PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
JULY 31, 1997

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building, 445 Marsac Avenue, Park City, Utah for the purposes and at the times as described below on Thursday, July 31, 1997.

AGENDA

Work Session - To be held in Work Session Room - Main Level

3:30 p.m. Council questions and comments
4:00 p.m. Lighting standards
4:30 p.m. Sign Code amendments
5:00 p.m. Review of regular meeting
  - Paid parking plan
  - Other meeting questions/comments

Regular Meeting - To be held in City Council Chambers - Lower Level

6:00 p.m.

I ROLL CALL

II PUBLIC INPUT

III COMMUNICATIONS FROM COUNCIL AND STAFF

IV WORK SESSION NOTES AND MINUTES OF MEETING OF JULY 3, 1997

V PUBLIC HEARING

An Ordinance approving an amendment to Lot 5 and the northerly 16' of Lot 6, Block 20 of the Park City Survey and one metes and bound parcel, known as 158 Main Street, Park City, Utah

VI CONSENT AGENDA

An Ordinance approving an amendment to Lot 5 and the northerly 16' of Lot 6, Block 20 of the Park City Survey and one metes and bound parcel, known as 158 Main Street, Park City, Utah

VII RESIGNATIONS AND APPOINTMENTS

1. Acceptance of resignation of David Chaplin and Sally Roberts from the Library Board

2. Reappointment of Carol Larson and Mark Maziarz for terms expiring July 2000; and appointment of David Alston for a term expiring July 2000 and appointment of Barbara Fontaine for a term expiring July 1999 to the Library Board

VIII NEW BUSINESS

1. Authorization to staff to enter into a contract with Mackay Kim, Inc. to demolish the old sewer treatment plant and remove the materials to an offsite location in a base contract amount of $48,900 and not to exceed $80,000 for special site conditions

2. Presentation on paid parking plan in the Historic District Core:

   (a) Public input

   (b) Authorize staff to enter into a contract not to exceed $266,952 for the purchase of 31 pay and display meters, 10,000 mag striped cards, card processing software, and hand held data terminal

IX ADJOURNMENT

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
AUGUST 7, 1997

PUBLIC NOTICE IS HEREBY GIVEN that the Park City Council will **not** hold its regularly scheduled meeting on Thursday, August 7, 1997. The City Council will be visiting Sante Fe and Taos, New Mexico from August 6, 1997 to August 10, 1997 as part of its annual City trip to resort communities.

Posted: 7/28/97

PARK CITY
1884

PARK CITY WORK SESSION NOTES
SUMMIT COUNTY, UTAH
JULY 31, 1997

Present: Mayor Brad Olch; Council members, Hugh Daniels, Roger Harlan, Chuck Klingenstein; Shauna Kerr; and Paul Sincock

Toby Ross, City Manager; Jodi Hoffman; City Attorney; Jerry Gibbs, Public Works Director; Lloyd Evans, Chief of Police; Frank Bell, Special Events Manager; Myles Rademan, Public Affairs Director; Meg Ryan, Planner; Alison Kuhlow, Planner; Brian Anderson, Parking Manager; Hope Bleecker, Transportation Director

1. **Council questions and comments.** Hugh Daniels asked Council to reconsider scheduling the town meetings after the election. Paul Sincock believed it may be more appropriate. Myles Rademan suggested scheduling the Deer Valley meeting during the holidays and the others after the election and Council agreed. In response to Mr. Belz's request for Council reconsideration of the Town Bridge SID, Mr. Daniels suggested placing the special improvement district discussion on a future agenda. Ms. Hoffman explained that SIDs are created to finance public improvements. Chuck Klingenstein asked if the public had to own the improvement and accept liability. Ms. Hoffman added that there probably could be agreements covering liability and long term maintenance, but Park City would always be named in the event of a lawsuit. The City Attorney continued that during the MPD process, the Council made it clear that the Town Bridge SID should be privately owned and did not want the power of government to coerce people unwilling to pay into the program, to do so. Chuck Klingenstein stated that he doesn't want a lot of staff time devoted to this until a broad philosophical discussion takes place and Mr. Daniels agreed. In response to questions from Hugh Daniels, Jerry Gibbs explained that the Brew Pub lot will be striped after Arts Festival. The Public Works Director explained the extent of the 10 O' Clock Whistle's repairs which will occur probably in the fall.

Shauna Kerr again mentioned the park benches on the entry corridor still lacking slats of wood; she felt that the City should complete them so that they can be used the remainder of the summer. She stated that she has received complaints from people about too many occupants in units at Aspen Villas, and explained that the manager at Holiday Village Apartments has turned down groups of applicants who used Aspen Villas as a reference which didn't check out. Ms. Kerr asked what the City has been doing and/or willing to do. Ms. Hoffman responded that she has talked with Peter Cooke about the situation who has indicated that he may hire a night manager to monitor occupancy. Aspen Villas is subject to a Section 42 tax credit provision regarding limitations on aggregation of income in any one unit. Chuck Klingenstein disclosed that he began looking into this a few weeks ago and Aspen Villas will be implementing a unified verification process. If Aspen Villas needs more information, Ms. Kerr suggested they contact Joann Richardson of Holiday Village. She added that Ms. Richardson indicated the desirability of having a police officer living there. Ms. Hoffman assured Council that she would follow-up on this matter.

