to sustain burning. If any one of these three is missing or is removed, the fire either cannot start or it will go out. Fire fighting, fire prevention, and firewise landscaping prevent or suppress fires by attacking one or more of the fire triangle legs: by removing fuel, reducing heat, or making oxygen unavailable.

The initial source of ignition or heat for most wildfires is human activity, such as escaped debris fires, careless use of fireworks, overheated equipment, and arson. Lightning is the main natural ignition source. Once a fire has begun, there are several factors that affect how it behaves:

WIND. Wind provides oxygen to a fire – the stronger the wind, the hotter the fire will burn and the faster it will spread. It also causes heat transfer from the fire to cooler areas, and partially determines the direction the fire will take.

TOPOGRAPHY. Hot air rises, so fire will generally burn up a slope much more quickly than down. Unburned fuels above the fire are preheated and dried, bringing them to the ignition point sooner.



This fire began in the power lines at the bottom of the mountain and burned up the west-facing slope. Fortunately, no homes burned.



Fuel can be from nature, like pine needles, or man-made, like wood shakes. Fires don't know the difference.



Continuous fuels and a wood roof increase this home's risk for damage from a wildfire.

HUMIDITY. Humid air absorbs heat and makes fuel moister and harder to ignite. Humidity is low in Utah in summer and early fall, when most wildfires occur.

TEMPERATURE. High temperatures bring fuels closer to the ignition point. As with low humidity, high summer and fall temperatures create more fire-prone conditions.

FUEL. Fire needs fuel, including live and dead grass, leaves, and branches. Fire can travel from the ground into the vegetation canopy, or up into a structure, if there are continuous fuels leading from the ground up into the tree crown or building.

Influenced by these factors, a wildfire moves across the landscape by flame-heating near the fire or by airborne firebrands that spread the fire far away from the flame front. In extreme wildfires intense winds can carry flaming brands or embers miles ahead of the main fire, causing landscapes and homes to ignite before the main fire even reaches them. This is the primary cause of homes burning in wildfires.

Wind, temperature, and humidity are out of your control. The effect of topography can be controlled to some extent by how structures and plants are placed within the landscape. However, you can def-

initely affect fuel availability and distribution by manipulating the amount of fuel, continuity of fuel, and available moisture. Controlling these factors is the key to creating a firewise landscape.

The remainder of this booklet describes specific actions you can take to make your property as firewise as possible. They are divided into the following sections:

- **Property Selection and Construction**
- **Firewise Landscape Design**
- **Landscape Maintenance**
- **Firewise Plant Selection**
- **Other Fire Safety Factors**

PROPERTY SELECTION AND CONSTRUCTION

You may already own a home or a piece of property, but if you are purchasing land or selecting a building site, there are choices that can reduce your wildfire risk.

LOT LOCATION. Utah is canyon country, and canyons channel wind that can intensify and direct fires. Ridges are also fire-prone, since heat and wind quickly rise to ridgetops. Though the top of a steep ridge is scenic, when it comes to fire safety flatter land is a better location for a home or cabin. When evaluating property location, firefighter response time is another important consideration.

WATER AVAILABILITY. Water access is important for fire suppression. Ability for firefighters to access water through a hydrant

system, pool, lake, stream, or an underground cistern can increase the probability that structures can be protected.

VEHICLE ACCESS. When planning access to a new property, build fire safety into the road or driveway design. Multiple access roads are ideal. Roads should be at least two lanes wide, with gentle curves and with enough space at the end for a fire-fighting vehicle to turn around. This can take at least a 45 foot radius circle, or a 60 foot wide 'T'. Narrow, windy, steep, or vegetation-choked roads will be difficult or impossible for firefighters to navigate.

Make sure street signs and house numbers are visible, reflective, and readable in the dark. All address and street signs should be non-combustible.

LOT SIZE. A smaller lot restricts your options for firewise landscaping, since you have less space to work with. Small lots increase your dependence on your neighbors for fire safety. If your firewise property is surrounded by properties with hazardous fuel conditions, your efforts may not be enough to prevent fire damage to your property. With a small lot you will need to collaborate with your neighbors to create a firewise community.

HOME POSITION. Proper positioning of your home or other structures on your property is critical to fire risk and safety. Avoid locating structures at the top of a steep ridge or hilltop. A wind-propelled fire moving uphill will quickly come in contact with the structure. Instead, the home should



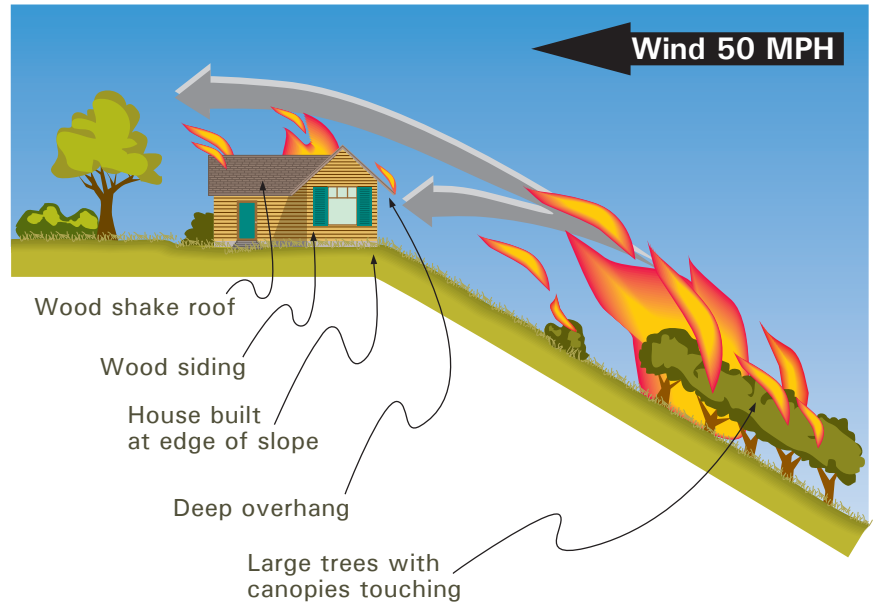
Placement of this house on top of a Gambel oak-covered ridge puts it at greater risk from wildfire, along with its wood decks.

be set back from the edge of the slope. If the home is already in place on a ridge, a concrete wall or patio, or even a pool between the home and the edge of the hill are advisable additions. A wooden deck overhanging a hilltop or canyon is vulnerable to fire because fire will burn up the hill and under the exposed deck. Flammable decks and walkways should not be built near a house in a hazardous area. Structures that are open to fire from below should be enclosed with fire-proof materials, or even a concrete wall.

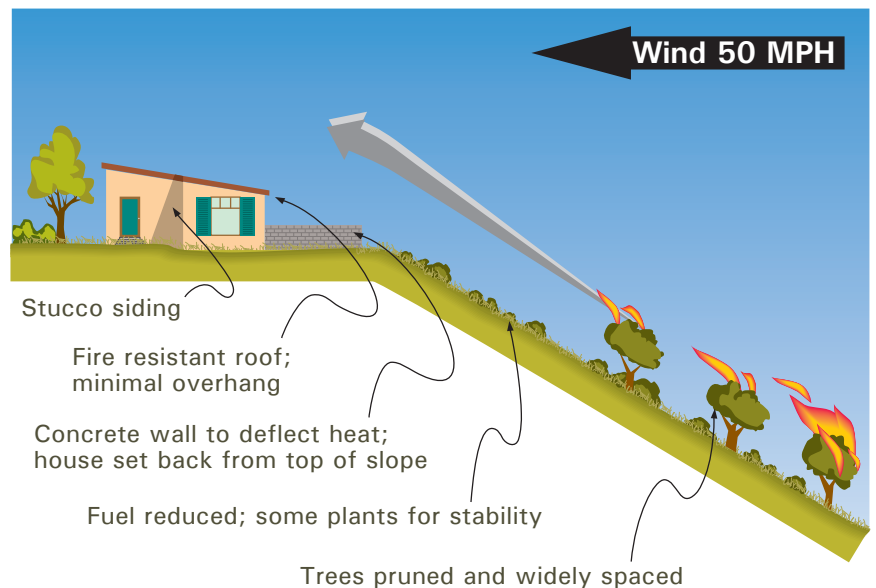
ROOFING. Airborne burning embers or firebrands are the main source of wildfire spread. Therefore, roofing material is one of the most vital decisions in home or cabin construction. Choose Class A materials which have the top rating for fire resistance. Class A roofing includes tile and metal, plus shingles made of a variety of materials: fiberglass reinforced asphalt, metal, fiber-cement, concrete, or slate. Make certain the underlayment material for any roof type also is Class A. Be sure to properly enclose the edges of tile roofing. All roofing should be carefully maintained, so that openings for airborne embers are not created.

These are key points to consider while constructing or renovating a home or cabin. In addition to the choices above, using fire-resistant materials for siding, eaves, decks, and fences will increase structure sustainability during a wildfire. Work closely with your contractor to make the best choices for fire preparation and prevention.

DANGEROUS MATERIALS AND CONDITIONS FOR SLOPED SITES



LANDSCAPING AND STRUCTURES DESIGNED FOR FIRE SAFETY



FIREWISE LANDSCAPES AND THE HOME IGNITION ZONE

The key to protecting yourself and your home in a fire-prone area is creating and maintaining a firewise landscape in the *home ignition zone* (Cohen 2002). The home ignition zone is the home and its immediate surroundings within about 100 feet on flat ground. A house burns or survives depending on the characteristics of this zone, so this is where you need to focus most of your pre-fire landscaping and home-care efforts. Firewise landscape design and maintenance in this zone interrupts the natural path a fire takes as it moves by flame heating and flying firebrands by decreasing fuel amounts and breaking up fuel continuity at and near the home. Additionally, firewise landscaping in this zone may allow firefighters to stay and safely defend the house, and can help prevent a house fire from spreading to adjacent vegetation.

Firewise landscaping in the home ignition zone may be the make-or-break factor in the event of a wildfire. If firefighters can reach your home during such a fire, they will quickly decide if they have a chance of protecting your property. They will be more likely to protect a property that allows quick, uninhibited equipment access and is not thick with brushy, continuous fuels. If your home or cabin is so remote that firefighters might not reach it anyway, your firewise landscaping may keep the fire from entering the home ignition zone, or cause it to burn out if it does.

How wide should this zone of firewise landscaping be? Research has shown that on flat ground a 100 foot wide space around a hom 144



This home's green, moist vegetation and setback from the hillside prevented it from igniting in the fire that burned up the hill. The wooden deck is a problem, and should be replaced with non-flammable material.



NIFC Interagency Fire Prevention

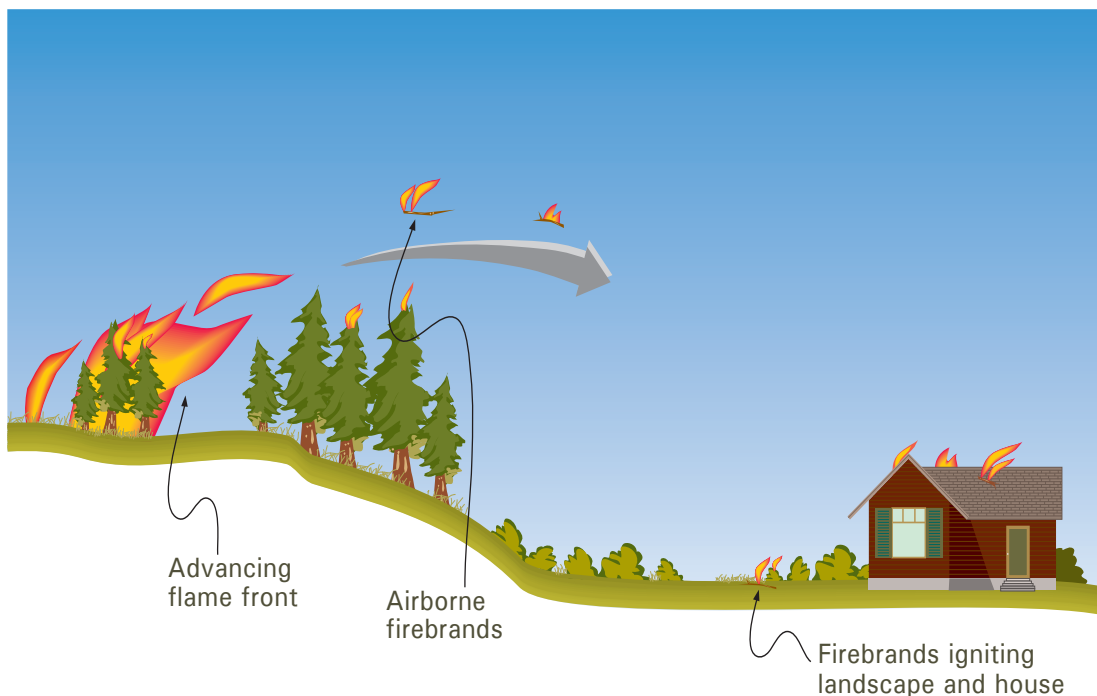
Firewise landscaping in the home ignition zone, along with good access, protected this home from a wildfire.

is ideal, since buildings exposed to heat from a fire more than 100 feet away are unlikely to ignite. This space includes manicured, green, and well-watered areas that are low in fuel. Houses on steep slopes have wider home ignition zones, since flames move quickly and readily uphill, heating the vegetation and fuels above them. Steep slopes (greater than 20%, or 20 feet of rise per 100

feet horizontal distance) widen the home ignition zone, and thus the width of your needed firewise landscaping, out to as much as 200 feet. Developing wide enough firewise landscaping may require cooperation with your neighbors. If you have a small lot, you won't have 100 feet and may have much less space around your home – part of your

home ignition zone may be on your neighbors' properties. However, if adjacent homeowners are aware and concerned with protecting their homes, you can develop common firewise landscapes.

FIRES ADVANCE BY DIRECT FLAME CONTACT AND BY AIRBORNE FIREBRANDS





This home has good, wide firewise landscaping within much of its home ignition zone. Its Zone 2 is “clean and green”.



Although this home close to the road, its Zone 2 landscaping is not firewise, with highly flammable oak trees overhanging the roof.

DECKS, FENCES ARE PART OF HOUSE

Any structure that can burn that is attached to a house should be considered part of that house when figuring zone distances. These structures can set houses on fire as they burn. This includes fences, decks, and sheds made of wood, vinyl, or wood-polymer composite boards.

FIREWISE LANDSCAPE DESIGN

In planning firewise landscaping, divide your property into several zones or areas.

Zone 1 is your home and attached structures. It includes the house, attached decks, fences, and other combustible structures.

Zone 2 is your landscape extending 100 feet from the home. It is kept clean and green, with groups of well-maintained and irrigated turf, ground covers, and other perennial plants separated by rock or other non-combustible surfaces or walls. Scattered trees and shrubs are pruned and kept well away from the home. Zones 1 and 2 together make up the home ignition zone or defensible space.

Zone 3 is the surrounding native or wildland area. Its vegetation should be thinned if feasible, with a focus on removing highly flammable vegetation and debris.

Note that these distances are for level properties with moderate vegetation densities. They need to be increased up to 200 feet on steeper slopes with dense vegetation. Firewise practices for each zone are detailed below.

Zone 1: Your home

- Homes can be placed, designed, constructed and maintained to minimize the chances of ignition in a wildfire. These factors are covered on pages 4-5, 12-13, and 30-32.

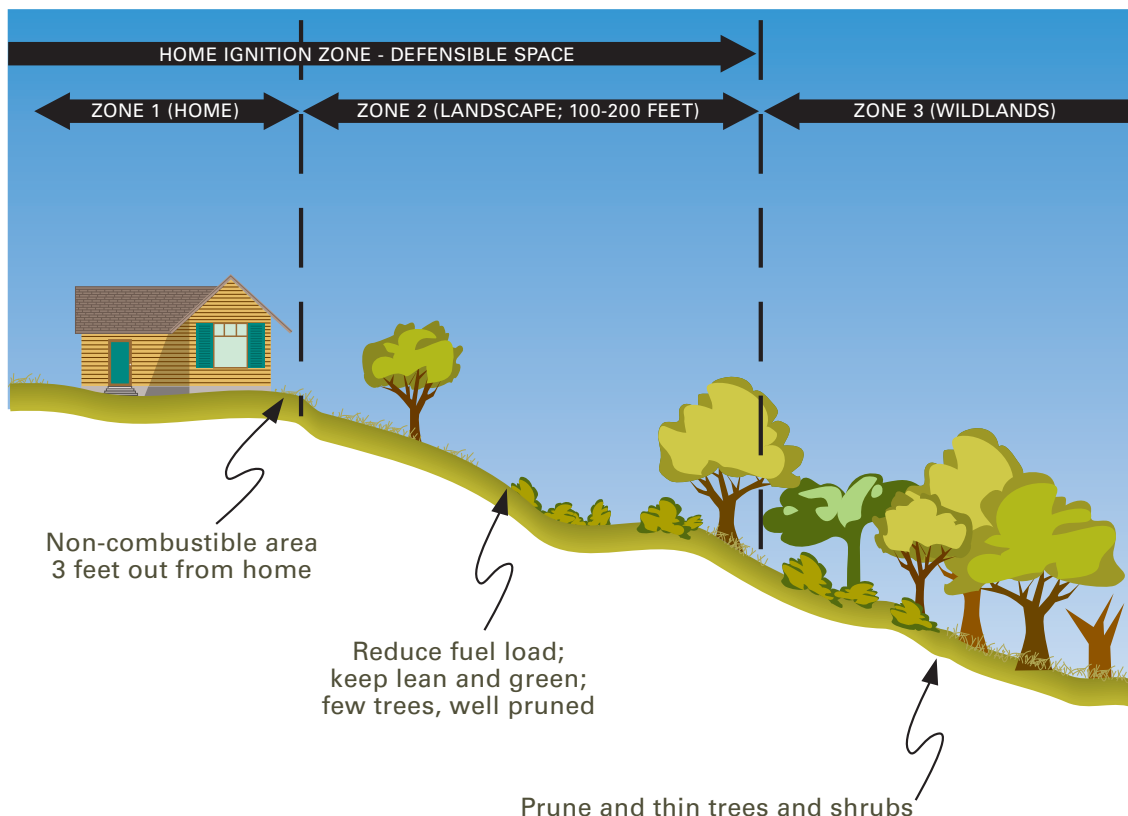
Zone 2: Your landscape

- The idea in this zone is to create a low-fuel landscape that minimizes chances of a fire burning from the landscape or surround-

ing wildlands to the home, or the chances of flying firebrands igniting the landscape.

- Maintain a non-combustible area within 3 feet of a house. This can include pavement, rocks, gravel, and irrigated non-woody plants like lawn, small flowers, and low ground covers. Do not use flammable mulches or allow dead plant material to accumulate.
- Throughout this zone use non-combustible areas like gravel beds and structures like retaining walls to create firebreaks between groups of plants and other flammable materials.
- Trees can be left in Zone 2 for shade and esthetics, but should be widely spaced. Leave at least 10 feet between mature tree crowns or small groups of trees or shrubs to keep fire from easily moving across the landscape. Favor broadleaved trees and small trees, and avoid resinous conifers. Remove all dead trees and shrubs.
- Keep tree crowns at least 10 to 15 feet horizontally from structures, chimney outlets, and powerlines. Pruning near powerlines should be done by the power company. Prune without leaving stubs that cause sprouting and decay.
- Brush and low limbs provide a “fire ladder” for low fires to move into taller trees. Break up this ladder by removing shrubs and small trees near larger trees. Prune lower tree branches to keep a 6 to 15 foot clearance from the ground to the bottom of the crown. However, at least half of the tree’s crown should be left with live branches to ensure its health.
- Keep this zone clean and green. Remove accumulated woody debris, dry herbaceous material, and dead needles. Mow lawns, prune shrubs and trees to remove dead wood, and thin and prune ground covers and other vegetation.

HOME IGNITION ZONE AND FUEL TREATMENT ZONES NEAR AN INTERFACE HOME



- Keep Zone 2 well watered according to plant needs. Plants with sufficient moisture will be less flammable. Avoid over-watering, which can cause excess growth.
- Store firewood 30 to 100 feet from structures. Locate propane tanks well away from your home according to code (contact your fire department). Keep flammable materials, including tree crowns, other vegetation, and wooden fences, at least 15 feet from firewood and propane tanks.
- Replace flammable plastic, wood, or fabric outdoor furniture with non-flammable metal or glass.

Zone 3: Beyond 100 feet

- This zone can be left fairly natural, but pruning and thinning trees and brush is beneficial.
- Thin dense tree groups to slow fire spread. Also remove brush that provides a “fire ladder” into tree crowns.
- Prevent buildup of dead plant material and litter. Do not pile brush removed from elsewhere in this zone; get rid of it. Neighbors may want to get together to sponsor cleanup days, with a chipper and truck available for debris removal.

If all or parts of zones 2 and 3 are outside your property line, cooperate with your neighbors to create firewise conditions. Notify larger landowners like the Forest Service or Bureau of Land Management of the presence of your home or cabin adjacent to their property. Be sure to learn about their fire prevention and suppression plans.



In general, this home has a good Zone 2, with low and widely-spaced plants. However, the large spruce and pine represent a lot of fuel that nearly allowed a wildfire to reach the house.



These homeowners are raking and removing pine needles and other debris, and pruning dead material from shrubs.

VEGETATION CLEARANCE AND ROOF COMPOSITION ARE KEYS TO IGNITION PREVENTION

In 1997, Forest Service fire scientist Jack Cohen carried out a revealing experiment (Cohen 2000). As part of a research project on crown fires, he tested the ignitability of wood home walls at varying distances from crown fires. He found that a wall 33 feet away from an intense crown fire (with flame lengths sometimes reaching 33 feet) only ignited if flames actually touched the wall. A wall placed at 66 feet from the forest was lightly scorched, and a wall placed at 99 feet was not scorched. The lesson here is that even if your property is surrounded by forest, proper clearance around your home, along with good maintenance, can protect it from ignition.

Roof composition is another key factor. One study showed that homes with non-flammable roofs and a vegetation clearance of 33 to 60 feet had a 95 percent fire survival rate (Howard et al. 1973). A study of a 1990 fire in Santa Barbara reported that homes with non-flammable roofs and a vegetation clearance of at least 33 feet had an 86 percent fire survival rate (Foote 1994).



Darren McAvoy

This home did not have sufficient clearance from the surrounding forest because of a non-firewise landscape within their home ignition zone.



Darren McAvoy

This home survived a very hot crown fire passing nearby. Good firewise landscaping in Zone 2, along with a non-flammable roof and other firewise features, contributed to the home's safety, even with a large pine tree very near.

LANDSCAPE MAINTENANCE

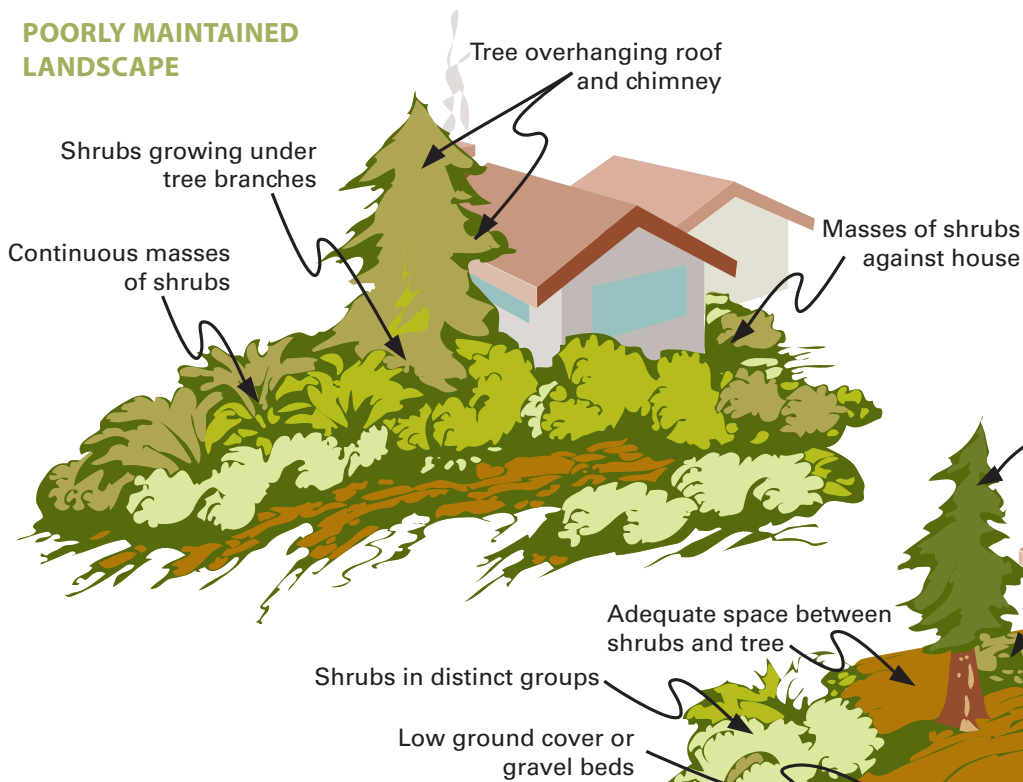
Maintenance of your firewise landscape is just as important as planning and installation. Any planted landscape, even one planned with fire safety in mind, can become overgrown and hazardous without regular, mindful maintenance. Here are suggestions for keeping your firewise landscape in shape:

- Water your landscape as necessary to maintain green, succulent vegetation. Do not allow plants to dry out, thus increasing fire risk. Less frequent, deep watering is better for most plants than frequent, shallow watering. Water wide areas around trees and shrubs, since their roots extend well away from their trunks or stems.
- When possible, install drip irrigation in planting areas. This will conserve water while giving plants optimum moisture.
- Mow and water grass regularly, according to its needs. Tall, dry grasses can spread a fire to your home or other combustible materials. Some grasses, like buffalograss, need fairly little water to

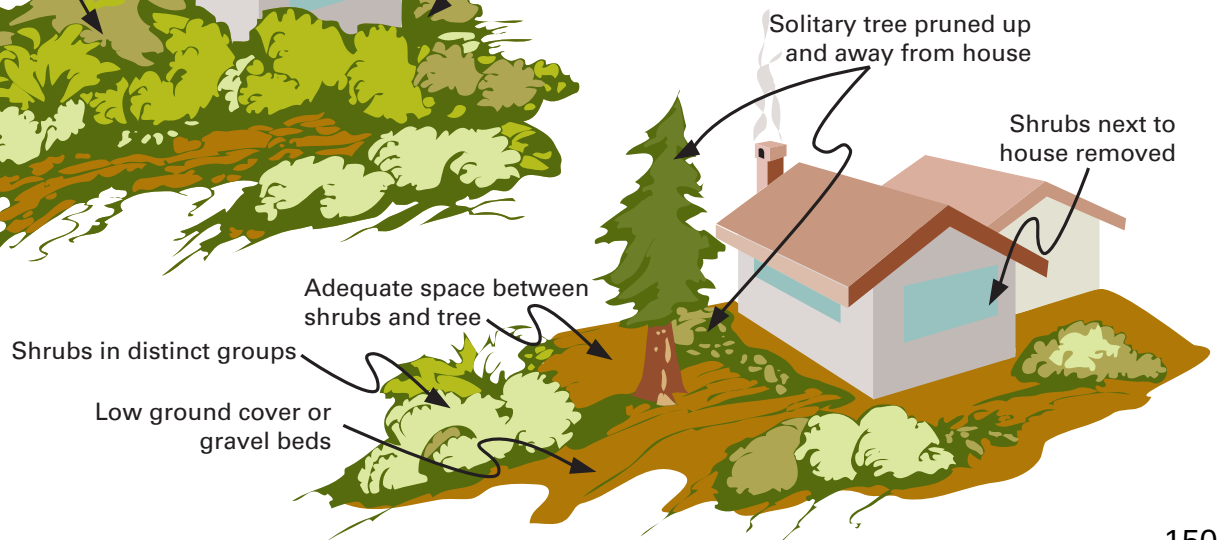
stay green and healthy, while others, like bluegrass, need more.

- Rake up and remove dead needles, leaf litter, and other plant debris. Do not pile these materials in Zones 2 or 3; get rid of them. Neighbors may want to cooperate to arrange chipping and removal if large amounts of material are involved. If possible take material to a composting/recycling facility where it can be processed for use elsewhere. If you have a compost pile, try to place it at least 100 feet away from your house.

POORLY MAINTAINED LANDSCAPE



WELL MAINTAINED LANDSCAPE



- Remove tops of annual and perennial plants after they have gone to seed or when the stems become dry.
- Keep shrubs small by pruning them off close to the ground annually, or at least remove dead wood and prune branches regularly. Do not allow shrubs to grow against the side of structures, or up into tree crowns.
- On large trees, prune branches to a height of 8 to 15 feet above the ground to help prevent low fires from reaching the tree crowns.

Maintenance is a never-ending task. Inspect landscapes monthly and attend to problem situations before they become serious hazards.



Rake and remove dead leaves, needles and other flammable debris from near structures.



A brush disposal crew clearing and chipping thick underbrush.

Glenn Beagle

MAINTENANCE IS KEY

Even with good firewise landscape design, fire can still burn unmaintained structures if debris accumulates in the home ignition zone. Cohen (1999) cites several examples of homes catching fire even though the wildfire was miles away. In one fire he found that removal of pine needles from the base of wood-covered walls kept several homes from igniting (Cohen 2000). Keeping your roof, foundation, decks, and the ground near your house clear of flammable debris is a critical activity all of the time, and especially as fire season approaches.



Evening Primrose



Lilac

FIREWISE PLANT SELECTION

Firewise plants have a number of characteristics in common, but also can vary considerably. Below are some important points about these plants and their management. Following this section is a list of firewise plant choices for Utah landscapes. This is only a partial listing. Many other plants could be considered firewise if they have the appropriate characteristics.

- No plant is fireproof. All will burn in a very intense fire.
- Firewise plants all have one or more of these firewise characteristics:
 - ◇ Tissues contain more moisture, especially during the fire season.
 - ◇ Tissues contain low amounts of volatile oils and other readily flammable chemicals.
 - ◇ Plants provide less fuel, either by producing less litter or by staying small.
 - ◇ Plants are compact or low to the ground, so they can be used in the landscape to interrupt fire pathways.
- All trees provide large amounts of fuel to a fire, so they should be carefully placed and maintained. Broad-leaved trees found in Utah generally are less flammable than conifers (pines, firs, spruces, junipers).
- Most of the firewise plants listed in this publication do well in open, sunny areas typical of most fire-prone sites.
- Some firewise plants need minimal or no irrigation to remain green and healthy; over-irrigation may harm such plants or may cause them to grow too fast and become hazardous. Other plants will need supplemental water to survive. Know your plants' needs and habits so you can use and manage them appropriately.
- When choosing a particular plant species or cultivar for a firewise planting, favor those that stay low to the ground and are compact, green and healthy, with low maintenance and minimal water, especially during the dry season.
- All firewise plants should receive periodic maintenance, including removal of dead leaf and stem material within the crown and on the ground, pruning to keep crowns clean and high (in trees), and removal of individual plants to break up fuel continuity.
- Make sure that the plants you are considering are cold-hardy in your area (check the USDA hardiness zone for the plant and compare it to the zone for your area) and otherwise well-suited for your locale and the specific planting site.
- Some plants are weedy and may even be illegal to plant or cultivate.

All plant photos by Michael Kuhns unless otherwise attributed.



Wasatch Penstemon – an herbaceous perennial native to the Wasatch mountains and foothills.



Silvery Lupine – an herbaceous perennial native to higher elevations throughout Utah.



Creeping Oregon Grape – a low-growing shrub native to high elevation forests throughout Utah.

USING NATIVE PLANTS

Using firewise plants native to your landscape often is the best option. Native plants may survive better, rarely are weedy, and may do well with little or no additional water or other resources. The important point is to know plants and your site well enough to choose plants appropriate to your site. Remember, just because a plant is native to your state doesn't mean it is well adapted or native to your local area. Aspen, for example, is native to the mountains throughout Utah, but not to warmer, drier valleys. So while aspen is a Utah native, it is not a good landscape choice away from the mountains.

PLANTS TO AVOID

Some plants are pyrophytic – these plants are extremely flammable due to high resin or oil content or other characteristics. Common tree pyrophytes in Utah landscapes are juniper, pine, fir, and spruce. Do not plant these species in your firewise landscape, especially in Zone 2, or use them sparingly. If they are already present, consider replacing them with some of the firewise species listed here. If you decide to keep a pyrophytic plant in your landscape, keep it pruned and thinned, remove dead material regularly, and keep it at least 15 feet from any structure or other plant. Cheatgrass is an invasive, pyrophytic grass that should be mowed and gotten rid of if possible.



Buffalograss

Paul Johnson

GRASSES

Low-growing grasses are useful anywhere in a firewise landscape, and can serve well as your primary landscape plants. Keep grasses well watered, and mowed or trimmed. In especially dry areas, consider using buffalograss or other grasses that require less water and are slow growing. Also look for grasses that are less prone to drying out during the summer.

RECOMMENDED FIREWISE GRASSES

Common Name	Scientific Name
Wheatgrass	<i>Agropyron</i> species (some Native)
Buffalograss	<i>Buchloe dactyloides</i>
Orchardgrass	<i>Dactylis glomerata</i>
Blue Fescue	<i>Festuca cinerea</i> and other species
Rye Grass	<i>Lolium</i> species
Western Wheatgrass	<i>Pascopyrum smithii</i> (Native)
Kentucky Bluegrass	<i>Poa pratensis</i>
Sandberg Bluegrass	<i>Poa secunda</i> (Native)



Kentucky Bluegrass



Blue Fescue

Comments

resists fire spread due to growth form

low growing without mowing; green through summer with minimal irrigation

must be mowed or grazed

most low growing; may need to mow; stays moist with irrigation

stays green with less irrigation than some; need to mow or graze

low fuel loads; regrows quickly after fire

low growing; may need to mow; stays moist with irrigation

low growing without mowing; low fuel loads



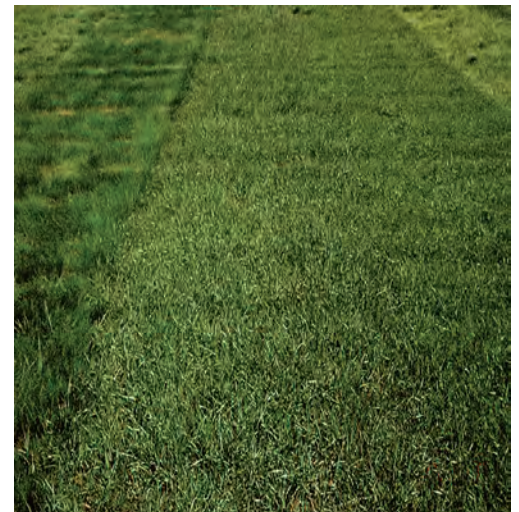
Orchardgrass

Eileen Coite, NCSU Cooperative Extension



Tall Fescue

Morgan Mendenhall



Crested Wheatgrass

Waldron



Bearberry



Sea Pink



Evergreen Candytuft

GROUND COVERS

Low-growing ground covers make effective firewise plants, especially near the home. Ground covers often are succulent or have other fire-wise characteristics that make them useful, functional, and attractive. When planted in beds surrounded by walkways and paths, in raised beds, or as part of a rock garden, they are an effective barrier to fire spread. The best ground cover is a spreading plant which forms a dense mat of roots and foliage that reduces soil erosion while excluding weeds. Maintain ground covers by providing adequate irrigation, and clipping off and removing dead stems and other litter annually.

RECOMMENDED FIREWISE GROUND COVERS

Common Name	Scientific Name
Bearberry, Kinnikinnick, Manzanita	<i>Arctostaphylos uva-ursi</i> (Native)
Sea Pink, Sea Thrift	<i>Armeria maritima</i>
Beach Wormwood, Dusty Miller	<i>Artemisia stelleriana</i>
Snow-in-summer	<i>Cerastium tomentosum</i>
Bearberry Cotoneaster	<i>Cotoneaster dammeri</i>
Hardy Ice Plant *	<i>Delosperma nubigenum</i> (yellow) & other <i>Delosperma</i> species
Evergreen Candytuft	<i>Iberis sempervirens</i>
Spring Cinquefoil, Creeping Potentilla	<i>Potentilla neumanniana</i> 'Nana' (<i>P. verna</i>)
Stonecrop, Sedum	<i>Sedum</i> species (some Native)
Hen and Chicks	<i>Sempervivum tectorum</i>
Periwinkle *	<i>Vinca</i> species

*Can become weedy in certain circumstances.



Snow-in-summer



Hardy Ice Plants

Comments

very low and spreading; evergreen; use on poor soils; needs little pruning; salt tolerant

low growing; dry, infertile sites only; salt tolerant

needs very well-drained soil; moist in summer

low growing; fairly moist in summer

low growing; evergreen; minimal maintenance; dry sites

also other ice plants; succulent; very drought tolerant; low growing; may be weedy in warm climates

fairly low growing; evergreen

very low growing

very low growing; fleshy, moist leaves; drought tolerant

very low growing; succulent; good on dry, poor soils

low growing, prostrate ground covers; sun or shade; vincas can spread aggressively



White Stonecrop



Hen and Chicks



Large Periwinkle



Columbine



Dianthus



Artemisia ‘Silver Mound’

HERBACEOUS PERENNIALS

Herbaceous perennials in your landscape will add color and variety. However, tall perennials can present some fire danger if allowed to dry out. To reduce fire hazard, plant herbaceous perennials in widely spaced beds in Zone 2. As with ground covers, separate beds with gravel walkways, rock walls or areas of mown lawn. Do not plant these perennials next to structures unless they are small in stature, frequently watered and weeded, and the tops are removed after they dry out. Keep all perennial beds watered, and prune away dead stalks and foliage throughout the summer and fall.

RECOMMENDED FIREWISE HERBACEOUS PERENNIALS

Common Name	Scientific Name
Silvery Yarrow	<i>Achillea clavennae</i>
Fernleaf Yarrow	<i>Achillea filipendulina</i>
Yarrow*	<i>Achillea</i> — other species & hybrids (some Native)
Columbine	<i>Aquilegia</i> species & hybrids (some Native)
Artemisia (various names)*	<i>Artemisia</i> — species & hybrids (some Native)
Bergenia	<i>Bergenia</i> species & hybrids
Red Valerian, Jupiter’s Beard	<i>Centranthus ruber</i>
Dwarf Mouse Ear Coreopsis	<i>Coreopsis auriculata</i> var. <i>Nana</i>
Coreopsis	<i>Coreopsis</i> — perennial species
Pinks	<i>Dianthus plumarius</i> & others
Fleabane*	<i>Erigeron</i> species & hybrids (some Native)
Blanketflower	<i>Gaillardia x grandiflora</i> hybrid & other species (some Native)
Hardy Geranium	<i>Geranium cinereum</i>

*Can become weedy in certain circumstances.



Red Valerian



Coreopsis



Blanketflower

Comments

small plants for dry sites

large; likes dry sites; moist in summer

some are volatile; good for dry sites

likes moisture and some shade

some are volatile; all like dry soils

moisture loving; medium-sized; semi-evergreen

gets fairly large; moist in summer

needs moisture; fairly low growing

more drought tolerant; larger plants

use perennials; needs moisture; moist in summer

moist through summer

drought, heat tolerant; moist in summer; large;
spreads from seed

low growing; cool sites



Fleabane



Daylily



Hardy Geranium

FIREWISE HERBACEOUS PERENNIALS

Common Name

Scientific Name

Bloody Cranesbill	<i>Geranium sanguineum</i>
Geranium	<i>Geranium</i> species (some Native)
Daylily	<i>Hemerocallis</i> species
Coral Bells, Alum Root	<i>Heuchera sanguinea</i> & other species (some Native)
Iris	<i>Iris</i> species & hybrids (some Native)
Red-hot Poker	<i>Kniphofia</i> species & hybrids
Lavender	<i>Lavandula</i> species
Shasta Daisy	<i>Leucanthemum x superbum</i>
Sea-lavender, Statice	<i>Limonium latifolium</i>
Flax	<i>Linum</i> species (some Native)
Lily-turf	<i>Liriope spicatum</i>
Lupine*	<i>Lupinus</i> species & hybrids (some Native)
Alfalfa	<i>Medicago sativa</i>
Primrose	<i>Oenothera</i> species (some Native)
Poppy	<i>Papaver</i> species (some Native)
Penstemon	<i>Penstemon</i> species & hybrids (some Native)
Russian Sage, Azure Sage	<i>Perovskia atriplicifolia</i>
Nepal Cinquefoil	<i>Potentilla nepalensis</i>
Cinquefoil, Potentilla*	<i>Potentilla</i> —other non-shrubby species & hybrids (some Native)
Salvia, Sage*	<i>Salvia</i> species & hybrids (some Native)
Wineleaf Cinquefoil	<i>Sibbaldiopsis (Potentilla) tridentata</i>
Lamb's Ear	<i>Stachys byzantina</i>
Yucca	<i>Yucca filamentosa</i> & other species (some Native)

*Can become weedy in certain circumstances.



Red-hot Poker



Lupine



Lavender



Penstemon

Comments

low/medium growing; partial shade or sun
use perennials; most low growing; need shade where hot
green and moist through summer
also other species, hybrids; low growing foliage

green and moist through summer
large plants; green in summer
compact; contains oils but slow to ignite when moist;
moist in summer; cut to ground regularly
green and moist through summer
low growing leaves; salt resistant; dry soils
good for tough sites & soils
fairly low growing; moist or dry sites; evergreen
some are annuals; poisonous to livestock;
good for poor soils
green & moist through summer; low growing
fairly low growing; best on poor soils
easy to grow; cut back regularly
use on well-drained soils

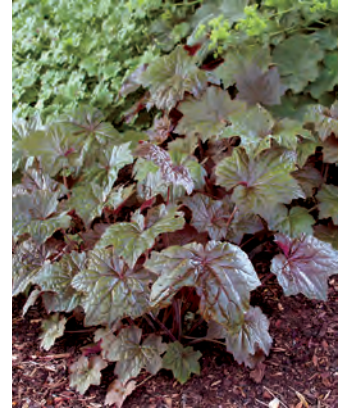
green through summer; cut back yearly
prostrate form
sulfur cinquefoil is weedy; full sun;
moist through summer
some are annuals; Mediterranean sage is weedy;
only use low growing, small plants
prostrate, spreading form
green through summer; good on poor soils
evergreen; very drought tolerant



Lamb's Ear



Heuchera 'Coral Bells'



Heuchera 'Purple Palace'



Russian Sage



Yucca



English Ivy



Rockspray

SHRUBS AND WOODY VINES

Shrubs add color and structure to a well-designed landscape. However, shrubs are a special concern in a firewise landscape, because they can be a source of significant fuel. Additionally, if shrubs are planted under tree crowns, under overhanging decks or adjacent to buildings, they can function as a fire ladder to spread flames to new areas. When planning your firewise landscape, plant shrubs individually, or plant in small clumps apart from each other. Near trees and buildings, plant only widely separated, low-growing, non-resinous varieties. Mow grass low around shrubs, and trim away dead leaves and branches annually.

RECOMMENDED FIREWISE SHRUBS AND WOODY VINES

Common Name	Scientific Name
Saltbush	<i>Atriplex</i> species (Native)
Serviceberry	<i>Amelanchier</i> species (some Native)
New Jersey Tea	<i>Ceanothus americanus</i>
Ceanothus	<i>Ceanothus ovatus</i> (<i>C. herbaceous</i>) & others (some Native)
Mountain-mahogany	<i>Cercocarpus</i> species (Native)
Rock-rose	<i>Cistus</i> species
Rockspray, Rock Cotoneaster	<i>Cotoneaster horizontalis</i>
Cotoneaster	<i>Cotoneaster</i> —other compact species
English Ivy *	<i>Hedera helix</i>
Prostrate Kochia	<i>Kochia prostrata</i>

*Can become weedy in certain circumstances



Creeping Oregon Grape



Utah Serviceberry



Serviceberry Hybrid

Comments

very drought tolerant; low maintenance

fairly tough, attractive shrubs/small trees; nice flowers

low, dense form; evergreen; fairly trouble free; drought tolerant

fairly low growing; evergreen; low maintenance

tough shrubs/small trees; curlleaf mtn. mahogany (*C. ledifolius*) is evergreen and can get pretty large

not all are cold hardy; evergreen; dry sites; size varies

very low and spreading; evergreen

low growth form; low maintenance; tough

evergreen vine; low growing, spreading, climbing; prune to control spread; sun or shade; can be weedy

stays green; no volatiles; clumps break up fuel continuity; don't use weedy annual kochia (*K. scoparia*)



Honeysuckle



Spreading Cotoneaster



Buckthorn

FIREWISE SHRUBS AND WOODY VINES

Common Name	Scientific Name
Honeysuckle	<i>Lonicera</i> species & hybrids (some Native)
Creeping Oregon Grape	<i>Mahonia repens</i> (Native)
Western Sandcherry	<i>Prunus besseyi</i> (<i>P. pumila</i> var. <i>besseyi</i>) (Native)
Bitterbrush, Antelope Bitterbrush	<i>Purshia tridentata</i> (Native)
Firethorn, Pyracantha	<i>Pyracantha coccinea</i>
Buckthorn	<i>Rhamnus</i> species (some Native)
Skunkbush Sumac	<i>Rhus trilobata</i> (<i>R. aromatica</i>) (Native)
Sumac	<i>Rhus</i> —other species (some Native)
Currant, Gooseberry	<i>Ribes</i> species (Native)
Rugosa Rose *	<i>Rosa rugosa</i> & other hedge roses
Woods Rose	<i>Rosa woodsii</i> (Native)
Buffaloberry	<i>Shepherdia</i> species (Native)
Snowberry	<i>Symphoricarpos</i> species
Lilac	<i>Syringa vulgaris</i>

*Can become weedy in certain circumstances.



Skunkbush Sumac



Roundleaf Buffaloberry

Comments

shrubs or vines; use low growing species, cultivars

very low growing, spreading shrub; evergreen;
needs some shade

small, spreading shrub for dry, tough sites

low maintenance; good for tough, dry sites

evergreen shrub; use low growing selections;
prune or cutback regularly

tough shrubs; low maintenance

easy to grow shrub; fairly small; low maintenance

fairly tough and drought tolerant; some get large;
thin or prune periodically

use low growing dwarf forms; fairly tough, adaptable

medium shrub; tough, fairly drought and salt tolerant

tough; drought tolerant; pink flowers

does well on very poor soils; drought tolerant;
fixes nitrogen; salt tolerant

small shrubs; fairly tough

small to large shrubs; stay green through summer with
irrigation; thin and prune regularly



Firethorn



Golden Currant



Woods Rose



Hedge Rose



Bigtooth Maple



Quaking Aspen



TREES

Any tree provides a large potential source of fuel for a wildfire, so include trees in your firewise landscape sparingly. In Zone 2 trees should be small and placed so that their crowns will be at least 10 to 15 feet away from structures. Leave plenty of room between trees to allow for growth; keep 10 feet between mature tree crowns. Prune tree limbs up to a height of 8 to 15 feet above the ground, and do not allow shrubs to grow up under the trees, creating ladder fuels.

Broadleaved (deciduous) trees are better firewise choices than conifers. Deciduous trees have higher moisture content, less flammable chemical content, and provide less fuel during their dormant period. Most conifers have flammable resins, and their dry needles can drop and accumulate on roofs and the ground, giving fire a place to start and a way to spread. A few firewise trees are listed below, but there are many others. Just remember, any tree provides a lot of fuel, so trees should be used carefully in a firewise landscape.

RECOMMENDED FIREWISE TREES

Common Name Scientific Name and Origin

Maple	<i>Acer</i> species (some Native)
Thinleaf Alder	<i>Alnus tenuifolia</i> (Native)
Birch	<i>Betula</i> species (some Native)
California Redbud	<i>Cercis occidentalis</i> (Native)
Quaking Aspen	<i>Populus tremuloides</i> (Native)
Poplar, Cottonwood	<i>Populus</i> —other species (some Native)
Willow	<i>Salix</i> species (some Native)



Water Birch



Fremont Cottonwood

Comments

needs supplemental moisture

stays moist in summer but will need irrigation

needs supplemental moisture; use borer resistant selections

small tree or shrub; drought and heat resistant

needs supplemental moisture; good if maintained in young clumps, otherwise not suitable for valleys

needs supplemental moisture; most need plenty of space; some reproduce from sucker sprouts

needs supplemental moisture; disease prone; some good shrubs



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California Redbud



This home has a triple threat: wood shake roof, pine trees overhanging the house, and dead needles and other debris collected on the roof.



This wood pile should be moved at least 30 to 100 feet away from the house. Notice the unenclosed deck and tree growing up through the deck – both increase risk from a wildfire.

OTHER FIRE SAFETY FACTORS

Creating and maintaining a firewise landscape in your home ignition zone will certainly reduce your risk of damage from a wildfire, but there are other steps you can take to lower the risk even further. As you prepare your property for fire safety, also consider the measures listed below.

BUILDING

- Class A roof – As emphasized earlier, roof composition is one of the keys to your home's ignitability. Use Class A materials for your roof if you are building. If your existing structure does not have a Class A roof, consider replacing it.
- Decks – Consider replacing wood decks and walkways with non-flammable materials like concrete or pavers. Enclose the sides of decks, especially if they overhang a slope, to prevent sparks and firebrands from getting under them. Never store combustible materials (including vehicles) under your deck.
- Non-combustible soffits – If your home or building has overhanging eaves, enclose the underside (soffit) with non-combustible material. Cover soffit vents with metal screening to exclude embers.
- Screen on chimney – Make sure all chimneys have a spark arrestor or screening of one-half inch mesh.
- Window materials – Windows broken by heat will let fire into a structure. Double- or triple-glazed windows will last longer than single-pane windows during a fire. Tempered, low-E glass will last the longest.¹⁶⁸ Smaller windows are less likely to break during a fire than are larger windows.



The road in this rural subdivision is clearly marked with a reflective sign.

- Skylights - A skylight can melt in the intense heat of a fire, creating an opening into the home. You can easily construct covers for skylights out of 2x4s and shingles; then just put them in place if you are evacuated in the event of a wildfire.

MAINTENANCE

- Debris cleanup – Keep roofs, gutters, decks, porches, and the house perimeter free of dead pine needles and other flammable debris. They can easily ignite and spread a fire.
- Firewood, propane – Firewood and propane tanks, including small gas grill tanks, should be stored away from the house at the edge of your home ignition zone (at least 100 feet from the house).

Consider burying large propane tanks. Check with your local gas company and fire department for advice on tank placement.

EMERGENCY PREPAREDNESS

- Fire plan – Create a family fire plan. Know how you will contact each other, and where you will meet in the event of a fire. Practice home fire drills.
- Hand tools – During fire season keep hoses and hand tools (rake, axe, hoe, shovel) easily accessible. Raking dead vegetation away from your home and wetting your roof as a fire approaches may prevent your home from igniting.
- Phone numbers – Post the fire department phone number and

other emergency numbers where they can be found quickly in the event of a fire.

- Street signs and house numbers – Ensure that your street is marked with easily readable, visible, and non-combustible signs. House numbers should be large, reflective, and not obscured by vegetation. Post your house number at the end of the driveway if your house is not easily visible from the road.
- Water and electricity – If your home is on well water with an electrical pump, consider having an emergency generator in case the electricity fails during a fire. A pool or pond can be a good emergency water source for you and firefighters.

THE LAST WORD — LET’S GET REAL

A firewise landscape set in Utah’s pine forests, juniper woodlands, or oak hills may not look “natural” to our eyes. Open space and thinned, spread out vegetation may not appear as green and inviting as a dense stand of trees. Many of us would love to live in a home or cabin nestled in the woods. However, when we make the choice to build in a wildland landscape, the homes we build are at the same risk from fire as the surrounding vegetation. Living in the woods comes at a price – if it is not paid by landscaping to prevent fire, it might be paid by the loss of a home.



Firewise landscaping can be attractive, but appreciating it may take an adjustment from what we are accustomed to. Consider the example of water-wise landscaping. A decade ago, when few people were concerned with water conservation, only extensive green lawns surrounded by thirsty annuals were considered beautiful, desirable, and “normal”. Now, low-water-use landscapes filled with native and water-wise perennials are becoming more common and perceptions of what is attractive are changing. If we continue to build in wildland areas, our perception of what constitutes attractive surroundings in those settings may need to change too.



If you have a home or cabin in the woods and just cannot bear to dramatically change your surrounding landscape to make it firewise, take at least a few steps to reduce your risk of fire damage. Refer to the other sections of this booklet for specifics, but here is the minimum you should consider:

- Replace wood roofing with metal, tile, or non-flammable shingles.
- Maintain a 3 foot non-combustible area around your home.
- Move firewood piles and propane tanks 30 to 100 feet away from the home, preferably to an open area.
- Do not let dead pine needles and other flammable debris accumulate on roofs and decks,
- Thin dead material from shrubs and trees. Remove any limbs that touch the side or roof of the home.

Your property will not be completely safe, but following these steps will help greatly.

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- Howard, R.A., D.W. North, F.L. Offensend, and C.N. Smart. 1973. Decision analysis of fire protection strategy for the Santa Monica mountains: An initial assessment. Menlo Park, CA: Stanford University.
- Kuhns, Mike. 1998. Firewise plants for Utah landscapes. Utah Forest Facts, NR/FF/002. Utah State University Forestry Extension, Logan, Utah.
- Slack, Peter. Firewise construction: Design and materials. Colorado State Forest Service.
- Southwest Fire Management Board. 2002. Living with fire: A guide for the homeowner.



SOURCES FOR INFORMATION AND ASSISTANCE IN MAKING YOUR HOME/PROPERTY FIREWISE

- Contact your local fire department.
- USU Forestry Extension: <http://forestry.usu.edu>, or write to 5230 Old Main Hill, Utah State University, Logan, Utah 84322-5230. Forestry information and assistance for homeowners and forest landowners.
- Firewise: <http://www.firewise.org>. National organization providing information on how to make your home and property firewise. Includes a virtual tour of a firewise property.
- Utah Fire Info: <http://www.utahfireinfo.gov>. Information on fire prevention at home, on the job, and during recreational activities.
- Utah Division of Forestry, Fire and State Lands: <http://www.ffsl.utah.gov/ffsl.htm>. Fire information from the state forestry agency in Utah.
- Hire an ISA (International Society of Arboriculture) certified arborist for tree work. A searchable list of certified arborists is found at <http://www.isa-arbor.com>.
- USDA Forest Service: Contact your local Ranger District, or go to <http://www.fs.fed.us> to find the Forest and District nearest you.
- USDA Forest Service Rocky Mountain Research Station Fire Sciences Lab: <http://www.firelab.org>. Information on wildfire research and links to current wildfire activity.

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EXHIBIT C – Past and Projected WUI Timelines

Past WUI Timeline

June 30, 2016 – City adopts [Ordinance 2016-31](#). Linked are the [Staff Report](#) (beginning on page 356) and [Minutes](#) (beginning on page 11).

September 22, 2016 – City repeals [Ordinance 2016-31](#) through [Ordinance 2016-46](#). Linked are the [Staff Report](#) (beginning on page 48) and [Minutes](#) (beginning on page 14).

Fall 2016 – Spring 2019 – City Staff, particularly the Trails and Open Space Staff, continued to work the Defensible Space Program – which began in 2014, after a study session with City Council. This program focuses on vegetation management on City Open Space within 100 feet of private homes. This program emphasizes that the homeowners are responsible for their private Property and the City will provide the maintenance up to 100 feet from the structure on City owned Open Space. An annual budget of \$20,000 is allocated for this fuel mitigation program. Prioritization for this fuel mitigation program is based upon the Utah Department of Natural Resources Wildfire Risk Analysis Portal (UWRAP) threat assessment. To date, work has been focused Aerie / Masonic Hill, Hidden Meadows / Solamere, along with some work around the Park Meadows area.

March 2019 – Park City Fire District (PCFD) and Park City Municipal staff begin to work together on public outreach and Code Amendments regarding Wildland Urban Interface. The goal of this collaboration is to align Park City's Codes with Summit County's where feasible. Also at this time, the Leadership Park City Class 25 commences work on outreach materials regarding WUI.

April-May 2019 – City and PCFD staff begin working with City and County HOAs to discuss WUI and their neighborhoods. PCFD hosted two HOA meetings (April 4 and May 23) to educate the public on potential efforts to amend City and County Codes and receive their feedback, which City staff attended. These meetings were also intended to begin the conversation of potential aspects of City and County responsibility versus property owner responsibility. City staff has continued to meet with HOAs since this time.

May 7, 2019 – City staff attend a multi-day training through the National Fire Protection Agency (NFPA) to better understand structure ignition potential from wildfire.

May 15, 2019 – City Staff held a public panel discussion regarding wildfires within WUI areas.

Projected Firewise Program Timeline

September 2019 – May 2020 – Staff will continue efforts to meet with Park City HOAs to gather their input on Municipal and LMC Amendments, while simultaneously working with Summit County on any updates to both entities' Codes in order to maintain consistency.

February 2020 – Complete outreach to community members regarding Municipal Code and LMC Amendments. This outreach may include updating a Park City webpage to list City, State, and National resources for community members to educate themselves on how to design and maintain a Firewise property; creation of a document (or multiple documents) that is specific to Park City on how to become Firewise and harden homes; and hosting educational events. Staff would like to incorporate the work that Leadership Park City Class 25 has conducted for their community outreach documents, as well.

May 2020 – Complete Municipal and Land Management Code Amendments prior to the summer dry season. Staff also proposes that Park City become a Firewise USA Site. See requirements of achieving that status through the National Fire Protection Association's [website](#).

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Jonathan Weidenhamer

Submitting Department: Sustainability

Item Type: Staff Report

Agenda Section:

Subject:

Old Town Access and Circulation Improvements Update

Suggested Action:

Staff Communication

Attachments:

[Old Town Circulation Staff Report](#)

[Exhibit A: Wayfinding Plan](#)

[Exhibit B: Non-Invasive Projects-Concept Report-Cost Estimating Update](#)

[Exhibit C: Proposed Commercial Vehicle Drop and Load and Staging Zones](#)

[Exhibit D: Voluntary Efforts by Lodging Companies](#)

[Exhibit E: Parking Enforcement Practices](#)

City Council Staff Communication

Subject: Old Town Access & Circulation Improvements
Author: Alexis Verson, Senior Transportation Planner
 Jenny Diersen & Jonathan Weidenhamer, Economic Development
Department: Transportation Planning & Economic Development
Date: September 12, 2019
Type of Item: Administrative – Staff Communication

Summary Recommendation

On August 15, 2019, staff presented an [update on Old Town Access and Circulation Plan](#). City Council asked staff to report back with a final implementation plan. Based on City Council direction at that meeting, and additional input from stakeholders, staff intends to proceed with:

- a. Continued mitigation efforts, including:
 - i. Special Event operations;
 - ii. Specific way finding & other efforts to reduce commercial vehicle “leakage”; and
 - iii. Minor, non-invasive projects (4th & 5th Street directional changes and pedestrian infrastructure, Hillside bulb-out & ped. infrastructure, etc.).
- b. Implement Commercial Vehicle (CV) licenses & associated drop & load spaces, contingent on:
 - i. Follow up on voluntary efforts from selected, uphill lodging companies;
 - ii. Further, specific outreach with for-hire companies; and
 - iii. Input from HPCA on use of CV spaces before 5 p.m.
- c. Pursue a broad, Old Town Access and Circulation Plan.

Analysis

a. Ongoing Mitigation Efforts

- **Continued Special Event Ops & Signage:** For our larger events, coupled with the digital VMS boards, the Special Events Department continues to erect A-frame barricades at the entry to residential neighborhoods dissuading cut through and non-residential traffic. We have also recently established a contract that allows us to staff those locations to reinforce their importance. Lastly, use of the Marsac South lot for taxi, TNC and shuttle drop off during select events continues to see high utilization rates.
- **Enhanced Way Finding Signage:** Aggressively pursuing additional signage to direct visitors back down Swede Alley/ Main Street instead of up Hillside or Park Ave, coupled with a temporary raised intersection treatment at the bottom of Hillside will facilitate traffic flow back into the business district, rather than up through Hillside. The City Engineering Department has a recommended set of signs, Exhibit A, which we will order in September. The exhibit does not indicate the anticipated sign in the round about at the bottom of Hillside.
- **Transportation Mitigation & Circulation Summer ‘19 Projects** (Exhibit B): Staff continues to pursue and implement minor, inexpensive, non-invasive measures aimed at improving downtown circulation and access. Some of these projects, such as the roundabout at the bottom of Hillside/Daly Ave, may inconvenience residents and other users not accessing Main Street, and potentially impact snow removal, depending on the final design implemented (i.e. a raised median vs. a paint-only design). This season, the paint-only design will be implemented at the bottom of Hillside to test the success and potential hardships the treatment can cause. Other efforts, such as obtaining conceptual cost estimates & associated pedestrian alternatives are building blocks for the broader access & circulation plan.

b. Implement Commercial Vehicle (CV) licenses & associated drop & load spaces (Exhibit C)

City Council will consider establishing the CV licensing ordinance at their September 26, 2019 meeting.

Based on the input below, staff intends to create three Drop & Load areas (Brew Pub, Chimayo, Tupelo,) and three Staging areas (Post Office, Swede Alley, 9th St Trolley Turn around).

➤ **Voluntary Efforts from Uphill Lodging Properties** (Exhibit D): Listed in Exhibit D, a number of properties have come together to voluntarily reduce their collective impact on residential districts adjacent to Old Town. Collectively, they have agreed to:

- Not use Hillside Avenue:
 - April 15 to June 1
 - October 1 to Dec 1
 - Exceptions: Access to St. Mary's Church, Residential Homes, Daly Trailhead or in event of emergencies.
- Avoid Hillside Avenue when possible:
 - 24/7
 - 365 days a Year
 - Drivers will be trained via sign off sheets, City assisted training and education, to avoid Hillside when possible.
 - *We wish to express this does not mean 100% compliance all the time, but we are confident this will reduce [trips] by well over 50%, if not higher.

In return they have asked for:

- Assistance with outreach, Training and Continuing Education;
- Enforcement through education, not traffic violations;
- An understanding that downhill lodging companies may not be compliant and to not let that reflect the uphill lodging's desire to help with traffic on Hillside;
- Assistance with reducing harassment / conflicts with Hillside Area neighbors;
- Public and Private Support of Lodging Courtesy Shuttle Micro Transit System; and
- Similar Compliance by For-Hire Transportation Companies and out of City Vendors.

➤ **Additional Outreach with For Hire Companies:** A second meeting was held on August 21 with a number of the for-hire companies. The majority of the group was supportive of the CV Zones. Enforcement and actual implementation were unanimous concerns along with ongoing frustration regarding TNC's. Staff agreed to continued discussion and a phased approach where we implement in fall 2019 and continue to communicate and refine prior to ski season.

One critical item to them was the ability to retain the Post Office parking spaces after 5 p.m. not as a drop & load, but as a staging area. Based on their strong consensus, staff is recommending keeping the CV Zones at the Post Office & on Swede Alley as staging areas after 5 pm. Further, because doing so will remove a drop & load zone, we are recommending replacing it with another zone just north of 5th on the east side of the street near Tupelo (Exhibit C).

➤ **Additional Outreach with HPCA re Use of CV Zones before 5:00 p.m.:** The HPCA at their Board meeting on August 20 was generally supportive of the CV Zones. The Board had a split vote on use of the zones before 5 p.m. (continue to use as traditional paid parking vs. 15 minute, free parking). They decided to do an informal member survey. At the time of publishing this report, the results of the survey are unknown. At the meeting, staff iterated their intent to implement the zones with 15 minute parking before 5 p.m.

c. **Old Town Access & Circulation Plan**

A number of other broader studies related to parking and transportation mitigation in Park City have been conducted over the years including the [Downtown and Main Street Parking Management Plan](#) (2016), the [Transportation Demand Management Plan](#) (2016) much of which has been implemented, and the [Traffic and Transportation Master Plan](#) (2011), well utilized but considered outdated at this date. Generally, a transportation master plan or circulation plan should be updated approximately every 5-8 years as traffic patterns, land use densities, destinations, and technology can drastically change in that time frame.

The Old Town Access and Circulation Plan will have a fixed project area in the Main Street Commercial District and will assess all prior transportation plans and carry projects forward that are still relevant to the City's goals and initiatives. Something important to note is this plan is intended to address people arriving into Old Town and how to best move them into - and through - the area safely; it is not a traffic reduction plan. Park City is currently working on the [Long Range Transportation Plan update \(Park City Forward\)](#), corridor studies on [SR-224](#), and [SR-248](#), Park and Ride facilities at Quinn's Junction, and other efforts that address traffic mitigation and changing travel patterns.

A scoping meeting with the consultants selected through the RFP process for the Old Town Access & Circulation Plan effort is scheduled for 9/10/2019. Anticipated projects for this strategic implementation plan include:

- Identifying how people (using all modes) access the downtown area while minimizing impacts on residents;
- Creating three circulation and access plans for 1) non-peak seasons, 2) a peak day or "red day" circulation plan, and 3) an Olympic-style model;
- Addressing vehicle loading and staging;
- Identifying first and last mile connections to help people better access transit in Old Town;
- Strong wayfinding considerations for the area;
- Development of a 5 year strategic implementation plan with identified projects (and therefore CIP budget considerations);
- Implementation of a strong stakeholder and public engagement piece;
- A robust reporting mechanism to ensure progress is made and reported on regularly;
- And, as a Phase II consideration, the consultants can provide full development for the top three projects identified by the plan for Old Town with a contract amendment.

An update and final scope of work will be provided when staff returns to Council to approve a contract for this effort. The project Plan is anticipated to be completed in June 2020.

Enforcement

Enforcing the CV zones will be done by parking services and the police. Realistically, parking staff will probably be more consistent with their presence and enforcement on Main. The PD is fully supportive of creating the zones and understands they need to be strictly enforced to be effective, and will assist as needed. We expect this can be done without impact to the Police budget. The Parking Services Department has put together an overview of anticipated enforcement practices (Exhibit E).

Financial

The Old Town Access & Circulation Plan has been budgeted for in the amount of \$200,000. The RFP originally circulated included the budget, and only garnered one respondent. The RFP was re-released without a defined budget to ensure a qualitative and defensible approach to consultant selection; the more competitive consultant team was selected by staff and provided an approach that currently costs closer to \$270,000. Budget negotiations will be conducted; however, staff feels it is important to keep all elements of approach to ensure a solid and community-approved plan that will be successful in its implementation. Reduction in budget and compromise in outreach and/or data collection may diminish future results. The increase in cost can likely be absorbed within the existing budget. This will be discussed in more detail when Council considers a contract for the work.

Attachments

Exhibit A	Wayfinding Plan
Exhibit B	Non Invasive Projects & Conceptual Design & Cost Estimating Update
Exhibit C	CV Drop & load and Staging Zones
Exhibit D	Voluntary Efforts from Lodging Companies
Exhibit E	Parking Enforcement Practices

OLD TOWN PEDESTRIAN IMPROVEMENT PROJECTS 2019-2020

CONCEPT PLANS



HILLSIDE DRIVE - COVERED PATHWAY

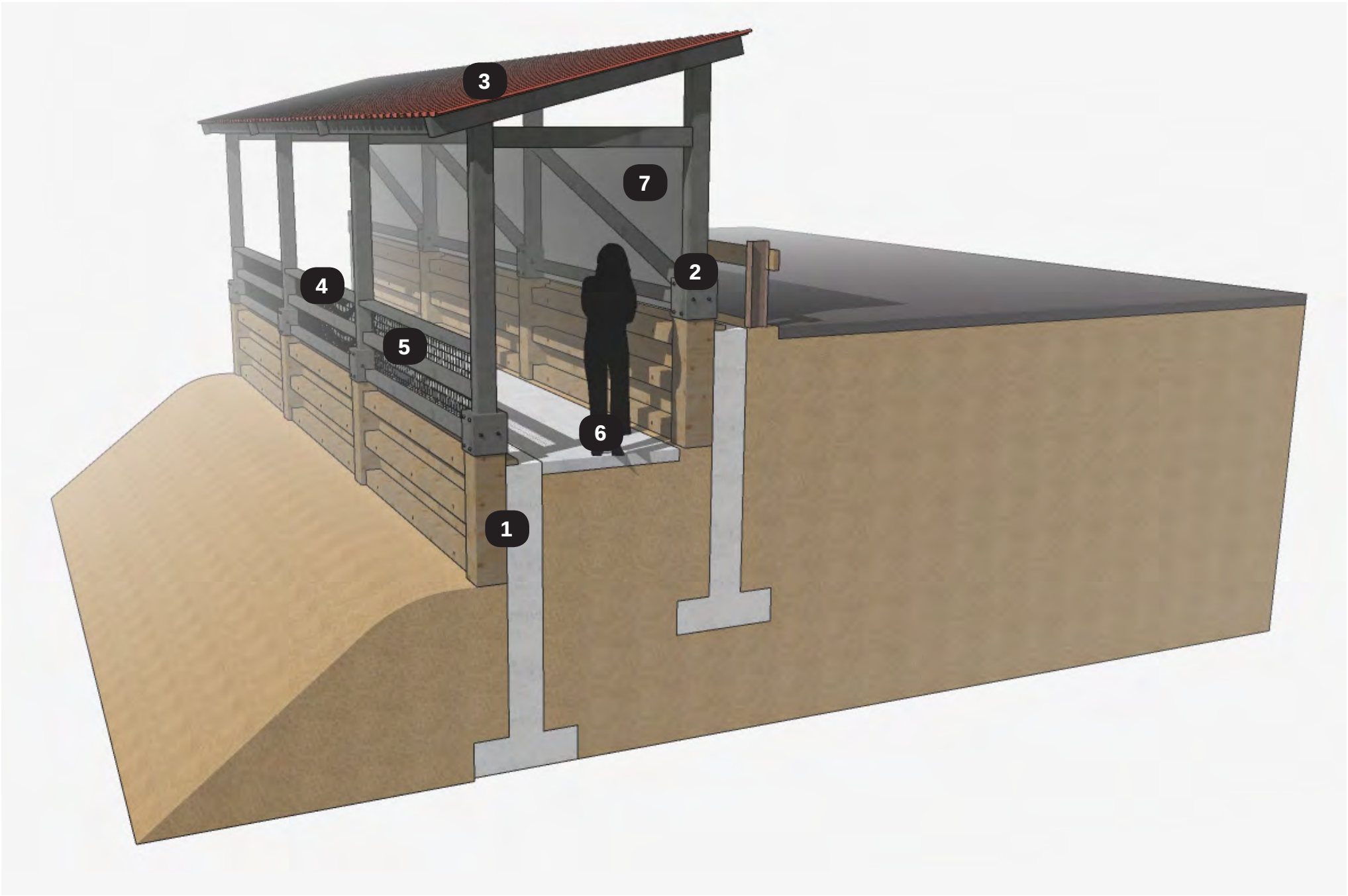


SCALE 1"=30'

DESIGN ELEMENTS

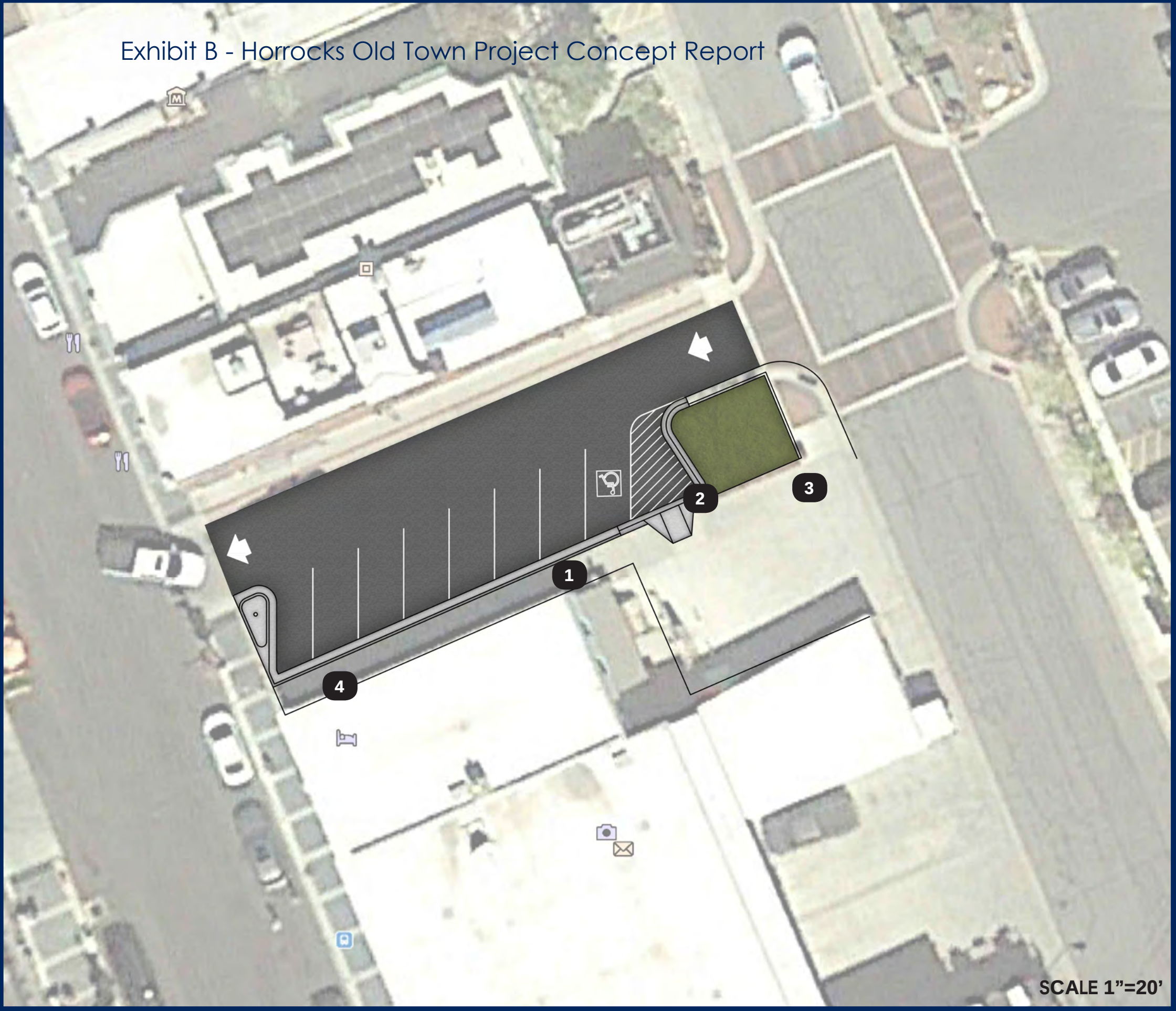
A 4' WIDE PATH IS PROPOSED BETWEEN THE EXISTING RETAINING WALLS ON HILLSIDE DRIVE TO IMPROVE PEDESTRIAN CONNECTIONS AND KEEP PEDESTRIANS OFF HILLSIDE DRIVE. THE PATH WILL BE COVERED TO REDUCE THE NEED FOR SNOW REMOVAL.

- 1 EXISTING RETAINING WALLS
- 2 PROPOSED 4' PATH WITH OVERHEAD COVER.
- 3 TIE INTO EXISTING TRAIL
- 4 EXISTING PARKING LOT
- 5 END PATH AT PARKING LOT
- 6 POTENTIAL TIE IN TO SIDEWALK



- 1 EXISTING RETAINING WALLS
- 2 COATED STEEL FRAMING WITH CUSTOM ADAPTER PLATE TO CONNECT TO EXISTING POSTS
- 3 CORRUGATED STEEL ROOFING
- 4 COATED STEEL RAILING
- 5 3" X 3" WELDED STEEL WIRE (COATED TO MATCH FRAMING)
- 6 4' WIDE SIDEWALK
- 7 ALUMINUM PANEL FOR PROTECTION FROM SNOW DEBRIS

5TH STREET - PARKING LAYOUT REDESIGN FOR TRAFFIC CHANGE OF DIRECTION



DESIGN ELEMENTS

A SIMPLE RE-STRIPING IS SUGGESTED TO ACCOMMODATE THE REVISED ONE-WAY DIRECTION OF 5HT STREET. TO AVOID REPAVING, THE ADA STALL IS BEING MOVED TO UTILIZE THE DEAD SPACE BETWEEN THE STALL AND THE CURB AND GUTTER AS A LOADING AREA. A NEW ADA RAMP WILL BE ADDED TO ACCOMMODATE THIS LOCATION. IN ADDITION, THE FLAGPOLE FOR THE POST OFFICE WILL BE RELOCATED FROM THE MIDDLE OF THE SIDEWALK TO THE NEW CONCRETE ISLAND TO IMPROVE PEDESTRIAN ACCESS.

- 1 RE-STRIPE EXISTING ASPHALT
- 2 RELOCATE ADA STALL AND ADD RAMP AND LOADING AREA
- 3 PRESERVE EXISTING LANDSCAPE
- 4 ADD CONCRETE ISLAND AND RELOCATE FLAG POLE

4TH STREET - SIDEWALK CONNECTION BETWEEN MAIN AND SWEDE ALLEY

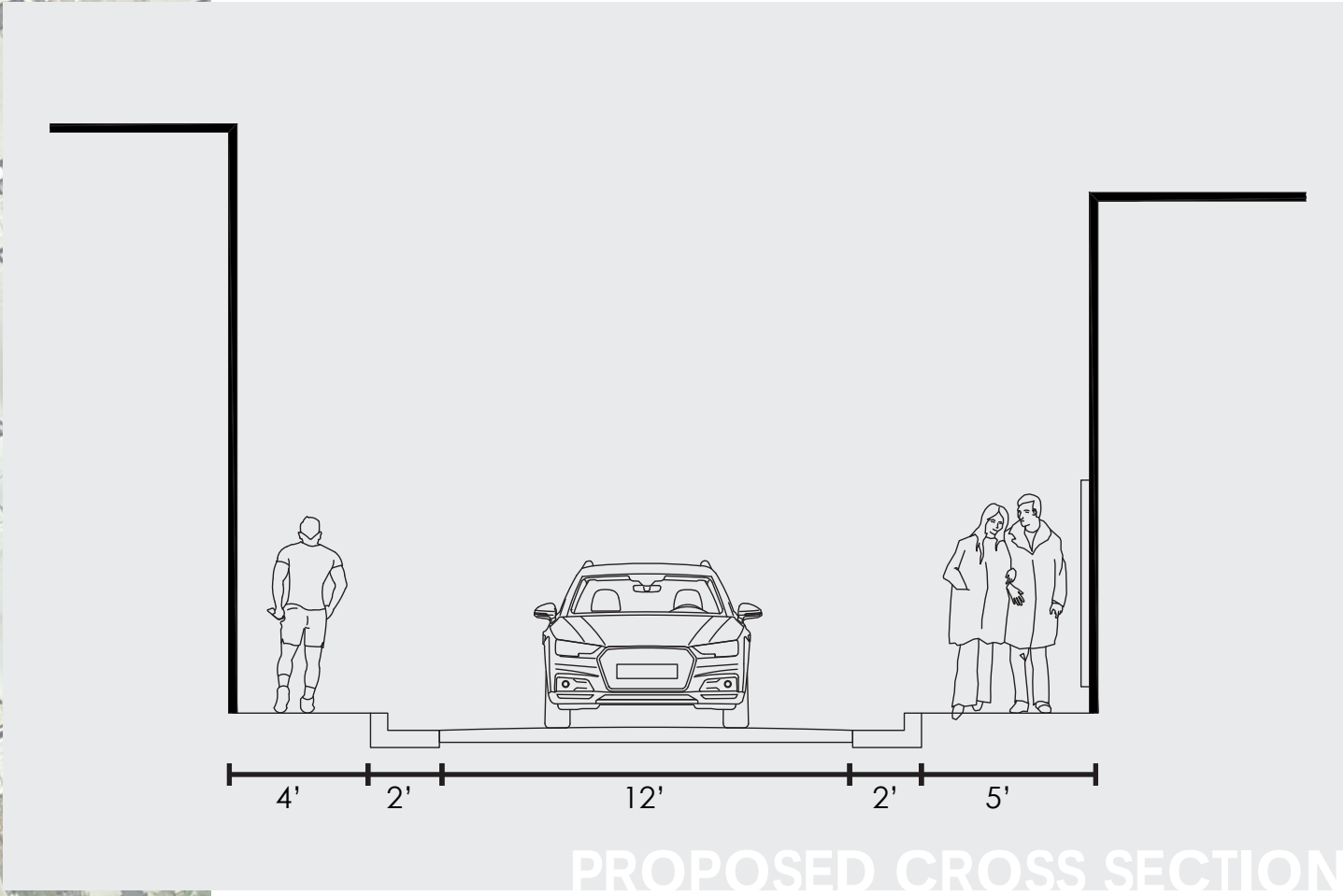


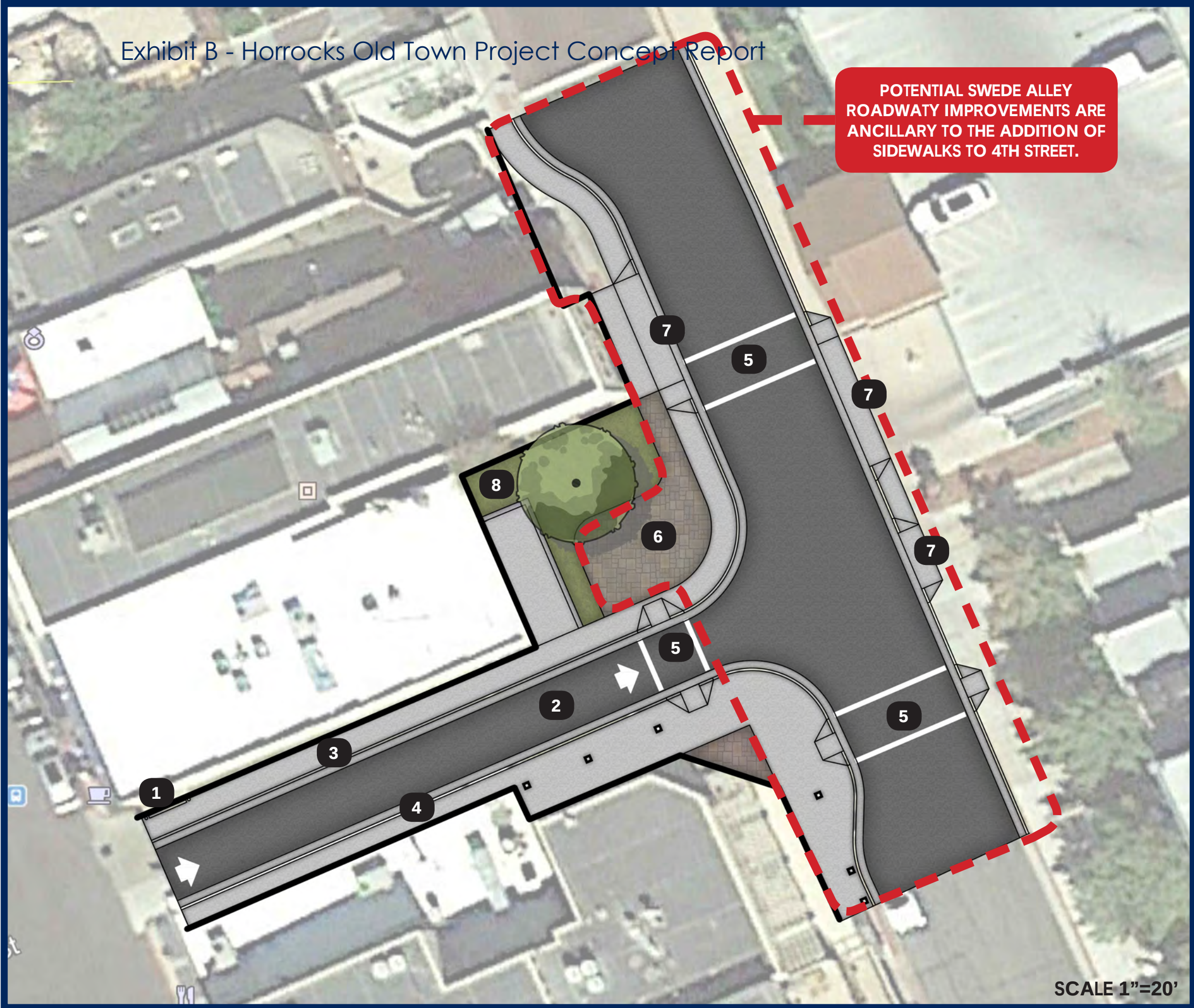
ONE WAY CONVERSION OF 4TH STREET AND DUAL SIDEWALKS

THE EXISTING CROSS SECTION OF 4TH STREET IS APPROXIMATELY 22-26'. THIS LIMITED SPACE DOES NOT ALLOW FOR A FUNCTIONING TWO-WAY STREET WITH THE ADDITION OF A SIDEWALK.

ADDITIONALLY, EXISTING PEDESTRIAN CONNECTIONS TO THE EAST SWEDE ALLEY AND WEST OF MAIN STREET ADJACENT TO 4TH STREET WOULD FUNCTION BEST IF SIDEWALKS WERE ADDED ON BOTH SIDES OF 4TH STREET.

FOR THESE REASONS WE RECOMMEND 4TH STREET BE CONVERTED TO A ONE WAY STREET WITH THE DIRECTION OPPOSITE OF 5TH STREET.



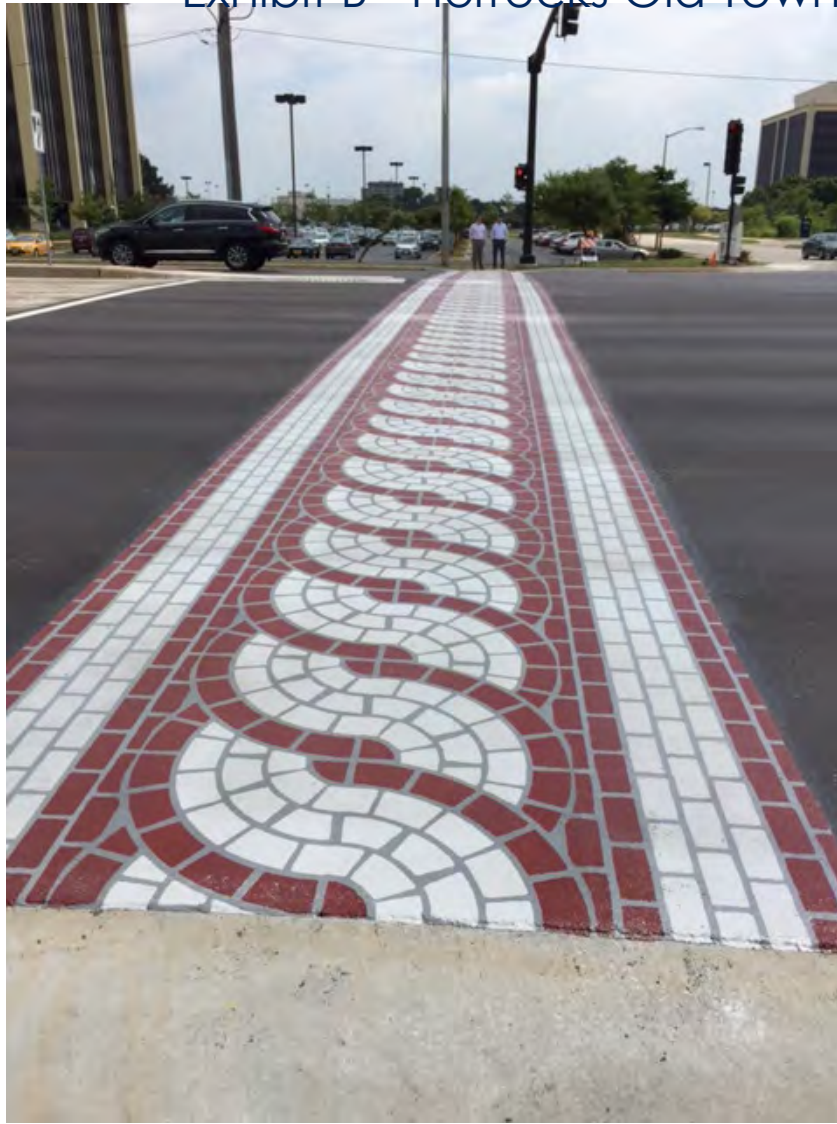


DESIGN ELEMENTS

PEDESTRIAN ACCESS AND WAY FINDING WILL BE IMPROVED BY INTRODUCING BULB-OUTS AT THE INTERSECTION TO SLOW TRAFFIC, ADDING CROSSWALKS FOR SAFE ACCESS TO THE CHINA BRIDGE PARKING STRUCTURE, AND MAKING COMPLETE SIDEWALK CONNECTIONS ON BOTH SIDES OF 4TH STREET. 4TH STREET WILL ALSO BECOME A ONE WAY STREET (EASTBOUND) TO ALLOW FOR SIDEWALKS AND TO COMPLETE VEHICULAR CIRCULATION FROM THE ONE-WAY DIRECTION OF 5TH STREET (WESTBOUND).

- 1 EXISTING STREET ART (PRESERVE ACCESS)
- 2 12' WIDE DRIVE AISLE
- 3 5' WIDE SIDEWALK WITH 24" CURB AND GUTTER
- 4 4' WIDE SIDEWALK WITH 24" CURB AND GUTTER
- 5 CROSSWALK (PER CITY STANDARD)
- 6 PLAZA/GATHERING AREA
- 7 EXISTING DRIVEWAY TO REMAIN
- 8 LANDSCAPE AREA

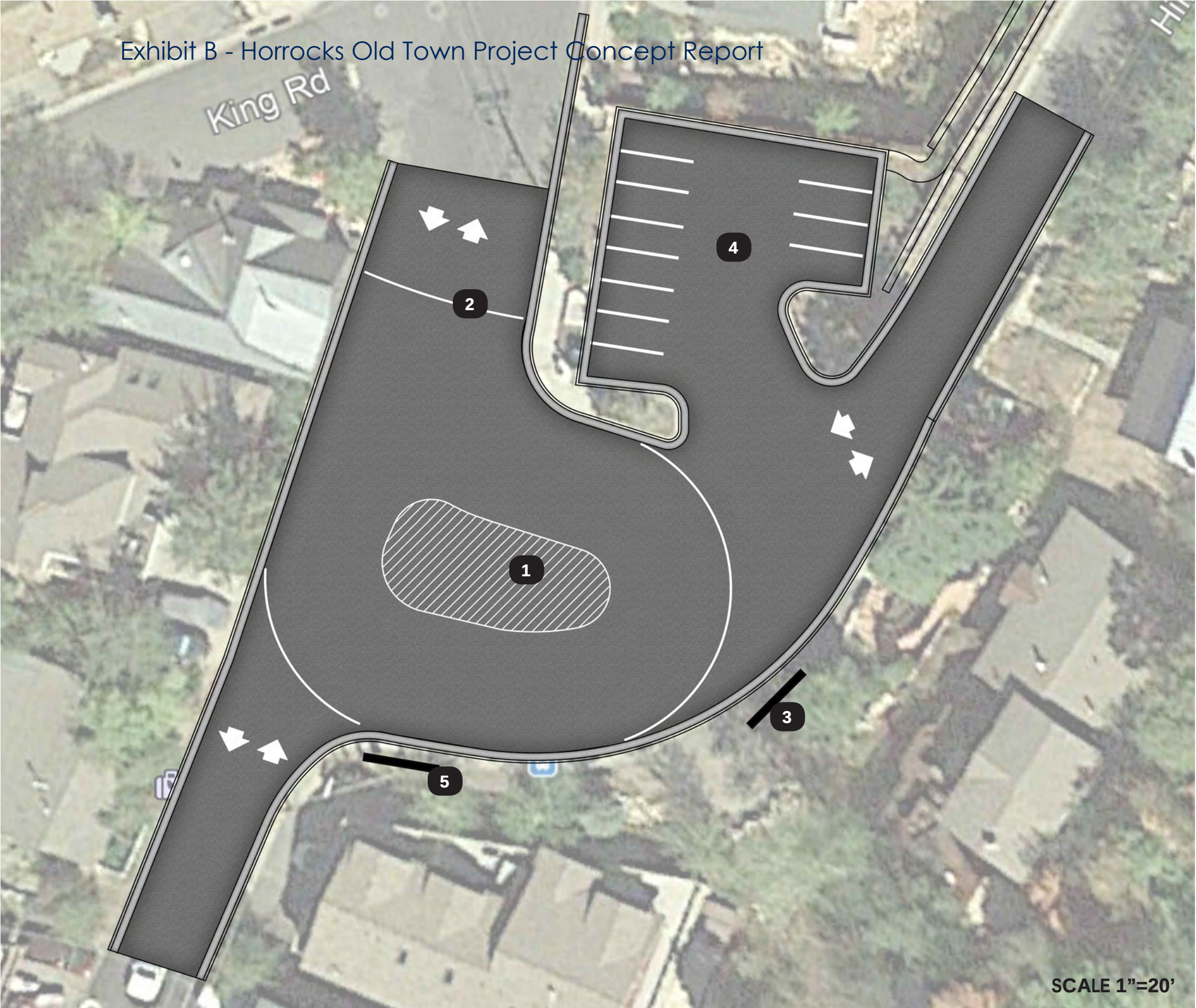
ARTISITIC CROSSWALK- CITY STANDARD



THESE DESIGN EXAMPLES WOULD LIKELY MEET MUTCD DESIGN CRITERIA

OLD TOWN PEDESTRIAN IMPROVEMENT PROJECTS

LOWER HILLSIDE DRIVE - VEHICULAR AND PEDESTRIAN CIRCULATION IMPROVEMENTS

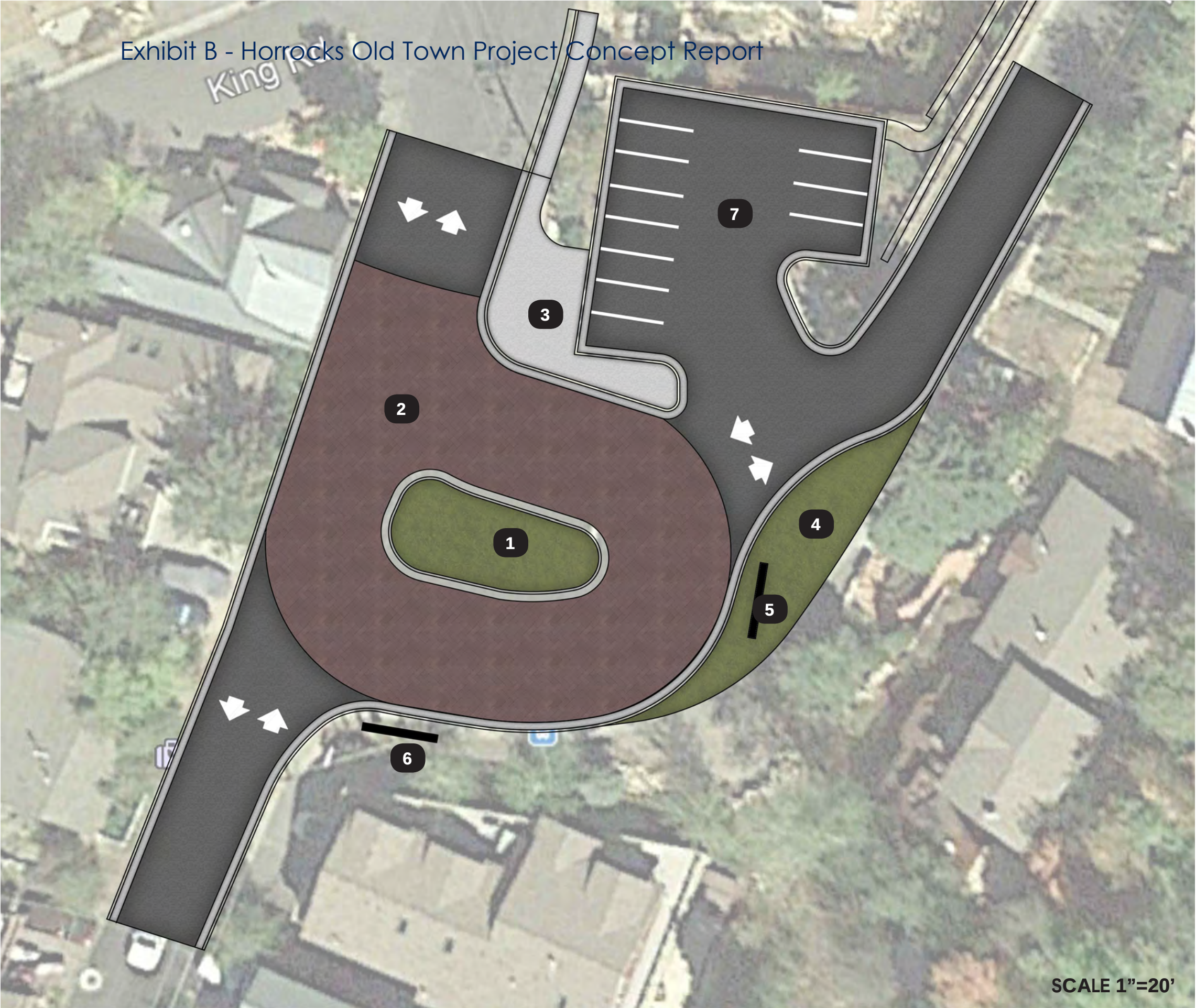


SCALE 1"=20'

TEMPORARY DESIGN ELEMENTS

TEMPORARY IMPROVEMENTS AT THE BOTTOM OF HILLSIDE DRIVE INCLUDE STRIPING AND SIGNAGE TO ENCOURAGE MORE MOTORISTS TO TURN AROUND AND RETURN TO MAIN STREET RATHER THAN LEAVE THE AREA USING SMALLER RESIDENTIAL STREETS.

- 1 STRIPED CENTER ISLAND
- 2 STRIPING TO ENCOURAGE ROUND-A-BOUT CIRCULATION
- 3 NEW WAY-FINDING SIGNAGE DIRECTING TRAFFIC BACK TO MAIN STREET.
- 4 EXISTING PARKING LOT
- 5 EXISTING SIGN TO REMAIN



SCALE 1"=20'

PERMANENT DESIGN ELEMENTS

IF IT IS DETERMINED THAT PERMANENT DESIGN SOLUTIONS ARE DESIRED AT THE BASE OF HILLSIDE DRIVE; A COMBINATION OF RAISED ISLANDS (MOUNTABLE OR LANDSCAPED), PATTERNED AND COLORED CONCRETE (INTEGRAL OR THERMOPLASTIC COATED), SIGNAGE, AND STRIPING ARE RECOMMENDED. THERE IS ALSO AN OPPORTUNITY TO INCREASE THE HARDSCAPE AREA ADJACENT TO THE ROUND-A-BOUT AND ADD A TROLLEY/CONCIERGE LOADING AREA.

- 1 RAISED CENTER ISLAND (LANDSCAPE, OR MOUNTABLE CONCRETE)
- 2 PATTERNED AND COLORED CONCRETE ROUND-A-BOUT
- 3 CONCRETE PLAZA/GATHERING AREA/ TROLLEY PICK-UP
- 4 BULB-OUT WITH LANDSCAPE AREA
- 5 NEW WAY-FINDING SIGNAGE DIRECTING TRAFFIC BACK TO MAIN STREET
- 6 EXISTING SIGN TO REMAIN
- 7 EXISTING PARKING LOT

COMMERCIAL VEHICLE DROP AND LOAD ZONES & STAGING

Staff intends to implement three commercial vehicle drop and load only zones, coupled with the three staging areas to help with Old Town circulation and to help improve traffic flow. These current recommendations are based on feedback from various stakeholder input, restaurant square footage, and existing hubs of drop and load activity. While these six locations are likely to be implemented as part of interim measures this fall 2019, changes and tweaks may be made to improve efficiency of circulation, access, and accommodate/manage demand for curbside drop and load areas throughout the year.

Commercial Vehicle Zones will:

Before 5:00 p.m., these zones will allow for 15 minute parking for anyone.

After 5:00 p.m., these zones will be dedicated to commercial transportation companies that purchase a CV permit, with a guise to helping reduce double parking on the street and improve curbside service while bringing guests to Main Street.

Staging Areas will:

Until 5:00 p.m., remain how they are currently signed.

After 5:00 p.m., these zones will be dedicated to commercial transportation companies with CV permits. These vehicles will be permitted to stage in these zones so they don't have to circulate on Main Street and Swede Alley waiting for riders

Please review the following pages for detailed information about the proposed drop and load and staging zones for Old Town.