Frank Bell reported that the Franklin Quest Golf Tournament was a success and Roger Harlan commented on the publicity Park City received on ESPN. Ms. Kerr referred to information distributed on the Olympic environmental efforts and Myles Rademan explained that Park City has been asked to be a partner in this, but nothing has been budgeted at this time. Ms. Kerr indicated her interest but felt that other entities should financially participate. Chuck Klingenstein requested that the trees be pruned on the entryway. Although the Franklin Quest Tournament seemed to run well, he noticed that the noise emanating from City buses was considerably louder than the Lewis Bros. buses. Mr. Gibbs noted that those vehicles are considerably more expensive than the City's buses. Mr. Klingenstein felt that if mass transportation is to be successful the buses have to run quietly in neighborhoods. He complimented the new Public Works facility under construction. Paul Sincock noticed a mobile home and the Texas Reds trolley parked on the top level of the China Bridge Parking Structure. Chief Lloyd Evans explained that the lot will be cleared for Arts Festival and the special parking arrangement with Texas Reds. The City Manager noted that there will be a field trip to the new City employee housing project on Park Avenue when the units are completed. Roger Harlan encouraged the police to continue to monitor the truck traffic on Marsac Avenue.

Lighting standards. See following staff report. Planner Meg Ryan explained that this has been a project since July 1996. The Planning Commission held two public hearings in June and forwarded a positive recommendation to the Council to amend Chapters 9 and 13 of the LMC. The objectives of the amendment is to provide for uniform, low glare, controlled, energy-efficient lighting. A public hearing before the Council is schedule for August 21. Currently the LMC regulates parking lot lighting, but it needs to be addressed more comprehensively and there will be illustrations in the new iteration of the Code. Ms. Ryan displayed a slide show illustrating trespass of light and controlling light with energy efficient shielded fixtures. The Planning Commission felt that regulating residential lighting could be the next phase. Roger Harlan questioned entirely lighting a playing field and not having light emanate in the surrounding area. Ms. Ryan responded that she can't vouch for the accuracy of the slide of the playing field, but noted that technology has come a long way in the past few years in recreational sports lighting.

In response to a question from Chuck Klingenstein about lighting in residential areas, Meg Ryan felt that residential hillside properties could pose a lighting problem, and there are communities that address this lighting at this level. This was debated at the Planning Commission and enforcement was addressed. Ms. Ryan explained that in newer subdivisions at the MPD stage, staff requests that lighting be addressed in the CC&Rs. Paul Sincock suggested that staff provide the proposed language to applicants to insert in their covenants. Ms. Kerr discussed the problem of homes on lighting timers, especially in Deer Valley. Hugh Daniels felt that residential lighting needs to be addressed at some point and suggested regulating all future development. Ms. Kerr discussed the change in the Park City sky over the past several years. Enforcement and amortization were discussed. Ms. Ryan explained that change of use, tenant, or an electrical permit would trigger compliance with the ordinance. The lighting at Dans was discussed. Ms. Kerr expressed her concern that there would be more lighting fixtures in commercial development and therefore, more clutter. Ms. Ryan agreed that it would affect large parking lots, but didn't feel this scope of development would be likely within the City limits and this ordinance will target smaller businesses. Paul Sincock discussed the problem with Christmas lights on houses year-round, and it was pointed out that the ordinance only addresses commercial lighting. Hugh Daniels pointed out the number of historical electrical fixtures in town, which should be exempted from being retrofitted in consideration of preservation efforts. He emphasized that he wants to provide the opportunity for historic structures to maintain their historic lighting. Paul Sincock suggested that historic lighting standards use clear bulbs, coated bulbs, or less wattage. Ms. Kerr recommended a correction in a paragraph heading in the draft ordinance. In addition to watts, Mr. Sincock recommended that the ordinance also use the terminology of lumens to measure output. Ms. Ryan explained that pole height is determined on a case-by-case basis.

3. **Sign Code amendments.** See following staff report. Planner Alison Kuhlow explained that the public hearing is scheduled for August 21. The Sign Code amendments were initiated by staff in October 1995, and over the past two years have been through the public hearing process and distributed to members of the community. In April 1996 the City Council held a work session and staff was directed to make changes but soon after, this project was postponed because of other priorities. Ms. Kuhlow added that a local sign company, the Chamber/Bureau, and others have received the draft document.

She explained the goals of the legislation as to set forth explicit parameters which will enhance the appearance of the community by allowing businesses to clearly identify themselves; to encourage aesthetically pleasing signs which compliment the building architecture; and to give the business community clear direction on what is permitted. Ms. Kuhlow stated that she reformatted the Code so it is more user-friendly and attempted to clarify text. She showed examples of signage through illustration of slides and explained that display boxes are a new sign type and the size of flags will be regulated at a maximum of 24 square feet. Ms. Kuhlow discussed free standing signs which are currently allowed at 30 square feet; it is proposed to reduce them to 20 square feet. There was discussion about the method of measuring signs and calculating the square footage with the height and the width of the sign panel. Paul Sincock pointed out that for signs that do not fit the rectangular format exactly, an applicant may be penalized for calculated but unused square footage. Ms. Kuhlow explained that signs area is measured from a rectangle, circle, or square form. Roger Harlan expressed his concern that signs will be diminished to the point that it is a hardship for operators and patrons of businesses. He pointed out that Dans Foods had a valid argument when their sign on the building was too small although the sign was subsequently remedied. The Mayor pointed out that the Top Stop sign in relation to the Top Stop building is more generous than the Dans sign in consideration of scale.