To provide written feedback for the project team and for City Council, please email:

alexis.verson@parkcity.org



Exhibit C - Proposed Vehicle Drop and Load Zones

LOCATION 1 - BREW PUB



LOCATION 2 - CHIMAYO



LOCATION 3 - TUPELO



Staging Locations

LOCATION 4 - POST OFFICE (EXISTING ZONE)

This location is for staging, vehicles can wait here



LOCATION 5 - 9th STREET TROLLEY TURNAROUND

This location is for staging, vehicles can wait here



LOCATION 6 - SWEDE ALLEY RECYCLE/TRASH AREA

This location is for staging, vehicles can wait here



Exhibit D Hillside Voluntary Compliance - DRAFT

To: Park City Council
CC: Mayor Andy Beerman
Jonathan Weidenhamer
From: Lodging Stakeholders
(as evidenced by Signature Page)
Date: 8-28-19
Re: Hillside Avenue – Voluntary Cooperation to Minimize Vehicle Impact

Letter of Intent

Please accept this Letter of Intent as follow up to the 7-15-19 Letter to Council and 8-22-19 meeting with City Staffers and Councilman Steve Joyce and Councilwoman Becca Gerber regarding use of Hillside Avenue.

Voluntary Lodging Compliance:

- Lodging Stakeholders will not use Hillside Avenue:
 - o April 15 to June 1
 - o October 1 to Dec 1
 - o Exceptions: Access to St. Mary's Church, Residential Homes, Daly Trailhead or in event of emergencies.
- Lodging Stakeholders will avoid Hillside Avenue when possible:
 - o 24/7
 - o 365 days a Year
 - o Drivers will be trained via sign off sheets, City assisted training and education, to avoid Hillside when possible.
 - o *We wish to express this does not mean 100% compliance all the time, but we are confident this will reduce traffic flow with Courtesy Hotel Micro Transit Systems by well over 50%, if not greatly higher.
- Lodging Stakeholders currently include:
 - o Stein Collection Properties
 - Stein Eriksen Lodge
 - Stein Eriksen Residences
 - The Chateaux Deer Valley
 - The Residences at The Chateaux
 - o Deer Valley Resort Properties
 - Signature Collection and other Properties
 - Deer Valley Club
 - Stag Lodge
- Further Lodging Compliance:
 - o Stakeholders will continue to work through Park City Area Lodging Association on outreach and Voluntary Lodging Compliance for all properties within PCALA.

Lodging Asks of City:

- Assistance with outreach, Training and Continuing Education
- Enforcement through education, not traffic violations
- Assistance with reducing harassment / conflicts with Hillside Area neighbors
- Public and Private Support of Lodging Courtesy Shuttle Micro Transit System
- Similar Compliance by For-Hire Transportation Companies and out of City Vendors

Exhibit E – Parking Services Enforcement Procedure

Main Street 15 Minute Zone/Commercial Vehicle Zone Permit Enforcement – Parking Services

Pre 5:00PM

If a vehicle is encountered in a 15 minute loading zone the enforcement officer will:

1. Check for a driver in the vehicle.
 - a. If there is a driver observed the vehicle must not be idling.
 - i. If the driver is idling in the stall, the officer will advise the driver to vacate the stall or inform the driver of the idling ordinance and issue an informational pamphlet to educate the driver regarding City idling ordinances.
 - b. If the driver refuses to move, the officer will “chalk time” the vehicle using virtual timing tools for the 15 minutes.
 - i. If the vehicle remains in the stall beyond the time limit, the officer will issue an overtime violation (recorded warning first)
2. If no driver is inside of the vehicle
 - a. The officer will “chalk time” the vehicle using virtual timing tools for the 15 minutes.
 - i. If the vehicle remains in the stall beyond the time limit, the officer will issue an overtime violation (recorded warning first)

Post 5:00PM

If a vehicle is encountered in a CV zone the enforcement officer will:

3. Check for a valid CV permit and a driver in the vehicle.
 - a. If there is a permit/driver observed the driver must be actively loading/unloading
 - i. If the driver is sitting/standing in the stall, the officer will inform the driver they must vacate the space once loading/unloading has concluded.
 - ii. If the driver refuses to move or claims they are just waiting for their guests the officer will use their discretion and record the license plate of the vehicle and possibly issue a civil parking citation. (recorded warning first with an informational pamphlet in order to educate the driver on City policy regarding Commercial Vehicle zones.)
4. If no CV permit is visible with a driver inside of the vehicle
 - a. The officer will instruct the driver to vacate the stall
 - b. If the driver refuses, the officer will record the license plate number and issue a civil parking citation (warning first with an information pamphlet in order to educate the driver on City policy regarding Commercial Vehicle zones.)
5. If no CV permit is visible and no driver in the vehicle
 - a. The Officer will immediately issue a civil parking citation (warning first with an information pamphlet in order to educate the driver on City policy regarding Commercial Vehicle zones.)

Collections and follow up:

Commercial Vehicle Violations:

1. A list of vehicle license plates, CV permit numbers, and citation numbers will be provided weekly to Jonathan Weidenhamer to submit to the respective businesses associated with the vehicles to determine the operator of the vehicle at the time of citation issuance.

Private Vehicle Violations:

1. Regular collections process will apply- Registered owner information will be obtained through the Department of Motor Vehicles and billing addresses will be obtained for collection of payments.

Right to Appeal:

All civil violations issued under Title 9 will include a standard right to appeal as stated on the reverse side of all issued civil parking citations. All evidences submitted by both the issuing officer and the appellant will be gathered and considered throughout the appeal process.

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Michelle Kellogg

Submitting Department: Executive

Item Type: Minutes

Agenda Section:

Subject:

Consideration to Approve the City Council Meeting Minutes from August 27, 2019 and September 3, 2019

Suggested Action:

Attachments:

[August 27, 2019 Minutes](#)

[September 3, 2019 Minutes](#)



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

August 27, 2019

The Council of Park City, Summit County, Utah, met in open meeting on August 27, 2019, at 6:00 p.m. in the City Council Chambers.

I) ROLL CALL

Attendee Name	Status
Mayor Andy Beerman Council Member Becca Gerber – Arrived 6:04 p.m. Council Member Tim Henney Council Member Steve Joyce Council Member Lynn Ware Peek Council Member Nann Worel Matt Dias, Assistant City Manager Mark Harrington, City Attorney Michelle Kellogg, City Recorder	Present
None	Excused

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

Mayor Beerman opened the meeting for public input on matters not being addressed on the agenda. No comments were given. Mayor Beerman closed the public input portion of the meeting.

III) NEW BUSINESS

1. Consideration to Approve Resolution 17-2019, a Resolution of the Board of Canvassers Certifying the Official Canvassers' Report of the August 13, 2019, Municipal Primary Election for Park City, Utah:

Michelle Kellogg, Election Official, read the final ballot counts for each candidate:

COUNCIL CANDIDATES	TOTAL	PERCENTAGE
Chadwick H. Fairbanks, III	191	4.75
Daniel Lewis	193	4.80

Nann Worel	1,090	27.11
Deanna Rhodes	420	10.45
Becca Gerber	1,047	26.04
Ed Parigian	460	11.44
Max Doilney	620	15.42

Kellogg stated that a recount could be requested by Fairbanks since the difference in votes was two. He would have three days to make the request, and if he made the request, another canvass of the ballot count would take place as soon as possible.

Council Member Gerber arrived at 6:04 p.m.

Council Member Ware Peek moved to approve Resolution 17-2019, a resolution of the Board of Canvassers certifying the Official Canvassers' Report of the August 13, 2019, Municipal Primary Election for Park City, Utah. Council Member Joyce seconded the motion.

RESULT: APPROVED

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

IV) ADJOURNMENT

With no further business, the meeting was adjourned.

Michelle Kellogg, City Recorder



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

September 3, 2019

The Council of Park City, Summit County, Utah, met in open meeting on September 3, 2019, at 11:00 a.m. in the City Council Chambers.

I) ROLL CALL

Attendee Name	Status
Mayor Andy Beerman Council Member Becca Gerber – Arrived 6:04 p.m. Council Member Tim Henney Council Member Steve Joyce Council Member Lynn Ware Peek Council Member Nann Worel Margaret Plane, Special Counsel Minda Stockdale, Deputy City Recorder	Present
None	Excused

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

Mayor Beerman opened the meeting for public input on matters not being addressed on the agenda. No comments were given. Mayor Beerman closed the public input portion of the meeting.

III) NEW BUSINESS

1. Consideration to Approve Resolution 18-2019, a Resolution of the Board of Canvassers Certifying the Official Canvassers' Report From the Recount of the August 13, 2019, Municipal Primary Election for Park City, Utah:

Minda Stockdale, Deputy City Recorder, presented the official count of the Primary Election ballots.

Council Member Ware Peek moved to approve Resolution 18-2019, a resolution of the Board of Canvassers certifying the Official Canvassers' Report from the recount of the

1 August 13, 2019, Municipal Primary Election for Park City, Utah. Council Member Worel
2 seconded the motion.

3 **RESULT: APPROVED**

4 **AYES:** Council Members Gerber, Henney, Joyce, Ware Peek and Worel

5
6 **IV) ADJOURNMENT**

7
8 With no further business, the meeting was adjourned.
9
10
11
12
13

Minda Stockdale, Deputy City Recorder

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Mike McComb

Submitting Department: Executive

Item Type: Staff Report

Agenda Section:

Subject:

Request to Authorize the City Manager to Enter into a Three-Year Contract with VelocityEHS for On-Demand Safety Training and SDS Management in a Form Approved by the City Attorney for an Annual Amount of \$14,864 and a Total Contract Amount Not to Exceed \$44,592

Suggested Action:

Attachments:

[Velocity EHS Renewal Staff Report](#)

[Exhibit A: Order Form](#)

[Exhibit B: Sample Safety Data Sheet](#)

City Council Staff Report



Subject: On-Demand Safety Training & Safety Data Sheet (SDS)
Management Contract Renewal
Author: Mike McComb, Emergency Program Manager
Department: Executive
Date: September 4, 2019
Type of Item: Administrative

Summary Recommendation

Staff recommends the City Council authorize the City Manager to enter into a three-year renewal contract, in a form approved by the City Attorney, with VelocityEHS for continued provision of online, on-demand safety training and comprehensive Safety Data Sheet (SDS) management.

Executive Summary

- Since 2016, the City has contracted with MSDS Online (now owned by Chicago-based VelocityEHS) for Software as a Service (SaaS) in order to effect required staff training established by the City's Health & Safety Plan, and in compliance with Utah Occupational Safety and Health (UOSH) standards. Contract renewal/extension takes place in November 2019.

The Problem

In developing a comprehensive Citywide occupational health and safety plan, Park City requires online safety training for staff, accessible anywhere, as well as a comprehensive online 'one-stop shop' for management of all safety data sheets for potentially hazardous materials used by the City in daily operations.

Background

Recognizing a need for a more convenient and comprehensive means for staff safety training and management of SDS for the City's hazardous material management system, the City contracted with MSDS Online (now owned by VelocityEHS).

The training component provides staff with the opportunity to independently take required safety courses at any location with internet access, as well as allow for maintenance of safety training records, and for development of courses in-house (Respect in the Workplace and IT Security Awareness training are among the most recent in-house developed courses).

The SDS management component tracks all hazardous materials in use throughout the City and provides emergency safety information associated with those materials, to include immediate response and first aid measures. A sample SDS is provided as Attachment B.

Analysis

The following cost breakdown is provided, with a brief summary content of each item.

2019-2022 Cumulative Annual Contract Price - \$44,592		
Item	Comment	Cost per Year
'HQ Account'	SDS management system	\$3,699.00*
Add'l Management Licenses (9)	Allows for Departmental management of applicable SDS	\$160.00
On-Demand Training Seats (650**)	Available staff training accounts per course	\$7,475.00
On-Demand Training - Developer Role (650)	Allows staff to take in-house developed courses	\$1,780.00
On-Demand Training - Import Script	Allows automatic creation of accounts for new staff, and archival of former staff training records	\$1,750.00
* reduced from initial quote increase of \$4,199 per year (up from \$3,359)		Total \$14,864.00
** 650 seats allows for full-time and part-time staff to be assigned a training 'seat' for a particular course, as well as allow for flux in seasonal staff numbers.		

If this three-year contract is approved, we would lock in these annual costs until 2022. This contract will replace the contract due to expire in November 2019, effectively renewing the contract between the City and VelocityEHS.

Alternatives for City Council to Consider

1. Recommended Alternative:

A. Authorize the City Manager to enter into a three-year contract with VelocityEHS for on-demand safety training and SDS management, in a form approved by the City Attorney.

Pros:

- Maintains consistent and convenient online training services for staff.
- Maintains consistent SDS management services for staff.
- Continues Utah Occupational Safety and Health compliance for both training, SDS management, and record-keeping.
- This vendor is one of just a few that provide both safety training and SDS management services, result is bundled cost savings to the City.

Cons: More advanced/better technologies may exist.

Consequences of Selecting This Alternative: The City continues to track both completed and required online training, as well as maintain SDS data in a static location, in compliance with UOSH requirements. Additionally the City takes advantage of a reduced fee increase for SDS management.

2. Other Alternatives:

A. Choose a shorter contract period.

Pros: Allows more flexibility in a time of rapidly emerging technologies.

Cons: Park City continues to contract with VelocityEHS at current contract prices, which are already budgeted, but may incur future cost increases sooner.

B. Identify a different vendor.

Pros: May allow use of different/better technologies.

Cons:

a. Would require data migration of all existing staff training records and SDS data.

b. Would require a new software learning curve for staff, administrators, and support staff.

c. Would require integration and support from Information Technology.

c. Would require a new Business Associate Agreement (BAA), requiring in-depth due diligence regarding data protection and security.

d. Our research has identified few single-source providers who offer both on-demand online safety training and SDS management solutions.

C. Null Alternative. Take no action.

Pros: None identified.

Cons: Allowing contract to lapse would result in loss of existing training capability and SDS management. Both programs are required by Occupational Safety and Health Administration (OSHA) and Utah Occupational Safety and Health.

D. Continue the Item for additional information from staff

Pros: Council may direct staff to return with additional information or modify the proposed contract.

Cons: May result in delay of contract renewal, degradation or loss of levels of service.

Department Review

Emergency Management, Legal, and Executive

Funding Source

Funding for Park City's on-demand training and SDS management is provided through the Self-Insurance operating fund, as approved by the City Council.

Attachments

A - Customer Order Form

B - Sample Safety Data Sheet

222 Merchandise Mart Plaza, Suite 1750
Chicago, IL 60654
Ph: 312.881.2000
Fax: 866.590.4961
Tax ID #: 04-3626476

Contract Number: RS-082117
Contract Date: 8/13/2019
Sales Rep: Patrick Becker
Offer Valid Through: 9/18/2019

Customer Information

Bill to:
Customer: Park City Municipal
Attn: Mike McComb
Address: 445 Marsac
Park City, UT 84060

Ship to:
Customer: Park City Municipal
Attn: Mike McComb
Address: 445 Marsac
Park City, UT 84060

Terms and Conditions

Related Contract: 085723
Contract Start Date: 11/11/2019
Contract End Date: 11/10/2022
Term: 3 Years
Coverage: 25 Location(s)

PO Number:
Payment Terms: Net 30
Billing Frequency: Annually
Initial Invoice Due: 11/11/2019

Chemical Management				
Licensing				
Product	Qty	Year 1	Year 2	Year 3
HQ Account	1	\$3,699.00	\$3,699.00	\$3,699.00
Additional Management Licenses - HQ	9	\$160.00	\$160.00	\$160.00
Compliance Solutions				
Licensing				
Product	Qty	Year 1	Year 2	Year 3
On-Demand Training Premium Seat	650	\$7,475.00	\$7,475.00	\$7,475.00
On-Demand Training – Developer Role	650	\$1,780.00	\$1,780.00	\$1,780.00
Services				
Product	Qty	Year 1	Year 2	Year 3
On-Demand Training – Import Script	1	\$1,750.00	\$1,750.00	\$1,750.00
Total		\$14,864.00	\$14,864.00	\$14,864.00

This Customer Order Form, including all Exhibits, and the Services provided hereunder are governed by the terms and conditions of the VelocityEHS Master Subscription and Services Agreement, as posted on <https://www.ehs.com/mssa>, which is hereby incorporated into this Customer Order Form (the "Agreement"). By signing below, Customer agrees to be bound by such terms and conditions. VelocityEHS may deem this Customer Order Form null and void if the executed agreement is not received by VelocityEHS by the "Offer Valid Through" date listed above, or if the document is returned with handwritten changes.

Park City Municipal

Signature: _____

Name: _____

VelocityEHS

Signature: _____ 211

Name: _____

Title: _____

Date: _____

Title: _____

Date: _____

(M)SDS Management Base subscription pricing includes:

- 1 annual HQ subscription(s) for the Customer and its employees included within the Coverage of this agreement.
- One Primary Account Administrator and 9 Additional Administrator(s). Additional Administrators may be purchased for 250.00 USD per Administrator.
- Unlimited MSDS database searches, views and additions to the eBinder.
- Access to eBinder and MSDSonline database search from the SDS/Chemical Management mobile application.
- Annual allotment of 50 MSDS Requests and 100 MSDS Uploads. Additional MSDS Requests may be purchased in bundles of fifty (50) for 200 USD; additional MSDS Uploads may be purchased in bundles of (100) for 200 USD.
- Technical & Customer Support.
- Supplemental Terms and Conditions apply. To learn more, click [here](#).

On-Demand Training Premium Seat Option:

- Priced on a “per enrollment” (per course seat) basis for 650 seats.
- Course licenses are based on an annual subscription period that commences at the time of product delivery. Licensing expires at the end of the contract term.
- Premium Training Center license includes Learner, Manager, Instructor, Reporter and Administrator roles.
- Technical & Customer Support is included.
- Licensing expires at the end of contract term.

On-Demand Training –Developer Role: Assigned users may create custom courses in two modes: either using the Developer tools within the Training Center or utilizing PowerPoint Plugin to convert existing PowerPoint Presentations into courses.

- Priced on a “per student” basis.
- Premium Training Center license includes hosting for 25 customer-created courses for 650 students.
- License includes Learner, Manager, Instructor, Reporter and Administrator Roles.
- Access is not granted to edit VelocityEHS-created courses, unless purchased separately
- Technical & Customer Support is included.
- Licensing expires at the end of the contract term.

On-Demand Training – Import Script: Automated script will be developed to allow customer to import an employee data file into the Customer’s training center.

- Customer-supplied data file must be pre-approved
- Import will occur at agreed upon interval
- Script development will be performed in year one with script support provided in subsequent years.

This agreement supersedes Customer Order Form #085723. All Year One (1) fees are in USD and unless otherwise noted, become due on the Contract Start Date, as noted on page one (1) of this agreement. The Contract Start Date reflects the subscription “anniversary date”; subsequent yearly fees will be invoiced between 45 and 60 days before each anniversary date, with payments due prior to each anniversary date. Customer may at its discretion pre-pay the full term of the agreement. Sales tax associated to this Order will appear on the invoice, where applicable.



Product A

Safety Data Sheet

According To Federal Register / Vol. 77, No. 58 / Monday, March 26, 2012 / Rules And Regulations

Date of Issue: 02/23/2017

Version: 1.0

SECTION 1: IDENTIFICATION

1.1. Product Identifier

Product Form: Mixture

Product Name: Product A

Synonyms: Anionic Anti-Sludge Agent

1.2. Intended Use of the Product

Use of the Substance/Mixture: Anti-Sludge Agent. For professional use only

1.3. Name, Address, and Telephone of the Responsible Party

Company

Glendale Industries, Inc.

1234 Anywhere Way

Anytown, US 12345

1.888.362.2007

1.4. Emergency Telephone Number

Emergency Number : 1.888.362.2007

For Chemical Emergency, Spill, Leak, Fire, Exposure, or Accident, call GLENTREC—
Day or Night

SECTION 2: HAZARDS IDENTIFICATION

2.1. Classification of the Substance or Mixture

GHS-US Classification

Flam. Liq. 2 H225

Skin Corr. 1B H314

Eye Dam. 1 H318

STOT SE 3 H336

Full text of hazard classes and H-statements : see section 16

2.2. Label Elements

GHS-US Labeling

Hazard Pictograms (GHS-US)



Signal Word (GHS-US)

: Danger

Hazard Statements (GHS-US)

: H225 - Highly flammable liquid and vapor.

H314 - Causes severe skin burns and eye damage.

H318 - Causes serious eye damage.

H336 - May cause drowsiness or dizziness.

Precautionary Statements (GHS-US)

: P210 - Keep away from heat, sparks, open flames, hot surfaces. - No smoking.

P240 - Ground/Bond container and receiving equipment.

P241 - Use explosion-proof electrical, ventilating, and lighting equipment.

P242 - Use only non-sparking tools.

P243 - Take precautionary measures against static discharge.

P260 - Do not breathe vapors, mist, spray.

P264 - Wash hands, forearms, and other exposed areas thoroughly after handling.

P271 - Use only outdoors or in a well-ventilated area.

P280 - Wear protective gloves, protective clothing, eye protection, face protection, respiratory protection.

P301+P330+P331 - If swallowed: rinse mouth. Do NOT induce vomiting.

P303+P361+P353 - If on skin (or hair): Take off immediately all contaminated clothing. Rinse skin with water/shower.

P304+P340 - If inhaled: Remove person to fresh air and keep at rest in a position comfortable for breathing.

P305+P351+P338 - If in eyes: Rinse cautiously with water for several minutes.

Remove contact lenses, if present and easy to do. Continue rinsing.

P310 - Immediately call a poison center or doctor.

Product A

Safety Data Sheet

According to Federal Register / Vol. 77, No. 58 / Monday, March 26, 2012 / Rules and Regulations

P321 - Specific treatment (see section 4 on this SDS).
P363 - Wash contaminated clothing before reuse.
P370+P378 - In case of fire: Use appropriate media to extinguish.
P405 - Store locked up.
P501 - Dispose of contents/container in accordance with local, regional, national, and international regulations.
P403+P233+P235 - Store in a well-ventilated place. Keep container tightly closed. Keep cool.

2.3. Other Hazards

Flammable vapors can accumulate in head space of closed systems. Exposure may aggravate pre-existing eye, skin, or respiratory conditions. Repeated or prolonged skin contact may cause dermatitis and defatting.

2.4. Unknown Acute Toxicity (GHS-US)

No data available

SECTION 3: COMPOSITION/INFORMATION ON INGREDIENTS

3.1. Substance

Not applicable

3.2. Mixture

Name	Product Identifier	%	GHS-US classification
Isopropyl alcohol	(CAS No) 67-63-0	50	Flam. Liq. 2, H225 Eye Irrit. 2A, H319 STOT SE 3, H336
Benzenesulfonic acid, 4-dodecyl-	(CAS No) 121-65-3	50	Skin Corr. 1B, H314 Eye Dam. 1, H318

Full text of H-phrases: see section 16

SECTION 4: FIRST AID MEASURES

4.1. Description of First-aid Measures

First-aid Measures General: Never give anything by mouth to an unconscious person. If you feel unwell, seek medical advice (show the label where possible).

First-aid Measures After Inhalation: Obtain medical attention if breathing difficulty persists. When symptoms occur: go into open air and ventilate suspected area.

First-aid Measures After Skin Contact: Remove contaminated clothing. Immediately flush skin with plenty of water for at least 30 minutes. Immediately call a POISON CENTER or doctor. Wash contaminated clothing before reuse.

First-aid Measures After Eye Contact: Rinse cautiously with water for at least 30 minutes. Remove contact lenses, if present and easy to do. Continue rinsing. Get immediate medical advice/attention

First-aid Measures After Ingestion: Rinse mouth. Do not induce vomiting. Obtain medical attention.

4.2. Most Important Symptoms and Effects Both Acute and Delayed

Symptoms/Injuries: Causes severe skin burns and eye damage. Causes serious eye damage. May cause drowsiness and dizziness.

Symptoms/Injuries After Inhalation: Inhalation may cause immediate severe irritation progressing quickly to chemical burns. May be corrosive to the respiratory tract. High concentrations may cause central nervous system depression such as dizziness, vomiting, numbness, drowsiness, headache, and similar narcotic symptoms.

Symptoms/Injuries After Skin Contact: Causes severe irritation which will progress to chemical burns.

Symptoms/Injuries After Eye Contact: Causes severe irritation which will progress to chemical burns. Causes permanent damage to the cornea, iris, or conjunctiva.

Symptoms/Injuries After Ingestion: May cause burns or irritation of the linings of the mouth, throat, and gastrointestinal tract.

Chronic Symptoms: None known.

4.3. Indication of Any Immediate Medical Attention and Special Treatment Needed

If exposed or concerned, get medical advice and attention. If medical advice is needed, have product container or label at hand.

SECTION 5: FIRE-FIGHTING MEASURES

5.1. Extinguishing Media

Suitable Extinguishing Media: Dry chemical powder, alcohol-resistant foam, carbon dioxide (CO₂). Water may be ineffective but water should be used to keep fire-exposed container cool.

Unsuitable Extinguishing Media: Do not use a heavy water stream. Use of heavy stream of water may spread fire.

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Product A

Safety Data Sheet

According to Federal Register / Vol. 77, No. 58 / Monday, March 26, 2012 / Rules and Regulations

5.2. Special Hazards Arising From the Substance or Mixture

Fire Hazard: Highly flammable liquid and vapor.

Explosion Hazard: May form flammable or explosive vapor-air mixture. When mixed with air and exposed to an ignition source, flammable vapors can burn in the open or explode in confined spaces. Being heavier than air, vapors may travel long distances to an ignition source and flash back. Runoff to sewer may cause fire or explosion hazard.

Reactivity: Reacts violently with strong oxidizers. Increased risk of fire or explosion.

5.3. Advice for Firefighters

Precautionary Measures Fire: Exercise caution when fighting any chemical fire.

Firefighting Instructions: Use water spray or fog for cooling exposed containers. Remove containers from fire area if this can be done without risk. In case of major fire and large quantities: Evacuate area. Fight fire remotely due to the risk of explosion. Do not breathe fumes from fires or vapors from decomposition.

Protection During Firefighting: Do not enter fire area without proper protective equipment, including respiratory protection.

Hazardous Combustion Products: Thermal decomposition generates: Carbon oxides (CO, CO₂). Sulfur oxides. Corrosive vapors.

Other Information: Do not allow run-off from fire fighting to enter drains or water courses.

SECTION 6: ACCIDENTAL RELEASE MEASURES

6.1. Personal Precautions, Protective Equipment and Emergency Procedures

General Measures: Do not get in eyes, on skin, or on clothing. Do not breathe vapor, mist or spray. Keep away from heat, hot surfaces, sparks, open flames, and other ignition sources. No smoking. Use special care to avoid static electric charges. Use only non-sparking tools.

6.1.1. For Non-Emergency Personnel

Protective Equipment: Use appropriate personal protective equipment (PPE).

Emergency Procedures: Evacuate unnecessary personnel. Stop leak if safe to do so.

6.1.2. For Emergency Personnel

Protective Equipment: Equip cleanup crew with proper protection.

Emergency Procedures: Eliminate ignition sources. Ventilate area. Upon arrival at the scene, a first responder is expected to recognize the presence of dangerous goods, protect oneself and the public, secure the area, and call for the assistance of trained personnel as soon as conditions permit.

6.2. Environmental Precautions

Prevent entry to sewers and public waters.

6.3. Methods and Materials for Containment and Cleaning Up

For Containment: Contain any spills with dikes or absorbents to prevent migration and entry into sewers or streams. As an immediate precautionary measure, isolate spill or leak area in all directions.

Methods for Cleaning Up: Clean up spills immediately and dispose of waste safely. Absorb and/or contain spill with inert material. Do not take up in combustible material such as: saw dust or cellulosic material. Use only non-sparking tools. Transfer spilled material to a suitable container for disposal. Contact competent authorities after a spill.

6.4. Reference to Other Sections

See Section 8 for exposure controls and personal protection and Section 13 for disposal considerations.

SECTION 7: HANDLING AND STORAGE

7.1. Precautions for Safe Handling

Additional Hazards When Processed: Handle empty containers with care because residual vapors are flammable. May release corrosive vapors.

Precautions for Safe Handling: Do not handle until all safety precautions have been read and understood. Wash hands and other exposed areas with mild soap and water before eating, drinking or smoking and when leaving work. Do not get in eyes, on skin, or on clothing. Do not breathe mist, spray, vapors. Take precautionary measures against static discharge. Use only non-sparking tools. Handle empty containers with care because they may still present a hazard. Use appropriate personal protective equipment (PPE).

Hygiene Measures: Handle in accordance with good industrial hygiene and safety procedures.

7.2. Conditions for Safe Storage, Including Any Incompatibilities

Technical Measures: Ground and bond container and receiving equipment. Use explosion-proof electrical, ventilating, and lighting equipment. Comply with applicable regulations.

Storage Conditions: Keep/Store away from extremely high or low temperatures, direct sunlight, ignition sources, and incompatible materials. Store in a dry, cool and well-ventilated place. Keep container closed when not in use. Keep in fireproof place. Store in original container or corrosive resistant and/or lined container. Store locked up.

Incompatible Products: Strong acids, strong bases, strong oxidizers. Halogenated compounds. Acid anhydrides. Aldehydes.

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Product A

Safety Data Sheet

According to Federal Register / Vol. 77, No. 58 / Monday, March 26, 2012 / Rules and Regulations

7.3. Specific End Use(s)

Anti-Sludge Agent. For professional use only.

SECTION 8: EXPOSURE CONTROLS/PERSONAL PROTECTION

8.1. Control Parameters

For substances listed in section 3 that are not listed here, there are no established exposure limits from the manufacturer, supplier, importer, or the appropriate advisory agency including: ACGIH (TLV), AIHA (WEEL), NIOSH (REL), or OSHA (PEL).

Isopropyl alcohol (67-63-0)		
USA ACGIH	ACGIH TWA (ppm)	200 ppm
USA ACGIH	ACGIH STEL (ppm)	400 ppm
USA ACGIH	ACGIH chemical category	Not Classifiable as a Human Carcinogen
USA ACGIH	Biological Exposure Indices (BEI)	40 mg/l Parameter: Acetone - Medium: urine - Sampling time: end of shift at end of workweek (background, nonspecific)
USA NIOSH	NIOSH REL (TWA) (mg/m ³)	980 mg/m ³
USA NIOSH	NIOSH REL (TWA) (ppm)	400 ppm
USA NIOSH	NIOSH REL (STEL) (mg/m ³)	1225 mg/m ³
USA NIOSH	NIOSH REL (STEL) (ppm)	500 ppm
USA IDLH	US IDLH (ppm)	2000 ppm (10% LEL)
USA OSHA	OSHA PEL (TWA) (mg/m ³)	980 mg/m ³
USA OSHA	OSHA PEL (TWA) (ppm)	400 ppm

8.2. Exposure Controls

Appropriate Engineering Controls

: Emergency eye wash fountains and safety showers should be available in the immediate vicinity of any potential exposure. Ensure adequate ventilation, especially in confined areas. Gas detectors should be used when flammable gases or vapors may be released. Proper grounding procedures to avoid static electricity should be followed. Use explosion-proof equipment. Ensure all national/local regulations are observed.

Personal Protective Equipment

: Protective clothing. Protective goggles. Gloves. Insufficient ventilation: wear respiratory protection. Face shield.



Materials for Protective Clothing

: Chemically resistant materials and fabrics. Wear fire/flammable resistant/retardant clothing. Corrosion-proof clothing.

Hand Protection

: Wear protective gloves.

Eye Protection

: Chemical safety goggles.

Skin and Body Protection

: Wear suitable protective clothing. A full face shield is recommended.

Respiratory Protection

: If exposure limits are exceeded or irritation is experienced, approved respiratory protection should be worn. In case of inadequate ventilation, oxygen deficient atmosphere, or where exposure levels are not known wear approved respiratory protection.

Environmental Exposure Controls

: Avoid release to the environment.

Other Information

: When using, do not eat, drink or smoke.

SECTION 9: PHYSICAL AND CHEMICAL PROPERTIES

9.1. Information on Basic Physical and Chemical Properties

Physical State	: Liquid
Appearance	: Brown
Odor	: Alcohol.
Odor Threshold	: No data available
pH	: 3 - 5 (1% solution)
Evaporation Rate	: No data available
Melting Point	: No data available
Freezing Point	: No data available
Boiling Point	: No data available

Product A

Safety Data Sheet

According to Federal Register / Vol. 77, No. 58 / Monday, March 26, 2012 / Rules and Regulations

Flash Point	: 12 °C (53.6 °F)
Auto-ignition Temperature	: No data available
Decomposition Temperature	: No data available
Flammability (solid, gas)	: No data available
Vapor Pressure	: No data available
Relative Vapor Density at 20°C	: No data available
Relative Density	: No data available
Specific Gravity	: 1.04
Solubility	: Soluble in water.
Partition Coefficient: N-Octanol/Water	: No data available
Viscosity	: No data available

9.2. Other Information No additional information available

SECTION 10: STABILITY AND REACTIVITY

- 10.1. Reactivity:** Reacts violently with strong oxidizers. Increased risk of fire or explosion.
- 10.2. Chemical Stability:** May form flammable or explosive vapor-air mixture.
- 10.3. Possibility of Hazardous Reactions:** Hazardous polymerization will not occur.
- 10.4. Conditions to Avoid:** Direct sunlight, extremely high or low temperatures, heat, hot surfaces, sparks, open flames, incompatible materials, and other ignition sources.
- 10.5. Incompatible Materials:** Strong acids, strong bases, strong oxidizers. Halogenated compounds. Acid anhydrides. Aldehydes.
- 10.6. Hazardous Decomposition Products:** Under normal conditions of storage and use, hazardous decomposition products should not be produced.

SECTION 11: TOXICOLOGICAL INFORMATION

11.1. Information on Toxicological Effects

Acute Toxicity: Not classified

Isopropyl alcohol (67-63-0)	
LD50 Dermal Rabbit	4059 mg/kg
LC50 Inhalation Rat	72600 mg/m ³ (Exposure time: 4 h)
LC50 Inhalation Rat	72.5 mg/l/4h

Skin Corrosion/Irritation: Causes severe skin burns and eye damage.

pH: 3 - 5 (1% solution)

Serious Eye Damage/Irritation: Causes serious eye damage.

pH: 3 - 5 (1% solution)

Respiratory or Skin Sensitization: Not classified

Germ Cell Mutagenicity: Not classified

Carcinogenicity: Not classified

Isopropyl alcohol (67-63-0)	
IARC group	3

Reproductive Toxicity: Not classified

Specific Target Organ Toxicity (Single Exposure): May cause drowsiness or dizziness.

Specific Target Organ Toxicity (Repeated Exposure): Not classified

Aspiration Hazard: Not classified

Symptoms/Injuries After Inhalation: Inhalation may cause immediate severe irritation progressing quickly to chemical burns. May be corrosive to the respiratory tract. High concentrations may cause central nervous system depression such as dizziness, vomiting, numbness, drowsiness, headache, and similar narcotic symptoms.

Symptoms/Injuries After Skin Contact: Causes severe irritation which will progress to chemical burns.

Symptoms/Injuries After Eye Contact: Causes severe irritation which will progress to chemical burns. Causes permanent damage to the cornea, iris, or conjunctiva.

Symptoms/Injuries After Ingestion: May cause burns or irritation of the linings of the mouth, throat, and gastrointestinal tract.

Chronic Symptoms: None known.

SECTION 12: ECOLOGICAL INFORMATION

12.1. Toxicity

Ecology - General : Not classified.

Product A

Safety Data Sheet

According to Federal Register / Vol. 77, No. 58 / Monday, March 26, 2012 / Rules and Regulations

Isopropyl alcohol (67-63-0)	
LC50 Fish 1	9640 mg/l (Exposure time: 96 h - Species: Pimephales promelas [flow-through])
EC50 Daphnia 1	13299 mg/l (Exposure time: 48 h - Species: Daphnia magna)
EC50 Other Aquatic Organisms 1	1000 mg/l (Exposure time: 96 h - Species: Desmodesmus subspicatus)
LC50 Fish 2	11130 mg/l (Exposure time: 96 h - Species: Pimephales promelas [static])
EC50 Other Aquatic Organisms 2	1000 mg/l (Exposure time: 72 h - Species: Desmodesmus subspicatus)

12.2. Persistence and Degradability

Product A	
Persistence and Degradability	Not established.

12.3. Bioaccumulative Potential

Product A	
Bioaccumulative Potential	Not established.

Isopropyl alcohol (67-63-0)	
Log Pow	0.05 (at 25 °C)

12.4. Mobility in Soil No additional information available

12.5. Other Adverse Effects

Other Information : Avoid release to the environment.

SECTION 13: DISPOSAL CONSIDERATIONS

13.1. Waste Treatment Methods

Waste Disposal Recommendations: Dispose of contents/container in accordance with local, regional, national and international regulations.

Additional Information: Handle empty containers with care because residual vapors are flammable.

Ecology - Waste Materials: Avoid release to the environment.

SECTION 14: TRANSPORT INFORMATION

The shipping description(s) stated herein were prepared in accordance with certain assumptions at the time the SDS was authored, and can vary based on a number of variables that may or may not have been known at the time the SDS was issued.

14.1. In Accordance with DOT

Proper Shipping Name : FLAMMABLE LIQUIDS, CORROSIVE, N.O.S. (Isopropyl alcohol; Benzenesulfonic acid,4-dodecyl-)

Hazard Class : 3

Identification Number : UN2924

Label Codes : 3, 8

Packing Group : II

ERG Number : 132



14.2. In Accordance with IMDG

Proper Shipping Name : FLAMMABLE LIQUID, CORROSIVE, N.O.S. (Isopropyl alcohol; Benzenesulfonic acid,4-dodecyl-)

Hazard Class : 3

Subsidiary Risk(s) : 8

Identification Number : UN2924

Packing Group : II

Label Codes : 3, 8

EmS-No. (Fire) : F-E

EmS-No. (Spillage) : S-C

MFAG Number : 132



14.3. In Accordance with IATA

Proper Shipping Name : FLAMMABLE LIQUID, CORROSIVE, N.O.S. (Isopropyl alcohol; Benzenesulfonic acid,4-dodecyl-)

Packing Group : II

Identification Number : UN2924

Hazard Class : 3

Label Codes : 3, 8

Subsidiary Risk(s) : 8



Product A

Safety Data Sheet

According to Federal Register / Vol. 77, No. 58 / Monday, March 26, 2012 / Rules and Regulations

ERG Code (IATA) : 3CH

SECTION 15: REGULATORY INFORMATION

15.1. US Federal Regulations

Product A	
SARA Section 311/312 Hazard Classes	Fire hazard Immediate (acute) health hazard
Isopropyl alcohol (67-63-0)	
Listed on the United States TSCA (Toxic Substances Control Act) inventory Subject to reporting requirements of United States SARA Section 313	
SARA Section 313 - Emission Reporting	1.0 % (only if manufactured by the strong acid process, no supplier notification)
Benzenesulfonic acid, 4-dodecyl- (121-65-3)	
Listed on the United States TSCA (Toxic Substances Control Act) inventory	

15.2. US State Regulations

Isopropyl alcohol (67-63-0)
U.S. - California - SCAQMD - Toxic Air Contaminants - Non-Cancer Acute U.S. - California - SCAQMD - Toxic Air Contaminants - Non-Cancer Chronic U.S. - California - Toxic Air Contaminant List (AB 1807, AB 2728) U.S. - Connecticut - Hazardous Air Pollutants - HLVs (30 min) U.S. - Connecticut - Hazardous Air Pollutants - HLVs (8 hr) U.S. - Connecticut - Volatile Substances U.S. - Idaho - Non-Carcinogenic Toxic Air Pollutants - Acceptable Ambient Concentrations U.S. - Idaho - Non-Carcinogenic Toxic Air Pollutants - Emission Levels (ELs) U.S. - Idaho - Occupational Exposure Limits - TWAs RTK - U.S. - Massachusetts - Right To Know List U.S. - Massachusetts - Toxics Use Reduction Act U.S. - Michigan - Occupational Exposure Limits - STELs U.S. - Michigan - Occupational Exposure Limits - TWAs U.S. - Minnesota - Hazardous Substance List U.S. - Minnesota - Permissible Exposure Limits - STELs U.S. - Minnesota - Permissible Exposure Limits - TWAs U.S. - New Hampshire - Regulated Toxic Air Pollutants - Ambient Air Levels (AALs) - 24-Hour U.S. - New Hampshire - Regulated Toxic Air Pollutants - Ambient Air Levels (AALs) - Annual U.S. - New Jersey - Discharge Prevention - List of Hazardous Substances U.S. - New Jersey - Environmental Hazardous Substances List RTK - U.S. - New Jersey - Right to Know Hazardous Substance List U.S. - New Jersey - Special Health Hazards Substances List U.S. - New York - Occupational Exposure Limits - TWAs U.S. - North Dakota - Air Pollutants - Guideline Concentrations - 1-Hour U.S. - North Dakota - Air Pollutants - Guideline Concentrations - 8-Hour U.S. - Oregon - Permissible Exposure Limits - TWAs U.S. - California - Safer Consumer Products - Initial List of Candidate Chemicals and Chemical Groups RTK - U.S. - Pennsylvania - RTK (Right to Know) - Environmental Hazard List RTK - U.S. - Pennsylvania - RTK (Right to Know) List U.S. - Rhode Island - Air Toxics - Acceptable Ambient Levels - 1-Hour U.S. - Tennessee - Occupational Exposure Limits - STELs U.S. - Tennessee - Occupational Exposure Limits - TWAs U.S. - Texas - City of Austin - Aerosol Paint and Glue Restrictions U.S. - Texas - Effects Screening Levels - Long Term U.S. - Texas - Effects Screening Levels - Short Term U.S. - Vermont - Permissible Exposure Limits - STELs U.S. - Vermont - Permissible Exposure Limits - TWAs U.S. - Washington - Permissible Exposure Limits - STELs U.S. - Washington - Permissible Exposure Limits - TWAs
Benzenesulfonic acid, 4-dodecyl- (121-65-3)

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Product A

Safety Data Sheet

According to Federal Register / Vol. 77, No. 58 / Monday, March 26, 2012 / Rules and Regulations

U.S. - Texas - Effects Screening Levels - Short Term

SECTION 16: OTHER INFORMATION, INCLUDING DATE OF PREPARATION OR LAST REVISION

Other Information

: This document has been prepared in accordance with the SDS requirements of the OSHA Hazard Communication Standard 29 CFR 1910.1200

GHS Full Text Phrases:

Eye Dam. 1	Serious eye damage/eye irritation Category 1
Eye Irrit. 2A	Serious eye damage/eye irritation Category 2A
Flam. Liq. 2	Flammable liquids Category 2
Skin Corr. 1B	Skin corrosion/irritation Category 1B
STOT SE 3	Specific target organ toxicity (single exposure) Category 3
H225	Highly flammable liquid and vapor
H314	Causes severe skin burns and eye damage
H318	Causes serious eye damage
H319	Causes serious eye irritation
H336	May cause drowsiness or dizziness

This information is based on our current knowledge and is intended to describe the product for the purposes of health, safety and environmental requirements only. It should not therefore be construed as guaranteeing any specific property of the product.

SDS US (GHS HazCom)

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Roger McClain

Submitting Department: Public Utilities

Item Type: Staff Report

Agenda Section:

Subject:

Request to Authorize the City Manager to Execute Amendment No. 5 to the Agreement with Alder Construction Company, in a form approved by the City Attorney, for 3KWTP Construction Mitigation and Demolition GMP Construction Services for an Amount Not to Exceed \$2,530,650.00

Suggested Action:

Attachments:

[3KWTP Staff Report](#)

City Council Staff Report



Subject: 3Kings Water Treatment Plant, ECI Pre-Construction and Construction Services – Amendment No. 5, 3KWTP Construction Mitigation and Demolition GMP, Alder Construction Company
Author: Roger McClain, Public Utilities Engineering Manager
Department: Public Utilities
Date: September 12, 2019
Type of Item: Administrative

Recommendation

Staff is seeking City Council's authorization for Early Contractor Involvement (ECI) Contractor construction services for the 3KWTP Construction Mitigation and Demolition GMP to support the 3Kings Water Treatment Plant (3KWTP). Staff recommends Council authorize the City Manager to execute the Amendment No. 5 to the Agreement, in a form approved by the City Attorney, with Alder Construction Company for 3KWTP Construction Mitigation and Demolition GMP construction services for an amount not to exceed \$2,530,650.00.

Construction mitigation at the 3KWTP site is required in advance of and to support the demolition of the existing Spiro Water Treatment Plant and the subsequent construction of the 3KWTP. In accordance with the Construction Agreement, Alder Construction, the selected ECI Contractor, has submitted a Guaranteed Maximum Price (GMP) Cost Proposal to complete the identified work. Amendment No. 5 incorporates these construction services into the ECI Contractor's existing contract.

Construction generally includes:

- Providing temporary on-site facilities, utilities, and security system;
- Relocate Golf Course Hole No. 11 tee box;
- Temporary Golf Course irrigation system;
- Existing tree relocation, removal, and protection;
- Demolition of existing Spiro site structures and on-site utilities;
- East Ditch and Thiriot Spring piping and flow measurement systems;
- Thiriot Spring protection measures; and
- Temporary Thiriot Spring drinking water pumping and chlorination system

Construction mitigation work is scheduled to occur beginning late September 2019, demolition is anticipated in November and December 2019, and site preparation will continue until the start of treatment plant construction which is scheduled to begin in February 2020.

Overview of 3Kings Water Treatment Plant *(from August 15, 2019 staff report)*

Park City must comply with Utah Pollutant Discharge Elimination System (UPDES) Permits for the Judge and Spiro Tunnel water discharges. In order to accomplish this, staff has developed a Mining Influenced Water (MIW) collection, treatment, and distribution master plan which involves over \$100M of infrastructure constructed over

the next 5 years. Park City must also meet surplus delivery obligations to Weber Basin starting May 1, 2020, which will require an interconnection between Park City's water system in Quinns Junction and Weber Basin's infrastructure near the film studio. The information below provides a summary of major infrastructure to be constructed and how various items on today's agenda relate to the overall master plan.

3Kings Water Treatment Plant (3KWTP) – reconstruction of the existing Spiro WTP to treat water draining from Judge and Spiro Tunnels.

- 3Kings Water Treatment Plant ECI Pre-construction and Construction Services – Amendment No. 3, Alder Construction Company
 - o Initial contract amount: \$183,500.00
 - o Current contract amount (revised by approved amendments): \$244,836.00
 - o Recommended Amendment No. 3: \$82,374.00.
- 3Kings Water Treatment Plant, ECI Pre-Construction and Construction Services – Amendment No. 4 Off-Site Utilities Phase 1 GMP, Alder Construction Company
 - o Initial contract amount: \$183,500.00
 - o Current contract amount (revised by approved amendments): \$244,836.00
 - o Recommended Amendment No. 4: \$2,400,000.00
- Anticipated future major contracts/contract amendments
 - o 3KWTP Construction Mitigation and Demolition GMP
 - o 3KWTP Construction GMP
 - o Construction Engineering Services
 - o Construction Testing and Special Inspections
 - o Building Commissioning

Background

- On November 8, 2018, Council authorized the execution of the Design Professional Services Agreement, Second Addendum with CH2M, Inc., for the 3KWTP Phase II Design Services which consists of the design development and construction drawing phases of the project. The construction mitigation and demolition related plans are included in the work.
- On January 31, 2019, Council authorized the execution of the Agreement and Amendment No. 1 to the Agreement for the 3Kings Water Treatment Plant Project Early Contractor Involvement Pre-construction Services with Alder Construction Company for in an amount not to exceed \$183,500.00. Subsequent amendments No's. 2 and 3 added preconstruction services work.
- On May 29, 2019, Council directed staff to proceed with pursuing the demolition of the Spiro facilities and with the use of a portion of Hole No. 11 for construction staging purposes.
- On August 15, 2019, Council authorized the execution of Amendment No. 4 to the Agreement with Alder Construction Company the 3KWTP Off-site Utilities Phase 1 GMP.

Funding

The funding for Amendment No. 5 is from water service fees, is included in the approved FY2020 Water CIP budget, and costs are included in the Water Department's long term comprehensive financial model.

Continued Public Engagement

Consistent with the 3KWTP Public Outreach Plan presented to Council on March 8, 2018, using a variety of outreach tools staff will communicate and inform neighbors and the public throughout the project construction.

- On Tuesday August 20th, a neighborhood "Meet the Contractor" was held in advance of the start of off-site utility construction.
- Periodic (initially quarterly and adjusted as necessary) neighborhood meetings will be held.
- Emails and notifications will be sent to the immediate neighborhood in advance of any significant work items affecting the neighborhood and to provide period updates on the Project's progress.
- Public Service Announcements will be issued prior to start of construction and in advance of any significant work items impacting the community.
- Contractor and City Staff contact information will be provided to the neighborhood residents and HOA's.
- The local golf community and cross-country ski users will be notified of the 2020 and 2021 golf course layout changes.

Related Upcoming Council Action Requests

Anticipated requests for Council action within the next 90 days related to this work are:

- 3KWTP construction engineering/inspection support services. A request for qualifications has been issued for these consultant services; and
- Materials and soils testing services. A request for qualifications will be issued for these services.

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Jason Christensen

Submitting Department: Public Utilities

Item Type: Staff Report

Agenda Section:

Subject:

Request to Approve a First Addendum to the Contract with Dataprose LLC., in a Form Approved by the City Attorney, for Utility Bill Printing and Mailing Service for an Additional Five Years in an Annual Amount up to \$35,000 for a Total Amount Not to Exceed \$175,000

Suggested Action:

Attachments:

[Dataprose Staff Report](#)

City Council Staff Report

Subject: Utility Bill Print Contract Addendum
Author: Jason Christensen, Water Resources Manager
Department: Public Utilities
Date: September 12, 2019
Type of Item: Administrative

Recommendation

Staff recommends Council review and approve a first addendum to the City's contract with Dataprose LLC., in a form approved by the City Attorney, for utility bill printing and mailing service in an amount of up to \$35,000 per year for an additional five years for an additional amount not to exceed \$175,000.

Background

- Staff completed a request for proposals process in 2015, and selected Dataprose as the preferred vendor for bill printing and mailing services.
- That contract currently will end in January 2020.
- Dataprose designed our current bill's look and feel and has provided excellent service over the past almost five years.
- Park City provides a comma separated data file, and all the graphics, colors and formatting is done by the bill vendor. Changing bill print vendors can be expensive and disruptive as a new vendor would need to receive our data file and "build" a new look and feel for our bills.
- Park City is happy with our level of service from this vendor.
- The only cost increase has been the pass through cost of US postage as it has increased.
- Electronic billing in the City continues to increase, with 2,125 accounts signed up of 5,392 accounts representing a high electronic bill enrollment.
- Staff is proposing continuing service with Dataprose for an additional five years through this addendum.

Funding

- Funding for bill printing comes entirely from the Stormwater and Water enterprise funds.

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Corey Legge

Submitting Department: Engineering

Item Type: Staff Report

Agenda Section:

Subject:

Request to Grant Snyderville Basin Water Reclamation District an Easement and Access Easement through a City-Owned Parcel (PC-S-55-X) in the Alice Claim Subdivision at the Top of King Road for Construction and Maintenance of Wastewater Collection and Transportation Pipelines and Appurtenances, in a Form Approved by the City Attorney

Suggested Action:

Attachments:

[Sewer Easement Staff Report](#)

[Attachment 1: SBWRD Easement Exhibit](#)

[Attachment 2: Grant of Easement and Access Easement](#)

[Attachment 3: SBWRD Line Extension Agreement](#)

City Council Staff Report

To: City Manager for Mayor and City Council Subject: Alice Claim:
Grant of Sanitary Sewer Easement
Author: Corey Legge, Staff Engineer
Department: Engineering
Date: September 12th, 2019
Type of Item: Legislative

Summary Recommendation

Staff recommends City Council grant Snyderville Basin Water Reclamation District an easement and access easement for construction and maintenance of wastewater collection and transportation pipelines and appurtenances, in a form approved by the City Attorney, across parcel PC-S-55-X owned by the Park City Municipal Corporation (PCMC). The purpose of the easement is to construct, operate, and maintain a sanitary sewer mainline for the Alice Claim Subdivision.

Executive Summary

Park City parcel PC-S-55-X encompasses the water tank and Park City Water Department access through Alice Claim Subdivision at the top of King Road. Consistent with previously approved plans, King Development Group, LLC has requested a grant of easement and access easement for construction and maintenance of wastewater collection and transportation pipeline and appurtenances. Approval would allow the developer to install a sanitary sewer mainline within a portion of parcel PC-S-55-X and grant permanent access to Snyderville Basin Water Reclamation District (SBWRD) to operate and maintain the improvements upon completion.

The Problem

PC-S-55-X is owned by PCMC and is used for access to the Woodside Water Tank located above the proposed Alice Claim Subdivision. The sanitary sewer system is required to be within an easement conveyed to SBWRD for operation and maintenance. Condition of Approval number 21 (COA #21) states the applicant will need to receive City Council's approval to provide access and utility easement over the City's property for Alice Court.

Background

Please refer to the following Subdivision/Plat Amendment staff reports and minutes listed below for the history of this application, most recently being:

- October 8, 2014 [Planning Commission work session](#) and [minutes](#)
- April 8, 2015 [Planning Commission meeting](#) and [minutes](#)
- June 10, 2015 [Planning Commission meeting](#) and [minutes](#)
- July 8, 2015 [Planning Commission meeting](#) and [minutes](#)
- July 22, 2015 [Planning Commission meeting](#) and [minutes](#)

- August 12, 2015 [Planning Commission meeting](#) and [minutes](#) (Negative recommendation forwarded to City Council)
- October 8, 2015 [City Council work session meeting](#) and [minutes](#)
- October 29, 2015 [City Council meeting](#) and [minutes](#) (Application amended and remanded back to Planning Commission)
- December 9, 2015 [Planning Commission work session](#) and [minutes](#)
- May 25, 2016 [Planning Commission meeting](#) and [minutes](#)
- July 13, 2016 [Planning Commission meeting](#) and [minutes](#)
- July 27, 2016 [Planning Commission meeting](#) and [minutes](#) (Positive recommendation forwarded to City Council)
- March 9, 2017 [City Council meeting](#) and minutes (Application amended and remanded back to Planning Commission)
- April 12, 2017 [Planning Commission meeting](#) and [minutes](#) (Positive recommendation forward to City Council)
- May 25, 2017 [City Council meeting](#) and [minutes](#)
- March 8, 2018 [City Council Meeting](#) and [minutes](#)

Please refer to the following [Conditional Use Permit](#) staff reports and minutes listed below for the history of this application, most recently being:

- June 10, 2015 [Planning Commission meeting](#) and [minutes](#)
- July 8, 2015 [Planning Commission meeting](#) and [minutes](#)
- July 22, 2015 [Planning Commission meeting](#) and [minutes](#)
- August 12, 2015 [Planning Commission meeting](#) and [minutes](#) (Denial)
- May 19, 2016 [City Council meeting](#) (CUP Denial remanded back to Planning Commission)
- May 25, 2015 [Planning Commission meeting](#) and [minutes](#)
- July 13, 2016 [Planning Commission meeting](#) and [minutes](#)
- July 27, 2016 [Planning Commission meeting](#) and [minutes](#) (Positive recommendation forwarded to City Council)
- March 9, 2017 [City Council meeting](#) and minutes

Analysis

This action does not represent a change from previous land use approvals however specific Council action is needed to dedicate the requested easement from the City. King Development Group, LLC entered into a Line Extension Agreement for Public Wastewater System with SBWRD on October 3rd, 2017. The proposed design of the sanitary sewer system includes approximately three hundred seventy feet (370') of eight inch (8") HDPE transportation pipeline. This extends from the south end of proposed Alice Court and connects to an existing sanitary sewer manhole located at 123 Ridge Avenue. The sanitary sewer system is designed to service the nine (9) developable lots within the proposed Alice Claim Subdivision.

Parcel PC-563-X is approximately 1.71 Acres. It includes about six hundred fifty feet (650') of right-of-way that is thirty feet (30') wide for access to the Woodside Water

Tank. A fourteen inch (14") raw water conveyance pipe and a sixteen inch (16") transmission waterline pipe is located within parcel PC-563-X. The proposed design of the Alice Claim Sanitary Sewer system complies with water code and has been reviewed by Public Utilities.

Alternatives

A. Approve the Request:

Approving the sanitary sewer easement will allow King Development Group, LLC to install the sanitary sewer system and grant permanent access to SBWRD to operate and maintain the improvements.

Pros – Allows for the necessary utilities to be installed, operated, and maintained within Alice Claim Subdivision.

Cons – The grant of easement and access easement will be located within part of an existing 30' public right-of-way, owned by PCMC.

B. Deny the Request:

Denying the sanitary sewer easement will require King Development Group, LLC to seek alternate locations for the sanitary sewer system.

Pros – Sanitary Sewer will not be located partly within PC-S-55-X.

Cons – Locating the sanitary sewer outside of the public right-of-way within parcel PC-S-55-X would require additional excavation of the hillside and make construction more challenging.

Department Review

This report has been reviewed by City Manager, Legal, Public Utilities, and Community Development. All concerns raised by these departments have been incorporated herein.

Funding Source

No funding impacts as a result of the recommended action.

Summary Recommendation

Staff recommends City Council grant an easement and access easement for construction and maintenance of wastewater collection and transportation pipelines and appurtenances, in a form approved by the City Attorney, across parcel PC-S-55-X owned by the Park City Municipal Corporation (PCMC).

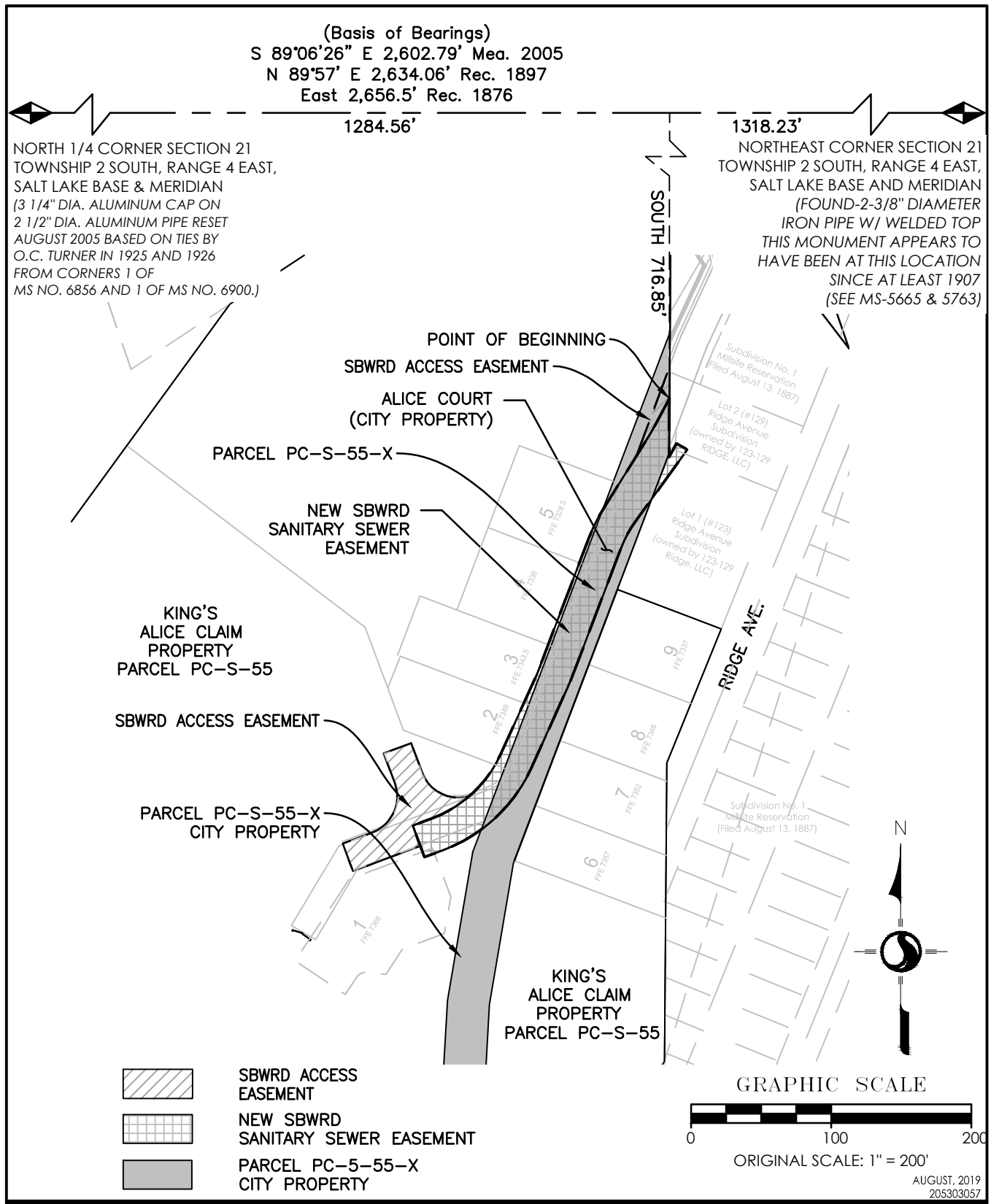
Attachments

Attachment 1 – SBWRD Easement Exhibit

Attachment 2- Draft Grant of Easement and Access Easement for Construction and Maintenance of Wastewater Collection and Transportation Pipeline(s) and Appurtenances

Attachment 3- SBWRD Line Extension Agreement

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2019/09/05 11:05 AM By: Paez, Gonzalo



2890 E. Cottonwood Parkway, Suite 300
Salt Lake City, Utah 84121-7283
Tel. 801.261.0090
www.stantec.com

Title

EXHIBIT FOR
NEW SBWRD SANITARY
SEWER EASEMENT FOR
ALICE CLAIM PUBLIC
IMPROVEMENTS

When recorded return to:
Snyderville Basin Water Reclamation District
2800 Homestead Road
Park City, Utah 84098

Parcels PC-S-55-X and PC-S-55

**GRANT OF EASEMENT AND ACCESS EASEMENT
FOR CONSTRUCTION AND MAINTENANCE OF WASTEWATER COLLECTION
AND TRANSPORTATION PIPELINE(S) AND APPURTENANCES**

KING DEVELOPMENT GROUP, LLC, a Utah limited liability company, and PARK CITY MUNICIPAL CORPORATION, a municipality organized in the State of Utah, (collectively, “Grantor”, does hereby convey and warrant to the Snyderville Basin Water Reclamation District, a local District of the State of Utah, (the “District”) Grantee, of Summit County, Utah, for good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, a permanent non-exclusive easement and right-of-way for the purpose of constructing, operating and maintaining one or more underground pipelines and appurtenances in the easement granted herein for the collection and transportation of wastewater as permitted by the District in the exclusive discretion of the District, over, across, through and under the respective premises of the Grantor situated in Summit County, Utah which are more specifically described as follows:

**LEGAL DESCRIPTION OF
DISTRICT SANITARY SEWER EASEMENTS**

A parcel of land located in the Northeast Quarter of Section 21, Township 2 South, Range 4 East, Salt Lake Base and Meridian, said parcel being more particularly described as follows:

BEGINNING at a point being South 89°06'26" East, 1284.56 feet, along the north line of said Northeast Quarter of Section 21, and South, 716.85 feet from the North Quarter corner of said Section 21, and running Thence, South 00°26'00" West, 41.87 feet; Thence North 28°57'50" East, 10.96 feet; Thence South 61°02'10" East, 8.83 feet; Thence South 35°52'45" West, 62.32 feet to the beginning of a curve to the left; Thence along said curve, concave southeasterly, with a radius of 88.11 feet, a delta angle of 15°09'18", an arc length of 23.21 feet and a chord bearing and distance of South 28°19'59" West, 23.14 feet; Thence South 20°47'00" West, 99.67 feet; Thence South 24°12'31" West, 69.14 feet to the beginning of a curve to the right; Thence along said curve, concave northwesterly, with a radius of 112.00 feet, a delta angle of 45°08'00", an arc length of 88.12 feet and a chord bearing and distance of South 46°55'57" West, 85.87 feet; Thence South 69°28'21" West, 14.50 feet; Thence North 20°31'39" West, 24.06 feet; Thence North 69°41'20" East, 14.50 feet to the beginning of a curve to the left; Thence along said curve, concave northwesterly, with a radius of 88.00 feet, a delta angle of 45°08'00", an arc length of 69.24 feet and a chord bearing and distance of North 46°55'57" East, 67.47 feet; Thence North 24°23'34" East, 62.08 feet; Thence North 20°52'42" East, 105.21 feet to the beginning of a curve to the right; Thence along said curve, concave southeasterly, with a radius of 112.11 feet, a delta angle of 11°27'46", an arc length of 22.06 feet and a chord bearing and distance of North 26°25'27" East,

22.03 feet; Thence North 32°03'41" East, 64.20 feet; Thence North 28°18'46" East, 28.14 feet to the **POINT OF BEGINNING**.

Contains: Approximately 8,642.45 Square Feet or 0.198 Acres.

This easement is contained within Parcels PC-S-55-X and PC-S-55

Also granting to District a perpetual right of ingress and egress to and from and along said right-of-way and with the right to operate, maintain, repair, replace, augment and/or remove the pipelines and appurtenances deemed necessary by the District for the collection and transportation of wastewater; also the right to trim, clear or remove, at any time from said right-of-way any tree, brush, structure or obstruction of any character whatsoever, which in the sole judgment of the Grantee may endanger the safety of or interfere with the operation of Grantee's facilities. The Grantor and its successors in interest hereby forever relinquish the right to allow or construct any surface or underground improvement which would interfere with the operation, replacement or repair of the pipelines constructed and maintained under the provisions of this easement and covenant and agree that no underground or surface improvement, trees or structures will be constructed under or over the surface of the easement granted herein, without the express written consent in advance of the Grantee, which would interfere with the exercise of the rights of the Grantee to operate, maintain, repair or replace the sewer pipeline constructed by or for the Grantee.

Also granting to the District a perpetual right of ingress and egress to the above described permanent easement over, across, and through the respective premises of the Grantor situated in Summit County, Utah which are more specifically described as follows:

LEGAL DESCRIPTION OF DISTRICT ACCESS EASEMENTS

Two parcels of land located in the Northeast Quarter of Section 21, Township 2 South, Range 4 East, Salt Lake Base and Meridian, said parcel being more particularly described as follows:

Access Easement No. 1

BEGINNING at a point being South 89°06'26" East, 1100.26 feet, along the north line of said Northeast Quarter of Section 21, and South, 965.76 feet from the North Quarter corner of said Section 21, and running Thence, South 20°31'39" East, 22.50 feet to the beginning of a curve to the left; Thence along said curve, concave northerly, with a radius of 27.50 feet, a delta angle of 86°11'20", an arc length of 41.33 feet and a chord bearing and distance of South 63°35'00" East, 37.55 feet to the beginning of a curve to the right; Thence along curve, concave northwesterly, with a radius of 88.00 feet, a delta angle of 20°48'22", an arc length of 31.46 feet and a chord bearing and distance of South 59°13'53" West, 31.29 feet; Thence South 69°41'20" West, 14.50 feet; Thence South 20°31'39" East, 15.56 feet; Thence South 69°28'21" West, 51.32 feet; Thence North 20°35'34" west, 21.00 feet; Thence North 69°28'21" East, 22.50 feet to the beginning of a curve to the left; Thence along said curve, concave northwesterly, with a radius of 27.50 feet, a delta angle of 90°00'00", an arc length of 43.20 feet and a chord bearing and distance of North

24°28'21" East, 38.89 feet; Thence North 20°31'39" West, 22.50 feet; Thence North 69°28'21" East, 21.00 feet to the **POINT OF BEGINNING**.

Contains: Approximately 2,644.91 Square Feet or 0.061 Acres.

Access Easement No. 2

BEGINNING at a point being South 89°06'26" East, 1284.74 feet, along the north line of said Northeast Quarter of Section 21, and South, 694.15 feet from the North Quarter corner of said Section 21, and running Thence, South 00°26'07" West, 22.70 feet; Thence South 28°18'46" West, 28.14 feet; Thence South 32°03'41" West, 19.43 feet; Thence North 20°26'34" East, 68.23 feet to the **POINT OF BEGINNING**.

Contains: Approximately 282.82 Square Feet or 0.006 Acres.

These easements are contained within Parcels PC-S-55-X and PC-S-55

The easements granted herein are subject to the condition that the Grantee shall indemnify and hold harmless, the Grantor, its heirs and successors against any and all liability caused by the acts of the Grantee, its contractors or agents, during the construction, operation or maintenance of the sewer pipeline provided for in this easement; the Grantor's right to indemnification or to be held harmless by the Grantee under the terms of this paragraph are expressly conditioned upon prompt and immediate written notice to the Grantee of any claim or demand which would cause a claim against the Grantee and upon the Grantee's right to defend any claim against the Grantor which would cause a claim of indemnification against the Grantor. This provision shall not be interpreted or construed to waive the rights of the Grantee to the affirmative defenses to claims provided under the Utah Governmental Immunity Act.

WITNESS the hand of said Grantor this _____ day of _____, 20__.

KING DEVELOPMENT GROUP, LLC,
a Utah limited liability company

By: PCP, LLC, an
Illinois limited liability
company

By: _____

Its Manager

STATE OF _____)
) ss
COUNTY OF _____)

On the ____ day of _____, 2019, personally appeared before me _____ who acknowledged before me that he signed the foregoing instrument on behalf of PCP, LLC, an Illinois limited liability company, the manager of **KING DEVELOPMENT GROUP, LLC**.

Notary Public

PARK CITY MUNICIPAL CORPORATION,
a municipality organized in the State of Utah

By: _____
Its: _____

ATTEST:

Park City Municipal Corporation Clerk

STATE OF _____)
) ss.
County of _____)

On the ____ day of _____, 2019, personally appeared before me _____ who acknowledged before me that he/she signed the foregoing instrument on behalf of **PARK CITY MUNICIPAL CORPORATION**, a municipality organized in the State of Utah.

Notary Public



**LINE EXTENSION AGREEMENT
FOR
PUBLIC WASTEWATER SYSTEM**

This AGREEMENT is made and entered into this 3 day of October 2017,
by and between King Development Group, LLC, a(n)
Utah limited liability company ("DEVELOPER") and the SNYDERVILLE
BASIN WATER RECLAMATION DISTRICT, a local district of the State of Utah, ("SBWRD")

This Agreement is made with reference to the following facts:

DEVELOPER is the owner and developer of Alice Claim
, located at 100 King Road
Park City, in Summit County, Utah ("PROJECT") and is hereby applying to the
SBWRD for wastewater service.

The SBWRD has certain requirements for development approval and construction of
wastewater facilities in the SBWRD service area which are contained in "Development
Procedures, Design Standards, and Construction Specifications for Wastewater Facilities in the
Snyderville Basin Water Reclamation District" (SBWRD Standards). The SBWRD Standards
are hereby incorporated and made a part of this Agreement by reference.

The SBWRD requires approval of an agreement by the SBWRD Board of Trustees for
Developers to begin the design and construction process of new wastewater facilities intended to
become part of the Public Wastewater System owned and operated by the SBWRD,
modifications to the existing Public Wastewater System, or certain Private Wastewater Systems
proposed to connect to the Public Wastewater System.

When this Agreement is accepted by the Board of Trustees, the following terms and
conditions shall apply to planning, design, and construction of the Public Wastewater System
extension or modification, payment of fees and other costs, and acceptance of the extension or
modification for ownership and maintenance by the SBWRD.

AGREEMENT

NOW, THEREFORE, in consideration of the services to be provided by SBWRD and
contributions of facilities by DEVELOPER to SBWRD, which are hereby acknowledged by the
parties to be adequate to support this Agreement, and the mutual covenants and promises
contained herein, the parties hereto agree as follows:

1. Definitions: The terms used in this Agreement are defined in the definition of terms
contained in the SBWRD Standards.

2. Contact Information.

- a. Developer Information:
Company: King Development Group, LLC
Contact Person: David Kagan
Mailing Address: 2 North LaSalle Street, Suite 2300
City: Chicago State: IL
Zip Code: 60602-3975
Telephone: (312) 345-3257 email: david@sbaskin.com
- b. Project Manager Information:
Company: King Development Group, LLC
Contact Person: Jerry Fiat
Mailing Address: P.O. Box 4581
City: Park City State: UT
Zip Code: 84060
Telephone: (435) 513-1273 email: jfiat727@gmail.com
() Buyer () Agent () Engineer (X) Other: Developer

3. Project Information

- a. Project Name: Alice Claim
- b. Type of Project:
(X) Single Family Residential Subdivision () Planned Unit Development
() Condominium () Comm./Ind. Subdivision
() Residence () Other: _____
- c. Legal Description of Property Being Developed: (Attach copy of Description)
- d. Projected Construction Start Date: Summer 2018
- e. Residential Wastewater Discharge:

Estimated Residential Equivalents (REs):
(Provide attachment if necessary)

	<u>Number</u>	<u>Estimated REs/Lot or Unit</u>	<u>Total REs</u>
Single Family Residential Lots	<u>9</u>	<u>1.67</u>	<u>15</u>
Planned Unit Development Units	_____	_____	_____
Condominium Units	_____	_____	_____
Commercial/Industrial (sq. ft.)	_____	_____	_____
Other: _____	_____	_____	_____
TOTAL REs			<u>15</u>

f. Nonresidential Wastewater Discharge: (If applicable)

Estimated Nonresidential Wastewater Quantity and Strength

Average Daily Flow Rate (gpm)	0
Total Suspended Solids (TSS) in mg/l	
Biochemical Oxygen Demand (BOD) in mg/l	

4. Term of Agreement

This Agreement shall remain in full force and effect until the expiration of the Warranty Period as defined in paragraph 16, unless terminated by the SBWRD as provided herein. The SBWRD may take any of the following actions relative to this Agreement depending on the progress of the PROJECT:

- 1) If the PROJECT has not received Final Design Approval by the SBWRD within 1 year of the date of this Agreement, this Agreement shall expire, unless a Plat for the subdivided lots or properties served by the PROJECT has been signed by SBWRD or recorded. The SBWRD will provide written notice to the DEVELOPER of the expiration of the Agreement. If the DEVELOPER wishes to pursue construction of the Public Wastewater System extension or modification required for the PROJECT after expiration of this Agreement, a new Line Extension Agreement with the SBWRD and payment of additional Engineering Services Fees, as discussed in paragraph 10, will be required.
- 2) If the PROJECT has received Final Design Approval but construction of the Public Wastewater System extension or modification covered by this Agreement has not begun within 1 year of the date of Final Design Approval, this Agreement and Final Design Approval shall expire, unless a Plat for the subdivided lots or properties served by the PROJECT has been signed by SBWRD or recorded. The SBWRD will provide written notice to the DEVELOPER of the expiration of the Agreement and Final Design Approval. If the DEVELOPER wishes to pursue construction of the Public Wastewater System extension or modification required for the PROJECT after expiration of this Agreement, a new Line Extension Agreement with the SBWRD, a new Final Design Approval based on the SBWRD Standards in effect at that time, and payment of additional Engineering Services Fees, as discussed in paragraph 10, will be required.
- 3) If construction of the Public Wastewater System extension or modification has begun but has not yet received Final Project Approval from the SBWRD within 1 year of the date of Final Design Approval, the SBWRD may, in its sole discretion, exercise its rights under the Improvement Completion Agreement. The Improvement Completion Agreement is hereby incorporated and made a part of this Line Extension Agreement by reference.
- 4) If a Plat for the subdivided lots or properties served by the PROJECT has been signed by SBWRD or recorded, this Agreement shall not be expired but will remain in effect until the requirements of this Agreement are met. An Improvement Completion Agreement, as discussed in paragraph 11, will be required prior to approval of a Plat by SBWRD.

5. Installation of Required Improvements at DEVELOPER's Cost

- a. DEVELOPER acknowledges that extension or modification of the Public Wastewater System and extending Private Lateral Wastewater Lines to each lot or unit within the PROJECT is necessary to provide wastewater service to the PROJECT.
- b. The cost of designing and constructing the extension or modification of the Public Wastewater System covered by this Agreement and extending Private Lateral Wastewater Lines to each lot or unit within the PROJECT according to SBWRD Standards shall be borne solely by the DEVELOPER because the PROJECT benefits the DEVELOPER's property.
- c. DEVELOPER shall provide necessary "wyes" in the Public Wastewater Lines for each lot or unit to be serviced under this Agreement and shall extend Private Lateral Wastewater Line stubs to each lot or unit in accordance with SBWRD Standards.
- d. The cost of extending the Private Lateral Wastewater Line from the end of the lateral stub, installed with the main line, to the building or unit shall be the responsibility of the homeowner or building owner. The SBWRD shall not be responsible for this cost. Such work shall conform to SBWRD Standards.
- e. Before actual connection of each building or unit to the Public Wastewater System and before a building permit will be approved, the owner or owner's authorized representative thereof shall follow SBWRD procedures for submittal and approval of such connection and pay in full the SBWRD Administration and Impact Fees, at the rate in effect at the time SBWRD authorizes this connection.
- f. The SBWRD shall not be responsible for ownership, maintenance or repair of Private Lateral Wastewater Lines or the connection of said Private Lateral Wastewater Line to the Public Wastewater System.

6. Compliance with Standards

DEVELOPER agrees to comply with all procedures and requirements of the SBWRD for the design and construction of the extension or modification of the Public Wastewater System described in this Agreement as contained in the SBWRD Standards.

7. Engineering Services

- a. DEVELOPER shall contract with or retain a qualified Project Engineer for the purpose of providing engineering services for the design and construction of the extension or modification of the Public Wastewater System covered by this Agreement. The Project Engineer shall be a Licensed Professional Engineer in the State of Utah.
- b. DEVELOPER and DEVELOPER's Project Engineer shall meet all planning, design, construction, and approval requirements as contained in the SBWRD Standards.
- c. Inspection of the extension or modification of the Public Wastewater System covered by this Agreement will be performed by the SBWRD to insure compliance with the SBWRD Standards.

8. Wastewater Service Availability and System Capacity

- a. Notwithstanding any other terms of this and any other document of the SBWRD, the obligation of the SBWRD to provide wastewater service pursuant to this Agreement shall be limited to existing and available wastewater system capacity. SBWRD shall have the ability to deny wastewater service if connection to the system will cause an increase in costs of service, affect SBWRD compliance with any governmental regulations or permits, or otherwise prove detrimental to the public interest and the SBWRD.
- b. Any user or proposed user whose source or sources of water results in the physical, biological, or chemical alteration of the receiving waters of the SBWRD water reclamation facilities or otherwise increases treatment, service, or other costs shall either be denied connection or shall be required to pay its pro rata share of the costs created by its use of these water sources. These determinations and calculations shall be in the sole discretion of the SBWRD.
- c. The obligation of the SBWRD to provide wastewater service pursuant to this Agreement is contingent upon the DEVELOPER obtaining Final Design Approval and Final Project Approval for the PROJECT from the SBWRD according to the SBWRD Standards and the payment of the applicable Impact Fees and other fees or costs applicable to the PROJECT. Wastewater service will not be committed by the SBWRD until the SBWRD receives full payment of all required fees including Impact Fees.
- d. Upon submission of the preliminary wastewater system design by the DEVELOPER, the SBWRD shall review the capacity of the existing Public Wastewater System.
 - 1) Should the SBWRD determine, upon review of the capacity and other demands of the existing Public Wastewater System and the anticipated impact of the wastewater quantity or quality contemplated by this Agreement, that the existing Public Wastewater System downstream of the connection of the PROJECT should be modified to increase capacity or otherwise to allow for the additional wastewater load of, or to alleviate other problems created by the PROJECT, the design of any additional Public Wastewater System improvements (new or upgraded) may be included as part of the PROJECT.
 - 2) DEVELOPER's financial and other responsibility for modifying the existing Public Wastewater System pursuant to this provision shall be determined by the SBWRD in its sole discretion.
 - 3) Any modified Public Wastewater System design determined to be DEVELOPER's responsibility by the SBWRD shall be designed by DEVELOPER's Project Engineer and submitted for Final Design Approval to the SBWRD.
 - 4) DEVELOPER agrees to pay for all reasonable costs attendant to modifying the existing Public Wastewater System to incorporate PROJECT. Said costs shall include but are not limited to design and construction of the modified Public Wastewater System.
- e. If the SBWRD finds in the course of its planning for the overall SBWRD service area that the extensions or modifications to the Public Wastewater System covered by this Agreement should be modified in design or increased in capacity to allow for its use in servicing future projects, the design changes to the proposed Public Wastewater

System improvements shall be part of DEVELOPER's design and construction responsibility. The method of payment for reimbursement of the increased costs of such design and construction shall be as specified in paragraph 9 of this Agreement. All such reimbursable costs shall be approved by the SBWRD.

9. Reimbursable Costs

- a. During planning and design of the extension or modification of the Public Wastewater System covered by this Agreement the SBWRD will evaluate the need for a modification in design or increase in capacity in said extension or modification to allow for its use in providing wastewater service to future projects. If the SBWRD determines that a modification in design or increase in capacity is needed, the DEVELOPER shall initially pay the full cost for the design and construction of these modifications and the SBWRD shall reimburse the DEVELOPER for the required modifications according to the procedures contained in this paragraph 9.
- b. DEVELOPER shall submit for review and approval by the SBWRD, documentation in a form acceptable to the SBWRD, of estimated reimbursable costs prior to Final Design Approval. The actual amount of reimbursable costs to be paid to DEVELOPER and the payment schedule thereof shall be determined and agreed upon in writing between SBWRD and DEVELOPER prior to Final Design Approval.
- c. Any sums to be reimbursed to DEVELOPER shall be paid by the SBWRD to DEVELOPER following construction and Final Project Approval of the PROJECT and after payment by DEVELOPER of any and all fees or costs due the SBWRD as a result of the terms of this Agreement.

10. Payment of SBWRD Engineering Fees

- a. At the time this Agreement was submitted, DEVELOPER deposited with the SBWRD a **non-refundable \$100 LEA Application Fee** for the PROJECT for processing of this Agreement.
- b. DEVELOPER acknowledges that the SBWRD will incur expenses relating to planning, design review and construction inspection of extensions or modifications of the Public Wastewater System necessary to provide wastewater service to the PROJECT. DEVELOPER agrees to pay SBWRD an **Engineering Services Fee equal to six percent (6%) of the estimated construction cost** of said extensions or modifications to compensate SBWRD for the expenses incurred.
- c. The estimated construction cost shall be determined by the SBWRD after reviewing an estimate of construction costs prepared by the DEVELOPER's Project Engineer.
- d. At the time this Agreement was submitted, DEVELOPER deposited with the SBWRD a **non-refundable Engineering Services Fee prepayment of \$750.00**. The Engineering Services Fee prepayment paid by DEVELOPER shall be applied as a credit toward DEVELOPER's total Engineering Services Fee for the PROJECT.
- e. Payment of the remaining portion of the Engineering Services Fee shall be made prior to Plat Approval or Final Design Approval by the SBWRD.
- f. Nothing in this Agreement shall preclude the SBWRD from seeking additional Engineering Services Fees in the event the total estimated construction cost is deficient or

in the event of changing circumstances.

g. If additional Engineering Services Fees are required, DEVELOPER agrees to pay the amount that becomes due and payable to the SBWRD from DEVELOPER under the terms of this Agreement within 30 days following the first billing of such amount. In the event payment is not made within this time period, DEVELOPER agrees to pay the SBWRD interest on the unpaid balance at the rate of 1.5 percent per month from the date of the first billing until the entire balance is paid in full.

h. If DEVELOPER defaults on or fails to comply with any condition of this Agreement, DEVELOPER agrees to pay all costs of enforcing the terms of this Agreement and all costs of remedying such default or noncompliance the SBWRD may incur, including reasonable attorney fees and associated costs. The SBWRD reserves the right to certify delinquent fees to the Summit County Treasurer for collection as a property tax or to utilize such other collection method or methods selected by the SBWRD.

i. Applicant agrees to pay all fees or costs incurred by the SBWRD that arise from the terms of this Agreement prior to Plat approval, Final Design Approval or Final Project Approval by the SBWRD. If such payments are not made by the DEVELOPER, the SBWRD shall not be obligated to provide these approvals or take further action with respect to the PROJECT.

11. Improvement Completion Agreement

a. DEVELOPER agrees to establish with the SBWRD a properly executed Improvement Completion Agreement (I.C. Agreement) to ensure and guarantee the completion of the extension or modification of the Public Wastewater System, warranty of the work as required by this Agreement and payment to the SBWRD of all amounts due including but not limited to construction costs, engineering fees, inspection fees, administrative fees, and legal fees and costs which may be experienced by the SBWRD under the terms of this Agreement.

b. DEVELOPER shall establish the I. C. Agreement prior to the earliest occurrence of one of the following:

- 1) Final Design Approval.
- 2) Plat Approval.
- 3) Site Plan Approval if the DEVELOPER requires approval of the site plan prior to the receipt of Final Design Approval and an extension or modification of the Public Wastewater System is required to provide wastewater service to the PROJECT.

c. The I. C. Agreement amount shall be established based on the estimated construction cost of the extensions or modifications of the Public Wastewater System required for the PROJECT. The estimated construction cost shall be determined prior to Final Design Approval by the SBWRD after reviewing an estimate of construction costs prepared by the DEVELOPER's Project Engineer.

d. The amount of the **I. C. Agreement shall be 125 percent (125%) of the estimated construction cost** as determined by the SBWRD.

e. Release of funds from the I. C. Agreement to the DEVELOPER shall be made in accordance with the provisions of the I. C. Agreement.

f. The SBWRD will retain 10 percent of the estimated construction costs as

determined by SBWRD during the Warranty Period as defined in the SBWRD Standards. Said retained amount shall constitute a contingency fund if the facilities are unacceptable in accordance with SBWRD Standards.

12. Easements

- a. DEVELOPER shall provide necessary wastewater system easements prior to Final Design Approval granting the SBWRD full right to construct, operate, maintain, repair, replace, augment and/or remove and replace the extension or modification of the Public Wastewater System covered by this Agreement.
- b. DEVELOPER shall be responsible for securing and purchasing appropriate wastewater system easements and right-of-ways from third parties at no cost to the SBWRD if any part of the extensions or modifications of the Public Wastewater System covered by this Agreement are to be located on land belonging to third parties.
- c. Easements or right-of-ways shall be granted to the SBWRD on the SBWRD standard Grant of Easement form.

13. Violations

- a. Should DEVELOPER construct any portion of the extension or modification of the Public Wastewater System covered by this Agreement without first obtaining Final Design Approval by the SBWRD, as evidenced by Approved Construction Drawings stamped and signed by the SBWRD, or without inspection by the SBWRD, the DEVELOPER shall be required, and hereby agrees, at its sole expense, to excavate and remove all portions of the work of extension or modification in violation.
- b. DEVELOPER agrees that upon connection of the extension or modification of the Public Wastewater System covered by this Agreement to the existing Public Wastewater System, a watertight plug shall be installed and maintained between the two systems by the DEVELOPER. This plug shall remain in place until the DEVELOPER is notified by the SBWRD that the plug may be removed. DEVELOPER shall be responsible for removal of the plug and a SBWRD representative shall be present for plug removal.
- c. If the DEVELOPER fails to comply with the provisions of this paragraph 13, DEVELOPER agrees to repair and pay for all damages to the existing Public Wastewater System and/or the cleaning of the downstream wastewater collection system. In addition, DEVELOPER shall pay \$250.00 per day to the SBWRD for each occurrence in which DEVELOPER is found to be in violation of said condition.

14. Substantial Completion

- a. Substantial Completion Approval by the SBWRD will be granted only when there is a need to issue an Authorization to Use for a building or facility in the area of the PROJECT prior to Final Project Approval and the District Engineer finds that the requested use is not inconsistent with public health and safety.
- b. DEVELOPER shall follow the procedures and complete all items required and meet all standards for Substantial Completion Approval as contained in the SBWRD Standards. The SBWRD shall have no obligation to grant Substantial Completion Approval if all requirements have not been completed.

- c. Substantial Completion Approval granted by the SBWRD is only an accommodation to DEVELOPER and shall not relieve DEVELOPER of any project completion responsibility or other responsibility pursuant to this Agreement or the I. C. Agreement.
- d. Until the Public Wastewater System is accepted by the District, the DEVELOPER shall retain ownership of the extension or modification of the Public Wastewater System covered by this Agreement which receives Substantial Completion Approval and shall remain solely responsible for all necessary maintenance, repairs, and replacement prior to Final Project Approval.
- e. Prior to Substantial Completion Approval the entire Public Wastewater System located downstream of the PROJECT must have received Final Project Approval by the SBWRD.

15. Final Project Approval

- a. Upon Final Project Approval, the SBWRD shall accept dedication of and responsibility for the maintenance of the extension or modification of the Public Wastewater System covered by this Agreement. DEVELOPER shall remain responsible for warranty items as defined in paragraph 16.
- b. The SBWRD shall have no obligation to grant Final Project Approval for the PROJECT if the proposed extension or modification of the Public Wastewater System covered by this Agreement does not meet the requirements of the SBWRD Standards or if all applicable fees have not been paid in full.
- c. Prior to Final Project Approval the entire Public Wastewater System located downstream of the PROJECT must have received Final Project Approval by the SBWRD.

16. Warranty of Improvements

- a. DEVELOPER agrees that upon Final Project Approval by the SBWRD of the extension or modification of the Public Wastewater System covered by this Agreement and in accordance with the I. C. Agreement, DEVELOPER shall remain responsible to correct all problems due to defects in material and workmanship and incorrect information on the Record Drawings during the Warranty Period as defined in the SBWRD Standards.
- b. Upon expiration of the Warranty Period and after acceptance of any warranty work the SBWRD shall accept full responsibility for the extension or modification of the Public Wastewater System covered by this Agreement.

17. Transfer of Title

- a. Upon receipt of Final Project Approval by the SBWRD for the extension or modification of the Public Wastewater System covered by this Agreement, DEVELOPER transfers, conveys, and warrants to the SBWRD all rights, title, and

interest in the new facilities, free and clear of encumbrances, and warrants that the facilities transferred have been constructed in accordance with the requirements, rules, and regulations of the SBWRD.

b. Upon Final Project Approval, the SBWRD shall thereafter be the owner thereof and shall maintain the same.

c. The Transfer of Title does not include any Private Lateral Wastewater Line stubs installed as part of the PROJECT. These stubs shall become part of the Private Lateral Wastewater Line serving the lots or unit of the PROJECT and shall be owned, operated and maintained by the owner of the lot or unit.

18. Indemnification

a. DEVELOPER agrees to indemnify, defend, and otherwise hold the SBWRD, its employees, officers, independent contractors, and agents harmless from all claims resulting from the design, construction, and operation of the extension or modification of the Public Wastewater System covered by this Agreement that are approximately caused by the acts or omissions of the DEVELOPER or others under DEVELOPER's control and supervision prior to Final Project Approval by the SBWRD.

b. DEVELOPER and DEVELOPER's Contractor shall be responsible for full compliance with the applicable excavation, trenching, and worker safety regulations of the U.S. Department of Labor Occupational Safety and Health Administration as administered by the Utah Occupational Safety and Health Division.

c. DEVELOPER and DEVELOPER'S CONTRACTOR shall assume full responsibility for all confined space requirements in US Department of Labor, OSHA Regulation 29 CFR Subpart AA, Confined Space in Construction, during construction of the line extension. DEVELOPER and DEVELOPER'S CONTRACTOR are hereby informed that all gravity sewer lines and manholes, low pressure sewer valve vaults and flushing manholes, sewer force main valve vaults, wastewater pump station wet wells and other similar structures and features on the District's wastewater collection system and treatment facilities qualify as confined spaces according to the Federal Regulation. Entering confined spaces without following the requirements of the Confined Spaces in Construction regulations is prohibited. If entry into an existing confined space is necessary to connect to the existing wastewater system, the DEVELOPER'S CONTRACTOR will be required to execute the *Notice of Acknowledgement of Confined Space Requirements and Waiver of Claims* contained in the SBWRD Standards and will be provided with a copy of OSHA Regulation 29 CFR Subpart AA. By executing this document the DEVELOPER'S CONTRACTOR will confirm that they will abide by the safety requirements relating to entry into confined spaces as contained in US Department of Labor, OSHA Regulation 29 CFR Subpart AA, Confined Space in Construction. Confined Space requirements will be discussed during the preconstruction meeting.

19. Insurance

a. DEVELOPER or DEVELOPER's Contractor shall obtain and maintain in full force and effect throughout the construction period of the PROJECT comprehensive general public liability and property damage insurance at the rate of \$1,000,000 each occurrence and \$2,000,000 aggregate from an insurance company authorized to issue

insurance in the State of Utah.

b. The liability and property damage insurance shall include SBWRD as an additional named insured.

c. DEVELOPER or DEVELOPER's Contractor shall have on file with the SBWRD a certificate from the insurance company evidencing that DEVELOPER has complied with the insurance requirements stated herein.

20. Property Ownership and Corporate Resolutions

a. DEVELOPER hereby verifies and warrants it is the legal owner, or is legally authorized to represent the owner of the area of the PROJECT to be served under this Agreement.

b. DEVELOPER hereby warrants that it has permission to enter upon the property of third parties in order to design, construct, inspect, or otherwise ensure access to the facilities governed by this Agreement and grants permission to the SBWRD and its agents to enter upon that property and the property of DEVELOPER covered by this Agreement.

c. DEVELOPER hereby warrants that it has the authority to execute all agreements required under the terms of this Agreement

d. A copy of the Corporate Resolution and/or Power of Attorney authorizing the acts required of DEVELOPER as well as verification of DEVELOPER's right to enter into this Agreement, shall be attached and made a part of this Agreement.

21. Choice of Law

This agreement and the obligations of the parties hereunder shall be governed by and interpreted in accordance with the laws of the State of Utah.

22. Integration

The terms and conditions of this agreement shall constitute the full and complete agreement by and between these parties and shall supersede all prior oral or written agreements, representations, or discussions of the parties and shall be binding upon their heirs, successors, administrators, and assigns.

23. Severability

This agreement is to be considered severable. Should any portion or section of this Agreement be declared invalid or unenforceable, such declaration shall have no effect upon the remaining portions or sections, which shall remain valid and enforceable.

24. Certification

By signing this Agreement DEVELOPER certifies that he/she has personally examined and is familiar with the terms and conditions of this Agreement and the submitted information is true, accurate, and complete.

25. **Owner of Record Acknowledgment**

The owner of record of the property where the PROJECT is located acknowledges awareness of and consents to the development of this property. (Attach Preliminary Title Report for property indicating ownership)

Owner Of Record Signature

26. **Owner of Record Acknowledgment for Third Party Easements**

The owner of record of property where third party easements will be required for the PROJECT, as described in paragraph 12, acknowledges awareness of the PROJECT. (Attach Preliminary Title Report for property indicating ownership)

Third Party Easement Owner Of Record Signature

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first above written.

King Development Group, LLC

DEVELOPER

[Signature]
Signature

Manager of PCP, LLC, an Illinois limited liability company, Manager of

King Development Group, LLC

Title

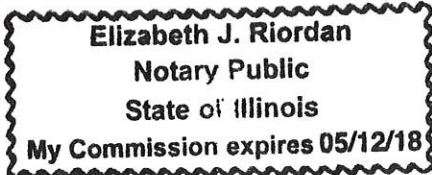
STATE OF ~~UTAH~~ Illinois)

: ss.

COUNTY OF Cook)

On this 5th day of October, 2017, personally appeared before me Paul Levy, who being duly sworn, did say that he/she is the signer of the within instrument, and that the within and foregoing Snyderville Basin Water Reclamation District Line Extension Agreement for Public Wastewater System was signed on behalf of PCP, LLC, Manager of King Development Group, LLC, with actual and requisite authority, and said signer acknowledged to me that he/she has fully reviewed and executed the same.

S
E
A
L



[Signature]
Notary Public

The foregoing Agreement is hereby approved and executed by the Snyderville Basin Water Reclamation District, this 20th day of NOVEMBER, 2017.



SNYDERVILLE BASIN
WATER RECLAMATION DISTRICT

Vice Mary Ann Pack
Chair, Board of Trustees

ATTEST:

B. K. R.
Clerk

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Jenny Diersen

Submitting Department: Sustainability

Item Type: Work Session

Agenda Section:

Subject:

2019 FIS World Championship Debrief

(A) Public Input

Suggested Action:

Attachments:

[2019 World Championship Staff Report](#)

[2019 World Championship Presentation Slides](#)

City Council Staff Report



Subject: 2019 FIS World Championship Economic Impact & Operational Debrief
Author: Jenny Diersen, Special Events & Economic Development Program Manager
Department: Special Events & Economic Development
Date: September 12, 2019
Type of Item: Administrative – Work Session

Summary Recommendation

City Council should consider a presentation by USSA (United States Ski and Snowboard Association), and the Park City Chamber & Visitors Bureau (Chamber) regarding the 2019 International Ski Federation (FIS) World Championship event including competition and economic impact highlights. Staff will present an operational debrief.

Background

On [January 8, 2019, City Council reviewed and approved the 2019 FIS World Championships](#) which were held February 1 to 10, 2019, at Solitude Mountain Resort, Deer Valley Resort, Park City Resort Base and Park City Resort at Canyons Village and Park City's Historic Main Street. The event included more than 1,400 athletes from 45 countries around the world gathering in Utah for the largest winter sports event to take place in the State since the 2002 Olympic Winter Games. Park City Municipal and its resort partners (Deer Valley and Park City Mountain) are known for hosting world class events, including alpine, freestyle and snowboard events during the 2002 Olympic Winter Games, and have hosted numerous FIS World Cup and U.S. Grand Prix competitions over the past 20 years. Deer Valley Resort hosted the FIS Freestyle World Championships in 2003 and 2011 but 2019 was the first time a U.S based World Championship will include all events across the Snowboard, Freestyle and Freeski disciplines. It is important to note that Deer Valley Resort will host the 2020 FIS Freestyle World Cup from February 6 to 8, 2020.

Analysis

Continuing to host major international winter sports events is important in keeping the Olympic Legacy alive as Park City pursues a future Winter Olympic Games. The success of the 2019 FIS World Championship should be celebrated, as it is the work of so many groups (Park City Municipal, Chamber, Deer Valley Resort, Park City Mountain, School District, Summit County and our residents) that provide incredible athletic, cultural and economic opportunities for our community. It is important to mention, that all of this was accomplished with a partial overlap with the Sundance Film Festival, and during one of the biggest snow years on record. It is the collaborative effort of many community members, businesses and partners that made the international event possible for the community and the State of Utah.

While there are many successes and opportunities to celebrate, the items in the debrief should be carefully considered, as each item affects the success of the overall operations and future planning for major events. This event was a success, particularly in the areas of economic impacts, transportation planning, public safety, community engagement, operations and logistics as well as each partners' commitment to reducing overall impacts to the community. Based on feedback gathered from many groups and stakeholders including the resorts, city departments, US Ski & Snowboard, Chamber, HPCA, general public and multiple stakeholder groups, this debrief of the 2019 World Championships is focused on the following:

1. Economic Impact Report;
 - a. Athletes & medals – USA won 14 medals;
 - b. Marketing & Media – biggest media presence ever for the World Championships;
 - c. Lodging Impact/Overnight Visitation & LOC local retail and restaurant incentives;
 - d. Community Opportunities & Volunteerism.
2. City Operational Items:
 - a. Transportation & Enforcement –TCC Operations, Residential Mitigation, Police and Contracted Traffic personnel.
 - b. Parking – Remote Parking Utilization
 - c. City Service Fee Final Analysis - The applicant applied for Special Event Fee Reduction estimated at \$222,292. The actual fees were \$155,432.

2019 FIS World Championship City Service Fees		
Item	Fee Estimate	Actual Fees
Trash Services	\$7,500	\$3,500.00
Barricade Services	\$5,000	\$1,500.00
Application Fee	\$640	\$640.00
Public Safety	\$70,000	\$76,687.00
Main Street Parking Removal for Concert	\$2,752	\$2,752.00
Building Permits	\$8,000	\$4,000.00
Community Engagement	\$1,500	\$1,500.00
Transportation & Transit Contingency	\$125,000	\$60,000.00
Banner Installation	\$1,900	\$4,853.00
Total	\$222,292	\$155,432.00

- d. Information & Engagement- Community Engagement and Marketing were a key factor to the overall success of the event and allowed locals to engage with the opportunities that the event provided and navigate impacts. From Outreach planning prior, during and after the event, See Something. Say Something campaign and trainings, Communication platforms, Surveys, and Feedback

- e. US Ski & Snowboard and FIS specific work towards our community's Critical Priorities—Sustainability & Transportation

Top successes of the 2019 FIS World Championship were:

1. Community & Cultural Engagement – from outreach/engagement and incredible volunteers, to partnering with YSA (Youth Sports Alliance) and athletes to host parade of nations and award ceremonies, and having Governor Herbert, SLC Mayor Buskupski, FIS and Utah Sports Commission dignitaries. Many other community projects included partnership with PCSC Arts Council breaking boundaries youth film contest, Kimball Art Center for snowboard art design and display, and award design by local glass maker – Red Flower Studios.
2. We Set the Stage – with incredible national and international media attention, we showed off ‘The Greatest Snow on Earth’ – the spirit of the culture and the sport ;
3. Athletic Excellence & Celebration- The 14 medals that US Ski & Snowboard took home – 5 gold medals, 3 silver and six bronze leading the medal competition. Watching Park City home-girl Julia Krass snag silver in the free ski big air, her best career finish to date, and Snowboarder Chloe Kim’s gold medal win in the halfpipe, continuing her more than yearlong run of winning every contest she enters. Thrilling dual mogul competition under the lights at Deer Valley, where US athletes took three medals home;
4. Continued Collaboration – Teamwork Does Make the Dream Work! - Continued successful collaboration of the entire community brought everyone together to celebrate and be an integral part in making it all happen;
5. Transportation - The steps that are being taken to increase transit during events are making a difference towards the community’s goal of transportation. Examples include 500 increased transit hours and an estimated 160,621 transit riders over the 10 day event for the overall system. Mitigation efforts taken at Deer Valley in partnership to reduce traffic and increase transit priority were successful; and
6. Let It Snow! - Snow removal crews and communications. We had an incredible year of snow – the Streets and Parks crews, along with all of those employees that worked at the resorts to make sure parking lots operations and on mountain snow and courses were ready deserve serious recognition for all of their work.