Projecting and hanging signs were discussed. Hugh Daniels understood that the Code does not regulate signs on private plazas. Ms. Kuhlow explained that a sign plan is requested through the MPD process. Hugh Daniels felt that this section in the Code needs to be clarified so that businesses in private plazas realize that a sign plan will be reviewed under a MPD application and that they are not exempt. Ms. Kerr suggested removing the private plaza exception as the goals of sign regulation should be applied consistently. Mr. Daniels asked if staff would select the geometric figure rendering the most or least square footage for sign area. Meg Ryan interjected that staff would attempt to make the best determination but that could be reconsidered at the applicant's request. Window signs and neon signs will be regulated by the sign code. Ms. Kuhlow added that subdivision signs have been included as it is felt that signs help direct people and provide areas with an identity. Paul Sincock noted that they will be decreased from 45 square feet to 10 square feet and asked if the base was included in the calculation. Ms. Kuhlow indicated that it is, as it encourages the lettering to be placed on the base. There was discussion about snow obscuring the monument sign. She explained that umbrella signs couldn't display suppliers' names, i.e., Coca Cola, Cizano, and canopy signs are addressed under awnings. She commented that not more than 30% of a window can be obscured by a sign. Ms. Kuhlow identified issues of discussion including total site area and approved building signs, master festival signage, subdivision signs, flags, MPD sign plans, and calculation of sign area.

Hugh Daniels and Shauna Kerr discussed the 3,000 patron figure in the master festival section of the code and felt that it should be changed to 1,000 which more accurately reflects the capacity of venues in the community. Hugh Daniels commented on preserving the illumination of historic signs. He felt that seasonal lighting zones should be more clearly identified. Mr. Daniels commented on amortizing signs that are extremely expensive for a period of only two to five years. He pointed out that with regard to illumination, it was decided not to amortize it as non-conforming and asked how many serious non-conforming situations exist. Hugh Daniels also discussed vehicles with advertising parked on public streets, and felt that businesses located in the Historic District should be exempted. He noted that he has a number of issues with regard to flags and would withhold those comments until the next work session. He felt that freestanding signs with posts could come down from 10 feet to eight feet, but had concerns about those with bases reduced to six feet and being able to read them with snow windrows. He felt the square footage of wall signs needs to be discussed and was not sure that campaign signs should be six feet high. He felt the master festival sign plan makes sense but needs more detail like describing Building Department review. Ms. Kerr suggested that those details be included in the master festival license portion of the Code. Mr. Daniels believed that the appeals section was inconsistent with some other sections of the Code. Chuck Klingenstein felt that the allowable square footage for different size buildings are not proportionate. He also suggested applying the formula to different projects to confirm the concept and suggested that the verbiage "complete application" be defined in the section. Ms. Kerr felt it was more of a requirement that can be clarified than a definition. Mr. Klingenstein added that in the master festival signage section, there are no standards for review. In response to a question from Paul Sincock, Ms. Kuhlow stated that she has received some preliminary input from Frank Bell. Roger Harlan reiterated that signs need to be in good taste and well designed but not too small that they can't be read. He supported legislation that would not diminish the signs too severely. There was discussion about compiling a list of non-conforming signs.

4. **Paid parking plan.** Hope Bleecker and Brian Andersen gave a detailed presentation on the paid parking plan, which was repeated during the regular meeting. See regular meeting minutes.

Prepared by Janet M. Scott

PARK CITY 1884

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
JULY 31, 1997

I ROLL CALL

Mayor Brad Olch called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, July 31, 1997. Members in attendance were Brad Olch, Hugh Daniels, Roger Harlan, Shauna Kerr, Chuck Klingenstein, and Paul Sincock. Staff present were Toby Ross, City Manager; Meg Ryan, Planner; Jerry Gibbs, Public Works Director; Hope Bleecker, Transportation Director; Brian Andersen, Parking Manager; and Jodi Hoffman, City Attorney.

II PUBLIC INPUT

The Mayor invited the public to comment on any matter of City business not scheduled on the agenda. Hearing none, the public input session was closed.

III COMMUNICATIONS FROM COUNCIL AND STAFF

In response to a question from Chuck Klingenstein, the City Manager explained that the remodel of the Council Chambers includes the basic audio visual system in the bid, which is far superior to any equipment in the building. The new system will be a noticeable improvement.

IV WORK SESSION NOTES AND MINUTES OF MEETING OF JULY 3, 1997

Shauna Kerr, "I move approval of the Minutes". Chuck Klingenstein seconded. Motion unanimously carried.

V PUBLIC HEARING

An Ordinance approving an amendment to Lot 5 and the northerly 16' of Lot 6, Block 20 of the Park City Survey and one metes and bound parcel, known as 158 Main Street, Park City, Utah - See staff report. Meg Ryan stated that the Planning Commission held a public hearing on this item and has forwarded a positive recommendation to the Council. With no comments or questions from the Council or the public, the public hearing was closed.

VI CONSENT AGENDA

An Ordinance approving an amendment to Lot 5 and the northerly 16' of Lot 6, Block 20 of the Park City Survey and one metes and bound parcel, known as 158 Main Street, Park City, Utah - Shauna Kerr, "I move to approve the Consent Agenda item". Hugh Daniels seconded. Motion unanimously carried.

VII RESIGNATIONS AND APPOINTMENTS

1. Acceptance of resignation of David Chaplin and Sally Roberts from the Library Board - Roger Harlan, "I move to accept the resignations of David Chaplin and Sally Roberts". Paul Sincock seconded. Motion unanimously carried. As liaison to the Library Board, Council member Harlan stated that it has been his pleasure to have worked with these individuals and there is a limit of two terms which both have served.

2. Reappointment of Carol Larson and Mark Maziarz for terms expiring July 2000; and appointment of David Alston for a term expiring July 2000 and appointment of Barbara Fontaine for a term expiring July 1999 to the Library Board - Roger Harlan, "I move to reappoint Carol Larson and Mark Maziarz for terms expiring July 2000 and to appoint David Alston, who is an educator at the high school, for a term expiring July 2000 and to appoint Barbara Fontaine, who has been a member of the Friends of the Library, for a term expiring July 1999". Paul Sincock seconded. Motion carried unanimously.