Challenges and Areas to Improve included:

1. Changing Security requirements – Understanding the importance of security and that it is a very fluid environment, as much time as possible to plan and budget for security is important.
2. Balancing Community Impacts and Marketing – The Organizing Committee was extremely aware of overwhelming the community with crowds and impacts. While taking a conservative approach to market competitions, it turned out, even in the face of difficult weather conditions, transportation infrastructure had capacity and we could have been more aggressive in marketing competitions.
3. Overlap with Sundance - while very well managed, could it have been avoided, would have been beneficial for everyone.



2019 FIS SNOWBOARD, FREESTYLE & FREESKI WORLD CHAMPIONSHIPS REPORT

Event Facts

- 1,400 athletes from 45 nations participated in 25 competitions at 2019 World Championships.
- USA dominated the podium, winning 14 medals to Canada's 9 and Switzerland's 7.
- 300 media and broadcasters from 20 nations provided on-site global coverage, the biggest media presence ever for the World Championships.
- 480 volunteers served 2,750 shifts.
- Most watched competition on TV: Snowboard slopestyle (Feb 10) with 2 million viewers.
- Competition with largest on-site attendance: Dual Moguls at Deer Valley Resort with approximately 7000 spectators.
- Date with most overnight visitors: February 9 (Saturday) with 93% occupancy.

Economic Impact

- Approximately 4000 room nights and close to \$1 million in room revenue at Park City and Summit County lodging properties generated by 2019 World Championships athletes, sponsors, federation officials, TV production crews, IOC and USOC delegates.
- Additional lodging outside the aforementioned room blocks likely generated as much as 20% more in room revenue.
- \$40,000 in gift cards (in lieu of box lunches) distributed by Local Organizing Committee to athletes and officials in an attempt to get them to visit Park City restaurants and retail shops.

Community Engagement

- Approximately 100 Park City youth participated in Opening, Closing and Awards Ceremonies.
- Athlete appearances at Park City School District classes were organized to inspire the next generation of World Champions and Olympians.
- Arts community engaged with a competition to create the award given to each winning athlete. Local glass-blowing business, Red Flower Studios, won the competition. Collaboration with Park City Summit County Arts Council and Park City Film to create a Film Competition with a 2019 World Championships-theme.
- Continuing to host major international winter sports events is important in keeping the Olympic Legacy alive as Park City pursues a future Winter Olympic Games.

Marketing Plan

Marketing Plan was created with the following goal:

- (1) to drive awareness of the World Championships;
- (2) to drive viewership of the competitions on TV in the US and internationally;
- (3) to get the audience to engage in online conversations about the competitions.



Marketing Plan

- The core marketing asset was a video produced by Good Company which filmed with 11 athletes in Park City in summer/fall 2018 and produced one long-form video and 11 athlete-focused edits for use on the official World Championships channels and for athletes to share across their own channels.
- These videos were promoted to three distinct audiences :
 - (1) males/females under 25 across USA and internationally to join conversation online.
 - (2) males/females 25 – 35 across USA and internationally to join conversation online and tune in to TV broadcasts
 - (3) males/females 35 – 65 across USA and internationally who are fans of Olympic sport to tune in to TV broadcasts
- The long-form video was viewed on Facebook alone 232,676 times with 58.34% of the audience watching the entire video.
- In addition, U.S. Ski & Snowboard produced multiple ads for placement across a range of digital channels (see examples on future slides).

Marketing Plan

- Over the course of the campaign, 20.9 million impressions were delivered in target markets across digital, social and outdoor reaching approximately 6,535,893 people an average of 2.2 times, all above industry benchmarks.
- The marketing campaign also helped generate 335,000 page-views of the event's dedicated website, www.2019worldchamps.com, from 151,000 unique visitors 66% of which accessed via a mobile device.
- Of those 151,000 unique visitors, here's where they reside:
 - USA 63.3%
 - Switzerland 7.59%
 - Austria 3.83%
 - Australia 3.51%
 - Canada 3.09%
 - Germany 2.19%
 - UK 1.92%

ADVERTISING OVERVIEW // JAN-FEB 2019



18,794,041
Impressions

79,323
Spend

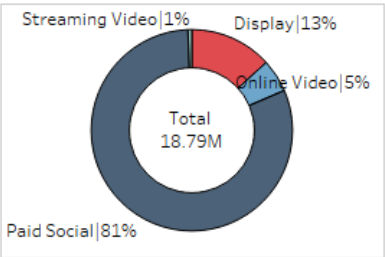
31,887
Clicks

\$2.49
Cost per Click

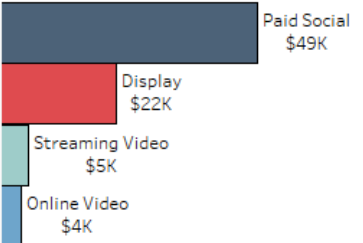
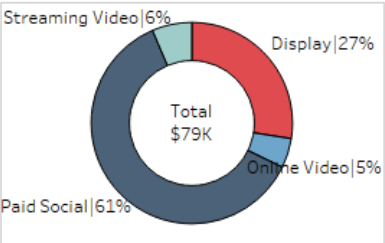
0.17%
Click Through Rate

2,408,020
Video Views

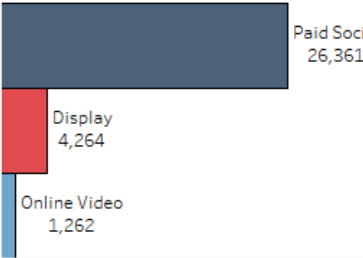
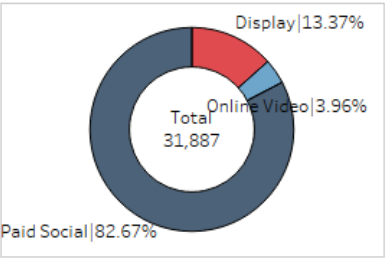
Impressions



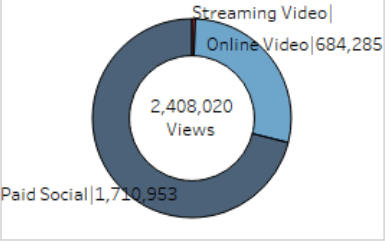
Spend



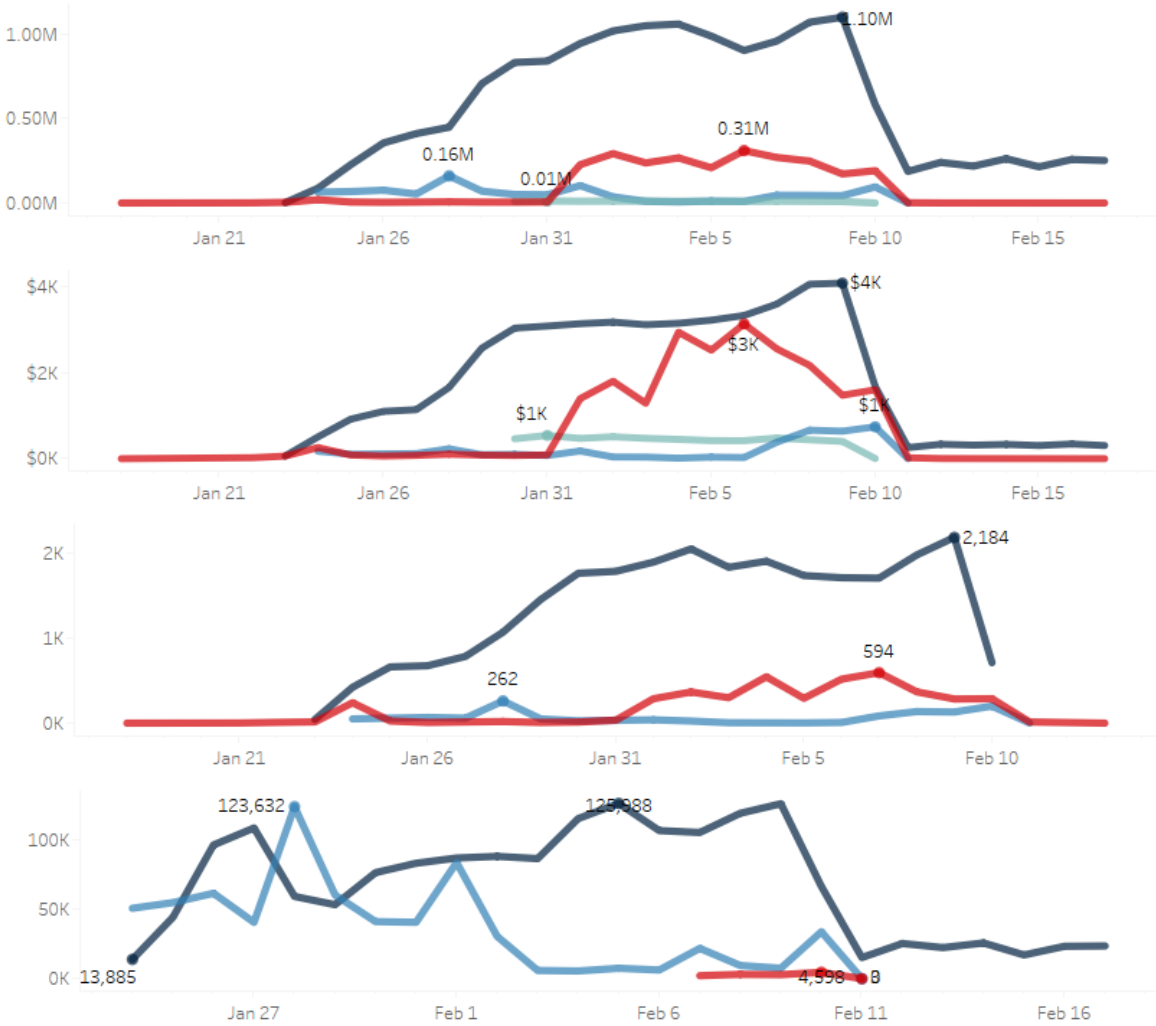
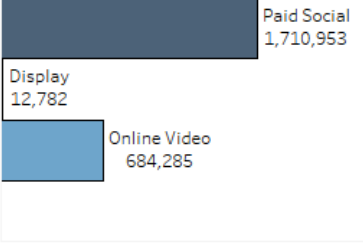
Clicks



Video Views



*Doesn't include Streaming Snapchat or OTT views




U.S. Ski & Snowboard Team
 Sponsored · 🌐

This February snowboard, freestyle and freeski athletes from 40 different countries will compete to be crowned World Champion. Check out all the action from the 2019 FIS World Championships on NBC.



**WATCH
FEBRUARY 1-10**

Utah Welcomes the World!
February 1-10, 2019
2019 FIS World Championships

[Learn More](#)



Utah Welcomes the World!
February 1-10, 2019
2019 FIS World Championships


 Rob Van De Langenberg, Toni Borg and 70 others

1 Comment 2 Shares


U.S. Ski & Snowboard Team
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This February snowboard, freestyle and freeski athletes from 40 different countries will compete to be crowned World Champion. Check out all the action from the 2019 FIS World Championships on NBC.

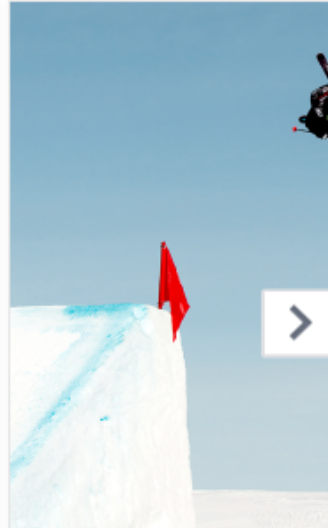


**WATCH NOW
FEBRUARY 1-10**

NBC Sports

Utah Welcomes the World!
February 1-10, 2019
2019 FIS World Championships

[Learn More](#)



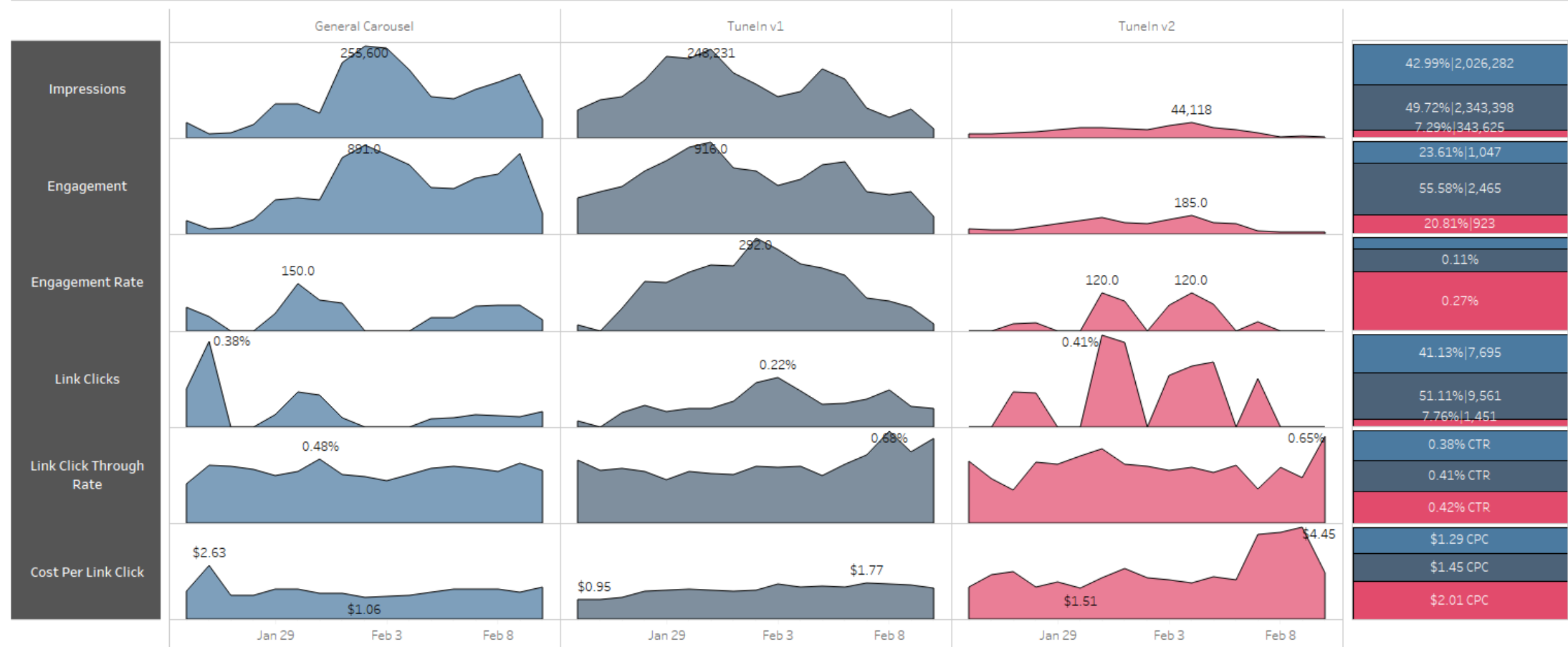
Utah Welcomes the World!
February 1-10, 2019
2019 FIS World Championships


 Grant Duffey, Sally Beeton and 5 others

FB TUNE IN // JAN-FEB 2019



General Carousel	2,026,282 Impressions	\$9,946 Spend	1,047 Engagement	0.05% Engagement Rate	7,695 Link Clicks	0.38% Link Click Through Rate	\$1.29 Cost Per Link Click
TuneIn v1 & TuneIn v2	2,687,023 Impressions	\$16,726 Spend	3,388 Engagement	0.13% Engagement Rate	11,012 Link Clicks	0.41% Link Click Through Rate	\$1.52 Cost Per Link Click




U.S. Ski & Snowboard Team
 Sponsored ·

The world's best snowboard, freestyle and freeski athletes will compete to be crowned World Champion. Check out the 2019 FIS World Championships on NBC this February.



2019WORLDCHAMPS.COM
Utah Welcomes the World! February 1-10, 2019
[Learn More](#)



 Brad Zeman, Jeremiah Top and 4 others

1 Comment 1 Share 652K Views


U.S. Ski & Snowboard Team
 Sponsored ·

The world's best snowboard, freestyle and freeski athletes will compete to be crowned World Champion. Check out the 2019 FIS World Championships on NBC this February.



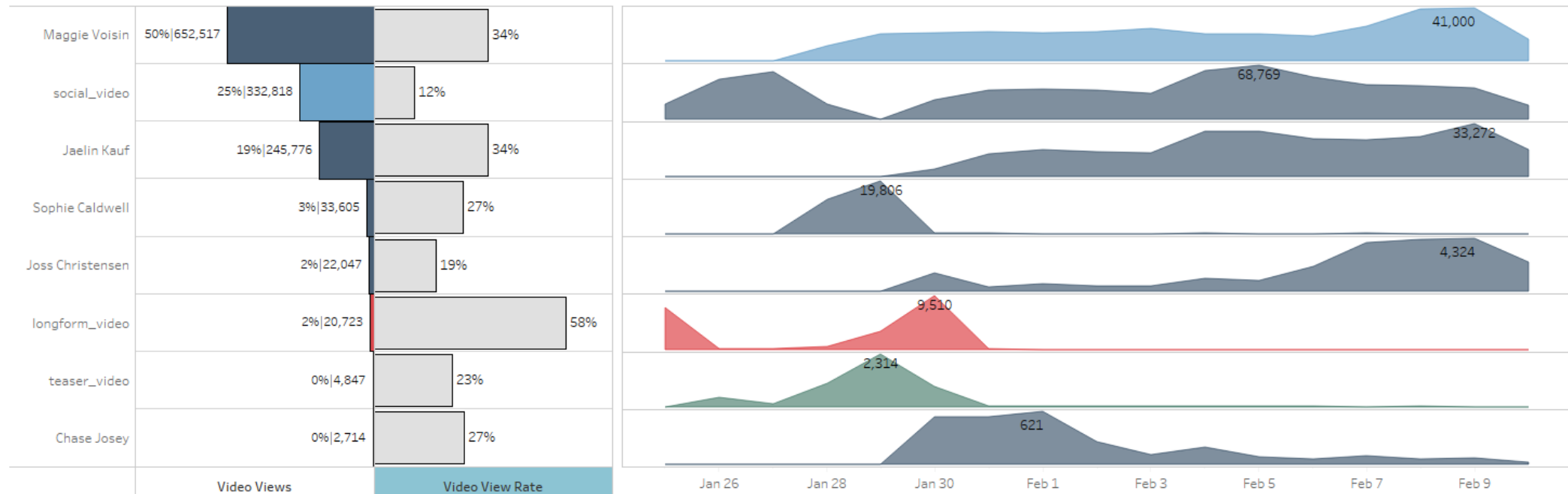
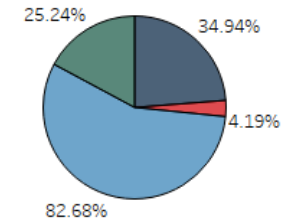
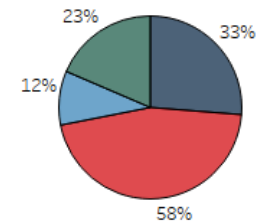
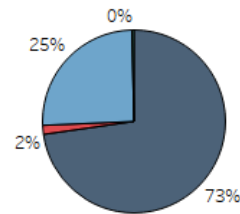
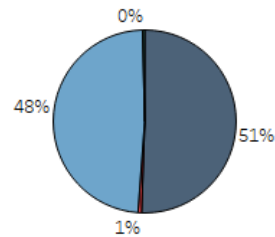
2019WORLDCHAMPS.COM
Utah Welcomes the World! February 1-10, 2019
[Learn More](#)


 Val Geist and Michele Gleich Roepke

4.9K Views

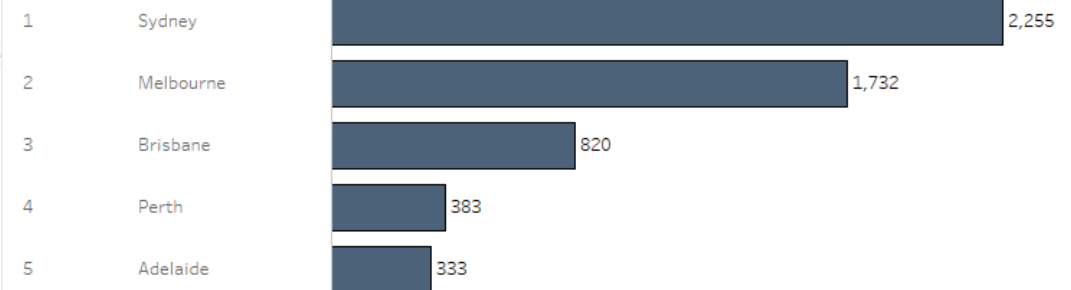
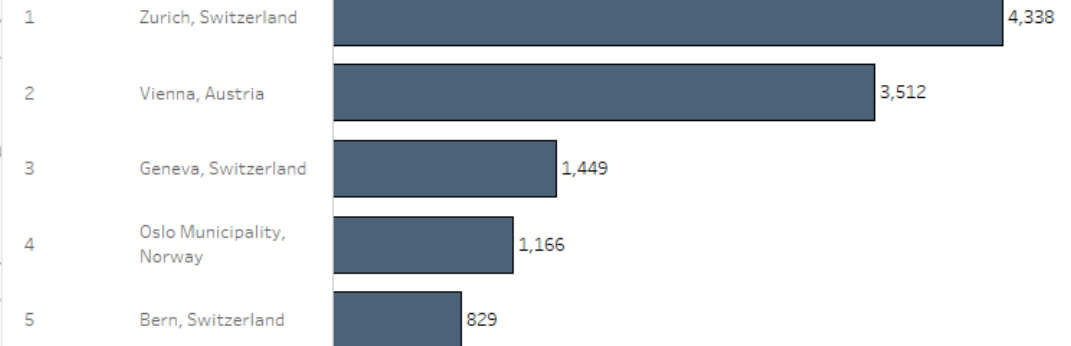
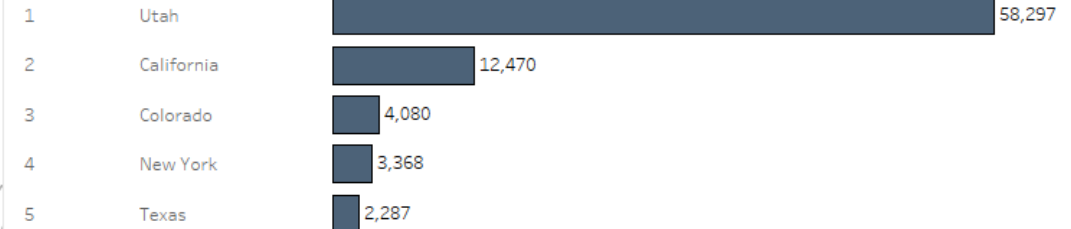
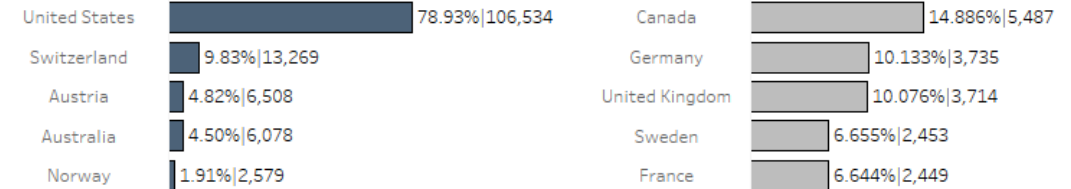
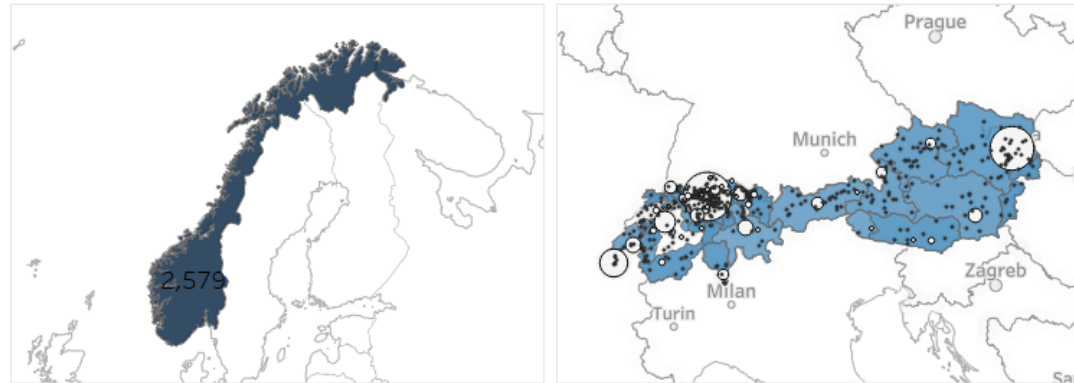
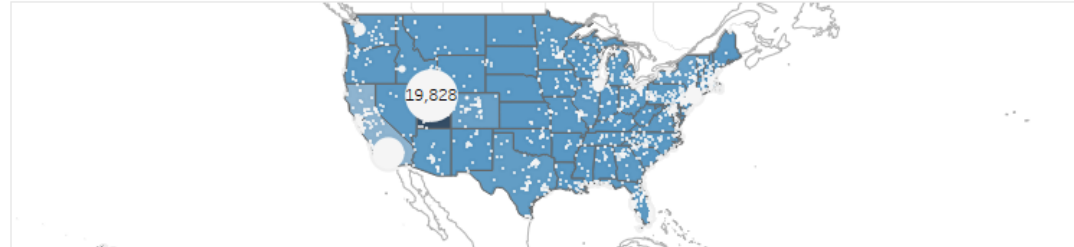
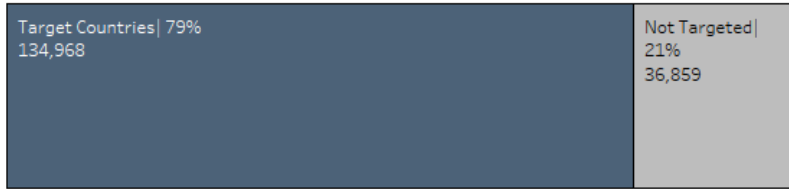
FB VIDEO // JAN-FEB 2019

Grand Total	5,706,757 Impressions	1,315,047 Video Views	23% Video View Rate	36.77% Video Quartile 75 Rate
Athlete Video	2,884,244 Impressions	956,659 Video Views	33% Video View Rate	34.94% Video Quartile 75 Rate
Social Video	2,765,901 Impressions	332,818 Video Views	12% Video View Rate	82.68% Video Quartile 75 Rate
Longform Video	35,934 Impressions	20,723 Video Views	58% Video View Rate	4.19% Video Quartile 75 Rate
Teaser Video	20,678 Impressions	4,847 Video Views	23% Video View Rate	25.24% Video Quartile 75 Rate



SESSIONS BY GEOGRAPHY // JAN-FEB 2019

Traffic by Location (paid and organic)




U.S. Ski & Snowboard Team
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The world's best snowboard, freestyle and freeski athletes will compete to be crowned World Champion. Check out the 2019 FIS World Championships on NBC this February.



2019WORLDCHAMPS.COM
Utah Welcomes the World! February 1-10, 2019
[Learn More](#)

 Ed Nickel, Liz Hallen and 15 others
 2 Shares 35K Views


usskiteam
 Sponsored

FEBRUARY
1-10, 2019

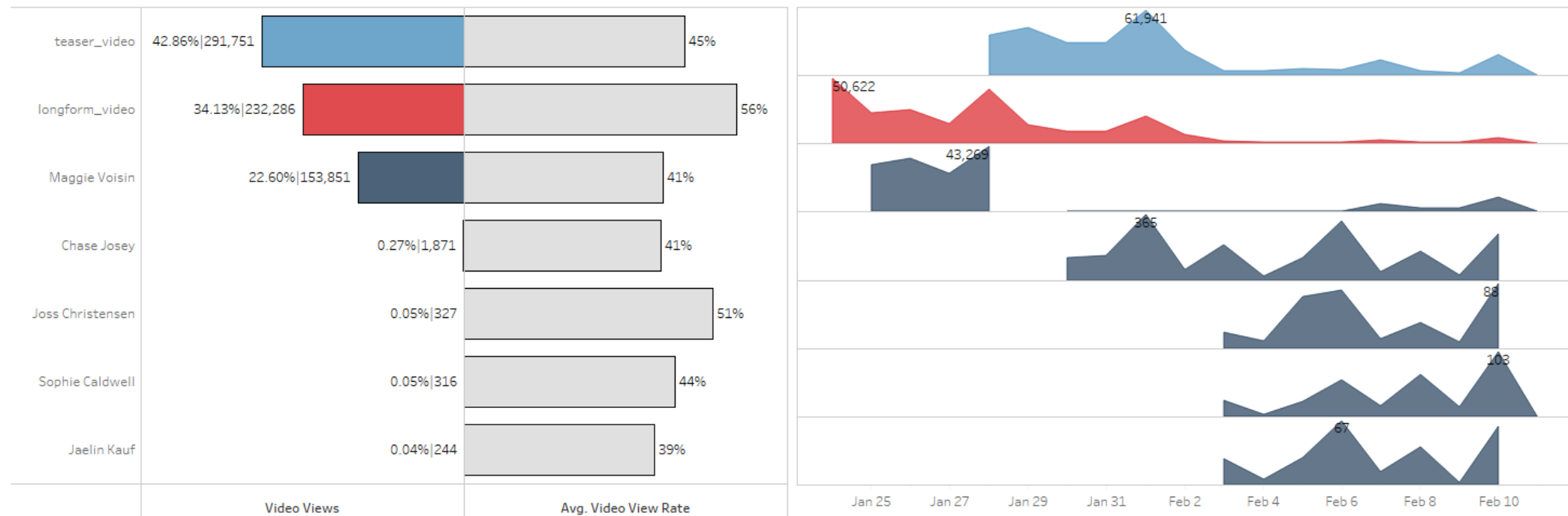
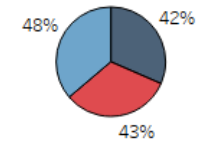
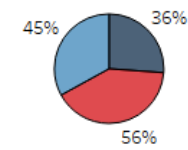
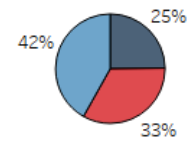
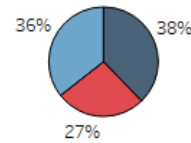
LIFE ON THE EDGE





2019worldchamps.com

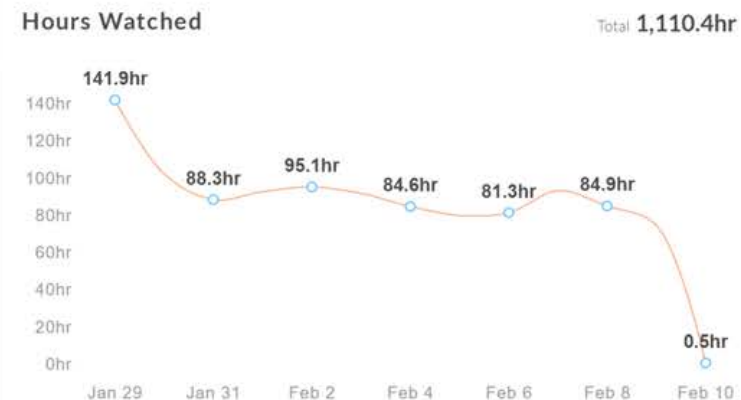
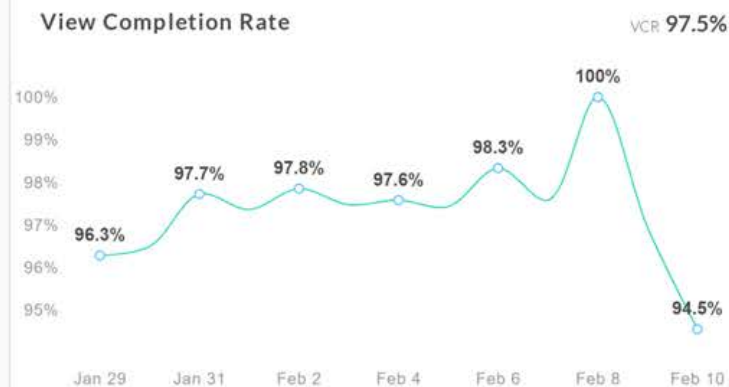
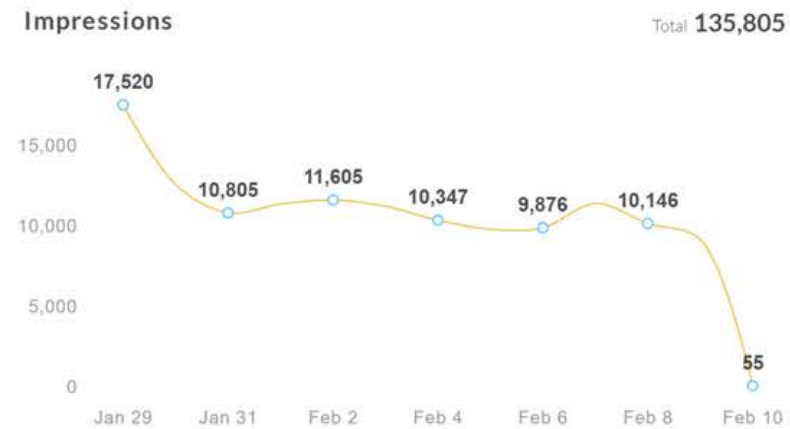
Athlete Video	257,414 Impressions	156,609 Video Views	42% Avg. Video View Rate	47.48% Avg. Video Quartile 75 Rate
Longform Video	282,930 Impressions	232,286 Video Views	56% Avg. Video View Rate	42.55% Avg. Video Quartile 75 Rate
Teaser Video	378,052 Impressions	291,751 Video Views	45% Avg. Video View Rate	47.73% Avg. Video Quartile 75 Rate



115,082
Impressions

\$5,064
Spend

\$44.00
CPM



Top Premium Publishers

Publisher	Impressions
sling	28,059 (20.66%)
xumo	16,957 (12.49%)
Roku	12,441 (9.16%)
A&E	11,505 (8.47%)
PLUTO TV	10,136 (7.46%)
Discovery	8,644 (6.37%)
CRACKLE	6,277 (4.62%)
FOX	4,605 (3.39%)
HGTV	3,637 (2.68%)
Outside	2,424 (1.78%)
newsy	2,074 (1.53%)
vudu	1,274 (0.94%)
en	1,208 (0.89%)
fubo TV	799 (0.59%)
WATCH ESPN	474 (0.35%)
tubitv	355 (0.26%)
VIZIO	326 (0.24%)
Bloomberg	314 (0.23%)
CBS	228 (0.17%)
VH1	25 (0.02%)
SCRIPPS	6 (0.00%)
FILMRISE	3 (0.00%)
FILMRISE	2 (0.00%)
FILMRISE	1 (0.00%)
Others	24,019 (17.69%)

2019 FIS
WORLD
CHAMPS
UTAH, USA

US OLYMPIC TEAM TOYOTA

WATCH NOW
FEBRUARY 1-10

NBC Sports

This advertisement features a skier in mid-air, performing a jump. The skier is wearing a black and white suit with "VISA" and "MOMENT" visible on their gear. The background is a blue sky with white clouds. The top left corner displays the "2019 FIS WORLD CHAMPS UTAH, USA" logo, with "2019" in large white and red numbers. Below the logo are the "US OLYMPIC TEAM" and "TOYOTA" logos. The bottom section has a red background with the text "WATCH NOW FEBRUARY 1-10" in white, and the "NBC Sports" logo at the very bottom.

2019 FIS
WORLD
CHAMPS
UTAH, USA

US OLYMPIC TEAM TOYOTA

TUNE IN NOW

NBC Sports

This advertisement features a skier in mid-air, performing a jump. The skier is wearing a black and white suit with "VISA" visible on their gear. The background is a blue sky with white clouds. The top left corner displays the "2019 FIS WORLD CHAMPS UTAH, USA" logo, with "2019" in large white and red numbers. Below the logo are the "US OLYMPIC TEAM" and "TOYOTA" logos. The bottom section has a red background with the text "TUNE IN NOW" in white, and the "NBC Sports" logo at the very bottom.

2019 FIS
WORLD
CHAMPS
UTAH, USA

US OLYMPIC TEAM TOYOTA

TUNE IN NOW

NBC Sports

This advertisement features multiple athletes in action, including a skier and a snowboarder. The skier is wearing a black and white suit with "VISA" visible on their gear. The background is a blue sky with white clouds. The top left corner displays the "2019 FIS WORLD CHAMPS UTAH, USA" logo, with "2019" in large white and red numbers. Below the logo are the "US OLYMPIC TEAM" and "TOYOTA" logos. The bottom section has a red background with the text "TUNE IN NOW" in white, and the "NBC Sports" logo at the very bottom.

REFERENCE SHEET

Session - a group of interactions one user takes within a given time frame on your website.

Pageview - A pageview is recorded every time a page is viewed. Or, more technically, a pageview is recorded every time the Google Analytics pageview tracking method is executed.

Session Duration - This is the sum of the time on page for all pageviews in a visit. Or, more accurately, it is the difference between the time they viewed the first page and last page in a visit.

Bounce Rate - Bounce Rate is the percentage of single-page sessions (i.e. sessions in which the visitor only visited one page on a site without interacting with the page).

Pages Per Session – The average number of pages viewed during a session on your website.

Impression - Counted each time your ad is shown on a search result page or other site on the Google Network.

Click - When someone clicks your ad, like on the blue headline of a text ad.

Click through Rate - A ratio showing how often people who see your ad end up clicking it.

Engagement – The total number of reactions, comments, and shares a social post earns.

Engagement Rate - The rate at which users engage with your content. Total Engagements/Reach.

View Rate – The percentage of users who either clicked on a video ad or watched at least 30 seconds of the video.

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Rebecca Ward

Submitting Department: Planning

Item Type: Staff Report

Agenda Section:

Subject:

Consideration to Approve Ordinance 2019-48, an Ordinance Adopting the Park City Annexation Policy Plan and Annexation Expansion Area and Amending Land Management Code Title 15, Chapter 8, Annexations
(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[Annexation Policy Plan Staff Report](#)

[Exhibit A: Ordinance and Land Management Code Redlines](#)

[Exhibit B: Annexation Policy Plan](#)

[Exhibit C: Girl Scouts Letter](#)



City Council Staff Report

Subject: Annexation Policy Plan
Author: Rebecca Ward
Application: GI-19-00416; PL-19-04300
Department: Community Development Department – Planning
Date: September 12, 2019
Type of Item: Legislative – Land Management Code Amendment

Summary Recommendation

Staff recommends the Council review the proposed Annexation Policy Plan and Land Management Code (LMC) amendments, conduct a public hearing, and consider adopting the Annexation Policy Plan and Land Management Code amendments.

Description

Project Name: Annexation Policy Plan
Applicant: Planning Department
Proposal: Adoption of the Annexation Policy Plan and Revisions to Land Management Code (LMC) 15-8 – Annexations
Reason for Review: The Annexation Policy Plan and LMC Amendments require Planning Commission review and recommendation, and City Council review and action

Executive Summary

On April 4, 2019, Council directed staff to consider modifying the City's Annexation Policy Plan, the plan that creates the framework through which the City considers annexation petitions, and the Annexation Expansion Area (AEA), a map that is included in the Annexation Policy Plan that shows land the City may consider annexing in the future. Council's direction was to modify the Plan and AEA in accordance with the 2014 Park City General Plan to include the Round Valley area north of the City boundary, the southeast quadrant of the Quinn's Junction Intersection (HWY 40 and SR 248) to the Summit County border east of the City boundary, and Bonanza Flat in unincorporated Wasatch County south of the City boundary in order to provide integrated management and municipal services to City-owned or protected open space, to increase municipal services and capacity for affordable housing development, and to avoid overlaps with the AEA of other municipalities.

Alternatives

- Council may adopt the Annexation Policy Plan and Land Management Code 15-8 – Annexations amendments attached as Exhibits A and B to this report; or
- Council may deny the Annexation Policy Plan and Land Management Code 15-8 – Annexation amendments attached as Exhibits A and B to this report; or

- Council may continue the Annexation Policy Plan and Land Management Code 15-8 – Annexation amendments to a date certain and provide direction to staff regarding additional information, revisions, or analysis.

Background

State law requires the City to establish an Annexation Policy Plan that outlines the specific criteria that will guide the City's decision on whether or not to grant future annexation petitions. The Plan must address the character of the community, the need for municipal services in developed and undeveloped unincorporated areas, the City's plans for extending and financing municipal services, an estimate of the tax consequences to residents within the City boundaries and the area proposed for annexation, and the interests of affected entities. [Utah Code 10-2-401.5\(3\)](#).¹ State law also requires that the Plan include an Annexation Expansion Area, a map that shows the land the City may consider annexing in the future. [Utah Code 10-2-401\(1\)\(d\)](#). Park City's Plan is codified in [Land Management Code Title 15, Chapter 8](#).

In developing, considering, and adopting a revised 2019 Annexation Policy Plan, the Planning Commission and City Council must (1) attempt to avoid gaps between or overlaps with the expansion areas of other municipalities; (2) consider population growth projections for the City and adjoining areas for the next 20 years; (3) consider current and projected costs of infrastructure, urban services, and public facilities to facilitate full development of the area within the City and to expand the infrastructure, services, and facilities into the area being considered for inclusion in the Annexation Expansion Area; (4) consider in conjunction with the Park City General Plan the need over the next 20 years for additional land suitable for residential, commercial, and industrial development; and (5) consider reasons for including agricultural lands, forests, recreational areas, and wildlife management areas in the City. [Utah Code 10-2-401.5\(4\)](#). These elements are discussed in the drafted Annexation Policy Plan, attached as Exhibit B.

No land use changes are proposed at this time. Any future land use or zoning changes for the Round Valley and Quinn's Junction area may require amending the Park City General Plan and the Land Management Code. The Round Valley and Quinn's Junction areas are included in the 2019 AEA pursuant to current Summit County zoning and land uses and are subject to the Quinn's Junction Joint Planning Commission Principles developed in collaboration between Park City and Summit County. Bonanza Flat will be protected open space under a conservation easement in perpetuity, but still would benefit from planning possible extension of municipal services, including recreation and public safety.

¹ Affected entities include counties in whose unincorporated area the area proposed for annexation is located, local districts, special service districts, school districts, and municipalities whose boundaries are within ½ mile of an area proposed for annexation. [Utah Code 10-2-401\(1\)\(a\)](#). A Plan must address comments made by affected entities during the process of adopting the Plan. [Utah Code 10-2-401.5\(3\)](#).

Affected Entity Outreach

State annexation law requires that the City reach out to affected entities when creating and adopting an Annexation Policy Plan. Affected entities include counties, local districts, special service districts, school districts, and municipalities with boundaries within ½ mile of an area proposed for annexation. Over the past few months, staff reached out to Summit County, Wasatch County, the Park City Fire District, Snyderville Basin Water Reclamation District, Park City School District, Jordanelle Special Service District, and Snyderville Basin Recreation District to discuss the City's proposed Annexation Policy Plan and to obtain feedback. Affected entities had ten days (through September 9, 2019) after the Planning Commission public meeting held on August 28, 2019, to provide written comment regarding the proposed Annexation Policy Plan. As of the date of this report, no affected entity comments have been received.

Notice

Notice was published on the Utah Public Notice website and the Park City website and was posted on Friday, August 9, 2019. Notice was published in the *Park Record* on Saturday, August 10, 2019. Notice and a copy of the proposed Annexation Policy Plan was mailed to affected entities on Monday, August 12, 2019, and notice and a copy of the proposed Annexation Policy Plan was emailed to affected entities on Tuesday, August 13, 2019.

Notice was again posted on August 23, 2019. Notice was again published on the Utah Public Notice website and the Park City website on August 28, 2019. Notice was published in the *Park Record* on August 28, 2019.

Public Input

In the August 28, 2019 Planning Commission public meeting, Mary Bransford Leader, an owner of property located within the Bonanza Flat area included in the proposed Annexation Expansion Area, asked if private homeowners are affected entities for purposes of notice.

Affected entities are defined in State law as counties, local districts, school districts, and municipalities with boundaries within ½ mile of an area proposed for annexation.² As a result, private owners with property located within the Annexation Expansion Area were not provided with notice other than the public notice posted and published on the Utah Public Notice website, the Park City website, and in the Park Record.

Ms. Leader also asked what inclusion in the Annexation Expansion Area means for property owners.

The Annexation Expansion Area encompasses areas the City may consider annexing in the future. The Annexation Expansion Area is simply a policy document and does not trigger annexation into Park City. Rather, in order for private property to be annexed into Park City, property owners must submit an annexation petition that contains the signatures of the owners of private real property located in the area proposed for

² [Utah Code 10-2-401\(1\)](#)

annexation that covers a majority of the private land proposed for annexation and that is equal in value to at least 1/3 of the value of all private real property within the area proposed for annexation.³ Adoption of the Annexation Expansion Area would enable interested property owners to petition Park City for annexation into the City boundary and jurisdiction.

On August 28, 2019, Lisa Hardin-Reynolds, the Chief Executive Officer of the Girl Scouts of Utah, submitted a letter dated Tuesday, August 27, 2019, asking that approximately 250 acres of Girl Scout camp property located near the Bonanza Flat area in unincorporated Wasatch County be included in the Annexation Expansion Area. The property is under a deed restriction as open space and campground. The letter is attached as Exhibit C.

The proposed Annexation Expansion Area now encompasses the Girl Scout property near Bonanza Flat.

Process

On August 28, 2019, the Planning Commission held a public meeting on the proposed Annexation Policy Plan. The Planning Commission accepted written comments from affected entities through September 9, 2019. On September 11, 2019, the Planning Commission will hold a public hearing on the proposed Annexation Policy Plan. The Council takes final action based upon the Planning Commission's recommendation. Any changes will be provided to the Council prior to the Council meeting.

Significant Impacts

The Annexation Policy Plan does not trigger annexation of any land into Park City. As a result, there are no fiscal or environmental impacts upon adoption of the Annexation Policy Plan.

Consequences of not taking the Suggested Recommendation

The Annexation Policy Plan currently codified in the Land Management Code 15-8 excludes City-owned property within the Round Valley, Quinn's Junction, and Bonanza Flat areas, as well as development-restricted property within the Quinn's Junction area wherein Park City is the beneficiary. As a result, this City-owned and development-restricted property could not be annexed into the City boundary under City jurisdiction.

Recommendation

Staff recommends that the Council adopt the Annexation Policy Plan and Land Management Code 15-8 – Annexations amendments attached as Exhibits A and B to this report.

Attachments

Exhibit A⁴ – Ordinance and Land Management Code 15-8 Redlines
Exhibit B⁵ – Annexation Policy Plan

³ [Utah Code 10-2-403\(3\)](#)

⁴ Subject to Planning Commission recommendation

Exhibit C – Girl Scouts of Utah August 27, 2019 Letter

⁵ Subject to Planning Commission recommendation

Ordinance No. 2019-48

**AN ORDINANCE ADOPTING THE PARK CITY ANNEXATION POLICY PLAN AND
ANNEXATION EXPANSION AREA AND AMENDING THE LAND MANAGEMENT CODE
TITLE 15, CHAPTER 8 – ANNEXATIONS**

WHEREAS, the Annexation Policy Plan is designed and enacted to help Park City plan for future expansion in conjunction with neighboring political entities; to guide decision making with specific criteria that further objectives of the Park City General Plan and City policies; and to abide by requirements of the Utah Code relating to annexations for municipalities of Park City's size and class;

WHEREAS, the Annexation Policy Plan is designed and enacted to protect the general health, safety, and welfare of Park City's citizens and property owners; to maintain the quality of life and experience for its residents and visitors; and to preserve the community's unique character and values;

WHEREAS, on December 16, 1993, the City Council adopted an annexation policy declaration and annexation declaration boundary;

WHEREAS, on December 16, 1996, the annexation policy declaration and annexation declaration boundary expired;

WHEREAS, in 2001, the Utah State Legislature enacted revised annexation language in the Utah State Code, specifically standards required and suggested by Sections 10-2-401.5 et seq. of the Utah Code, as amended;

WHEREAS, on December 13, 2002, the Planning Commission voted to forward to the City Council a positive recommendation to adopt the Annexation Policy Plan with specific amendments;

WHEREAS, on January 9, 2003, the City Council passed and adopted an Annexation Policy Plan and codified the plan in the Land Management Code, Title 15, Chapter 8 – Annexations;

WHEREAS, on August 28, 2019, the Planning Commission duly noticed and conducted a public meeting to introduce the proposed Annexation Policy Plan and to solicit comment from affected entities, as defined by the Utah Code, and to receive public comment;

WHEREAS, the Planning Commission accepted and considered written comments from members of the public and affected entities for ten days after the public meeting;

WHEREAS, on September 11, 2019, the Planning Commission duly noticed and conducted a public meeting on the proposed Annexation Policy Plan to receive additional public comment;

WHEREAS, on September 11, 2019, the Planning Commission voted to forward to the City Council a _____ recommendation to adopt the Annexation Policy Plan; and

WHEREAS, on September 12, 2019, the City Council duly noticed and conducted a public hearing on the Annexation Policy Plan; and

WHEREAS, it is in the best interest of the residents of Park City, Utah, to adopt the Annexation Policy Plan and to amend the Land Management Code Title 15, Chapter 8 – Annexations; to abide by the Utah Code; to be consistent with the General Plan and the values and identified goals of the Park City community; to protect health and safety, and to maintain the quality of life for Park City residents; and to preserve the community's unique character.

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

SECTION 1. AMENDMENT TO THE LAND MANAGEMENT CODE. Land Management Code Title 15, Chapter 8 – Annexations, is hereby amended as indicated in Exhibit A attached hereto. Any conflicts or cross-references from other provisions of the Land Management Code to Chapter 8 shall be resolved by the Community Development Director.

SECTION 2. EFFECTIVE DATE. This Ordinance shall be effective upon publication.

PASSED AND ADOPTED this _____, 2019

PARK CITY MUNICIPAL CORPORATION

Mayor Andy Beerman

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

Mark D. Harrington, City Attorney

EXHIBIT A
PARK CITY ANNEXATION POLICY PLAN
LAND MANAGEMENT CODE TITLE 15, CHAPTER 8

GENERAL DESCRIPTION: To plan Park City's future expansion in conjunction with neighboring political entities and to guide decision making with specific criteria that further the objectives of the Park City General Plan and City policies, the City Council of Park City amends provisions of the Annexation Policy Plan, codified in the Land Management Code Title 15, Chapter 8 – Annexations.

Be it enacted by the City Council of Park City:

Section 1. Section 15-8-1 is amended to read:

15-8-1 Purpose

The annexation requirements specified in this Chapter are intended to protect the general interests and character of the community; assure orderly growth and Development of the Park City community in terms of utilities and public services; preserve open space, enhance parks and trails; ensure environmental quality; protect entry corridors, view sheds, and environmentally Sensitive Lands; preserve Historic and cultural resources; create buffer Areas; protect public health, safety, and welfare; and ensure that annexations are approved consistent with the Park City General Plan and Utah State law.

In meeting the goals of Park City's annexation policy plan, contained herein, the Planning [Department] Commission and City Council shall strive to avoid gaps between or overlaps with the expansion Area of other municipalities; consider the population growth projections for Park City and adjoining Areas for the next twenty (20) years; consider current and projected costs of infrastructure, urban services, and necessary public facilities; facilitate full Development of Areas within Park City; expand infrastructure, services, and facilities into the Area being

28 considered for inclusion in the expansion Area when practical and feasible; consider, in
29 conjunction with Park City's General Plan, the need over the next twenty (20) years for
30 additional land suitable for residential, commercial, and industrial Development; consider the
31 reasons for including agricultural lands, forests, recreation Areas, and wildlife management
32 Areas in Park City; and be guided by the following ~~[principals,]~~ principles;
33
34 If practical and feasible, boundaries of an Area proposed for annexation shall be drawn:
35 A. Along the boundaries of existing special districts for sewer, water, fire, and other
36 services; along the boundaries of school districts whose boundaries follow City
37 boundaries or school districts adjacent to school districts whose boundaries follow City
38 boundaries, and along the boundaries of other taxing entities;
39 B. To eliminate islands and peninsulas of territory that are not receiving municipal type
40 services;
41 C. To facilitate the consolidation of overlapping functions of local government;
42 D. To promote the efficient delivery of services; and
43 E. To encourage the equitable distribution of community resources and obligations;
44
45 It is the intent of this Chapter to ensure that Property annexed to the City will contribute to
46 the attractiveness of the community and will enhance the resort image, which is critical for
47 economic viability, and that the potential deficit of revenue against expense to the City is not
48 unreasonable. This Chapter shall be considered Park City's annexation policy plan and
49 declaration.
50
51 This Chapter hereby incorporates by reference all standards required and suggested by
52 Sections 10-2-401 et[.] [S]eq. of the Utah Code[~~, Annotated, 1953~~], as amended.
53

54 Section 2. Section 15-8-2 is amended to read:

55 **15-8-2 General Requirements**

56 The following specific requirements are hereby established for annexation to Park City:

- 57 A. Property under consideration of annexation must be considered a logical extension of
58 the City boundaries.
- 59 B. Annexation of Property to the City must be consistent with the intent and purpose of this
60 Chapter and the Park City General Plan.
- 61 C. Every annexation shall include the greatest amount of Property possible that is a
62 contiguous Area and that is contiguous to the City's municipal boundaries.
- 63 D. Piecemeal annexation of individual small Properties shall be discouraged if larger
64 contiguous Parcels are available for annexation within a reasonable ~~[time-frame]~~
65 timeframe in order to avoid repetitious annexations.
- 66 E. Islands of county jurisdiction shall not be left or created as a result of the annexation and
67 peninsulas and irregular boundaries shall be avoided.
- 68 F. In addition to services provided by existing districts, such as sewer, fire protection, and
69 public schools, the following urban level services, consistent with those normally
70 provided in the rest of the incorporated boundaries will be provided to annexed Areas:
- 71 1. Police protection;
 - 72 2. Snow removal on Public Streets, subject to standard City snow removal policies;
 - 73 3. Street maintenance on existing Streets, provided that such Streets have been
74 constructed or reconstructed to City Street standards or are acceptable to the
75 City Engineer and City Council;
 - 76 4. Planning, zoning, and Code enforcement;
 - 77 5. Availability of municipal-sponsored parks and recreational activities and cultural
78 events and facilities;

79 6. Water services as the Area is developed. Existing water treatment and storage
80 facilities may currently be inadequate to provide services to the annexed Area.
81 Developers of the annexed Area are required to pay for the cost of improvements
82 related to the extension of and connection with the City lines and systems as well
83 as participate in additional improvements such as storage capacity and
84 distribution as necessary for safe, reliable, and efficient water flows.

85 G. If feasible and practical, water and sewer lines shall be extended to the Area proposed
86 for annexation. Expenses associated with such extension shall be the responsibility of
87 the Applicant(s). The City shall determine timing and capacity of extending water and
88 sewer to the proposed annexation Area.

89 H. Before considering requests for annexation, the City shall carefully analyze the impacts
90 of annexation of an Area, taking into consideration whether the Area will create negative
91 impacts on the City and considering whether the City can economically provide services
92 to the annexed Area. Community issues such as location and adequacy of schools and
93 community facilities, traffic, fire protection, particularly in Wildfire/Wildland Interface
94 Zones, usable open space and recreation Areas, protection of Sensitive Lands,
95 conservation of natural resources, protection of view corridors, protection and
96 preservation of Historic resources, Affordable Housing, balance of housing types and
97 ownership, adequate water and sewer capacity to serve the future needs of the
98 proposed annexation Area shall also be considered.

99 I. Situations may exist where it is in the public interest to preserve certain lands from
100 Development where there exist Geologic Hazards, excessive Slopes, flood plains, or
101 where the need for preservation of community open space and/or agricultural lands is
102 consistent with the General Plan. In such circumstances, annexations may occur as a
103 means of retaining those lands in a natural state.

- 104 J. The City shall consider annexation of unincorporated Areas of Summit County and
105 Wasatch County that are within the annexation expansion Area as defined by Exhibit A.
- 106 K. In general, the City does not favor annexation of territory~~[-which]~~ that should be located
107 within another municipality, nor does it favor the annexation of unincorporated territory
108 solely for the purpose of acquiring municipal revenues, or for ~~[retarding]~~ diminishing the
109 capacity of another municipality to annex.
- 110 L. Annexations that expand the resort and/or tourist economy, provide second home or
111 rental residential Properties, preserve environmentally Sensitive Lands, and provide
112 significant public open space and/or community facilities are preferred.

113

114 Section 3. Section 15-8-3 is amended to read:

115 **15-8-3 Property Owner Initiation Of Annexation**

116 When initiated by a Property Owner, the process for annexation shall be as follows:

- 117 A. The Property Owner or Owners shall submit to the City a petition for annexation. The
118 petition shall meet the criteria and shall be in the form as established by the City and in
119 compliance with State law as set forth in Sections 10-2-401, 402, and 403 of the Utah
120 Code~~[-Annotated, 1953]~~, as amended.
- 121 1. The petition shall contain signatures of Property Owners representing a majority
122 of the private land Area and at least one-third (1/3) of the value of all private real
123 Property within the Area proposed for annexation~~[-]~~;
- 124 2. If the Area is within an Agriculture ~~[p]~~Protection Area created under ~~[s]~~State law
125 Title 17, Chapter 41, Agriculture, Industrial, or Critical Infrastructure Materials
126 Protection Areas, or a Migratory Bird Production Area created under State law
127 Title 23, Chapter 28, Migratory Bird Production Area, then the petition must cover
128 one hundred percent (100%) of the private land Area within the Area proposed
129 for annexation~~[-]~~;

- 130 3. If the Property is owned by a public entity other than the federal government, the
131 petition shall be signed by the Owner of all of the publicly owned Property within
132 the Area proposed for annexation[-];
- 133 4. The petition must contain the signatures of the owners of private real property
134 that covers one hundred percent (100%) of rural real property as that term is
135 defined under State law Title 17B, Chapter 2a, Section 1107, Limited Purpose
136 Local Government Entities, within the area proposed for annexation; and
- 137 5. Said petition shall designate up to five (5) of the petitioners as sponsors, one (1)
138 who shall be designated as the contact sponsor. The mailing address of each
139 sponsor shall be included in the petition.
- 140 B. Attached to and as part of the petition shall be an accurate certified survey plat of the
141 Property to be annexed, prepared by a surveyor licensed to practice in Utah, accurately
142 describing the existing City boundaries and each individual ownership sought to be
143 annexed, including an accurate legal description of the Property to be annexed.
- 144 C. There shall also be attached to the annexation petition a statement as to the anticipated
145 timetable for Development, if applicable, of the Property being annexed.
- 146 D. If the proposed Property is intended for Development, the petition for annexation shall
147 include Complete Applications for a Master Planned Development (MPD) and a
148 preliminary Subdivision plat. The petition shall state the requested zoning designation(s),
149 and shall show the proposed Zoning District lines on the plans. Impact mitigation
150 considerations in the annexation agreement will be based on the Density permitted
151 under the requested or applied zone requirements.
- 152 E. Except in the case of POS or ROS zoning, zoning requests are subject to review and
153 consideration of the Planning Commission for a recommendation, with final approval by
154 the City Council concurrent with public hearings on the proposed annexation.

- 155 F. There shall also be attached to the annexation petition a full disclosure statement of any
156 and all waters owned or historically utilized on the Property to be annexed, and a
157 statement from the water Owner(s) as to the estimated value of the water or the price at
158 which he or she is willing to sell the said water to the City.
- 159 G. The annexation petition shall not propose annexation of any land Area proposed for
160 annexation to a municipality in a previously filed petition that has not been granted,
161 denied, or rejected.
- 162 H. The annexation petition shall not propose annexation of any land Area being considered
163 for incorporation under Utah State law.
- 164 I. On the date of filing the annexation petition with the City Recorder, the petition
165 sponsor(s) shall also deliver or mail a copy of the petition to the County Clerk of the
166 county in which the Property is located and to the chair of the Planning Commission
167 which has review authority or jurisdiction over the said Property.
- 168 J. There shall be attached to the petition a comprehensive review and analysis of
169 surrounding Property. See Section 15-8-5(E).
- 170

171 Section 4. Section 15-8-4 is amended to read:

172 **15-8-4 Procedure For Petition And Annexation Plats**

173 The procedure for processing annexation petitions and plats shall be as follows:

- 174 A. A petition and proper plat certified by a licensed surveyor shall be submitted to the City
175 Recorder in accordance with Section ~~[10-2-403(2)(C)]~~ 10-2-403(3)(C) of the Utah Code
176 [~~Annotated, 1953~~], as amended, together with any other information required by the
177 City staff to enable the staff to prepare an annexation impact report.
- 178 B. Prior to City Council action on the petition, the petition and plat shall be reviewed by the
179 Planning Director, who shall determine the feasibility of expanding the annexation

180 boundaries and who shall prepare a written recommendation for consideration by the
181 City Council.

182 C. If the City Council accepts the annexation petition, the petition shall be delivered to the
183 City Recorder for certification pursuant to Section 10-2-405 of the Utah Code~~[-~~
184 ~~Annotated, 1953]~~, as amended.

185 D. If the annexation petition is certified by the City Recorder, the City Council shall provide
186 for public notice as set forth in Section 10-2-406 of the Utah Code~~[-~~~~Annotated, 1953]~~, as
187 amended.

188 E. The Planning Commission, upon referral from the Planning Director, shall hold a public
189 hearing and make a recommendation on the annexation proposal, including the
190 recommended zoning, to the City Council. After receipt of the Planning Commission's
191 recommendation and after giving notice pursuant to Section 10-2-406 of the Utah Code~~[-~~
192 ~~Annotated, 1953]~~, as amended, the City Council shall hold a public hearing on all
193 proposed annexations. After closure of the public hearing, the City Council may either
194 grant or deny the annexation petition; provided, however, that protests to an annexation
195 petition shall be dealt with as set forth in Section 10-2-407 of the Utah Code~~[-~~~~annotated,~~
196 ~~1953]~~, as amended. Denial of or granting the petition under protest is subject to Section
197 10-2-408 of the Utah Code~~[-~~~~Annotated, 1953]~~, as amended. If City Council grants the
198 annexation petition, it shall assign a zone to the annexed territory at the time the territory
199 is annexed.

200 F. Once the City Council enacts an ordinance annexing an unincorporated Area or
201 adjusting a boundary all applicable zoning and Land Management Code sections shall
202 apply to the annexed Property.

203 G. Within thirty (30) days after enacting an ordinance annexing an unincorporated Area or
204 adjusting a boundary, the City shall file with the Lieutenant Governor of the State of Utah

205 the notice of annexation, as required by Section 10-2-425 of the Utah Code~~[, Annotated,~~
206 ~~4953]~~, as amended.

207 H. Upon receipt of the Certificate of Annexation from the Lieutenant Governor, the City shall
208 record with the County Recorder:

- 209 1. The original notice of annexation filed with the Lieutenant Governor;
- 210 2. The Certificate of Annexation issued by the Lieutenant Governor;
- 211 3. The original approved plat or map prepared by a licensed surveyor and approved
212 by the City; and
- 213 4. A certified copy of the ordinance approving the annexation.

214 Section 5. Section 15-8-5 is amended to read:

215 **15-8-5 Annexation Petition Review - After City Council Acceptance Of Petition**

216 A. **STAFF REVIEW TEAM.** After approval of the annexation petition by the City Council,
217 general annexation procedure shall comply with Utah State law; provided, however, that
218 the City Council shall not take Final Action on any petition until the same has been
219 reviewed by the Park City Planning Commission and by the staff review team. For
220 purposes of annexation petition review, the staff review team shall be composed of at
221 least the following, or their designees:

222 Planning Director, City Engineer, Director of Public Works, Fire Marshal~~[I]~~, Police Chief,
223 representatives from applicable utility providers, and Park City School District
224 Superintendent.

225 B. **ANNEXATION EVALUATION AND STAFF REPORT.** The staff review team will review
226 each annexation and zoning request. The Planning Department will prepare a staff
227 report with considerations and a staff recommendation to present to the Planning
228 Commission. The staff report shall include an evaluation of the proposed annexation and
229 shall include at least the following information:

- 230 1. The ability to meet the general annexation requirements as stated in Section 15-
231 8-2 herein.
- 232 2. An accurate map of the proposed annexation Area showing the boundaries and
233 Property ownership within the Area, the topography of the Area and major natural
234 features, e.g., drainage, channels, Streams, wooded Areas, Areas of high water
235 table, Very Steep Slopes, sensitive Ridge Line Areas, Wildfire/Wildland Interface
236 Zones, and other environmentally Sensitive Lands.
- 237 3. Current and potential population of the Area and the current residential Densities.
- 238 4. Land Uses presently existing and those proposed.
- 239 5. Character and Development of adjacent Properties and neighborhoods.
- 240 6. Present zoning and proposed zoning.
- 241 7. A statement as to how the proposed Area, and/or its potential land Use will
242 contribute to the achievement of the goals and policies of the Park City General
243 Plan.
- 244 8. Assessed valuation of the current Properties.
- 245 9. Potential demand for various municipal services and the need for land Use
246 regulation in the Area, e.g. consideration of the distance from existing utility lines,
247 special requirements for Sensitive Lands review and fire protection in
248 Wildfire/Wildland Interface Zones, location within hazardous soils Areas, and
249 feasibility of snow removal from Public Streets.
- 250 10. The effect the annexation will have upon City boundaries and whether the
251 annexation will ultimately create potential for future islands, undesirable
252 boundaries, and difficult service Areas.
- 253 11. A specific timetable for extending services to the Area and how these services
254 will be financed.
- 255 12. Potential revenue versus service costs.

256 13. An estimate of the tax consequences to residents of the Area to be annexed.

257 14. Recommendations or comments of other local government jurisdictions regarding

258 the annexation proposal and potential impact of the annexation on general

259 county economic needs, goals, or objectives.

260 15. Location and description of any Historic or cultural resources.

261 C. CONDITIONS OF ANNEXATION APPROVAL AND ANNEXATION AGREEMENT. The

262 City has established the following conditions, which must be met prior to completion of

263 the annexation, unless the City Council finds that the circumstances of an annexation

264 are such that a condition or conditions do not apply. These conditions shall be applied

265 consistently for each Property; however, unusual or unique circumstances may emerge

266 from time to time where special conditions may be applied. The conditions of annexation

267 approval shall be formalized as part of a written annexation agreement prepared by the

268 Planning Director, or designee.

269 The annexation agreement shall be reviewed by the Planning Commission and

270 approved by City Council contemporaneously with the certified annexation petition. If

271 approved the annexation agreement shall be signed by the petitioners and City Council

272 and recorded with the Summit County Recorder. The annexation agreement shall

273 include, but is not limited to the following conditions:

274 1. Transfer of usable water rights as established by City policy sufficient to serve

275 the proposed Development.

276 2. Additional improvements as necessary, which may be required in order to

277 improve the water system.

278 3. Dedication of necessary Streets, trails, utilities, and Rights-of-Way consistent

279 with the Subdivision standards of this Code.

280 4. Phasing of the project to [i]ensure adequacy of public facilities may be required.

- 281 5. Payment of park land acquisition fees, dedication of open space or conservation
282 Areas, and payment of Development impact fees.
- 283 6. Provision of Affordable Housing in accordance with the Affordable Housing
284 Resolution ~~[47-99]~~ 03-2017, as in effect at the time of petition.
- 285 7. Submittal of Site plans and architectural plans for review.
- 286 8. Flood plain management or preservation of environmentally Sensitive Lands
287 including compliance with the Sensitive Lands Overlay ~~[e]~~Section of the Code.
- 288 9. Analysis and survey of any Historic and cultural resources located on the
289 Property.
- 290 10. Analysis of the fiscal impacts of the Development as determined necessary by
291 the City. The fiscal Impact Analysis format, including the revenue and cost
292 assumptions, shall be approved by the City. If necessary, the City shall hire
293 qualified experts to perform the fiscal Impact Analysis.
- 294 11. Fees paid in lieu of satisfying certain conditions, as approved by Council action.
- 295 12. Comprehensive review of surrounding Property as described below in Section
296 15-8-5(E).
- 297 13. Any other condition reasonably related to a health, safety, or welfare issue or
298 negative impact of the project.
- 299 14. Annexations located within the Quinn's Junction Area shall be consistent with the
300 Quinn's Junction Joint Planning Commission Principles outlined in the General
301 Plan. ~~[Study (QJAS) shall be found to be consistent with the findings and~~
302 ~~conclusions of the QJAS. Any annexation petition filed prior to the final approval~~
303 ~~of the QJAS by the City will be stayed pending Final Action on the study].~~
- 304 D. AMENDMENTS TO THE ANNEXATION AGREEMENT. Subsequent substantive
305 amendments to the annexation agreement are subject to review and approval by the

306 Planning Commission and City Council with adequate public notice and recordation with
307 the Summit County Recorder.

308 E. COMPREHENSIVE REVIEW AND ANALYSIS OF SURROUNDING PROPERTY. A
309 comprehensive land Use review and analysis of Property surrounding the proposed
310 annexation must be completed and submitted with the annexation petition. This analysis
311 of surrounding Property shall be in sufficient detail for the City to determine the long term
312 community impacts of the proposed annexation on these Properties. This analysis must
313 include, but is not limited to, all Property within one and one-half (1 and 1/2) miles of the
314 boundaries of the proposed annexation. The Planning Director may modify the study
315 Area up to one-half (1/2) mile more or less to achieve a suitable and logical study Area.
316 The review and analysis of surrounding Property shall be performed by a qualified land
317 Use planner with assistance from other professionals, such as traffic engineers, civil
318 engineers, wildlife biologists, hydrologists, and soils scientists. The City reserves the
319 option of selecting the qualified professionals to perform this analysis with the cost to be
320 paid by the Applicant. The review and analysis shall include, but is not limited to a study
321 of the following:

- 322 1. Slope, wetlands, vegetation, wildlife habitat, view corridors, existing Historic and
323 cultural resources, and significant geological features.
- 324 2. Existing and proposed road systems.
- 325 3. Existing and proposed utilities and major utility extension plans.
- 326 4. Location of proposed open space, recreational Areas, and trail systems.
- 327 5. Existing and proposed land Uses including type and Density of residential Areas.
- 328 6. Existing and proposed locations of community facilities such as fire stations,
329 schools, parks, recreation centers, etc.

330 Section 6. Section 15-8-6 is amended to read:

331 **15-8-6 Municipal Initiation Of Annexation**

332 It shall be the policy of the City to annex Areas meeting all of the following criteria with or
333 without receipt of a petition from the Property Owners:

- 334 A. The annexation is an island within or a peninsula contiguous to the City;
- 335 B. The majority of each island or peninsula consists of residential or commercial
336 Development;
- 337 C. The Area proposed for annexation requires the delivery of municipal-type services;
338 [and]
- 339 D. The City has provided most or all of the municipal-type services to the Area for more
340 than one (1) year[-]; and
- 341 E. Annexation of the Area is supported by the goals of the Park City General Plan,
342 including open space, land Use, Affordable Housing, recreation, growth management,
343 and economic Development.

344

345 Such annexations shall be processed as provided under Section 10-2-418 of Utah Code[-;
346 Annotated, 1953], as amended, including all noticing and public hearing requirements. This
347 review shall be in addition to the review required in Section 15-8-5 herein.

348

349 If written protest to such annexation is timely filed and complies with Section 10-2-418
350 Subsection [(3)] (8) of the Utah Code[-, Annotated, 1953], as amended, the City may not adopt
351 an ordinance annexing the Area proposed for annexation, and the annexation proceedings
352 under this [6]Section shall be considered terminated.

353

354 Section 7. Section 15-8-7 is amended to read:

355 **15-8-7 Expansion Area Boundary Map**

356 A. The Expansion Area Boundary Map is included as Exhibit A below:

- 358 B. The following criteria were used as justification to exclude from the expansion Area
359 Property considered by State definition to be Urban Development:
- 360 1. Topography and other physical constraints to efficient delivery of basic services.
 - 361 2. Overlapping utility providers with services already being provided by others.
 - 362 3. Level of existing services and standing of existing roads are below City standards
363 and require expensive upgrades.
 - 364 4. Other high fiscal implications to the City.
 - 365 5. Overlapping school districts, i.e. not in Park City School District.
 - 366 6. Overlapping taxing entities [~~and location in Wasatch County~~].

367

368 Section 8. Section 15-8-8 is amended to read:

369 **15-8-8 Affected Entities Statements**

370 Statements from affected entities are included as Exhibit B.



ANNEXATION POLICY PLAN

I. INTRODUCTION

To plan Park City's future expansion in conjunction with neighboring political entities and to guide decision making with specific criteria that further the objectives of the Park City General Plan and City policies, Park City adopted its first Annexation Policy Plan on December 16, 1993. The Annexation Policy Plan has been updated over the years and embodies the goals of the Park City General Plan. The modified 2019 Annexation Policy Plan updates the framework through which the City will investigate potential annexations as the City grows, while protecting important gateways into the City and maintaining the City's community character.

II. BACKGROUND AND OVERVIEW

In 2001, the Utah State Legislature revised State annexation law. On January 9, 2003, the City Council adopted Ordinance No. 03-01 to update and codify the City's Annexation Policy Plan in the Land Management Code, Title 15, Chapter 8. Park City amended the Annexation Policy Plan over the years to clarify procedure, to align with amendments to Utah State annexation law, and to include City-owned properties in the Annexation Expansion Area, an area that encompasses land the City may consider annexing in the future. For example, on December 21, 2006, City Council adopted Ordinance No. 06-86 to clarify that the Planning Commission reviews an annexation agreement contemporaneously with an annexation petition, and the City Council grants final approval. On October 12, 2015, City Council adopted Ordinance No. 15-35 to amend the Annexation Policy Plan to align with revisions to Utah State law. On June 15, 2017, City Council adopted Ordinance No. 2017-29 to modify the Annexation Expansion Area to include City-owned property.

On April 4, 2019, City Council directed staff to consider modifying Park City's Annexation Expansion Area to protect open space, to increase capacity for affordable housing development, and to avoid overlaps with the Annexation Expansion Area of other municipalities. On June 27, 2019, City Council directed staff to begin the process to amend the City's Annexation Policy Plan and Annexation Expansion Area to include the Round Valley open space north of the City, the southeast quadrant of the Quinn's Junction Intersection (Highway 40 and State Road 248) to the Summit County border, and the City-owned Bonanza Flat open

space along the City's southern boundary within unincorporated Wasatch County. This modified Annexation Expansion Area enables the City to consider annexing these areas in the future.

No land use changes for the Round Valley and Quinn's Junction areas are proposed at this time. The Round Valley and Quinn's Junction areas are included in the 2019 Annexation Expansion Area pursuant to the current Summit County land uses and zoning and are subject to the Quinn's Junction Joint Planning Commission Principles developed in collaboration between Park City and Summit County, described in Section V below. Any future land use or zoning changes for the Round Valley and Quinn's Junction area may require amending the Park City General Plan and the Land Management Code.

The Bonanza Flat open space along the City's southern border in unincorporated Wasatch County will be protected from development under a conservation easement in perpetuity. The inclusion of Bonanza Flat in the 2019 Annexation Expansion Area allows the City to continue to collaborate with Wasatch County to potentially bring Bonanza Flat into the City boundary and jurisdiction. Upon request from the Girl Scouts of Utah, the City has also included approximately 250 acres of land under an open space and campground deed restriction located in the Bonanza Flat area, known as the Girl Scouts of Utah Camp Cloud Rim.

III. POPULATION GROWTH PROJECTIONS FOR PARK CITY AND ADJOINING AREAS

Utah is among the top ten states that lead the nation in population growth.¹ The Wasatch Back is no exception to Utah's growing population. According to the 2010 U.S. Census, the Park City population was 7,546 and is projected to increase to 13,744 by 2040.² The population of Summit County is projected to grow from approximately 32,200 to over 60,600 by 2045. Wasatch County, which borders the City's southern boundary, is projected to have the second highest population percentage increase in Utah over the next fifty years.³ By 2045, the population of Wasatch County is projected to grow from approximately 28,600 to over 64,500.⁴

Goal 2 of the Park City General Plan is to emphasize and preserve Park City's sense of place while collaborating with our neighbors through regional land use and transportation planning. Collaborative regional planning is essential over the coming years to ensure that Wasatch Back communities thrive as the region grows. This updated Annexation Policy Plan encompasses joint planning principles Park City developed in partnership with Summit County and continues cooperation with Wasatch County regarding the future of the Park City-owned Bonanza Flat open space beyond the City's southern boundary.

¹ Kem C. Gardner Policy Institute Blog: *Utah Remains Third Fastest Growing State*, Pam Perlich (December 2018).

² 2012 Baseline Projections – Utah Governors Office of Management and Budget, *Municipal Population Projections 2010-2060*, approved by the Mountainland Association of Governments.

³ Kem C. Gardner Policy Institute 2017 Research Brief, *Utah's Long-Term Demographic and Economic Projections Summary*, by Pamela S. Perlich, Mike Hollingshaus, Emily R. Harris, Juliette Tennert, and Michael T. Hogue.

⁴ Kem C. Gardner Policy Institute 2015-2065 State and County Projections: Demography UTAH Population Committee 2010-2016 Population Estimates.

IV. CHARACTER OF THE COMMUNITY

The 2019 Annexation Expansion Area includes important gateways to Park City to protect the character of the community. From the discovery of silver in the late 1860s to its incorporation as a city in 1884, from the peak of its natural resource harvest in the mid-1890s to the great fire in 1898, and from its ghost town status in the 1950s to its 1963 revival as a ski town and host of the 2002 Winter Olympics, Park City has reinvented itself. Today, Park City is home for over 8,000 people⁵ and hundreds of thousands of tourists visit every year to experience the City's world-class, multi-seasonal recreation and arts and culture.

The core values that define Park City's community character are outlined in the Park City General Plan and include its small-town feel, sense of community, natural setting, and historic heritage. As Park City grows and develops, Parkites want to *Keep Park City, Park City*, and this includes preserved gateways to the City, thoughtful growth and planning, environmental stewardship, enhanced quality of life, and community and economic diversity.⁶

The goals outlined in the Park City General Plan include:

Goal 1: Protect undeveloped lands, discourage sprawl, and direct growth inward to strengthen existing neighborhoods.

Goal 2: Emphasize and preserve a sense of place while collaborating with the Wasatch Back and Salt Lake City regions through regional land use and transportation planning.

Goal 3: Encourage alternative modes of transportation on a regional and local scale to maintain Park City's small-town character.

Goal 4: Conserve a connected, healthy network of open space for continued access to and respect for the natural setting.

Goal 5: Be a leader in energy efficiency and conservation of natural resources, reducing greenhouse gas emissions by at least fifteen percent below 2005 levels in 2020.

Goal 6: Implement climate adaptation strategies to enhance the City's resilience to the future impacts of climate change.

Goal 7: Create a diversity of primary housing opportunities to address the changing needs of residents.

Goal 8: Increase affordable housing opportunities and associated services for the workforce of Park City.

Goal 9: Provide unparalleled parks and recreation opportunities for residents and visitors.

⁵ U.S. Census Bureau Population Division, Annual Estimates of the Resident Population: April 1, 2010 to July 1, 2018.

⁶ 2014 Park City General Plan, Volume I, p. 10-17.

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 a balance with a 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: Grow as an arts and culture hub.

Goal 14: Foster innovative sustainable development, protect the community vision, and prevent negative ecological, qualitative, and economic impacts to the region.

Goal 15: Preserve the integrity, mass, scale, compatibility, and historic fabric of the nationally and locally designated historic resources and districts for future generations.

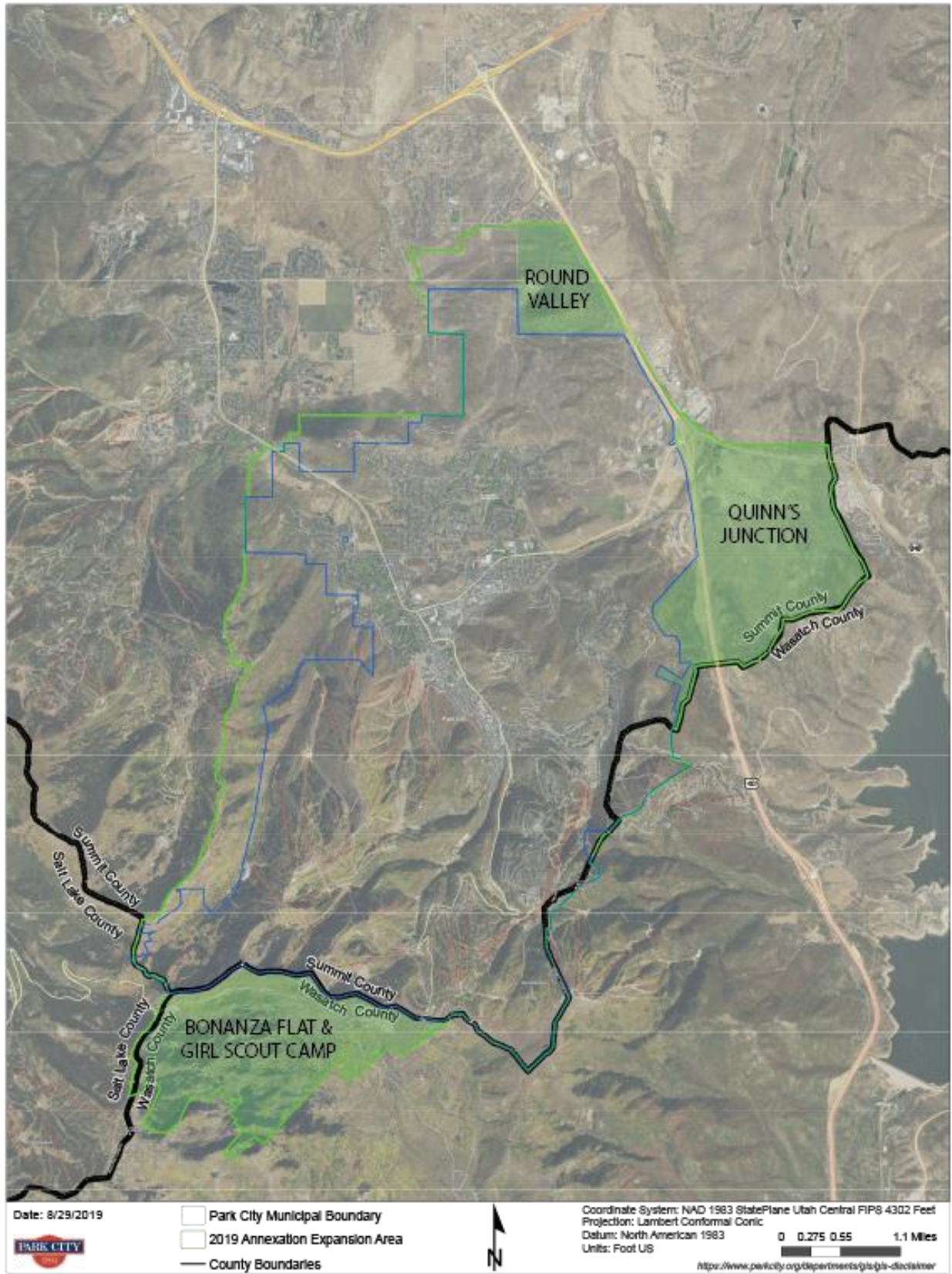
Goal 16: Maintain the Historic Main Street District as the heart of the City for residents and encourage tourism in the district for visitors.

To protect the Park City community character, the City established a rigorous process for property owners who petition to be annexed into Park City. The Annexation Policy Plan and annexation petition process is codified in the Land Management Code, Title 15, Chapter 8 – Annexations, and the proposed amended Annexation Policy Plan is attached as Exhibit A at the end of this document.

V. 2019 ANNEXATION EXPANSION AREA

The Park City General Plan contemplates a modified Annexation Expansion Area that includes the Round Valley area at the City's northern boundary, encompasses the southeast quadrant of the Quinn's Junction Intersection at Highway 40 and State Road 248 – the eastern gateway to the City, and incorporates the Bonanza Flat area, the southern gateway to the City.⁷ Pursuant to the Park City General Plan and current City policy, the 2019 Annexation Expansion Area includes Round Valley, Quinn's Junction, and Bonanza Flat, areas highlighted on the map below:

⁷ 2014 Park City General Plan, Volume I, p. 35-37.



ROUND VALLEY

Round Valley—scenic ridges, rolling hills, and open space at the City’s northern boundary—provides over 30 miles of trails for hiking, biking, running, snowshoeing, and skiing. On October 30, 2014, City Council adopted Ordinance No. 14-59 to annex approximately 1,370 acres of Round Valley into Park City. This area is protected by a conservation easement or is zoned Recreation Open Space to retain the area for recreational uses and to preserve environmentally sensitive lands.

The City’s 2019 Annexation Expansion Area is extended to include a 363-acre Round Valley parcel (SS-57-A-X) so that the City may contemplate bringing this City-owned property into the City boundary. Also, approximately 75 acres of private property along the northeast portion of Round Valley is included in the 2019 Annexation Expansion Area to create a logical extension of the northern City boundary to the base of the Mountain Ranch Estates, Trailside, and Silver Summit subdivisions in unincorporated Summit County.

QUINN’S JUNCTION

On June 17, 2002, the City Council adopted Resolution 12-02, an Interlocal Cooperation Agreement between Summit County and Park City for a joint planning process of the Quinn’s Junction area. Between July 2002 and October 2004, Park City and Summit County worked together to create a shared land use plan for future development along the Quinn’s Junction Intersection at Highway 40 and State Road 248, known as the Quinn’s Junction Area Study. Both entities reviewed their general plans to identify commonalities and established the Quinn’s Junction Joint Planning Commission Principles to guide future development of the area.

The Quinn’s Junction Joint Planning Commission Principles regarding the southeast quadrant of the Quinn’s Junction Intersection outline future development that (1) is sensitive to the environmental factors of the area, (2) preserves open space, (3) produces density that results in significant public benefits to promote Park City’s resort, recreation, tourism, and resort-based second-home economy, (4) prohibits highway service commercial and convenience retail and regional big-box retail commercial along the Highway 40 and State Road 248 corridor, (5) considers institutional uses for a hospital, educational facility, recreation/sports training facility, or an arts/cultural heritage/history-based institution, (6) provides recreation and open space uses in the Richardson Flat area and may include a golf course, active recreation, equestrian, and preserved open space, and (7) clusters residential development.

The Principles preserve view corridors with development proposed to be clustered according to the topography and other environmental factors. Open space and recreation are envisioned to be the predominant land use in the area with transit-oriented access to an interconnected system of trails. Vast surface parking areas with high visibility from the entry corridor are prohibited and any surface parking must be buffered from the entry corridor.

Park City is the beneficiary of over 580 acres of development-restricted property along State Road 248 located within the southeast quadrant of the Quinn’s Junction Intersection, known as

Richardson Flat.⁸ Additionally, Park City is the owner of Clark Ranch, 344 acres located along Highway 40.⁹ The 2019 Annexation Expansion Area encompasses these properties, as well as private property in order to create a logical extension of the City boundary to the Summit County border to respect the existing Summit County district boundaries.

BONANZA FLAT

On November 8, 2016, Park City voted in favor of a \$25,000,000 general obligation bond to help the City acquire Bonanza Flat, 1,350 acres of open space contiguous with the City's southern border in unincorporated Wasatch County. Bonanza Flat will be protected open space in perpetuity under a conservation easement. The City has included Bonanza Flat in the 2019 Annexation Expansion Area in order to work collaboratively with Wasatch County to potentially bring the City-owned open space within the Park City boundary and jurisdiction. The Annexation Expansion Area also encompasses approximately 250 acres of deed-restricted open space known as the Girl Scouts of Utah Camp Cloud Rim, located in the Bonanza Flat area.

VI. ATTEMPT TO AVOID GAPS BETWEEN OR OVERLAPS WITH OTHER MUNICIPAL ANNEXATION EXPANSION AREAS

In developing the 2019 Annexation Expansion Area, Park City attempted to avoid gaps between or overlaps with the Annexation Expansion Area of other municipalities. However, the Town of Hideout in Wasatch County amended their Annexation Policy Plan and included much of the southeast quadrant of Quinn's Junction in unincorporated Summit County within their Annexation Expansion Area. Park City objected to Hideout's Annexation Expansion Area in the southeast quadrant of Quinn's Junction because it initially encompassed the Park City-owned Clark Ranch property, as well as Richardson Flat, over 580 acres that is development restricted with Park City as the beneficiary. The Hideout Planning Commission amended the Annexation Expansion Area to exclude Clark Ranch. However, the Hideout Town Council adopted an Annexation Policy Plan that retained the development-restricted Richardson Flat area in their proposed Annexation Expansion Area.

Inclusion of the southeast quadrant of Quinn's Junction in Park City's Annexation Expansion Area is a logical extension of Park City's boundary and respects the existing Summit County boundary and Snyderville Basin Water Reclamation District, Snyderville Basin Recreation District, Park City Fire District, and Park City School District boundaries. Also, inclusion of the southeast quadrant of Quinn's Junction in Park City's Annexation Expansion Area allows the City to contemplate annexing City-owned property, as well as the Richardson Flat property,

⁸ On May 17, 1994, United Park City Mines (UPCM) filed an application to annex an area—initially referred to as Flagstaff Mountain and now known as Empire Pass—into Park City. After years of negotiations, on June 24, 1999, City Council adopted [Ordinance No. 99-30](#), "AN ORDINANCE ANNEXING APPROXIMATELY 1750 ACRES KNOWN AS FLAGSTAFF MOUNTAIN INTO THE CORPORATE LIMITS OF PARK CITY, UTAH AND AMENDING THE OFFICIAL ZONING MAP OF PARK CITY TO INCLUDE THE ANNEXED AREA." On the same day, City Council authorized a Development Agreement between UPCM and Park City. ([Resolution No. 20-99](#), "RESOLUTION AUTHORIZING THE FLAGSTAFF MOUNTAIN DEVELOPMENT AGREEMENT.") Park City granted UPCM certain development rights in the Empire Pass area upon annexation. In exchange, UPCM agreed to restrict development on over 580 acres in unincorporated Summit County on property known as Richardson Flat, with Park City as the beneficiary.

⁹ On October 9, 2014, the City Council approved a Real Estate Purchase Contract for the City's purchase of Clark Ranch.

which is under a development restriction with Park City as the beneficiary. Additionally, Summit County and Park City have been collaboratively planning the Quinn's Junction area since 2002 and share a vision for the future of this area.

VII. CURRENT AND PROJECTED COSTS OF INFRASTRUCTURE, URBAN SERVICES, AND PUBLIC FACILITIES

Services such as sewer, fire protection, and public schools are provided to annexed areas by existing districts. Park City provides the following urban level services—consistent with those normally provided in the rest of the incorporated boundaries—to annexed areas: police protection; snow removal on public streets; street maintenance on streets that are constructed or reconstructed to City standards; planning, zoning, and code enforcement; municipal-sponsored parks and recreational activities, and cultural events and facilities; and water services as the area is developed. Park City, if feasible and practical, extends water and sewer lines in areas annexed into the City. Expenses associated with such extensions are the responsibility of the petitioner for annexation. The City determines timing and capacity of extending water and sewer to the proposed annexation area.

Round Valley and Quinn's Junction within Summit County

The Round Valley and Quinn's Junction areas are currently located within the Park City Fire District, Snyderville Basin Water Reclamation District, Snyderville Basin Recreation District, Summit County Mosquito Abatement District, and Park City School District. If Round Valley and Quinn's Junction are eventually annexed into Park City, these areas would remain within these districts.

Bonanza Flat within Wasatch County

Park City is in the process of installing trailheads, limited parking, and vault toilets in the Bonanza Flat area, but this is the extent of development. There will be no utility service to the area. The City will not connect water or sewer service to Bonanza Flat and no water from a Weber Basin watershed will be used for outdoor uses in Bonanza Flat. Bonanza Flat will be protected open space under a conservation easement in perpetuity. Located in unincorporated Wasatch County, Bonanza Flat is currently served by the Wasatch County Fire District and Wasatch County Sheriff's Office.

Snyderville Basin Water Reclamation District

If the Round Valley or Quinn's Junction area is annexed into Park City, any future development would continue to be subject to the Snyderville Basin Water Reclamation District authority since both areas are currently in the service area. The cost of infrastructure would be through developer funding. If Bonanza Flat is annexed into Park City, it will remain undeveloped as protected open space and no utilities will be extended to the area. No trans-basin water transfers will occur between the Snyderville Basin Water Reclamation District and Bonanza Flat.

Snyderville Basin Recreation District

If Round Valley and Quinn's Junction are annexed into Park City, Snyderville Basin Recreation District trails that currently exist in the Round Valley and Quinn's Junction area, or that may be developed within the proposed Annexation Expansion Area, would continue to be the property of the Snyderville Basin Recreation District, which generally holds trails in the form of perpetual easements. Bonanza Flat in unincorporated Wasatch County is outside the Snyderville Basin Recreation District and annexation of Bonanza Flat into Park City would not impact the District, but may provide opportunities to connect trails between Wasatch County and the Snyderville Basin Recreation District.

If Round Valley and Quinn's Junction are annexed into Park City, Park City may request withdrawal from the Snyderville Basin Recreation District for these areas. Depending on the circumstances and impact on the Snyderville Basin Recreation District base, this may include the creation of a debt service district for the Snyderville Basin Recreation District to cover any payments on the remaining debt which was or may be issued against the property before the annexation occurs. With the current value of the property being considered, this would likely not have a significant impact on the base and would be unnecessary.

Park City Fire District

Round Valley and Quinn's Junction are served by the Park City Fire District and would remain in the District if the areas are annexed into Park City. A Park City Fire District Station is proposed to be constructed on City-owned property within the northwest quadrant of the Quinn's Junction Intersection near the Intermountain Healthcare Park City Medical Campus and will be the closest station serving Round Valley and Quinn's Junction.

If Park City were to annex Bonanza Flat located within unincorporated Wasatch County, the Park City Fire District boundary would have to be amended in order for the Park City Fire District to provide emergency response services. The approximate response time from Park City Fire District Station 34 at 7805 Royal Street to Bonanza Flat is 11 minutes with a distance of 3.7 miles, assuming clear roads and fair weather. Access to Bonanza Flat is restricted in the winter, but this is no different than any other wildland area within the Park City Fire District with access challenges.

Park City Public Utilities

Water – Park City could provide water to the Round Valley and Quinn's Junction areas in the future because Park City currently has surplus water. Also, more water may be acquired through the Western Summit County Project. Water supply infrastructure in any annexed area would need to be extended from the existing Park City water system. The cost would depend on the area to be served. Funding for the infrastructure would be obtained through impact fees, user fees, or developer funding, depending on the nature of the need and City Council policy. Park City will not provide water to Bonanza Flat.

Road Maintenance and Plowing – The main access to Round Valley and the southeast quadrant of Quinn's Junction is Highway 40 and State Road 248, roads that are maintained and

plowed by the Utah Department of Transportation. If Round Valley and Quinn's Junction are annexed into Park City, there would be no additional need for City road maintenance or plowing. Bonanza Flat is accessed through State Road 224, which are closed during the winter months. The Utah Department of Transportation maintains and plows State Road 224. If Bonanza Flat is annexed into Park City, there would be no additional need for City road maintenance or plowing within the Bonanza Flat area.

Park City Trails and Open Space

The Round Valley and Bonanza Flat properties are City-owned and the Trails and Open Space Department currently maintains these areas. Therefore, annexation of Round Valley and Bonanza Flat into Park City would not change the required Trails and Open Space staff or services. If future trails are constructed or open space is acquired in the Quinn's Junction area, the Trails and Open Space plans and budget would need to be amended to include the cost to serve these areas.

Park City Police Department

If the Round Valley, Quinn's Junction, and Bonanza Flat areas are annexed into Park City, the cost of Park City Police Department coverage could range anywhere from \$617,760 to \$2,000,556 annually, depending on City Council policy regarding level of service. This estimate includes personnel, equipment, law enforcement, vehicles, and uniforms.

VII. LAND SUITABLE FOR RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL DEVELOPMENT

Goal 1 of the Park City General Plan is to protect undeveloped lands, discourage sprawl, and direct growth inward to strengthen existing neighborhoods. In 2014, approximately 73% of the City was built-out in terms of residential units and commercial development was just over half built-out.¹⁰ Today, approximately 79% of the City is built-out. There is still room to direct growth inward to strengthen existing neighborhoods. Additionally, the Lower Park Avenue Redevelopment Authority presents opportunities for public and private partnership to redevelop the resort base, community, and neighborhood, and the Main Street Redevelopment Area may be extended.

VIII. INCLUSION OF RECREATIONAL AREAS

Park City prefers annexations that provide significant open space. The Park City General Plan identifies the Round Valley, Quinn's Junction, and Bonanza Flat areas as important open space and recreational areas.¹¹ Goal 4 of the Park City General Plan establishes principles to protect open space for the community's benefit and enjoyment – to conserve a connected, healthy network of open space for continued access to and respect for the natural setting.

The Round Valley open space contains over 30 miles of trails for hiking, biking, running, snowshoeing, and skiing. The 580-acre Richardson Flat area within the southeast quadrant of Quinn's Junction is under a development restriction, but the restriction allows for potential future

¹⁰ 2014 Park City General Plan, Volume I, p. 11.

¹¹ 2014 Park City General Plan, Volume I, p. 37.

recreational uses like a golf course, an equestrian center, or other public recreation. The Bonanza Flat open space at the southern boundary of the City will be conserved in its natural state in perpetuity for the benefit of the community.

X. TAX CONSEQUENCES TO RESIDENTS WITHIN PARK CITY AND THE ANNEXATION EXPANSION AREA

The following is a property tax comparison of the Round Valley, Quinn's Junction, and Bonanza Flat areas based on the 2018 property tax assessment and rates (the last complete tax year):

SUMMIT COUNTY – ROUND VALLEY				
	Tax Rate Summit County	Estimated Amount Summit County	Tax Rate Park City	Estimated Rate Park City
County Municipal Services	0.000622	\$98.32	-	-
County General Fund	0.000831	\$131.35	0.000831	\$131.35
State Assessing & Collecting Levy	0.000009	\$1.42	0.000009	\$1.42
Local Assessing & Collecting Levy	0.000169	\$26.71	0.000169	\$26.71
Park City Fire District	0.000726	\$114.76	0.000726	\$114.76
Mosquito Abatement	0.00003	\$4.47	0.00003	\$4.74
Snyderville Basin Rec Operating* ¹²	0.000404	\$63.86	-	-
Snyderville Basin Rec Bond*	0.000217	\$34.30	0.000217	\$34.30
Park City School District	0.00433	\$684.42	0.00433	\$684.42
Charter School Levy – Park City	0.000039	\$6.16	0.000039	\$6.16
Park City Operating	-	-	0.001237	\$195.53
Park City General Obligation Debt	-	-	0.000822	\$129.93
TOTAL	0.007377	\$1,166.05	0.00841	\$1,329.33
ESTIMATED TOTAL COLLECTION INCREASE				\$163.28

¹² * The scenarios in Summit County assume that if the property were annexed, the City would request a de-annexation from the Snyderville Basin Recreation District on the same property. Depending on the circumstances and the impact on the Snyderville Basin Recreation District base, this may include the creation of a debt service district for the Snyderville Basin Recreation District to cover any payments on the remaining debt which was or may be issued against the property before the annexation occurs. With the current value of the property being considered, this would likely not have a significant impact on the base and would be unnecessary.