VIII NEW BUSINESS

1. Authorization to staff to enter into a contract with Mackay Kim, Inc. to demolish the old sewer treatment plant and remove the materials to an offsite location in a base contract amount of $48,900 and not to exceed $80,000 for special site conditions - In response to a question from Chuck Klingenstein regarding seeding the site, Mr. Gibbs stated that when the site is graded 12" of topsoil will cap the area which will be reseeded. Paul Sincock asked if there were any tailings on the site; the Public Works Director responded that he wasn't aware of any problems. Chuck Klingenstein, "I move that we authorize the staff to enter into a contract with Mckay Kim, Inc. to demolish the old sewer treatment plant and remove the materials". Paul Sincock seconded. Roger Harlan commented that he is pleased that this project is proceeding. Motion carried unanimously.

2. Presentation on paid parking plan in the Historic District Core. Hope Bleecker stated that staff has spent the greater part of the year developing fee models and researching equipment at the request of the Council. This was the result of a trip to Aspen, Colorado in May 1996, where Council investigated its parking system, and the recommendation from Wilbur Smith & Associates in its study. The report, completed in late 1995, recommended a more managed parking system, especially during peak times, in the downtown area. The study identified the goals of creating additional spaces for the downtown area, increasing the turn-over, and managing the employee traffic to provide additional customer spaces for the Main Street area. Ms. Bleecker continued that staff

has spent additional time reviewing the program, researching employee data, and developing revenue models. The decision before the Council is whether or not to accept a paid parking program for implementation in December 1997. She emphasized that the initial phase of the program would include issuance of $20 of free time on smart cards to locals, which is the same marketing approach that Aspen, Colorado used.

Ms. Bleecker continued that the zonal system for paid parking includes all of Main Street and there is also a Zone 2 option, including Swede Alley, for placement of meters. In identifying the paid parking zones, the most convenient parking spaces located adjacent to businesses are part of Zone 1, and would probably yield the highest rates per hour as opposed to spaces located in a more remote areas, like the Brew Pub lot, Levels 1, 2 and 3 of China Bridge Garage, and most of Swede Alley. The areas north of 5th Street and in the Galleria parking lot, the Flag Pole lot, and the Gateway Center would be part of Zone 3. The more remote spaces include the north and south lots adjacent to City Hall, Level 4 of the China Bridge Garage and the Sandridge lot. Eighteen 30 minute spaces have been identified on Main Street which would be used as free parking for short-term use, i.e., dropping film off, picking up gifts and miscellaneous uses, which would be located on the west side. There are an additional 20 30 minute spaces located in Swede Alley and there are several delivery zones which can be used all day. The Transportation Director added that the delivery section of the Code has not been finalized and there is no action before the Council tonight on the operational use of delivery zones. Staff is beginning to publicize its recommendation and will involve delivery providers.

Ms. Bleecker stated that the initial research on development identified the areas of commuters and the number of commuters. The research took place in July to verify the winter model conducted by Wilbur Smith. Eighty percent of the businesses were surveyed by telephone to determine the total number of commuting employees, their commuter patterns, and origin. She explained that there is a fairly even split in the total number of employees between large offices, offices and lodging, restaurants, and merchants for a total of 1,008 employees. She emphasized that as a parking program develops, research will be on-going so that an effective car pool program can be implemented. It was important to look at the total amount of traffic entering the area and interpellate from the survey results, the peak number of cars between the hours of 8 a.m. and 6 p.m. The Wilbur Smith model illustrates a fairly consistent occupancy of more than 600 employee cars during the winter from 12 p.m. to 8 p.m. The telephone survey determined that there is a gross impact of approximately 701 employee cars in the area at 12 p.m. Over 60% of people entering the area in the summer time drive alone and that number probably creeps up slightly in the winter. Ms. Bleecker added that if paid parking is to be implemented by December 1997, staff is recommending the same level of transportation service. Frederick Harris is conducting a study on transportation and there may be some modifications on transit, but staff is recommending the same subsidy as programmed in the 1997 budget. Ms. Bleecker stated that the initial phase of the parking plan does not include commuter bus service or service extending outside the Park City area unless it is approved by Council as recommended in the study which will be presented in September.

Ms. Bleecker noted that staff has reviewed several options and are presenting four options to the Council. Program A involves time limits, the existing enforcement program, with the delivery zone concept. This scenario maintains Ampco System Parking's existing contract which would be extended to a three year term. There are very few time limitations that would change. She explained this would achieve a revised delivery policy. It accommodates employee parking, but does not achieve the additional reduction in traffic and parking congestion which Council has set as a goal. There will not be increased use of transit by employees or a break-even financial balance by supporting the program, which would cost $65,000 a year. This program does not require additional transit support.

She explained that Program B is the Main Street only plan with free parking in Zones 2 and 3. Zone 2 would be time restricted with a total of 20 free 30 minute spaces and Zone 3 would be free 24 hour parking. The Miners Hospital could be used for employees who want to park and ride. Ms. Bleecker explained that Program B achieves the creation of the short term delivery zones and some peak season accessibility for Main Street. It accomplishes employee accommodation and a car pool program would not be needed. There would be some improved utilization of Main Street during the peak season period, but Program B would not reduce congestion, and would increase the congestion of Swede Alley. It wouldn't encourage transit use as meters on Main Street are only a slight disincentive to force additional utilization of remote lots which are currently underutilized during the peak season period. She stated that this program does not generate significant revenue and it is estimated that it would net a deficit of approximately $85,000.