SUMMIT COUNTY – QUINN’S JUNCTION				
	Tax Rate Summit County	Estimated Amount Summit County	Tax Rate Park City	Estimated Amount Park City
County Municipal Services	0.000622	\$1,324.98	-	-
County General Fund	0.000831	\$1,770.19	0.000831	\$1,770.19
State Assessing & Collecting Levy	0.000009	\$19.17	0.000009	\$19.17
Local Assessing & Collecting Levy	0.000169	\$360.00	0.000169	\$360.00
Park City Fire District	0.000726	\$1,546.52	0.000726	\$1,546.52
Mosquito Abatement	0.00003	\$63.91	0.00003	\$63.91
Snyderville Basin Rec Operating* ¹³	0.000404	\$860.60	-	-
Snyderville Basin Rec Bond*	0.000217	\$462.25	0.000217	\$462.25
Park City School District	0.00433	\$9,233.76	0.00433	\$9,223.76
Charter School Levy – Park City	0.000039	\$83.08	0.000039	\$83.08
Park City Operating	-	-	0.001237	\$2,635.05
Park City General Obligation Debt	-	-	0.000822	\$1,751.02
TOTAL	0.007377	\$15,714.47	0.00841	\$17,914.97
ESTIMATED TOTAL COLLECTION INCREASE				\$2,200.49

¹³ * The scenarios in Summit County assume that if the property were annexed, the City would request a de-annexation from the Snyderville Basin Recreation District on the same property. Depending on the circumstances and the impact on the Snyderville Basin Recreation District base, this may include the creation of a debt service district for the Snyderville Basin Recreation District to cover any payments on the remaining debt which was or may be issued against the property before the annexation occurs. With the current value of the property being considered, this would likely not have a significant impact on the base and would be unnecessary.

WASATCH COUNTY – BONANZA FLAT				
	County Tax Rate	County Estimated Amount	Park City Tax Rate	Park City Estimated Amount
Wasatch	0.002019	\$12.88	0.002019	\$12.88
Wasatch County School District	0.008051	\$51.37	0.008051	\$51.37
Wasatch Fire Protection SSD	0.000538	\$3.43	0.000538	\$3.43
Wasatch County SSD No. 21	0.000241	\$1.54	0.000241	\$1.54
Central Utah Water Conservancy District	0.0004	\$2.55	0.0004	\$2.55
Park City Operating	-	-	0.001237	\$7.89
Park City General Obligation Debt	-	-	0.000822	\$5.25
TOTAL	0.011249	\$71.77	0.013308	\$84.92
ESTIMATED TOTAL COLLECTION INCREASE				\$13.15

IMPACT ON PARK CITY PROPERTY OWNERS

While a wider total Park City taxable base would potentially reduce the current debt burden on Park City property owners, based on the current taxable value of the parcels evaluated, the tax consequences to the general obligation debt levy for current Park City property owners would be insignificant.

SALES AND USE TAX

The following table shows the current sales tax rate structure and the Park City rate structure if a property was included in the Park City Municipality limits:

SALES TAX RATE COMPARISON		
Sales and Use Taxes	Current Sales Tax Rate (Snyderville Basin Transit District)	Current Park City Municipal Rate
State of Utah General Sales & Use Tax	4.85%	4.85%
Summit County County Option Sales Tax Local Option Sales Tax Recreation, Arts, and Parks Tax Mass Transit Tax Transportation Tax Additional Mass Transit Tax Transportation Infrastructure Tax Transit Capital Expenses	 0.25% 1.00% 0.10% 0.30% 0.25% 0.25% 0.25% 0.20%	 0.25% - 0.10% - 0.25% 0.25% 0.25% 0.20%
Park City Local Option Sales Tax Resort City Sales Tax Mass Transit Tax	 - - -	 1.00% 1.60% 0.30%
Total “Base”	7.45%	9.05%
Other Taxes Countywide Restaurant Tax Countywide Motor Vehicle Rental Tax Countywide Transient Room Tax Statewide Transient Room Tax Park City Transient Room Tax	 1.00% 2.50% 3.00% 0.32% -	 1.00% 2.50% 3.00% 0.32% 1.00%

The City also levies a 3.5% Municipal Telecommunication License Tax and a 6% Municipal Energy Tax. These use taxes are not levied in unincorporated County areas.

Park City Municipal Corporation currently levies a 3.5% Franchise Fee on all franchised utility or television providers, excluding energy suppliers. The fees would apply to all sales of services or products from the utility or television provider within City limits.

XI. URBAN DEVELOPMENT EXCLUDED FROM THE ANNEXATION EXPANSION AREA

Urban development within one-half mile of the Annexation Expansion Area was excluded due to topography and other physical constraints to efficient delivery of basic services, overlapping utility providers with services already being provided by others, level of existing services and standing of existing roads below City standards that require expensive upgrades, high fiscal impacts to the City, and overlapping districts.

Park City worked in collaboration with Summit County regarding the inclusion of Round Valley and the southeast quadrant of the Quinn's Junction Intersection in the modified Annexation Expansion Area. Urban development within one-half mile of the Annexation Expansion Area within Summit County was excluded along the City's northern boundary to avoid overlapping utility and services already provided. Additionally, the Park City General Plan seeks to provide each neighborhood with a well-defined edge, such as open space or a naturally landscaped buffer zone, permanently protected from development. The Round Valley area along the northern boundary between Park City and unincorporated Summit County provides open space and recreation for both communities and establishes a naturally landscaped buffer zone that delineates the Park City boundary and unincorporated Summit County.

Park City excluded urban development within one-half mile of the Annexation Expansion Area within Summit County along the east side of Highway 40, north of State Road 248, in agreement with Summit County, acknowledging that this area will be developed in unincorporated Summit County pursuant to Summit County zoning and the Quinn's Junction Joint Planning Commission Principles.

In order to draw the Annexation Expansion Area along the Summit County boundary and the boundaries of existing districts for sewer, water, fire, schools, and other services, Park City excluded urban development within one-half mile of the Annexation Expansion Area where Quinn's Junction abuts the Wasatch County boundary in order to delineate Summit County and Wasatch County services and jurisdiction.

Due to the extensive protections to conserve Bonanza Flat in its natural state and to prohibit development in perpetuity, no utilities will be extended to Bonanza Flat. Urban development within one-half mile of Bonanza Flat was excluded from the Annexation Expansion Area because of topography and other physical constraints to efficient delivery of basic services and overlapping utility providers with services already being provided by others.

XII. INTERESTS OF AFFECTED ENTITIES

Affected entities include counties in whose unincorporated area the area proposed for annexation is located, local districts, special service districts, school districts, and municipalities within one-half mile of an area proposed for annexation. In developing the 2019 Annexation Policy Plan, Park City reached out to Summit County, Wasatch County, the Snyderville Basin Water Reclamation District, the Snyderville Basin Recreation District, Park City Fire District, Park City School District, and the Jordanelle Special Service District for discussion and input.

A copy of the draft Annexation Policy Plan was sent to affected entities by mail on August 12, 2019, and by email on August 13, 2019. The Park City Planning Commission held a public meeting on the 2019 Annexation Policy Plan on August 28, 2019, at 5:30 PM in City Hall (445 Marsac Avenue) and affected entities were invited to attend. Affected entities had ten days after the public meeting (through September 9, 2019) to submit written comments to Park City regarding the 2019 Annexation Policy Plan.

Park City School District

The Park City School District expressed an interest in potentially locating a future school or facility in either the Round Valley or Quinn's Junction area. If Round Valley or Quinn's Junction are eventually annexed into Park City, the City will work with the Park City School District to potentially locate a future school or facility within these areas.

Affected Entities include:

Jordanelle Special Service District

Mountain Regional Water District

Park City Fire District

Park City School District

Snyderville Basin Recreation District

Snyderville Basin Water Reclamation District

Summit County

Summit County Mosquito Abatement District

Town of Hideout

Wasatch County

Wasatch County Fire District

Wasatch County School District

Weber Basin Water Conservancy District

Courtesy Notice was sent to:

Summit County Water Distribution Company

Utah Department of Transportation

Utah State Parks

WITHIN 30 DAYS AFTER ADOPTING THIS ANNEXATION POLICY PLAN, THE CITY COUNCIL SHALL SUBMIT A COPY OF THE PLAN TO THE LEGISLATIVE BODY OF SUMMIT COUNTY AND WASATCH COUNTY.

EXHIBIT A –

PROPOSED AMENDED LAND MANAGEMENT CODE TITLE 15, CHAPTER 8 – DRAFT

LAND MANAGEMENT CODE 15-8-1 – PURPOSE

The annexation requirements specified in this Annexation Policy Plan are intended to protect the general interests and character of the community; assure orderly growth and Development of the Park City community in terms of utilities and public services; preserve open space, enhance parks and trails; ensure environmental quality; protect entry corridors, view sheds, and environmentally Sensitive Lands; preserve Historic and cultural resources; create buffer Areas; protect public health, safety, and welfare; and ensure that annexations are approved consistent with the Park City General Plan and Utah State law.

In meeting the goals of Park City's annexation policy plan, the Planning Commission and City Council shall strive to avoid gaps between or overlaps with the expansion Area of other municipalities; consider the population growth projections for Park City and adjoining Areas for the next twenty (20) years; consider current and projected costs of infrastructure, urban services, and necessary public facilities; facilitate full Development of Areas within Park City; expand infrastructure, services, and facilities into the Area being considered for inclusion in the expansion Area when practical and feasible; consider, in conjunction with Park City's General Plan, the need over the next twenty (20) years for additional land suitable for residential, commercial, and industrial Development; consider the reasons for including agricultural lands, forests, recreation Areas, and wildlife management Areas in Park City; and be guided by the following principles:

If practical and feasible, boundaries of an Area proposed for annexation shall be drawn:

- A. Along the boundaries of existing special districts for sewer, water, fire, and other services, along the boundaries of school districts whose boundaries follow City boundaries or school districts adjacent to school districts whose boundaries follow City boundaries, and along the boundaries of other taxing entities;
- B. To eliminate islands and peninsulas of territory that are not receiving municipal type services;
- C. To facilitate the consolidation of overlapping functions of local government;
- D. To promote the efficient delivery of services; and
- E. To encourage the equitable distribution of community resources and obligations.

It is the intent of this Chapter to ensure that Property annexed to the City will contribute to the attractiveness of the community and will enhance the resort image, which is critical for economic viability, and that the potential deficit of revenue against expense to the City is not

unreasonable. This Chapter shall be considered Park City's annexation policy plan and declaration.

This Chapter incorporates by reference all standards required and suggested by Sections 10-2-401 et seq. of the Utah Code, as amended.

LAND MANAGEMENT CODE 15-8-2 – GENERAL REQUIREMENTS

The following specific requirements are hereby established for annexation to Park City:

- A. Property under consideration of annexation must be considered a logical extension of the City boundaries.
- B. Annexation of Property to the City must be consistent with the intent and purpose of this Chapter and the Park City General Plan.
- C. Every annexation shall include the greatest amount of Property possible that is a contiguous Area and that is contiguous to the City's municipal boundaries.
- D. Piecemeal annexation of individual small Properties shall be discouraged if larger contiguous Parcels are available for annexation within a reasonable timeframe in order to avoid repetitious annexations.
- E. Islands of county jurisdiction shall not be left or created as a result of the annexation and peninsulas and irregular boundaries shall be avoided.
- F. In addition to services provided by existing districts, such as sewer, fire protection, and public schools, the following urban level services, consistent with those normally provided in the rest of the incorporated boundaries will be provided to annexed Areas:
 1. Police protection;
 2. Snow removal on Public Streets, subject to standard City snow removal policies;
 3. Street maintenance on existing Streets, provided that such Streets have been constructed or reconstructed to City Street standards or are acceptable to the City Engineer and City Council;
 4. Planning, zoning, and Code enforcement;
 5. Availability of municipal-sponsored parks and recreational activities and cultural events and facilities;
 6. Water services as the Area is developed. Existing water treatment and storage facilities may currently be inadequate to provide services to the annexed Area. Developers of the annexed Area are required to pay for the cost of improvements related to the extension of and connection with the City lines and systems as well as participate in additional improvements such as storage capacity and distribution as necessary for safe, reliable, and efficient water flows.
- G. If feasible and practical, water and sewer lines shall be extended to the Area proposed for annexation. Expenses associated with such extension shall be the responsibility of the Applicant(s). The City shall determine timing and capacity of extending water and sewer to the proposed annexation Area.
- H. Before considering requests for annexation, the City shall carefully analyze the impacts of annexation of an Area, taking into consideration whether the Area will create negative impacts on the City and considering whether the City can economically provide services to the annexed Area. Community issues such as location and adequacy of schools and community facilities, traffic, fire protection, particularly in Wildfire/Wildland Interface Zones, usable open space and recreation Areas, protection of Sensitive Lands, conservation of natural resources, protection of view corridors, protection and preservation of Historic resources, Affordable Housing, balance of housing types and ownership, adequate water and sewer capacity to serve the future needs of the proposed annexation Area shall also be considered.

- I. Situations may exist where it is in the public interest to preserve certain lands from Development where there exist Geologic Hazards, excessive Slopes, flood plains, or where the need for preservation of community open space and/or agricultural lands is consistent with the General Plan. In such circumstances, annexations may occur as a means of retaining those lands in a natural state.
- J. The City shall consider annexation of unincorporated Areas of Summit County and Wasatch County that are within the annexation expansion Area as defined by Exhibit A.
- K. In general, the City does not favor annexation of territory that should be located within another municipality, nor does it favor the annexation of unincorporated territory solely for the purpose of acquiring municipal revenues, or for diminishing the capacity of another municipality to annex.

Annexations that expand the resort and/or tourist economy, provide second home or rental residential Properties, preserve environmentally Sensitive Lands, and provide significant public open space and/or community facilities are preferred.

LAND MANAGEMENT CODE 15-8-3 – PROPERTY OWNER INITIATION OF ANNEXATION

When initiated by a Property Owner, the process for annexation shall be as follows:

- A. The Property Owner or Owners shall submit to the City a petition for annexation. The petition shall meet the criteria and shall be in the form as established by the City and in compliance with State law as set forth in Sections 10-2-401, 402, and 403 of the Utah Code, as amended.
 - 1. The petition shall contain signatures of Property Owners representing a majority of the private land Area and at least one-third (1/3) of the value of all private real Property within the Area proposed for annexation;
 - 2. If the Area is within an Agriculture Protection Area created under State law Title 17, Chapter 41, Agriculture, Industrial, or Critical Infrastructure Materials Protection Areas, or a Migratory Bird Production Area created under Title 23, Chapter 28, Migratory Bird Production Area, then the petition must cover one hundred percent (100%) of the private land Area within the Area proposed for annexation;
 - 3. If the Property is owned by a public entity other than the federal government, the petition shall be signed by the Owner of all of the publicly owned Property within the Area proposed for annexation;
 - 4. The petition shall contain the signatures of the owners of private real property that covers one hundred percent (100%) of rural real property as that term is defined under State law Title 17B, Chapter 2a, Section 1107, Limited Purpose Local Government Entities, within the area proposed for annexation; and
 - 5. Said petition shall designate up to five (5) of the petitioners as sponsors, one (1) who shall be designated as the contact sponsor. The mailing address of each sponsor shall be included in the petition.
- B. Attached to and as part of the petition shall be an accurate certified survey plat of the Property to be annexed, prepared by a surveyor licensed to practice in Utah, accurately describing the existing City boundaries and each individual ownership sought to be annexed, including an accurate legal description of the Property to be annexed.
- C. There shall also be attached to the annexation petition a statement as to the anticipated timetable for Development, if applicable, of the Property being annexed.

- D. If the proposed Property is intended for Development, the petition for annexation shall include Complete Applications for a Master Planned Development (MPD) and a preliminary Subdivision plat. The petition shall state the requested zoning designation(s), and shall show the proposed Zoning District lines on the plans. Impact mitigation considerations in the annexation agreement will be based on the Density permitted under the requested or applied zone requirements.
- E. Except in the case of POS or ROS zoning, zoning requests are subject to review and consideration of the Planning Commission for a recommendation, with final approval by the City Council concurrent with public hearings on the proposed annexation.
- F. There shall also be attached to the annexation petition a full disclosure statement of any and all waters owned or historically utilized on the Property to be annexed, and a statement from the water Owner(s) as to the estimated value of the water or the price at which he or she is willing to sell the said water to the City.
- G. The annexation petition shall not propose annexation of any land Area proposed for annexation to a municipality in a previously filed petition that has not been granted, denied, or rejected.
- H. The annexation petition shall not propose annexation of any land Area being considered for incorporation under Utah State law.
- I. On the date of filing the annexation petition with the City Recorder, the petition sponsor(s) shall also deliver or mail a copy of the petition to the County Clerk of the county in which the Property is located and to the chair of the Planning Commission which has review authority or jurisdiction over the said Property.
- J. There shall be attached to the petition a comprehensive review and analysis of surrounding Property. See Section 15-8-5(E).

LAND MANAGEMENT CODE 15-8-4 – PROCEDURE FOR PETITION AND ANNEXATION PLATS

The procedure for processing annexation petitions and plats shall be as follows:

- A. A petition and proper plat certified by a licensed surveyor shall be submitted to the City Recorder in accordance with Section 10-2-403(3)(C) of the Utah Code, as amended, together with any other information required by the City staff to enable the staff to prepare an annexation impact report.
- B. Prior to City Council action on the petition, the petition and plat shall be reviewed by the Planning Director, who shall determine the feasibility of expanding the annexation boundaries and who shall prepare a written recommendation for consideration by the City Council.
- C. If the City Council accepts the annexation petition, the petition shall be delivered to the City Recorder for certification pursuant to Section 10-2-405 of the Utah Code, as amended.
- D. If the annexation petition is certified by the City Recorder, the City Council shall provide for public notice as set forth in Section 10-2-406 of the Utah Code, as amended.
- E. The Planning Commission, upon referral from the Planning Director, shall hold a public hearing and make a recommendation on the annexation proposal, including the recommended zoning, to the City Council. After receipt of the Planning Commission's recommendation and after giving notice pursuant to Section 10-2-406 of the Utah Code, as amended, the City Council shall hold a public hearing on all proposed annexations. After closure of the public hearing, the City Council may either grant or deny the annexation petition; provided, however, that protests to an annexation petition shall be dealt with as set forth in Section 10-2-407 of the Utah Code, as amended. Denial of or granting the petition under protest is subject to Section 10-2-408 of the Utah Code, as

amended. If City Council grants the annexation petition, it shall assign a zone to the annexed territory at the time the territory is annexed.

- F. Once the City Council enacts an ordinance annexing an unincorporated Area or adjusting a boundary all applicable zoning and Land Management Code sections shall apply to the annexed Property.
- G. Within thirty (30) days after enacting an ordinance annexing an unincorporated Area or adjusting a boundary, the City shall file with the Lieutenant Governor of the State of Utah the notice of annexation, as required by Section 10-2-425 of the Utah Code, as amended.
- H. Upon receipt of the Certificate of Annexation from the Lieutenant Governor, the City shall record with the County Recorder:
 - 1. The original notice of annexation filed with the Lieutenant Governor;
 - 2. The Certificate of Annexation issued by the Lieutenant Governor;
 - 3. The original approved plat or map prepared by a licensed surveyor and approved by the City; and
 - 4. A certified copy of the ordinance approving the annexation.

LAND MANAGEMENT CODE 15-8-5 –

ANNEXATION PETITION REVIEW – AFTER CITY COUNCIL ACCEPTANCE OF PETITION

- A. **STAFF REVIEW TEAM.** After approval of the annexation petition by the City Council, general annexation procedure shall comply with Utah State law; provided, however, that the City Council shall not take Final Action on any petition until the same has been reviewed by the Park City Planning Commission and by the staff review team. For purposes of annexation petition review, the staff review team shall be composed of at least the following, or their designees:

Planning Director, City Engineer, Director of Public Works, Fire Marshal, Police Chief, representatives from applicable utility providers, and Park City School District Superintendent.

- B. **ANNEXATION EVALUATION AND STAFF REPORT.** The staff review team will review each annexation and zoning request. The Planning Department will prepare a staff report with considerations and a staff recommendation to present to the Planning Commission. The staff report shall include an evaluation of the proposed annexation and shall include at least the following information:
 - 1. The ability to meet the general annexation requirements as stated in Section 15-8-2 herein.
 - 2. An accurate map of the proposed annexation Area showing the boundaries and Property ownership within the Area, the topography of the Area and major natural features, e.g., drainage, channels, Streams, wooded Areas, Areas of high water table, Very Steep Slopes, sensitive Ridge Line Areas, Wildfire/Wildland Interface Zones, and other environmentally Sensitive Lands.
 - 3. Current and potential population of the Area and the current residential Densities.
 - 4. Land Uses presently existing and those proposed.
 - 5. Character and Development of adjacent Properties and neighborhoods.
 - 6. Present zoning and proposed zoning.
 - 7. A statement as to how the proposed Area, and/or its potential land Use will contribute to the achievement of the goals and policies of the Park City General Plan.
 - 8. Assessed valuation of the current Properties.

9. Potential demand for various municipal services and the need for land Use regulation in the Area, e.g. consideration of the distance from existing utility lines, special requirements for Sensitive Lands review and fire protection in Wildfire/Wildland Interface Zones, location within hazardous soils Areas, and feasibility of snow removal from Public Streets.
10. The effect the annexation will have upon City boundaries and whether the annexation will ultimately create potential for future islands, undesirable boundaries, and difficult service Areas.
11. A specific timetable for extending services to the Area and how these services will be financed.
12. Potential revenue versus service costs.
13. An estimate of the tax consequences to residents of the Area to be annexed.
14. Recommendations or comments of other local government jurisdictions regarding the annexation proposal and potential impact of the annexation on general county economic needs, goals, or objectives.
15. Location and description of any Historic or cultural resources.

- C. **CONDITIONS OF ANNEXATION APPROVAL AND ANNEXATION AGREEMENT.** The City has established the following conditions, which must be met prior to completion of the annexation, unless the City Council finds that the circumstances of an annexation are such that a condition or conditions do not apply. These conditions shall be applied consistently for each Property; however, unusual or unique circumstances may emerge from time to time where special conditions may be applied. The conditions of annexation approval shall be formalized as part of a written annexation agreement prepared by the Planning Director, or designee.

The annexation agreement shall be reviewed by the Planning Commission and approved by City Council contemporaneously with the certified annexation petition. If approved the annexation agreement shall be signed by the petitioners and City Council and recorded with the Summit County Recorder. The annexation agreement shall include, but is not limited to the following conditions:

1. Transfer of usable water rights as established by City policy sufficient to serve the proposed Development.
2. Additional improvements as necessary, which may be required in order to improve the water system.
3. Dedication of necessary Streets, trails, utilities, and Rights-of-Way consistent with the Subdivision standards of this Code.
4. Phasing of the project to ensure adequacy of public facilities may be required.
5. Payment of park land acquisition fees, dedication of open space or conservation Areas, and payment of Development impact fees.
6. Provision of Affordable Housing in accordance with the Affordable Housing Resolution 03-2017, as in effect at the time of petition.
7. Submittal of Site plans and architectural plans for review.
8. Flood plain management or preservation of environmentally Sensitive Lands including compliance with the Sensitive Lands Overlay section of the Code.
9. Analysis and survey of any Historic and cultural resources located on the Property.
10. Analysis of the fiscal impacts of the Development as determined necessary by the City. The fiscal Impact Analysis format, including the revenue and cost assumptions, shall be approved by the City. If necessary, the City shall hire qualified experts to perform the fiscal Impact Analysis.

11. Fees paid in lieu of satisfying certain conditions, as approved by Council action.
12. Comprehensive review of surrounding Property as described below in Section 15-8-5(E).
13. Any other condition reasonably related to a health, safety, or welfare issue or negative impact of the project.
14. Annexations located within the Quinn's Junction Area shall be found to be consistent with the Quinn's Junction Joint Planning Commission Principles outlined in the General Plan.

D. **AMENDMENTS TO THE ANNEXATION AGREEMENT.** Subsequent substantive amendments to the annexation agreement are subject to review and approval by the Planning Commission and City Council with adequate public notice and recordation with the Summit County Recorder.

E. **COMPREHENSIVE REVIEW AND ANALYSIS OF SURROUNDING PROPERTY.** A comprehensive land Use review and analysis of Property surrounding the proposed annexation must be completed and submitted with the annexation petition. This analysis of surrounding Property shall be in sufficient detail for the City to determine the long term community impacts of the proposed annexation on these Properties. This analysis must include, but is not limited to, all Property within one and one-half (1 and 1/2) miles of the boundaries of the proposed annexation. The Planning Director may modify the study Area up to one-half (1/2) mile more or less to achieve a suitable and logical study Area.

The review and analysis of surrounding Property shall be performed by a qualified land Use planner with assistance from other professionals, such as traffic engineers, civil engineers, wildlife biologists, hydrologists, and soils scientists. The City reserves the option of selecting the qualified professionals to perform this analysis with the cost to be paid by the Applicant. The review and analysis shall include, but is not limited to a study of the following:

1. Slope, wetlands, vegetation, wildlife habitat, view corridors, existing Historic and cultural resources, and significant geological features.
2. Existing and proposed road systems.
3. Existing and proposed utilities and major utility extension plans.
4. Location of proposed open space, recreational Areas, and trail systems.
5. Existing and proposed land Uses including type and Density of residential Areas.
6. Existing and proposed locations of community facilities such as fire stations, schools, parks, recreation centers, etc.

LAND MANAGEMENT CODE 15-8-6 – MUNICIPAL INITIATION OF ANNEXATION

It shall be the policy of the City to annex Areas meeting all of the following criteria with or without receipt of a petition from the Property Owners:

- A. The annexation is an island within or a peninsula contiguous to the City;
- B. The majority of each island or peninsula consists of residential or commercial Development;
- C. The Area proposed for annexation requires the delivery of municipal-type services; and
- D. The City has provided most or all of the municipal-type services to the Area for more than one (1) year.

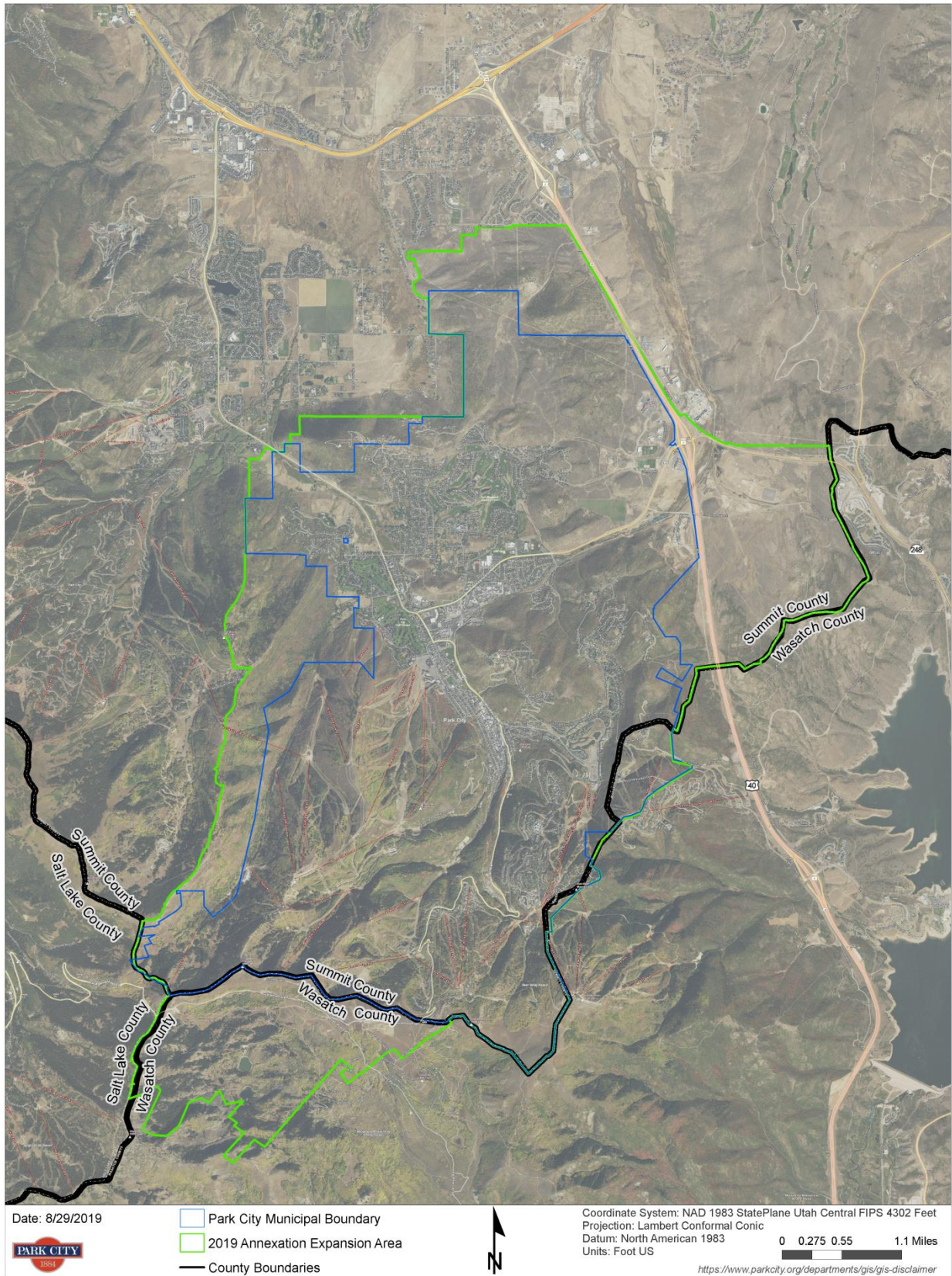
- E. Annexation of the Area is supported by the goals of the Park City General Plan, including open space, land Use, Affordable Housing, recreation, growth management, and economic Development.

Such annexations shall be processed as provided under Section 10-2-418 of Utah Code, as amended, including all noticing and public hearing requirements. This review shall be in addition to the review required in Section 15-8-5 herein.

If written protest to such annexation is timely filed and complies with Section 10-2-418 Subsection (8) of the Utah Code, as amended, the City may not adopt an ordinance annexing the Area proposed for annexation, and the annexation proceedings under this Section shall be considered terminated.

LAND MANAGEMENT CODE 15-8-7 – EXPANSION AREA BOUNDARY MAP

- A. The Expansion Area Boundary Map is included as Exhibit A below:



B. The following criteria were used as justification to exclude from the expansion Area Property considered by State definition to be Urban Development:

1. Topography and other physical constraints to efficient delivery of basic services.
2. Overlapping utility providers with services already being provided by others.
3. Level of existing services and standing of existing roads are below City standards and require expensive upgrades.
4. Other high fiscal implications to the City.
5. Overlapping school districts, i.e. not in Park City School District.
6. Overlapping taxing entities.

LAND MANAGEMENT CODE 15-8-8 – AFFECTED ENTITIES STATEMENTS

Statements from affected entities are included as Exhibit B.



August 27, 2019

Heinrich Deters
Property, Real Estate, Trails & Open Space
445 Marsac Avenue
Park City, UT 84060

Dear Heinrich,

I am writing to formally request that the Girl Scouts of Utah (GSU) property located in Wasatch County is included in Park City's Annexation Plan with the understanding that GSU's support of this plan is conditioned upon Park City agreeing to amend Park City ordinances to ensure that GSU's non-conforming property use becomes a conforming property use, and thus a permitted use. Please let me know if you have any questions or concerns.

Thank you for your consideration as we strive to ensure that our girl members have opportunities to experience safe, high-quality outdoor programs for generations to come, as well as supporting our mission to build girls of courage, confidence and character who make the world a better place.

With kind regards,

A handwritten signature in black ink, appearing to read "Lisa Hardin Reynolds".

Lisa Hardin Reynolds
Chief Executive Officer

Salt Lake City Office
445 East 4500 South
Salt Lake City, UT 84107

American Fork Office
215 North Center Street
American Fork, UT 84003

Ogden Office
3564 Lincoln Ave, Suite 4A
Ogden, UT 84401

www.gsutah.org

Chief Executive Officer
Lisa Hardin-Reynolds

Board Members
Leslie Egan, Chair
Joelle Creager, 1st Vice Chair
Peeches Cederholm, 2nd Vice Chair
Loren Micalizio, 3rd Vice Chair
Babs DeLay, Secretary
Sara Baese, Treasurer
Suzie Draper
Martha Ellis
Ivy Estabrooke
Annie Evans
Maria Farrington
Helen Hu
Karin Lockovitch
Perrin Love
Brandi Maull
Leah Murray
Steve Smith

Girl Scouts builds girls of courage,
confidence, and character, who
make the world a better place.

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Logan Jones

Submitting Department: Sustainability

Item Type: Staff Report

Agenda Section:

Subject:

Treasure Hill Open Space Update

Suggested Action:

Attachments:

[Treasure Hill Staff Report](#)

City Council Staff Report



Subject: Treasure Hill Open Space - Update
Author: Logan Jones & Heinrich Deters
Department: Sustainability
Date: September 12, 2019
Type of Item: Administrative

Summary Recommendations:

City Council should confirm the following capital improvements for the Treasure Hill Open Space.

- o Construction of a five car Trailhead and related improvements.
- o Construction of the 6th Street Old Town Stairs
- o Dedication/Public Art component

Background:

Park City Municipal Corporation finalized the purchase of the Treasure Hill Open Space property in April 2019.

On May 2, 2019 staff provided Council with an initial capital improvement plan for Treasure Hill. The plan outlined goals and a 'phasing plan' for the property. [May 2, 2019 Meeting Minutes](#)

To date, Phase I projects have been completed which included the following:

Phase I:

- ✓ Improve Old Town access to the property from the Town Lift Plaza rerouting the existing trail for hiking.
- ✓ Revegetate eroded areas from informal/bandit trail use.
- ✓ Establish a trail from the proposed trailhead leading to Sweeny's Switchbacks (providing direct trail access from trailhead)

Analysis:

Staff anticipates proceeding with the next three capital improvements identified in the 'Phase II' Treasure Hill Open Space Plan. In doing so, staff has reached out to several residents who expressed interest in the project. Additionally, staff will adhere to planning/permitting requirements by the City.

Trailhead Improvements

Trailhead improvements associated with Phase II plans will aid in guiding recreationalists to appropriate public trails and access points, as well as, provide appropriate facilities such as trash receptacles, mutt-mitt stations, maps, information, trail signage and parking. The five identified parking spots are consistent with historical use, and though we would not encourage parking at this location it is recommended to have some parking for individuals who may choose to access from this location

(Residents with children or elderly etc.). The existing parking area is located partially within City owned right-of-way and is already disturbed.



Sixth Street Stairs

The sixth street stairs were identified as an east/west pedestrian facility throughout the Treasure development plan and they remain a recommended improvement by the Trails and Open Space Department. The stairs will provide users, both during summer and winter, a safe access option to and from the Main Street core. Should Council provide direction, staff will proceed with design aspects, as well as, submit budget requests for snow removal (\$5000) and staining every 3 years (\$1200) to be considered within the budget process.



Dedication Plaque/Public Art component

Separate from the Public Art Donation request in Council's packet on 9/12/19, staff anticipates ordering a bronze style plaque for the property, outlining the history of the property and the preservation efforts of the community, in addition to mine related relics, to be unveiled next spring in conjunction with public art installation.

Additional Improvement Items

In addition to proposed improvements noted above, staff would like Council to be aware of the following planning improvement initiatives:

- Forest health and Wildfire Defense: Trails and Open Space, Planning and Building Department staff is coordinating efforts associated with Forestry improvements on the property. It is currently being addressed through a request for proposal (RFP)
- Evaluation of Historical Mining Items: Staff is currently evaluating items, including but not limited to shafts, debris and mine towers on the property per best management practices.
- Preservation costs: These would include costs associated with a future property encumbrance such as a conservation easement.

Funding:

Trailhead Infrastructure

Current Estimates of the new trailhead and associated infrastructure are approximately \$40,000.00. Funds were set aside for improvements to the Treasure Hill area from the original purchase budget. Maintenance efforts, including trash removal and mutt mitt stations will be absorbed into current operations.

6th Street Stairs

Recommended funding source is the Main Street Redevelopment (\$280,000.00). Additionally, in the General Fund \$20,000.00 remains for new stair construction.

Additional Improvement Items

Amounts associated with these items are not yet identified; however, it is recommended funding associated with the bond initiative would be utilized.

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Jenny Diersen

Submitting Department: Sustainability

Item Type: Staff Report

Agenda Section:

Subject:

Consideration to Accept a Donation of a Bronze Artwork to the Public Art Collection to be Commissioned by the Martinez Family and Placed at the Treasure Hill Trailhead in a Form Approved by the City Attorney
(A) Public Input (B) Action

Suggested Action:

Attachments:

[Public Art Donation Staff Report](#)

[Donation Request Letter](#)

[Rich Martinez Drilling Photo](#)

[Martinez Statue Price Quote](#)



City Council Staff Report

Subject: Request to Accept Donation of Artwork in Memory
of Rich Martinez & Mining Legacy
Author: Jenny Diersen, Staff Liaison to Public Art Advisory Board
Department: Economic Development
Date: September 12, 2019
Type of Item: Administrative

Summary Recommendation

Based on a recommendation from the Public Art Advisory Board (PAAB), staff recommends that Council accept a donation of a bronze artwork to the Public Art Collection to be commissioned by the Martinez Family and placed at the Treasure Hill Trailhead in a form approved by the City Attorney.

- The Martinez Family has agreed to fundraise and commission such donation privately (estimated at \$50,000) including signage, and allow final proof by City Council through a future staff communication.
- Staff recommends that the City pay for onetime upfront site preparation estimated at \$5,000 from the PAAB CIP funding, and take on maintenance for the artwork which is covered within existing PAAB operational account.

There is an update on the Treasure Hill Trailhead Project in Council's 9/12/19 packet.

Background

In May 2019, the Martinez family proposed to commission a cultural heritage sculpture honoring their father, Rich Martinez and mining legacy (Exhibit A). The Martinez family includes 5 generations of miners, beginning with their great grandfather, who immigrated to Park City through Ellis Island from Spain. Rich Martinez was born in 1935 in a home in Empire Canyons and lived in Park City his entire for 82 years. He graduated from Park City High School in 1953, worked in the mines and served others in the Park City community. Rich built some of the first chair lifts, created a drinking fountain for Main Street, built the merry-go-round for Marsac Elementary; and owned "The Cozy" on Main Street. Rich Martinez served on the Park City Council for 16 years during the 60s and 70s, a time when Park City was changing from a mining town to a world class ski area. He was also instrumental in organization of the annual Miners' Day Mucking and Drilling completion, where he actively competed for more than 20 years.

Ultimately, the Martinez family agreed to fundraise the entire cost of the sculpture estimated at \$50,000. While the family originally sought a sculpture location at Mawhinney parking lot near the annual Mucking and Drilling, after collaborating with Staff, the Treasure Hill Trailhead location became the recommended location of both staff and the family because we believe the site is a unique location that pays honor to our community, past and environment. In the future, the City can choose to re-site the artwork. If the City Council chooses to accept the donation, staff anticipates installation of the sculpture in Spring/Summer 2020.

Analysis

Staff of both Trails and Open Space and Public Art have coordinated on this request and are aligned in our recommendations. [The Memorial and Community Project Donation Policy](#) that was adopted in 2011, specifically states that it is for “*non-artistic donations proposed in the parks, facilities, open space and trails on City Property and public easements*”. Additionally, under Qualifying Donations, *it states that artistic donations will not be considered, as PCMC has a specific donation policy for art which is reviewed by the Art Board.*

Under the [Public Art Policy and Resolution 17-2016](#), the Park City Public Art Advisory Board makes recommendations regarding artwork, and City Council shall have final authority over the decision. In cases that are specific to donations to be considered, the donor shall present a proposal to the PAAB, and PAAB shall accept or reject the donation based on the [goals and objectives](#) as set forth in the [PAAB Policies](#). Public Art is part of the Community’s Top Priorities and is an important part of Arts and Culture that helps connect the community as well as creates a sense of place.

The Martinez Family followed the PAAB Donation Policy including completing a written proposal with design and site criteria, and associated costs the donation form for consideration ([Exhibit A](#)). At the August 12, 2019 PAAB meeting, a unanimous recommendation was voted on to accept the artwork donation into the Park City Public Art Collection according to their donation & accession policies for the following reasons:

- This specific donation ties directly to the [PAAB’s Mission, Vision, Strategies and Goals](#), which has been approved by City Council and specifically states – That the PAAB’s Mission is to *Enrich and connect the Park City community through visual art in public spaces*. Additionally, the Vision of the PAAB is *to inspire a complete community, celebrating Park City’s vibrant history, culture and environment*. Furthermore under goals and strategies, the artwork specifically help to work towards *Selecting Public Art that Reflects and Sense of Place* – as it will help to *create a cohesive and relevant collection that tells the story of our community and place, connects to Park City’s history and landscape*.
 - This piece specifically provides an opportunity to honor our mining legacy and an individual who did much for our community, while connecting and providing access to the environment and a special location – Treasure Hill Trails and Open Space.
- PAAB’s [Strategic Plan which has been approved by City Council on April 18](#), identifies Trail Connection art as a desired project, but was not prioritized due to higher priority projects. This donation request allows the City to accomplish this objective, while still balancing other projects.
- This project supports PAAB’s goal to acquire art that aligns with the mission of PAAB including advocating for private and public collaborations.

Public Art staff is coordinated with the Planning Department are prepared to make findings that all standards to [Land Management Code \(LMC\) 15-4-15, regarding Outdoor Art on Public Property](#) are met. The art encourages promotes the visual

interest and economic vitality of Park City's Historic, resort-based community, promotes aesthetic enhancement through artistic expression, and contributes to the festive nature of Park City's world class resort atmosphere, in addition to the other traditional zoning and building code requirements.

Alternatives for City Council to Consider

1. Recommended Alternative:

Based on the PAAB recommendation, accept the donation and the recommendation for it to be placed at the Treasure Hill Trailhead.

- The Martinez Family has agreed to fundraise and commission such donation privately (estimated at \$50,000) including signage about the sculpture, and allow final proof by City Council through a future staff communication.
- Staff recommends that the City pay for site preparation and maintenance for the artwork (estimated at \$5,000 which is covered within existing PAAB budget).

Pros

- a. The donation align with [City Council's goals](#) of providing a complete community that values economic diversity and arts and culture, creating engaged and effective government, and a thriving mountain community.

Cons

- a. Acceptance of any piece of art is accompanied by an obligation to keep the property in good repair. The PAAB and staff believe that this public expenditure is justified by the value to the community of public art.

Consequences of Selecting This Alternative

If the donation were not accepted and approved, the artwork would not be commissioned and would not exist.

2. Modify or Continue the Item Alternative: The City Council may modify the request or continue the item for more information or discussion. City Council could accept the donation and defer a decision on its location, and or choose another location. If Council continues the item, it will postpone the project timeline.

Cons: a. This may postpone the approval of adding the artwork to the City's collection and may increase cost of this project.

3. Deny Alternative:

City Council could deny the donation request and Donation Gift Agreement and Final Acceptance Form for the project.

Cons: a. The artwork would not be commissioned and the artwork would not exist.

Funding Source

Funding for the site preparation comes from the PAAB's CIP account for and is estimated at \$5,000 and maintenance for the artwork comes from the PAAB's operational account which can be covered with in existing budget.

Attachments

Exhibit A Martinez Family Donation Proposal Request

May 1, 2019

Dear Members of the Park City Public Art Advisory Board,

As many of you may know, our father, Richard Martinez (known to many Parkites as “The Ol’ Miner”) passed away on March 28, 2017. Our father was born in 1935 in a home in Empire Canyon and lived in Park City his entire 82 years of life. He graduated from Park City High School in 1953 and spent his career working in the mines of Park City. He used the skills he learned working in the Park City mines throughout his life - building, fabricating, repairing, and serving others and the Park City community. Many items that our father made were used in Park City and at the ski resorts, including some of the first chairs on the chair lifts at Treasure Mountain Resort, a drinking fountain on Main Street that he made out of a mine drill, and a merry go round that was used at the Marsac Elementary School for many years. Our father and grandfather also owned “The Cozy” on Main Street-which is still an icon in Park City and remembered fondly by locals.

Our father loved living in Park City and was proud of his Park City heritage. Our Mother, Leona Martinez, as well as all of us are also proud to say we were born and raised in Park City. Our father served on the Park City City Council for 16 years throughout the 1960s and 1970s. This was during the time that Park City was changing from being a mining town to a world class ski area. He supported the change and eagerly welcomed newcomers to our growing community.

Our father was instrumental in the organization of the annual Miner’s Day Mucking and Drilling Competition and competed and placed for over 20 years. When he was no longer able to compete, he served as the emcee for the competition, including in 2016, the last year he was alive. He was one of the last in a generation of miners who spent their life in the Park City Mines. Our family includes five generations of miners who have all been part of the mining history of Park City, starting with our great-grandfather who immigrated to Park City through Ellis Island.

To honor the rich mining history of Park City, Utah our family would like to partner with Park City to create and dedicate a mining statue to be displayed in the area where the mucking and drilling competition takes place each year on Labor Day or another area in Park City. It is our understanding that sadly, there is a decline in the number of individuals who are trained to compete in this competition, and it may soon cease to exist. We believe it is important to create a memorial in tribute, not only to our father, but to all of the miners and their families who worked so hard to make Park City what it is today.

Attached is a picture of our father competing in the Park City Mucking and Drilling Competition in the 1960’s. In addition, we have attached a bid for the creation of a bronze statue of this image. Our family is willing to contribute \$10,000 and fundraise remaining cost in the community to complete the statue. We appreciate Park City Municipal's willingness to consider this donation.

We would like to attach a plaque to the statue with the following inscription:

This statue is dedicated to the contributions of Richard A. Martinez, the “Ol’ Miner”, and to all other miners who worked in the mining tunnels below Park City, Utah. May we always remember and preserve our mining heritage.

Thank you for your consideration of this special project. We look forward to your feedback.

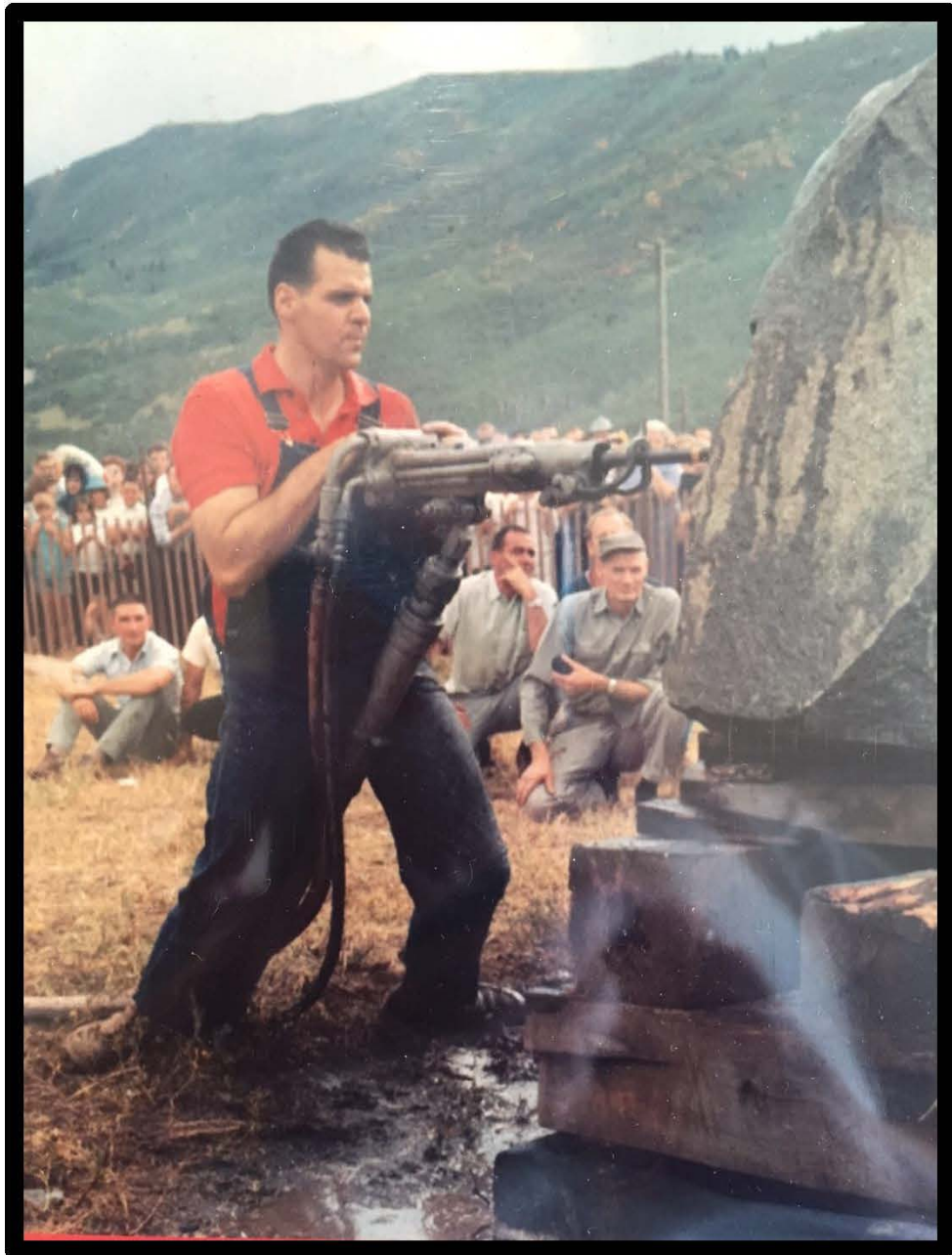
Respectfully,

Cori Ann Martinez-Stepek

Cori Ann Martinez-Stepek

On behalf of Deanna Martinez-Welch, Jana Rae Martinez-Grose, Rick Martinez, Clark Martinez, Crae Martinez, Robyn Martinez, Trent Martinez, Holly Martinez-Taylor, & our Mother, Leona Martinez

Photo of Rich Martinez Drilling from the Martinez Family



QUOTATION



Trent Martinez
P.O.Box 941
Kamas UT 84036
435 640 0671

Enter this number 12/11/18 (Today's date)
Here

↓
Date: Dec 11, 2018
Project:

Signed by: Tom Martin

Qty	Description	Ea.	Price
1	Bronze Miner monument Size this would be life and a half size SCULPT / MOLD / Fabricate and deliver		\$48,000.00
Delivery approximately 6 to 8 months from receipt of deposit.			Total

Conditions of Quote

- Quote based on the designs supplied or discussed
- Material as listed above
- Finished natural patina
- Excludes sales tax,

50% due with order, balance due upon delivery

We trust this meets with your approval. Should you have any questions please feel free to contact us

Sincerely,

Tom Martin

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Caitlyn Barhorst

Submitting Department: Planning

Item Type: Staff Report

Agenda Section:

Subject:

Consideration to 1) Approve Ordinance 2019-49, an Ordinance Amending Land Management Code Chapter 15-11 Historic Preservation; and 2) Consideration to Continue the Land Management Code Amendments to Section 15-11-12.5 Historic Preservation Board Review for Material Deconstruction

1. (A) Public Hearing (B) Action
2. (A) Public Hearing (B) Continue to a Date Uncertain

Suggested Action:

Attachments:

[Historic Preservation Code Amendments Staff Report and Ordinance](#)



City Council Staff Report

Subject: Land Management Code
Amendments to 15-11 Historic Preservation
Author: Hannah M. Tyler, AICP, Senior Planner
Caitlyn Barhorst, Historic Preservation Planner
Department: Planning
Date: September 12, 2019
Type of Item: Legislative – Municipal and Land Management Code
Amendments

Summary Recommendation

1. Staff recommends the City Council review the proposed LMC amendments, open a public hearing and consider approving the amendments regarding the Land Management Code (LMC) amendments to 15-11-2(C) Terms and Qualifications of Members and 15-11-8(A) Staff Assistance.
2. Staff requests that the City Council open a public hearing and continue the discussion regarding the Land Management Code Amendments for Chapter 15-11-12.5 Historic Preservation Board Review for Material Deconstruction to a date uncertain.