Ms. Bleecker addressed the third program, called the moderate employee accommodation. It maintains 200 spaces of free parking in the remote areas adjacent to the Marsac Building and in the new Sandridge parking lot. There would be a park and ride program. On Main Street, 164 spaces would be paid parking at $1 per hour and 18 free 30 minute parking spaces. Under this scenario a longer four hour parking time could be considered which is supported by the merchants. Zone 2 would be charged at $.50 per hour. Locals and employees would be able to obtain hang meters at a discounted rate of 20%, which would apply to Zone 2 only, not to Main Street. However, discounted tokens will be available to merchants for marketing their businesses. Program C achieves a break-even balance for the seven month period and it is forecasted that it will net a minimum of $173,000. The creation of the delivery and the short-term zones occurs and the peak season customer accessibility will increase because the turn-over on Main Street will increase. She continued that more people will take the bus and it achieves moderate employee accommodation. This program contemplates a car pool program for the China Bridge Garage to support the employees seeking access from outlying areas of Park City. This will require five minute transit service to the Miners Hospital lot, for employees to enter the Old Town area. Ms. Bleecker reiterated that this program achieves revenue generation and encouragement of alternative transit use.

The Transportation Director stated that the fourth and final scenario is Program D which is measured slightly above the market rate. The program has been developed in order to determine the range of revenues generated with different options. Fee schedules will not be decided this evening, and the programs can be "cut and pasted" to achieve specific goals. She explained that the purpose of exploring this scenario is to illustrate that it more than likely covers the 20 year debt cost on additional parking facilities. The 20 year debt service on a 20 year bond for a 200 space garage totals $336,000. The projections for this particular scenario illustrate that based on revenue modeling, it would achieve in excess of approximately $677,000 per year. Ms. Bleecker stated that this is an all-paid system and the revenues could be adjusted, however some permitted systems would be necessary for the remote lots for employees. The market rate for a space is approximately $.50 per hour and $40 per month for employees. There is a slight chance that decreased utilization can result, however, in an all-paid system, it is necessary to track employees with hand tags with a nominal or market rate charge. Those areas would be in Zone 3; Zone 4 would be retained as free spaces. This plan achieves the short term zones, the delivery option, and peak season customer accessibility. Good utilization during the peak periods would occur, the use of the Miners Hospital lot and car pool program would be maximized under this program. This does not achieve employee accommodation because in an all-paid scenario without commuter service or extensive van pool and car pool service in the initial year, Ms. Bleecker predicted that it would fail. The program requires substantial local transit flex route additions and a very expensive car pool program which should be heavily marketed.

Ms. Bleecker explained that Council has to decide if paid parking should be implemented December 1, 1997. In the event paid parking should be implemented, the subsequent decision is where the meters will be placed. She pointed out that the purchase of 31 meters is actually $272,440 as opposed to $266,952 shown on the agenda. Ms. Bleecker explained that staff is proposing purchasing a spare meter so the total request under Program B would require 18 parking meters and a total authorization request of $207,695.

The Mayor invited questions from the Council. Hugh Daniels understood that when the operational plan is developed, the needs of lodging guests and residents living on Main Street will be addressed. Shauna Kerr added that it should contain a residential parking system so there isn't a spill over. Ms. Bleecker assured Council that this would be addressed and referred to her staff report. It is proposed to have three residential permit parking zones in the Historic District. Main Street would be one zone, Old Town west of Main Street would be another up to Sampson Avenue and down to 12th Street. The area located on the east side of the Marsac Building would also be regulated to mitigate spill-over from any paid parking scenario. In response to a question from Paul Sincock, Brian Andersen indicated that the hanging meters can be programmed for different zones. In response to a question from Roger Harlan about the unit cost of meters decreasing with a higher quantity. Mr. Anderson clarified that meters cost $800 to $900, but the total expenditure includes smart cards, credit card processing, software, the reloading mechanism for debit cards, and the hand-held data collection system for credit cards.

(a) Public input. The Mayor invited the public to comment on the proposal.

Mike Jorgansen complained that his mother received a parking ticket after spending three and a half hours on Main Street. He added that there is no bus service at his house, but staff clarified that he does have available bus service. He stated that 31 meters at a cost of $272,440 would amount to $70,000 a piece. Mr. Jorgansen believed that the batteries should be guaranteed. Brian Anderson reiterated that the cost of the meters are actually $5,000 a meter with the additional costs of the card readers and all of the other equipment needed. There is an incremental cost based on the number purchased. The Mayor pointed out that Mr. Jorgansen's $70,000 figure was calculated incorrectly. With regard to the batteries, Mr. Andersen clarified that the company is willing to stand behind its bid at 90 transactions per day over the life expectancy of the battery. Mr. Jorgansen question using batteries in sub-zero weather. Mr. Andersen didn't believe this would happen as the batteries are used in the Arctic Circle and the company has an excellent track record but the staff will look into a guarantee. He clarified that the company has guaranteed that it will operate within the range of 120° to -130°.

Steve Hooker, representing the Historic Main Street Association and the Restaurant Association, distributed a memo to Council members. He stated that he worked with Ms. Bleecker throughout the process and the people he represents do not object to metered parking on Main Street but strongly disagree with Swede Alley or China Bridge. They believe it should be free four hour parking. He proposed that if the Main Street proposal is approved, there should be a task force with Ms. Bleecker, a member from the Council, and a member from the Chamber/Bureau to study the feasibility of a parking structure. He felt that it is appropriate to bring a decision back to Council in May about a parking structure after Main Street is tested. Mr. Hooker felt that $270,000 is a high cost for a test with the long range plan of $600,000. He believed there could be a bond for the garage project which would relieve the entire problem, maybe without even installing the meters. He felt that the task force should meet monthly, and study the Main Street meter operation. He urged Council to approve a four hour limit on Main Street, the $1 per hour in November through April, $.50 per hour in July through August, and the balance of the year would be free. He supported the delivery zones on the west side only and the short term for drop off activities. Double parking should be allowed for merchants on the west side since there is no rear access to their stores. He encouraged well enforced parking on Swede Alley and Main Street. Mr. Hooker warned that Programs C and D will exacerbate the existing employee problems. Employees will not pay for parking and employers can't afford to do so. This will result in property owners not being able to lease their second or third floors which are now offices. If the City goes to the four hour parking, it should sell employee and resident permits at a nominal fee and provide certain areas of the parking not as reserved but posted for eight to 24 hour parking, but posted four hours for tourists. He continued that the remote lots north and south of City Park should have ten to 15 minute interval service. The proposed remote lots in the Historic Core only reserves 300 spaces for employee parking, but this would be first come, first serve. Ms. Kerr felt there may be a perceived equity issue if tourists can only park for four hours while others can park longer. Mr. Hooker clarified that there should be a charge for permits so that parking trends can be tracked. Paul Sincock pointed out this comment was contrary to an earlier remark. Mr. Hooker explained that employees can not afford to pay for metered parking. The task force would have an ample opportunity to study the facts as this proposal has only been contemplated for a year and if it is determined that a parking garage can be built, it should be the obligation of the Council to make a decision based on that information. Mr. Hooker believed that $600,000 could be raised from parking revenues from an additional garage and there is a lot less hassle with two parking structures. He suggested that long term parking be looked at if employees have to work two shifts, and suggested a loading zone or short term parking across the street from the Post Office. His group has considered one way up Main Street with parking on both sides which would avail 20 more spaces. For the benefit of Ms. Kerr, Steve Hooker noted that one-way hasn't been endorsed by the Association, but it could be investigated further with a task force. It is his observation that people are scared to death to talk about parking structures. It is expensive to build parking structures, but growth is expensive and Park City is not going to stop growing. He pointed out that the Main Street business district is the main focus of Park City and the parking needs to be protected and provided. Mr. Hooker stated that the input he has had from six to seven offices on Main Street is that they will not renew their leases if paid parking goes into effect. Paul Sincock expressed his confusion over the comment that office employees don't want to pay anything but a paid permit system for employees was okay. Mr. Hooker stated that if a permit system is priced appropriately, it wouldn't be a problem, but people are worried about paying $100 per month. Mr. Harlan asked for an explanation of the rationale of the merchants supporting four hour free parking in Swede Alley. Mr. Hooker explained that a space on Main Street in front of a store should be paid as it should turn as quickly as possible; the longer term parking in Swede Alley could be identified as employee parking and other areas would be four hours free parking. The merchants are fearful that if the entire area is metered, the local shopper will not come to Old Town. Shauna Kerr stated that the local will have the opportunity to purchase the hang meter at a discounted rate, resulting in more incentive to come to Main Street. Mr. Sincock asked if the increased enforcement has made a difference in the turn-over on Main Street. Mr. Hooker responded that that question really needs to be addressed to a retailer.

Mark Clapper, salon operator, stated that many of his clients are in his salon for over two hours and some are there for four hours. Most of his patrons are not "turn and burn". The proposal will heavily affect him. Mr. Clapper supported paid parking on Main Street and hoped there could be a balanced reached on the Swede Alley situation. He asked if any Council member is a merchant on Main Street. Hugh Daniels responded that he is not a retailer, but has run a lodging business on Woodside for 15 years and has been the general manager of a lodge at the top of Main Street for three years. Paul Sincock added that he and his wife operated a travel agency at the base of Main Street for two or three years and the biggest complaint from patrons was that they couldn't find parking to pick up tickets. Mr. Clapper believed that local clients will quit coming to his salon because of the parking issue; two hours is too short and he could support four hours. In response to a question from Mr. Clapper regarding transit service in the Basin, the Mayor explained that this service will be explored.

William Brown, resident and merchant on Main Street, felt that providing permits to his employees is a hassle in the long term. He stated that he only has three parking spaces in Swede Alley and they have four employees daily. Paul Sincock asked if his employees could car pool. Mr. Brown answered that they live in Salt Lake and it would be inconvenient for them. He stated that his business is Trouts located at 356 Main Street. Mr. Sincock asked the impact if employee permits were priced at $10 per month and Mr. Brown felt the fee should be affordable for employers. He added that he also has friends that visit his residence and Mr. Sincock suggested that there could be 24 hour resident guest passes. Mr. Kerr asked his experience last winter with guests. Mr. Brown responded that they could use the Barking Frog lot which is now unavailable because of construction. Ms. Kerr explained that Council is trying to provide parking for people and operating as the City has in the past doesn't work. Mr. Brown reiterated that the parking plan should not be difficult for employers and their staff.