Description

Project Name: Land Management Code (LMC) Amendments in Chapter 15-11-2(C) Terms and Qualifications of Members; 15-11-8(A) Staff Assistance; and 15-11-12.5 Historic Preservation Board Review for Material Deconstruction

Applicant: Planning Department

Proposal: Revisions to the Land Management Code

Affected Land Management Code Chapters: 15-11 Historic Preservation

Reason for Review: LMC Amendments related to Historic Preservation require Historic Preservation Board review, Planning Commission review and City Council review and action.

Background

On August 7, 2019, the Historic Preservation Board opened a public hearing and continued the discussion regarding the proposed LMC Amendments to August 21, 2019.

On August 21, 2019 the Historic Preservation Board forwarded a positive recommendation to Planning Commission with comments. [August 21, 2019 HPB Staff Report](#) (page 171).

On August 28, 2019 the Planning Commission forwarded a positive recommendation to City Council. [August 28, 2019 Planning Commission Staff Report](#) (page 123).

Analysis

The purpose of the proposed Land Management Code amendment is to update all references to Utah Heritage Foundation to reflect their new organizational name of Preservation Utah. Preservation Utah changed their organizational name in 2017. The draft ordinance in Exhibit 1 reflects these changes.

After the review and comments from HPB on August 21, 2019, Staff has decided to continue editing the amendments to Section 15-11-12.5 Historic Preservation Board Review for Material Deconstruction. Staff is recommending the Planning Commission continue this item to a date uncertain.

Exhibits

Exhibit 1 – Draft Ordinance

Exhibit A – LMC § 15-11 Historic Preservation

Exhibit 1—Draft Ordinance

Ordinance 2019-49

AN ORDINANCE AMENDING THE LAND MANAGEMENT CODE OF PARK CITY, UTAH, AMENDING CHAPTER 15-11 HISTORIC PRESERVATION.

WHEREAS, the Land Management Code was adopted by the City Council of Park City, Utah to promote the health, safety and welfare of the residents, visitors, and property owners of Park City; and

WHEREAS, the Land Management Code implements the goals, objectives and policies of the Park City General Plan to maintain the quality of life and experiences for its residents and visitors and to preserve the community's unique character and values; and

WHEREAS, the proposed Land Management Code (LMC) amendments enhance the design standards to maintain aesthetic experience of Park City; and

WHEREAS, these proposed Land Management Code (LMC) amendments were reviewed for consistency with the Park City General Plan; and

WHEREAS, the City Council finds that the proposed changes to the Land Management Code are necessary to supplement existing zoning regulations to protect Historic structures and the economic investment by owners of similarly situated property (currently Historic);

WHEREAS, Park City was originally developed as a mining community and much of the City's unique cultural identity is based on the historic character of its mining era buildings; and

WHEREAS, the Historic buildings are among the City's most important cultural, educational, and economic assets;

WHEREAS, the demolition and significant alteration of Historic buildings would permanently alter the character of a neighborhood, community and City;

WHEREAS, the Historic Preservation Board duly noticed and conducted public hearings at the regularly scheduled meetings on August 7, 2019 and August 21, 2019 and forwarded a recommendation to Planning Commission and City Council; and

WHEREAS, the Planning Commission duly noticed and conducted public hearings at the regularly scheduled meetings on August 28, 2019 and forwarded a recommendation to City Council; and

WHEREAS, the City Council duly noticed and conducted a public hearing at its regularly scheduled meeting on September 12, 2019; and

WHEREAS, it is in the best interest of the residents of Park City, Utah to amend the Land Management Code to be consistent with the values and goals of the Park City General Plan and the Park City Council; to protect health and safety and maintain the quality of life for its residents and visitors; to preserve and protect the vitality, activity and success of the ski resort base area; to ensure compatible development; and to preserve the community's unique character.

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

SECTION 1. APPROVAL OF AMENDMENTS TO TITLE 15 - LAND MANAGEMENT CODE CHAPTER 15-11 HISTORIC PRESERVATION. The recitals above are incorporated herein as findings of fact. Chapters 15-11 of the Land Management Code of Park City are hereby amended as redlined in Exhibit A.

SECTION 2. EFFECTIVE DATE. This Ordinance shall be effective upon publication.

PASSED AND ADOPTED this 12th day of September, 2019

PARK CITY MUNICIPAL CORPORATION

Andy Beerman, Mayor

Attest:

City Recorder

Approved as to form:

Mark Harrington, City Attorney

Exhibits

Exhibit A – LMC § 15-11-2 Terms and Qualifications of Members

Exhibit B – LMC § 15-11-8 Staff Assistance

1 **Exhibit A – LMC § 15-11-2 Terms and Qualifications of Members**

2
3 **15-11-2 Terms And Qualifications Of Members**

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

- 7 A. The Mayor shall appoint a new HPB member to fill vacancies that might arise
8 and such appointments shall be to the end of the vacating member's term.
- 9 B. It is the first priority of the City Council that the HPB have technical
10 representation in Historic preservation, therefore, when vacancies occur and if
11 appropriate, it shall be the first consideration of the City Council to ensure that
12 there is a licensed architect, or other professional having substantial experience
13 in rehabilitation-type construction, serving on the HPB, and secondly that there is
14 representation from the Park City Historical Society. After being notified by the
15 City of a vacancy, at least two (2) nominations shall be rendered to the City
16 Council by the Park City Historical Society if it desires to participate in the
17 Application process.
- 18 C. In addition, the HPB should include members with the following qualifications, or
19 representing the following interests:
- 20 1. A member recommended by or associated with the Utah State Historical
21 Society or ~~Utah Heritage Foundation~~ Preservation Utah.
 - 22 2. A member living in the Historic District with demonstrated interest and
23 knowledge of Historic preservation.
 - 24 3. A member appointed at large from Park City with demonstrated interest
25 and knowledge of Historic preservation.
 - 26 4. A member associated with Main Street Business and commercial
27 interests.

28 **HISTORY**

29 *Adopted by Ord. 02-07 on 5/23/2002*

30 *Amended by Ord. 03-34 on 7/10/2003*

Exhibit B – LMC § 15-11-8 Staff Assistance

15-11-8 Staff Assistance

The City may, subject to the approval of the City Manager, provide staff and/or the HPB with such assistance from:

- A. ~~[Utah Heritage Foundation]~~ Preservation Utah.
- B. National Trust for Historic Preservation.
- C. Utah State Division of History.
- D. Park City Historical Society.
- E. American Institute of Architects (AIA).
- F. The National Alliance of Preservation Commissions.
- G. American Planning Association (APA)

HISTORY

Adopted by Ord. 02-07 on 5/23/2002
Amended by Ord. 03-34 on 7/10/2003
Amended by Ord. 06-35 on 6/8/2006
Amended by Ord. 09-23 on 7/9/2009

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Elizabeth Jackson

Submitting Department: Planning

Item Type: Continuation

Agenda Section:

Subject:

Consideration to Continue an Ordinance Approving the 245 Woodside Avenue Plat Amendment Located at 245 Woodside Avenue, Park City, Utah

(A) Public Hearing (B) Continue to a Date Uncertain

Suggested Action:

Attachments:

[245 Woodside Avenue Plat Continuation Staff Report](#)



PLANNING DEPARTMENT

Planning Commission Staff Report

Subject: 245 Woodside Plat Amendment
Author: Liz Jackson, Planner
Project Number: PL-19-04209
Date: September 12, 2019
Type of Item: Legislative – Plat Amendment

Summary Recommendation

The original review of this Plat Amendment was continued from the August 14, 2019 Planning Commission meeting, per the applicant's request, to the September 11, 2019 Planning Commission meeting. To allow staff time to revise the Staff Report, staff recommends City Council continue this item to a date uncertain.

Description

Applicant: Suzanne Herrmann, represented by Michael Stoker, Stoker Architecture, Inc.
Location: 245 Woodside Avenue
Zoning: Historic Residential-1 (HR-1) District
Adjacent Land Uses: Residential
Reason for Review: Plat Amendments require Planning Commission review and City Council review and action.
Designation: N/A – Non-historic Site

Proposal

Applicant is requesting to remove a Lot line to combine one and a half (1 ½) Old Town Lots into one (1) Lot of record.

Recommendation

The original review of this Plat Amendment was continued from the August 14, 2019 Planning Commission meeting, per the applicant's request, to the September 11, 2019 Planning Commission meeting. To allow staff time to revise the Staff Report, staff recommends City Council continue this item to a date uncertain.

Council Agenda Item Report

Meeting Date: September 12, 2019

Submitted by: Heinrich Deters

Submitting Department: Sustainability

Item Type: Staff Report

Agenda Section:

Subject:

Consideration to Approve the First Amended and Restated Purchase Agreement between Community Wireless of Park City and Park City Municipal Corporation for the Disposal of Approximately 1,311 square feet of City-Owned Property Located at 460 Swede Alley
(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[KPCW Staff Report](#)

[Exhibit A: KPCW Swede Alley Expansion Letter](#)

[Attachment 1: PCCW-PCMC Purchase and Sale Agreement](#)

[Attachment 2: PCCW Unit 200 Deed Restriction](#)

[Attachment 3: Construction MOU PCCW-PCMC 2019 Expansion](#)



City Council Staff Report

Subject: Disposal of Public Property- KPCW 2019 Expansion Area
Author: Heinrich Deters
Department: Sustainability
Date: September 12, 2019
Type of Item: Redevelopment Agency- Disposal of Public Property

Summary Recommendation

Staff recommends City Council, acting as the Park City Redevelopment Authority, approve the First Amended and Restated Purchase and Sale Agreement (Attachment I) in a form approved by the City Attorney, allowing KPCW to expand into approximately 1,311 square feet of cantilevered, city-owned property located at 460 Swede Alley.

Background

In 2009, the Park City Municipal Corporation (PCMC) and Community Wireless of Park City (PCCW), also known as KPCW, consummated a purchase and sale agreement for Unit 200 within the newly created Marsac Swede Condominiums. The initial design of the condominium included a third tenant space, that was value engineered out the initial design, but an Expandable Area was platted to allow future flexibility. Since KPCW moved in they have always been challenged having enough space to conduct all the services they provide.

In 2018, PCCW approached the PCMC, interested in expanding their current studio. (Exhibit A) PCCW and PCMC maintain a common goal of building community by providing public information and outreach on the myriad of topics which make Park City such a wonderful place to live.

PCCW then proceeded with the required planning and permit process, which culminated on April 18, 2019 with an amended subdivision plat and condominium plat approval that created 1,311 sf of an expanded unit using PCMC air rights that could be sold ([April 18 City Council Packet Marsac Parking Structure and Marsac Swede Condo Approvals \(New Business items 5 & 6\)](#))

Analysis

Staff recommends a purchase price of ten dollars for the expanded space based on the covenants and conditions associated with the original and restated deed restriction (Attachment II) and purchase agreement and specifically:

1. The property is deed restricted to 'Non-Profit' and 'Quasi-Public Use'
2. The City retains a right of first refusal for the property based on construction costs and adjusted for inflation.
3. The City retains free and unlimited public service announcements (PSAs)

Finally, the City has also stipulated that construction of the expansion area must meet PCMC's carbon neutral goals.

Right of First Refusal Value

The Deed Restriction reserves the City a right of first refusal based on an inflationary adjusted purchase price of both the 2009 and 2019 improvements. The value total noted in the deed restriction is Two Million Twenty Thousand Two Hundred Eighty Nine (\$2,020,289), which represents a sq./ft. value of \$617. Staff finds that the valuation is high, based on discussions with local real estate experts, which provided a sq. /ft. valuation of \$400-\$500. It needs to be noted, that this value is caveated on the fact that there are no true comparables located on Swede Alley. Staff does acknowledge the valuation based on hard construction costs is not unreasonable.

Construction Agreement and Additional Terms

The KPCW studios are located at 460 Swede Alley, just above the State liquor store. Construction in this area may greatly impact public parking for the holiday season, access to the state liquor store and possible special events, like Sundance. For this reason staff recommends Council approve a 'Construction Agreement' as part of the purchase and sale document, which will guarantee construction does not negatively impact those aspects cited previously. Specifically, the agreement guarantees that construction and construction staging at the Bob Wells plaza does not continue past December 20th, 2019.

PCCW requests:

1. PCCW is requesting 6 reserved parking spaces in China Bridge during the 2020 Sundance Festival, for purposes of continuing interior only improvements.
2. PCCW is requesting City Council waive parking fees in Bob Wells Plaza for construction staging.

Public Notice

Staff has noticed the property in accordance with [2-3-11 Review Of Disposals Of Significant Parcels Of Real Property](#) by placing notice in the last two consecutive editions of the Park Record, placing on the City website and physically posting notice at the address. To date, staff has not received any public comment on the item.

Exhibits

Exhibit A- Community Wireless of Park City Expansion Letter

Attachment I- First Amended and Restated Purchase Agreement between Community Wireless of Park City (PCCW) and Park City Municipal Corporation (PCMC)

Attachment II- Amended and Restated Deed Restriction concerning Unit 200 of 460 Swede Alley



KPCW Swede Alley Expansion Proposal

OVERVIEW: KPCW proposes to build a second floor addition to our Swede Alley studio, supported by pillars and connected to our present building, extending west toward the sidewalk which is in front of the China Bridge parking structure.

In 2009 KPCW purchased and moved into Suite 200 of the Marsac-Swede condominium to use as its replacement studio following the move out of the City Hall basement. KPCW is the only radio broadcaster in Summit County and is collectively owned by the citizens of the greater Park City area as a nonprofit community licensed broadcaster.

KPCW's mission statement reads in part: "(KPCW) serves the residents of Summit and Wasatch Counties with daily live local news, information and entertainment.....KPCW also supports the success of the community by boosting the voices of local nonprofit organizations." As such, KPCW, since its sign on in 1980, has become an essential institution in this community. Only one other entity, the for-profit Park Record newspaper, fields a staff of news reporters to inform citizens about their community. The newspaper must be purchased and is published two days a week. KPCW broadcasts 24 hours daily as a free service to listeners 365 days a year. It also maintains a generator to remain on the air in the event of a power failure or other emergency so that emergency broadcasts can go out when they are most needed. KPCW's open microphone policy allows access to our audience by any nonprofit which wishes to publicize its mission and events. Each year, KPCW, while a nonprofit itself, *donates* a half million dollars of airtime to the other nonprofits of the two county coverage area.

CURRENT DILEMMA:

After several years of trimming staff to weather the recession, KPCW has worked itself back into the position where it can add back staff. To fulfill its mission of producing local content, two additional news reporters were hired in 2016, bringing the KPCW news staff to 5, an unheard of size for a station of this size. The station operates within a building envelope of approximate 1980 square feet. It has two production studios, one on air studio, a conference room, bathrooms, small kitchenette area, and an engineering rack room containing all broadcast equipment. That, and hallways connecting the spaces, consumes more than half of the square footage of the building, leaving approximately 728 square feet in which 12 staff members work. That gives each employee a workspace of approximately 60 square feet which include the "hall" space to access each work station. No one has a private office. Currently, three employees work off of one 15 foot long desktop. Additionally, KPCW has more than 50 volunteers who perform office functions and serve as volunteer DJ's. At present there is just one desk space five feet wide for non-permanent staff to share.

More significant than tight quarters is the need for additional audio studios. At present, five reporters share two audio studios which are also used by the program director to produce station and underwriting announcements. With five reporters, there are severe operating inefficiencies. Reporters need to wait their turn to use studios, wasting time and causing news deadlines to slide. The lack of studio time can lead to hurried production of news stories and stories that aren't as good, thorough or timely as they should be.

At present, the only room large enough for any kind of station gathering, the "green room" measures 12' by 12' and can no longer accommodate a meeting of all staff, presently numbering 12, without a few people standing. Likewise, the KPCW Board of Trustees cannot meet in the station and must book outside meeting space at the library. During pledge drives, the green room is the only place to stage telephone banks to process pledges, and it is tight with up to a dozen staff and volunteers all talking on phones at once.

Additionally, the current space is open concept—it is one open space divided by office furniture cubicles which are open to all. The only spaces for confidential conversations are the green room and production studios which are often in use. It is difficult for the general manager to discuss sensitive personnel and business matters, for the accountant to concentrate, for the underwriting sales manager to negotiate contracts, for the news staff to conduct a telephone interview and for any other business requiring quiet or privacy. At present, the general manager uses the parking structure or back outside stairway for sensitive discussions, or meets people for coffee off premises. There is no office space which allows for private conversation. An addition would allow a reconfiguration of the office space and allow for some small, more private work spaces. In addition, newsrooms should be collaborative spaces. The present configuration divides news reporters into separate cubicles. A more ideal office configuration would place all news personnel in one area, with the perimeter of the space divided into smaller, more private offices for non-news personnel. None of the offices would be palatial at all—and we are investigating movable clear glass panelized walls so that sizes could be adjusted as needs change.

FUTURE NEEDS:

KPCW is the leading source of news and information in our community. It is the only viable source of broadly distributed real time information in emergency situations. When wildfires force evacuations, blizzards shut down roads in and out, and similar emergencies occur, KPCW becomes the fastest means to disseminate information. At the station's inception, the radio signal was the sole method of distributing information. We are no longer just a radio station, but an information gatherer and disseminator across multiple media. Going forward, KPCW needs to grow and evolve as distribution channels grow and change. At some future point there may be a video component to our news content as well. There is an immediate need to add staff to feed the proliferation of digital media platforms. The staff we have now stretches the capacity of the present building, and makes the ability to add a digital media department problematic. There literally is not space to add one additional employee, and the general manager sees the need to add at least two additional employees to manage digital content.

COMMUNITY ENGAGEMENT:

It is essential that KPCW engage personally with its audience and that it reach out to find new residents and visitors so they can take advantage of our news and information. It is difficult and expensive to advertise for new listeners. We believe by expanding the studio toward the street, with striking architecture, that the eye of pedestrians and motorists will be drawn to the station, alerting first time visitors that there even is a local station. At present, traffic coming uphill sees the mass of the parking garage as the dominant feature of the east side of Swede Alley, with KPCW and the liquor store stepped back. By pulling the building forward, some of the mass of the garage is replaced with a more visually interesting radio studio which the eye will notice through the use of lighting elements. First time visitors will say "Hey, there's an NPR station in Park City...and look, there's the announcer right there doing his broadcast." It brings visual interest and awareness of local radio. With a prime location next to the parking structure and above the liquor store, KPCW is in a central location to be seen. With the studio lit and active with live DJ's until midnight (on weekends) it serves to bring some "life" and visual interest to the streetscape. With proper signage, many who are not now aware will learn that there is an NPR affiliated local radio station in Park City.

SWEDE ALLEY CATALYST:

We believe the KPCW addition offers a unique, one time only chance to combine a KPCW expansion with Park City's goal to bring vibrancy to Swede Alley. With our business of radio broadcasting and strong ties to local musical artists who perform live on our air, we see a very real way to engage the community and create a focal point on Swede for live music and other presentations. With Bob Wells Plaza bordering KPCW, we propose adding a north facing performance balcony to the station addition. We could produce lunchtime brown bag concerts, place our live performers on the balcony for our broadcasts, and hold other public interest events to which we would invite listeners to Swede Alley. Imagine at Christmas time placing carolers on the balcony and then allowing KPCW to serve hot cider and hot chocolate in the plaza. Imagine kicking off our Main Street Music Crawl on Swede Alley with a warm up band on the balcony and registration for our event downstairs on the plaza. Currently, Bob Wells Plaza and the "Old Wall" park see little public use. KPCW, with its promotional power and ties to local musicians, could be the catalyst to attract people to Swede Alley. The possibilities could include partnerships with other nonprofits to bring events such as pet adoptions or flu inoculations to the space. KPCW can be the reason people would come to Swede. When we made our channel change this summer from 91.9 to 91.7 FM, we made it a community celebration and hosted a barbeque lunch on the plaza to which 400 persons came—with the only publicity for the event coming from our broadcasts. We propose to program that space and cooperate with others who program it. Other than Sundance, KPCW has been the only organization to use the space and we could do a lot more with it by tying it to our performance balcony.

Another Swede Alley city goal is to create space for more public toilets. With a second floor space, the opportunity exists to tuck public toilets in first floor space underneath, without losing parking

stalls or other valuable land in the alley. Likewise, KPCW intends to design its ground level pillars so that they would not interfere with a potential future expansion of the first floor liquor store space. With the 30 foot or so setback from the sidewalk now, there is space to accomplish city and KPCW goals without serious impact to land use in the alley.

SUMMARY:

KPCW has been approached in recent months by developers looking for an iconic local nonprofit to locate in their projects to breathe life into the public spaces incorporated in their plans. We have studied two such plans in depth, but find them too expensive and potentially challenging from a broadcast engineering perspective. *Our preferred and most cost effective solution is to expand in place.* We have looked at the possibilities of expanding east or adding another level to the current building but find both problematic and expensive. We see an addition going west from the current studio as a solution to our space concerns, a way to bring visual interest, excitement and events to Swede Alley, and a way for the city to invest in public toilet facilities in a space where it would be both convenient to the public and cost effective for the city, using the "underneath" space below our addition.

Respectfully submitted

A handwritten signature in black ink that reads "Larry Warren". The signature is written in a cursive, flowing style with a large initial "L".

Larry Warren
KPCW President and General Manager

ADDENDUM NO. 1 TO REAL ESTATE PURCHASE AGREEMENT

THIS ADDENDUM NO. 1 is made and entered into this ____ day of September, 2019, by and between by and between PARK CITY REDEVELOPMENT AUTHORITY, a Utah municipal corporation and political subdivision of the State of Utah, whose mailing address is: P. O. Box 1480, Park City, Utah 84060-1480 Attn: City Attorney, (“Seller” or “City”), and COMMUNITY WIRELESS OF PARK CITY, INC., a Utah non-profit corporation, whose mailing address is: P. O. Box 1372, Park City, Utah 84060, (“Buyer” or “PCCW”), to amend the Real Estate Purchase Contract dated May 21, 2009, for the purchase and sale of Unit 200 of the Marsac-Swede Condominiums First Amended Plat located at 460 Swede Alley, Park City, Utah 84060.

WITNESSETH:

WHEREAS, Buyer and Seller entered into a Real Estate Purchase Contract on May 21, 2009; and

WHEREAS, Unit 200 of the Marsac-Swede Condominiums, recorded November 25, 2008, as Entry Number 859972 proposed a future expansion into Lot 3 of the Marsac Parking Structure Subdivision Plat recorded November 25, 2008; and

WHEREAS, on April 18, 2019, City Council approved the Marsac Parking Structure Subdivision Plat- Second Amended, which subdivided Lot 3 and created Lot 3B; and

WHEREAS, on April 18, 2019, City Council approved the Marsac-Swede Condominiums First Amended Plat, which expanded Unit 200 by 1,311 square feet ‘KPCW 2019 Expansion Area’; and

WHEREAS, Buyer agrees to purchase and Seller agrees to sell the ‘KPCW 2019 Expansion Area’ of the Marsac-Swede Condominiums First Amended, recorded _____, 2019, subject to the same terms and conditions.

NOW THEREFORE, in consideration of the mutual promises made herein and other valuable consideration, Buyer and Seller hereby agree to amend the Real Estate Purchase Contract dated May 21, 2009, as follows:

1. Section 1. Definitions is hereby amended as follows:
Unless otherwise defined herein, capitalized terms shall have the meaning ascribed thereto in the Amended Declaration of Condominium for the Marsac-Swede Condominiums First Amended Plat, attached hereto as **Exhibit “A1”** and incorporated herein by reference (the “Amended Declaration”).
2. Section 2. Agreement to Buy and Sell and Description of Buyer’s Unit, Subsection (b)(iii)(i), is hereby amended as follows:

For the consideration and subject to the terms and conditions set forth herein, Buyer agrees to purchase from Seller, and Seller agrees to sell to Buyer the “KPCW 2019 Expansion Area” as defined as Unit 200 of the Marsac-Swede Condominiums First Amended Plat, entry number _____ on file at the Summit County Recorder’s Office (“Buyer’s Unit”).

3. Section 3. Purchase Price and Other Payments, Subsection (b), is hereby amended to read:

(a) Additional purchase price and consideration. The consideration for the purchase of the KPCW 2019 Expansion Area shall be \$10.00 and the applicability of same terms of the Real Estate Purchase Contract on May 21, 2009, specifically Paragraph 2(b)(i-viii) as applied to the KPCW 2019 Expansion Area.

4. Section 4. The Unit, Subsection (a), is hereby amended to reflect the additional 1,311 square feet of the ‘2019 KPCW Expansion Area’ to read:

(a) Square Footage. The actual square footage of the Buyer’s Unit(s) is approximately ~~1922~~ 3,271 square feet. Buyer understands and agrees that there are various methods for calculating the square footage of a Unit and, depending on the method of calculation, the quoted square footage of Buyer’s Unit may vary by more than a nominal amount. For example, architects often measure square footage from the outside edge of the exterior walls to the mid-point of the interior walls. Another method, typically used in condominium plats, measures square footage from the inside edge of the exterior walls to the inside edge of the interior walls. Accordingly, at the pre-Closing inspection, Buyer should review the size and dimensions of Buyer’s Unit. At Closing, Buyer shall be deemed to have conclusively agreed to accept the size and dimensions of Buyer’s Unit, regardless of any variances in the square footage from that which may have been disclosed to Buyer at any time prior to Closing. Seller does not make any representation or warranty as to the actual size, dimensions or square footage of Buyer’s Unit, and Buyer hereby waives and expressly releases any such warranty and claim for loss or damage resulting from any variances between any represented or otherwise disclosed square footage and the actual square footage. The provisions of this Section 4(a) shall survive the Closing.

5. Section 7 Closing. Is hereby amended to read:

(d) Second Closing for Expansion Area: Closing shall take place within fifteen (15) days of Buyer acquiring a certificate of occupancy for Unit 200 of the Marsac-Swede Condominiums First Amended Plat.

6. Buyer and Seller agree that all other terms and conditions of the Real Estate Purchase Contract, to the extent that they are not inconsistent with this Addendum No. 1, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Addendum No. 1 to be executed the day and year first above written.

BUYER:

**COMMUNITY WIRELESS OF PARK CITY,
INC.,
a Utah non-profit corporation**

By: _____
Name:

SELLER:

**PARKCITY DEVELOPMENT AUTHORITY,
a Utah municipal corporation**

By: _____
Name: Andy Beerman, Chairman

Attest:

City Recorder's Office

Approved as to form:

City Attorney's Office

EXHIBIT A1

WHEN RECORDED MAIL TO:

Park City Municipal Corporation
City Attorney's Office

PO Box 1480
Park City, UT 84060-1480

FIRST AMENDMENT TO
DECLARATION OF CONDOMINIUM
AND
DECLARATION OF COVENANTS, CONDITIONS & RESTRICTIONS
FOR
MARSAC-SWEDE CONDOMINIUMS

AN EXPANDABLE COMMERCIAL CONDOMINIUM PROJECT
LOCATED IN
SUMMIT COUNTY, UTAH

THIS AMENDMENT TO THE DECLARATION OF CONDOMINIUM, filed on November 25, 2008, is made as of the date hereinafter set forth by Park City Municipal Corporation, a political subdivision of the State of Utah (hereinafter referred to as the 'Declarant')

Expansion of the Condominium Project

- A. Declarant previously executed a Declaration of Condominium and Declaration of Covenants, Conditions and Restrictions for the Marsac-Swede Condominiums on November 18, 2008 ('the Declaration').
- B. The Declaration contemplated expansion of the condominium project, and in Article 17 provided that the Declarant record an amendment to the Declaration describing any such expansion.
- C. Declarant has agreed to allow expansion of Unit 200 in accordance with the plan attached to this Amendment as Exhibit 1.
- D. This Amendment will have no effect on voting rights, common areas, or any other provision of the Declaration not related to the expansion of Unit 200.

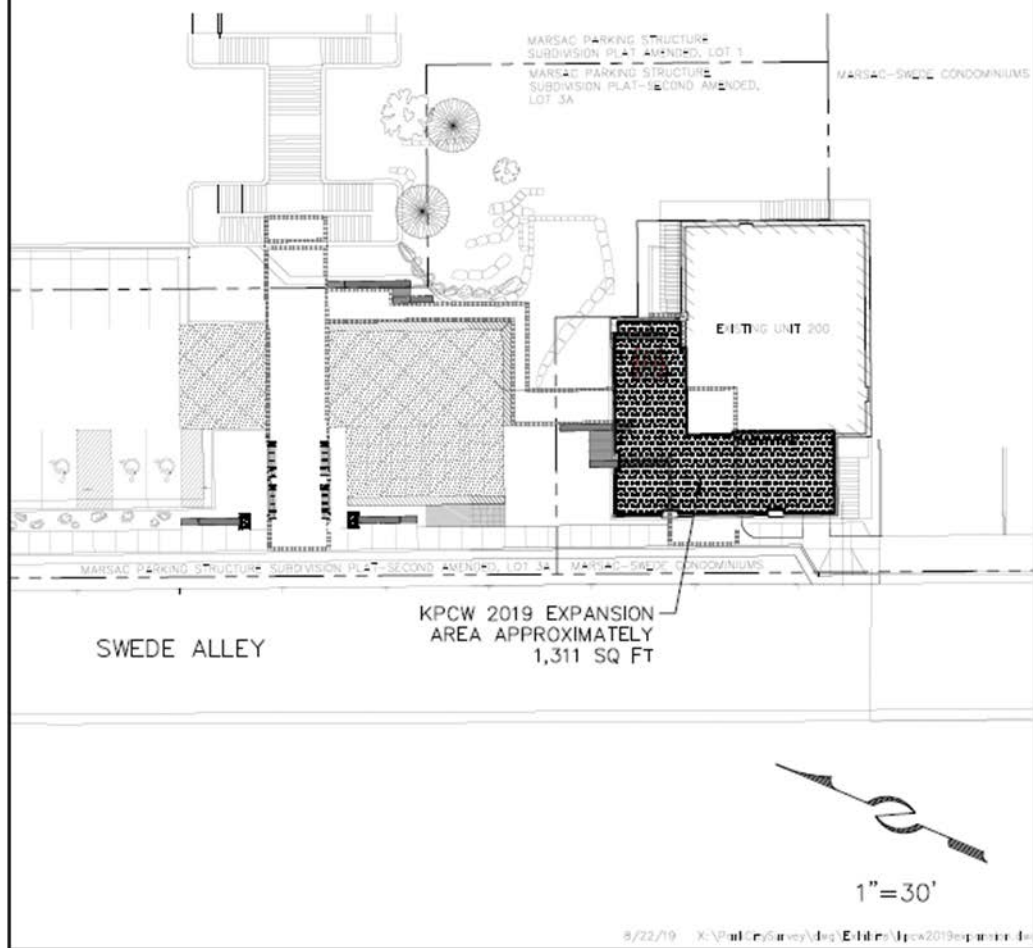
IN WITNESS WHEREOF, Declarant has executed this Amendment to the Declaration as of this _____ day of _____, 2019.

DECLARANT:

PARK CITY MUNICIPAL CORPORATION, a political subdivision of the State of Utah

By: _____

EXHIBIT A1
KPCW 2019 EXPANSION AREA



WHEN RECORDED, RETURN TO:

**AMENDED AND RESTATED DEED RESTRICTIONS CONCERNING UNIT 200 OF
460 SWEDE ALLEY**

This Restrictions Concerning Unit 200 of 460 Swede Alley ("Agreement") is made and entered into as of the _____ day of September 12, 2019 (the "Effective Date"), by and between Community Wireless of Park City, Inc., a Utah non-profit company ("PCCW"), and Park City Redevelopment Agency, a municipal corporation and political subdivision of the State of Utah ("City").

RECITALS

A. PCCW owns a certain condominium unit (Unit #200) in that certain condominium project known as "Marsac-Swede Condominiums", as more particularly described on Exhibit A which is attached hereto and incorporated herein by this reference ("Unit"), which is located in Park City, Summit County, Utah.

B. In accordance with the requirements of the Real Estate Purchase Contract, and as part of the consideration for the sale of Unit, the City has required that the Unit be restricted to Quasi-Public Use or Non-Profit Use, and that the transfer, occupancy and sale of the Unit be restricted in the manner set forth in this Agreement.

C. On April 18, 2019, the City approved the Marsac-Swede Condominium First Amended which created the 'KPCW 2019 Expansion Area' currently owned by the City.

AGREEMENT

IN WITNESS WHEREOF, for good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, the parties agree that PCCW (and any subsequent owner(s) of the Unit) shall use or sell the Unit pursuant to the following restrictions:

1. Definitions.

(a) Consumer Price Index means the Department of Labor and Commerce, Bureau of Labor Statistics consumer Price Index, All Urban for the Western Region.

(b) Inflation Adjusted Original Purchase Price means the original purchase price in 2009, (which is Nine Hundred sixty four thousand, six hundred seventy six dollars (\$964,676) plus for each year after 2009, the adjusted purchase price for the previous year, plus

an amount calculated by multiplying the adjusted purchase price for the previous year by the actual percentage change in the Consumer Price Index during the previous calendar year. For example assuming the following purchase price and percentage changes to the Consumer Price Index:

Year of Sale	Consumer Price Index in Year	Inflation Adjusted Original Purchase Price
2009	N/A	100,000.00
2010	.02 in 2009	102,000.00
2011	.04 in 2010	106,080.00
2012	.03 in 2011	109,262.40

(c) Non-Profit Use means a use by a business entity that qualifies as a non-profit organization under 501(c) of the Internal Revenue Code (26 U.S.C. § 501(c)).

(d) Quasi-Public Use means a use operated by a private nonprofit educational, religious, recreational, charitable, or philanthropic institution, serving the general public.

(e) Additional Purchase Price means the hard construction costs associated with the ‘KPCW 2019 Expansion Area’ in the amount of one million fifty five thousand six hundred thirteen dollars (\$1,055,613). The Inflation Adjusted Additional Purchase Price shall be determined by taking the Additional Purchase Price plus an amount calculated by multiplying the Additional Purchase Price by the actual percentage changes in the Consumer Price Index for each of the years since 2019. This calculation is consistent with the methodology set forth above with respect to the Original Purchase Price. The Inflation Adjusted Total Purchase Price shall be the sum of the Inflation Adjusted Original Purchase Price and the Inflation Adjusted Additional Purchase Price.

2. Use of the Unit.

(a) Use the Unit. The use and occupancy of the Unit, including the ‘KPCW 2019 Expansion Area’ and now known as Unit 200 Marsac-Swede Condominiums First Amended shall be restricted to Quasi-Public Use or Non-Profit Use unless otherwise approved by the City. Any request for approval from the City shall be submitted in compliance with ¶ 6. Notices.

3. Selling the Unit.

(a) Sale of the Unit

(i) Right of First Refusal. PCCW shall offer the Unit to the City (the “Option”) at the Inflation Adjusted Total Purchase Price by delivering a written notice of such offer and its terms to City (the “City Notice”) prior to offering the Unit for sale to any other entity. The date that PCCW delivers the City Notice to the City shall be the “Offer Date.” The City shall have 45 days after the Offer Date (the “Response Period”) to exercise the Option by delivering to PCCW written notice of the City’s exercise of the Option (the “Exercise Notice”). The City shall use its best efforts to notify the selling PCCW of whether the City will exercise the Option as early as possible within the Response Period. If the City elects to exercise the Option, the City shall finalize the acquisition of the Unit within 30 days after delivering the Exercise Notice to PCCW. If the City fails to deliver an Exercise Notice or complete the acquisition of the Unit in accordance herewith, the City’s option to purchase the PCCW Unit from such seller shall automatically and forever expire without the need for further notice or documentation.

(ii) Sale to the Public. Upon expiration of an Option, PCCW may offer the Unit for sale to any other entity.

4. Term of this Agreement. The term of this Agreement shall commence as of the date first set forth above and continue in full force and effect for a period not less than 999 years

5. Waivers. PCCW hereby waives any defenses, rights or remedies that it might otherwise assert against the City in connection with: (i) the application of the rule against perpetuities to this Agreement; or (ii) any claim that the covenants in this Agreement recorded against the Unit are not real covenants running with the land constituting the Unit. This waiver shall be binding upon and inure to the benefit of the successor and assigns of PCCW and the City.

6. Notices. Any and all notices and demands by any party to any other party required or desired to be given hereunder shall be in writing and shall be validly given or made if deposited in the United States mail, certified or registered, postage prepaid, return receipt requested, sent by Federal Express or other similar courier service keeping records of deliveries and attempted deliveries. The parties may change their respective addresses for the purpose of receiving notices or demands as herein provided by a written notice given in the manner aforesaid.

Any notice or demand to PCCW shall be addressed to PCCW at the following address:

Community Wireless of Park City, Inc.,
P.O. Box 1372
Park City UT 84060
Attn: Renai Bodley Miller

Any notice or demand to the City shall be addressed to the City at the following address:

Park City Municipal Corporation
P.O. Box 1480
445 Marsac Ave.
Park City, UT 84060
Attn: Mark Harrington, City Attorney

7. Severability. Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be valid under applicable law; but if any provision of any of the foregoing shall be invalid or prohibited under said applicable law, such provisions shall be ineffective to the extent of such invalidity or prohibition without invalidating the remaining provisions in this Agreement.

8. Attorneys' Fees. If any party shall take or defend against any action for any relief against another party arising out of this Agreement, the prevailing party in such action or defense shall be entitled to be reimbursed by the other party for all costs including, but not limited to, reasonable attorneys' fees and court costs, incurred by the prevailing party in such action or defense and/or enforcing any judgment granted therein, all of which costs shall be deemed to have accrued upon the commencement of such action and/or defense and shall be paid whether or not such action or defense is prosecuted to judgment. Any judgment or order entered in such action or defense shall contain a specific provision providing for the recovery of attorneys' fees and costs incurred in enforcing such judgment.

9. Choice of Law. This Agreement shall be governed and construed in accordance with the laws of the State of Utah.

10. Successors. Except as otherwise provided herein, the provisions and covenants contained herein shall inure to and be binding upon the heirs, successors and assigns of the parties.

11. Third Party Beneficiary. This Agreement is not intended to confer rights on third parties.

12. Paragraph Headings. Paragraph or section headings within this Agreement are inserted solely for convenience of reference, and are not intended to, and shall not govern, limit or aid in the construction of any terms or provisions contained herein.

13. Gender and Number. Whenever the context so requires herein, the neuter and gender shall include any or all genders and vice versa and the use of the singular shall include the plural and vice versa.

14. Modifications. The Parties agree that any modifications of this Agreement shall be effective only when made by writings signed by the parties hereto and recorded with the Clerk and Recorder of Summit County, Utah.

15. Recordation. Upon execution and delivery by PCCW and City, PCCW shall cause this Agreement to be recorded and filed in the official public land deed records of Summit County, Utah, and shall pay all fees and charges incurred in connection therewith.

16. Covenants Run With Land. PCCW intends, declares and covenants, on behalf of itself and all future owners of the Unit, that this Agreement and the covenants and restrictions set forth herein, regulating and restricting the rents, use, occupancy and transfer of the Unit shall be covenants running with the land and improvements constituting the Unit, for the benefit of the City, shall encumber the Unit, and shall be binding upon PCCW, and all subsequent owners of the Unit.

17. Integration. This Agreement constitutes the entire agreement between the parties with respect to the matters set forth herein.

[Signatures on Following Page]

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the Effective Date.

PCCW:
Community Wireless of Park City
a Utah non-profit corporation

By: _____
Name: _____
Title: _____

STATE OF UTAH)
):ss.
COUNTY OF)

The foregoing instrument was acknowledged before me this _____ day of _____, 2019, by _____, the _____ of Park City Community Wireless, a Utah non-profit corporation.

NOTARY PUBLIC
Residing at: _____

My Commission Expires:

CITY
Park City Redevelopment Agency,
a municipal corporation and political
subdivision of the State of Utah

By: _____
Name: _____
Title: _____

Attest:

City Recorder

Approved as to Form:

City Attorney's Office

EXHIBIT A

Order Number: 18887

LEGAL DESCRIPTION

UNIT 200, MARSAC-SWEDE CONDOMINIUM FIRST AMENDED, A UTAH EXPANDABLE CONDOMINIUM PROJECT, TOGETHER WITH AN UNDIVIDED INTEREST IN THE COMMON AREAS AND FACILITIES AS MORE PARTICULARLY SHOWN AND DESCRIBED IN THE DECLARATION OF CONDOMINIUM AND DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS, RECORDED _____, AS ENTRY NUMBER _____, IN BOOK _____ AT PAGE _____ AND RECORD OF SURVEY MAP RECORDED _____ AS ENTRY NUMBER _____ IN THE SUMMIT COUNTY RECORDER'S OFFICE.

TOGETHER WITH THE ACCESS EASEMENTS THROUGH UNIT 300 (CHINA BRIDGE PARKING GARAGE) TO PROVIDE A HANDICAP ACCESSIBLE POINT TO UNIT 200 AND PUBLIC PARKING TO AND WITHIN THE EXISTING CHINA BRIDGE PARKING GARAGE AS DISCLOSED ON THE RECORDED. PLAT.

(Tax Serial No. MAR-SWED-200-X)

Construction MOU

Memorandum of Understanding Regarding the Construction of the KPCW 2019 Expansion Area between Community Wireless of Park City (PCCW) and Park City Municipal Corporation, a political subdivision of the state of Utah ("City"), and MSC (Marsac Swede Condominiums).

Whereas, the City, MSC, and PCCW have entered into a purchase agreement for the 'KPCW 2019 Expansion Area'; and

Whereas, the City and PCCW agree that the addition to Unit 200 of the Marsac Swede Condominiums best meets the public interest; and

Whereas, the City finds sufficient public benefit for the construction improvements; and

Whereas, PCCW acknowledges the importance of maintaining a strict construction timeline associated with the proposed improvements so they do not negatively impact the holiday season or Sundance Film Festival, which enhance the local economy. Further, PCCW acknowledges best practices as set forth by the Park City Building Department which establishes certain time, manner and place restrictions on building permits via construction mitigation plans.

Now therefore, for mutual consideration the receipt and sufficiency of which is hereby acknowledged, PCCW and City agree as follows:

- A. Property. The location of the improvements will be at 460 Swede Alley (hereinafter the "Property").
- B. Construction Timeline. The City and PCCW agree that it is in the best interest of the public to strictly adhere to the construction schedule as provided. ([Exhibit A](#))
- C. Stairwell Access. The City shall allow for the use of stairs on the east of the building, and the Bob Wells Plaza, south of the Marsac Stairs/walkway as a delivery and construction staging area from the Effective Date of this agreement through December 20, 2019.
- D. Staging Area and Parking Fees. PCMC agrees to waive any parking fees for said area (Exhibit B) through December 19, 2019.
- E. Staging Area Deadline. PCCW shall vacate, in its entirety, use of the Bob Wells Plaza and Swede Alley by December 20, 2019 and improve/repair any damage associated with the staging and construction of the Expansion Area so as to allow for safe public use of the area consistent with existing conditions.
- F. China Bridge Parking. The City shall allow, free of charge six (6) reserved spaces within China Bridge Parking structure during the 2020 Sundance Film Festival (January 23 – February 2, 2020).
- G. Building Permits. PCCW agrees to adhere to all Building Permits and requirements throughout the construction stages, including but not limited to:
 - 1. Limited Construction Times per their construction mitigation plan/building permit
 - 2. Limited Construction due to Special events.
 - 3. All items outlined in the Construction mitigation plan.
- H. Carbon Neutral. PCCW agrees that their addition will have no incremental carbon footprint compared to their existing unit. Should the carbon footprint of the expanded Unit 200 exceed the existing space's footprint, Community Wireless agrees to identify and implement options to reduce carbon emissions not limited to reducing actual energy uses (electricity and natural gas), pursuing energy efficiency measures, and adding on-site renewables. A lesser preferred approach is the purchase of carbon offsets. PCCW shall

Exhibit A- Construction Schedule

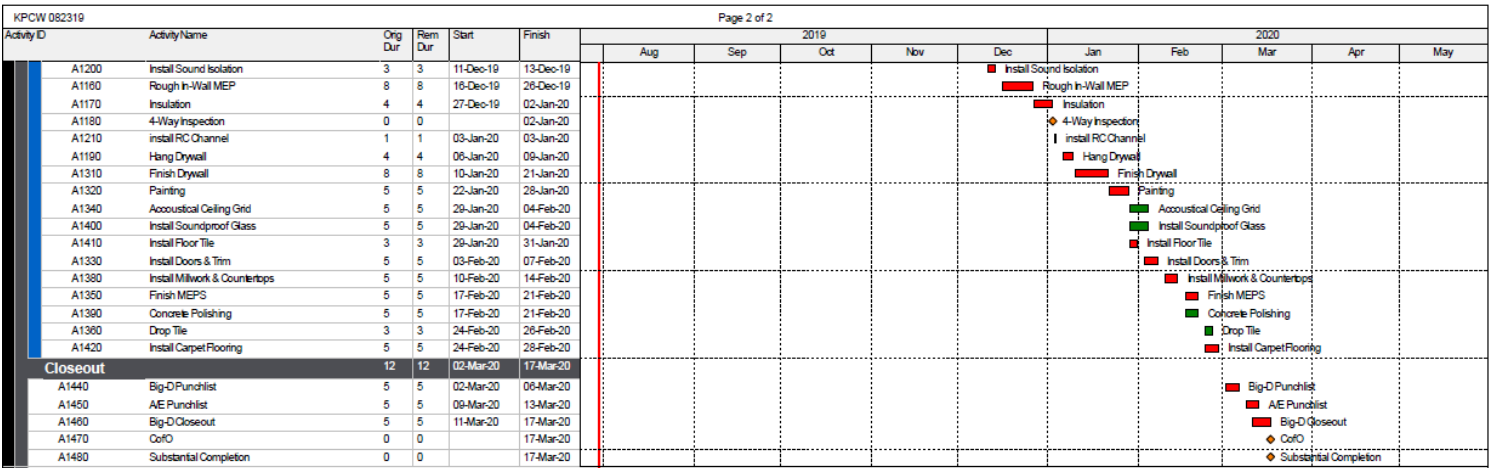
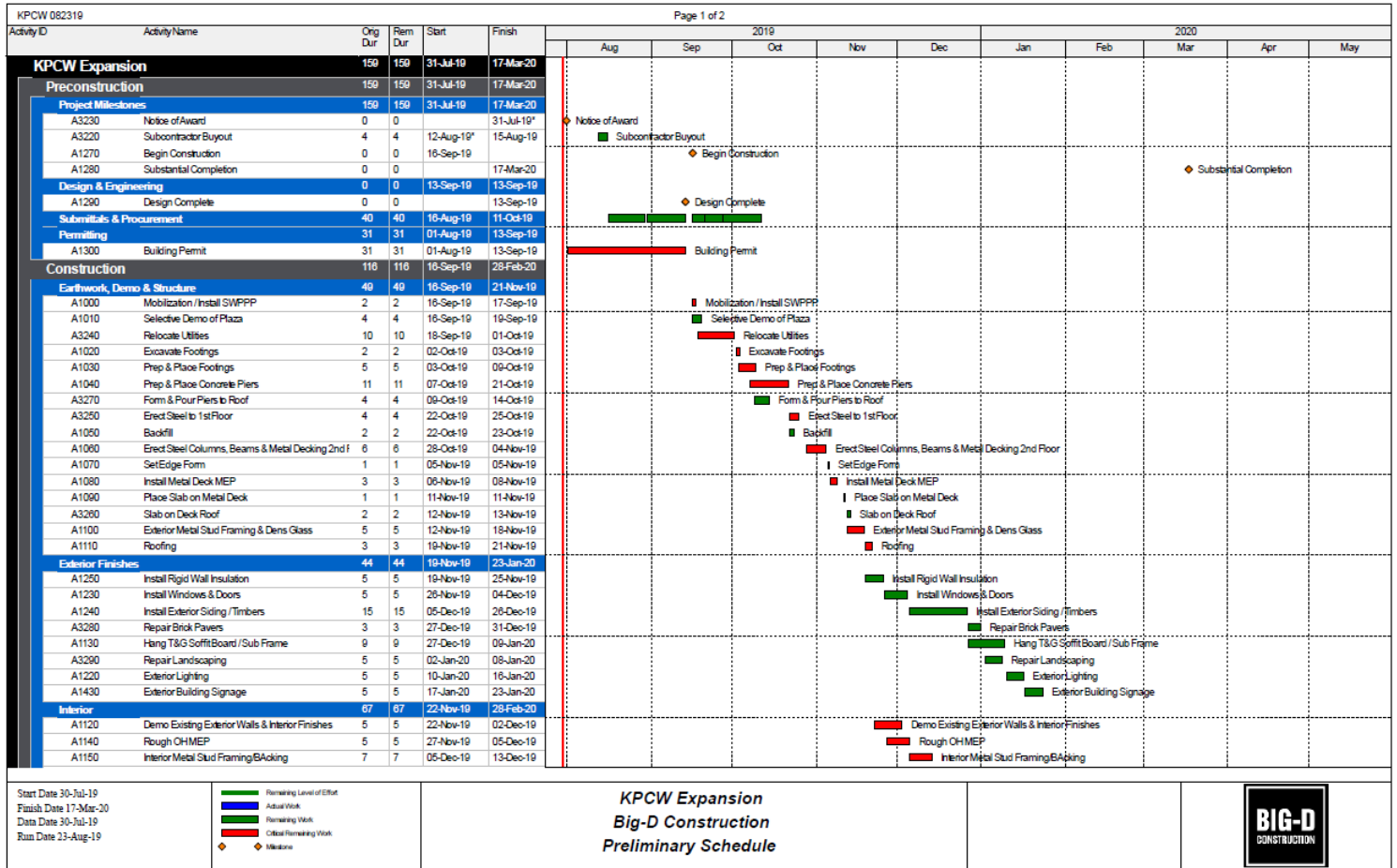


Exhibit B- Bob Wells Staging Area