Rick Anderson, Eating Establishment, stated that he has been involved in the parking committee and is very much opposed to paid parking in Swede Alley. He pointed out that there is a big difference between his winter and summer customer and it will put him in a difficult position with the summer customer having to pay for parking in Swede Alley. Mr. Anderson felt that much of his summer patronage is from the Wasatch Front and these people may be driven away if there is paid parking in Swede Alley. He didn't feel the same way about paid parking on Main Street. Mr. Anderson added that if there is no permit parking for employees in the Main Street area, it will be difficult to recruit employees. Mr. Harlan asked where his employees currently park. Mr. Anderson indicated that he encourages them to park in Swede Alley or China Bridge; about 50% of his employees walk to work. Some are actually parking on Main Street and moving their cars and he is not opposed to paid parking on Main Street. He added that he has 50 employees and it is difficult for him to determine where they are parking and their habits. He continued that he doesn't perceive a real problem during the summer months as he doesn't hear a lot of complaints; it may just be a problem four months out of the year. Paul Sincock pointed out that there are more visitor days during the summer than the winter. Mr. Anderson responded that that may be true but there isn't as great a parking problem in the summer and he hears complaints in the winter but not the summer. He explained that the Wasatch Front patron has a different profile than the winter visitor. Paul Sincock asked what rate would be acceptable, and Mr. Anderson felt the "impression" is going to be too much. However, he added that he wasn't sure, and paid parking on Main Street could be tried. Toby Ross understood Mr. Anderson to suggest there be paid parking in Swede Alley in the winter but not in the summer and a large portion of the revenue would be generated in the winter. Paul Sincock recommended that meters could be installed in both zones and it is a policy decision of what to charge, where and when. If meters are added later, it becomes very expensive. Mr. Anderson reiterated that the other problem is recruiting employees in the winter months as Main Street will be put in a disadvantageous position. He could support the four hour limit in Swede Alley with employee permit parking in specified zones accessible to Swede Alley and emphasized that he wasn't sure there was a need for this parking plan in the summer. Mr. Anderson stated that he spoke with a professional on Main Street who indicated that if paid parking becomes effective, he will have to move his business to Prospector Square. Mr. Anderson feared this will dramatically affect a complimentary mix of businesses on Main Street. Roger Harlan pointed out the diversity in the Salt Lake area and the many paid parking lots. There was discussion about businesses validating parking.

Jerry Saldarini stated that she represents the employees of Main Street. She relayed that she can walk to work but many live in outlying areas. They can't afford to live in Park City, and $40/month is a lot for those making only $6 to $8/per hour. Ms. Saldarini felt that paid parking will make employees look elsewhere for a job. Mr. Sincock asked if $10/month was too much; Ms. Saldarini indicated that would be acceptable. Mr. Sincock emphasized that 70% of downtown spaces are taken up by employees and 60% of the cars are single occupancy cars. He believed that if there is a charge for parking, there is an incentive to car pool. Ms. Saldarini pointed out conflicting schedules and reiterated that $40 is too much. Ms. Kerr believed the right number is one that people are willing to pay and an amount that would encourage car pooling. She continued that it isn't her goal to find every employee a parking space, but to get every other employee out of his car because that delays the eventuality of needing to build a parking garage and creating more traffic congestion. Ms. Kerr commented that it isn't a matter of collecting the fees and parking the cars, it's changing behavioral patterns. She added that if a parking structure has to be built, it should be for guests.

Brooks Bloomfield urged Council to focus on the locals as the community grows at least equally as the tourists and the importance of a resort town is to retain the town atmosphere. He realized that the parking issue is complicated and believed a lot of good work has been accomplished. However, he urged Council to focus on the community and not just the tourists.

Jeff Nethery, Branch Manager for Ampco Parking, stated that Ampco conducted a survey of a downtown office building which had a shortage of parking. The building was chiefly commercial but has restaurants and retail on the main level. He noted that the survey included questions about availability of parking and parking rates which are $10/a day or $55/per month. About 80% of the respondents of the survey indicated that their number one concern was the availability of visitor parking and most people felt that the rates were acceptable. Mr. Nethery noted that it means something to the customer to pay for parking but if that customer cannot find a parking space, he is lost. A paid parking plan creates utilization of the parking area and disburses use throughout the zones. He emphasized that no one enjoys paying for parking, and that is a given, but it is a necessary function to create turnover and to create disbursement within a certain parking zone.

Peter Tomai pointed out that there are diversity of interests and opinions and it will be impossible to please everyone. He stated that parking has been a problem for years and Main Street is experiencing unprecedented economic health; it is a jewel which needs to be preserved. He feared metered parking as an experiment on Main Street as the cost of those meters is a cost approaching the cost of creating additional parking by constructing a parking structure. Mr. Tomai stated that he is constructing two parking structures in Park City and it doesn't cost $30,000 per stall to build stacked parking. He believes the costs need to be studied with real numbers. He explained to the Mayor that he is building a garage for The Lodges at Deer Valley for 280 cars, which is expensive because it is not stacked and the numbers are coming in at $14,000 per stall. He indicated that this doesn't include the cost of the property. Mr. Tomai continued that he is building 493 stalls in a stacked three story garage at Silver Lake, with a substantial excavation cost and the costs of the stalls including the land is under $20,000 per stall. He believed there at many questions and encouraged the Council not to rush into a decision. He felt that the heightened enforcement has been highly effective in generating turn-over on Main Street and that there needs to be a commitment for either four hour parking or short term parking for turn-over. Mr. Tomai encouraged car pooling which could be monitored with a single point of access parking structure and criticized the design of the China Bridge Parking Structure. He suggested expanding China Bridge and installing ramps accessing all of the available parking within the structure at one access which would dramatically lessen traffic impacts in Old Town. In response to a question from Paul Sincock, Mr. Tomai noted that it would be appropriate to look at paid parking in the garage. Mr. Sincock pointed out that there would be free parking in Swede Alley. Mr. Tomai stated that there would be less spaces in Swede Alley and all of the answers are not known now. In trying to answer them in an incremental fashion is inappropriate with the funds proposed to expend on the parking meters. He encouraged obtaining specific proforma with all of the scenarios with full knowledge of construction costs, like the private sector. Paul Sincock emphasized that in order for paid parking to work in a parking structure, there has to a comprehensive paid parking plan, otherwise the structure doesn't work either. Mr. Tomai argued that that isn't true if parking enforcement policies are extended to additional areas. He felt that monitoring trends and promoting programs like car pooling can be accomplished more effectively with a paid parking garage and if the City is going to make an investment, it should be to enhance the supply not just a scheme to keep cars moving around so it appears there is more of a supply. He discussed the merits of the bus system and encouraged the Council to be creative.

Jane Shaftner, owner of LaNiche and Flat Rabbit Gallery, expressed her concern about losing employees on Main Street. She could support car pooling but has seven employees on different schedules and many have several jobs. She felt it is a great idea but would take a lot of planning to make it successful with part-time employees. She encouraged that Mr. Tomai's suggestions be considered until a decision is made which will affect Main Street merchants greatly. She felt there are many people willing to study this issue and this is an expensive decision which merchants will have to live with for a long time. Mr. Harlan asked if she supported paid parking on Main Street. Ms. Shaftner answered only if that is the last solution. She added that they have been trying to get the City to enforce parking regulations over the past ten years, recently it has been aggressively enforced, and it has shown that it works. Ms. Shaftner stated the two hour limit is too short and the parking signage is inadequate. She felt that paid parking on Main Street could work, but it's not worth the cost to experiment as she understood the recommendation is to include both areas, and can't support that proposal. Paul Sincock asked if paid on Main Street for four hours is acceptable. Ms. Shaftner stated that she is not opposing paid parking on Main Street, but paid parking everywhere and felt that enforcement will have the same result as meters. She didn't feel it would cost much to have people mark tires as opposed to the cost of the meters and the cost of educating everyone who lives here how to use the system. Shauna Kerr stated that enforcement has accomplished something but she witnessed a merchant wiping off a tire mark. Ms. Kerr added that the only way to get merchants and employees off of Main Street is to make them pay. Ms. Shaftner stated that she doesn't have all of the answers, but an expenditure of $300,000 is a very expensive experiment. Ms. Kerr explained that she isn't looking at this as an experiment but as the future. Park City has changed over the years and meters on Main Street are probably part of our destiny and not necessarily an experiment. She emphasized that she is not looking at this like the valet parking, and if she approves this, she is fully committed to paid parking; this is not a paid parking experiment. Ms. Shaftner argued that the Council members don't have businesses on Main Street and won't suffer the consequences. She has a lot invested in the street, and it is difficult when she can't do anything about it. Ms. Shaftner believed every avenue should be explored and a parking structure hasn't been studied as fully as the metered parking.

Peter Tomai suggested taking down license plate numbers if a car is not moved within three parking places, instead of marking tires; there are creative answers to problems. He pointed out discussion about making Main Street a pedestrian mall and other types things that may make the parking meters a complete waste. Ms. Kerr asked if he saw our future as bringing more cars into the area. Mr. Tomai responded that that is a loaded question; the state of Utah is spending millions of dollars annually to promote tourism and felt that that should be stopped before bringing guests to Park City that can't be accommodated. Ms. Kerr stated that the Council spent a lot of time deliberating on Flagstaff and the same employees pleading not to allow development and more cars because open space is valued, are the same employees asking for a garage to park more cars, which is ironic. Mr. Tomai warned that is a dangerous generalization and stereotyping people. He doesn't align himself with either of those groups and is not professing bricks and mortar, but is professing fiscal responsibility. He reiterated that the Main Street core is a jewel, and may be worth subsidizing parking in some form through a long term bond obligation. Main Street should be economically viable because everyone is a stakeholder.

Mayor Olch questioned what will be accomplished by building a new garage, which will require a lot of Swede Alley space, packing more cars in the area, and charging people to pay the debt obligation. He didn't understand the distinction of the Council arriving at some paid parking solution versus building a garage which would be paid parking. Mr. Tomai pointed out the distinction is the expenditure of funds that does nothing to expand the resources and the other is an expenditure of funds that creates a resource and a potential profit. Mr. Olch emphasized that the goal of the Council is to monitor the number of cars in the canyon, and the impact of getting cars into a garage has many implications for the rest of the community. Mr. Tomai believed that to be a valid point as there is a perceptual problem about parking by virtue of the traffic generated on Main Street, particularly in the winter, with people cruising Main Street for a parking space. He continued that it is a tremendous education process now to find available parking.

Roger Harlan thanked Mr. Tomai for his comments. He added that a municipality is different than a private developer who can pass on costs to the ultimate buyer, but the City would pass the cost for a multi-million dollar parking structure to everyone. He believed that the incomes, particularly in Old Town, are low and a multi-million dollar structure has to be paid by somebody. Mr Harlan emphasized that this is not an experiment, Park City is going to grow, and this step may be incremental. Paul Sincock stated that the Council has been wrestling with traffic/parking issues for 18 months. The Council visited Aspen who experienced the same problems and had the same reaction from retailers about paid parking. He added that the Aspen retailers subsequently supported paid parking as their customers could finally find parking. Mr. Sincock stressed that paid parking in Old Town is inevitable and behavior patterns of residents, employees and visitors need to be changed. He didn't believe that visitors will be driven away because of paid parking, because they're used to it everywhere. He believed employees are important and need to be considered but reminded the public that the decision before Council tonight doesn't deal with policies, but whether to proceed with a metered system. Contrary to comments made by Mr. Tomai, Mr. Sincock believed that a paid parking system expands the City's resources because it disburses the parking in the Historic District core over a broader area, encourages people to car pool, has been thoroughly thought out, and the plan is comprehensive. He doesn't know other than proceeding how to address the fear of change, and Council ultimately needs to make a decision. Mr. Sincock would prefer to buy meters for Zones 1 and 2 and then discuss the policies for implementation. There could still be free parking in Zone 2 in the summer. Once the plan is implemented, actual behavior changes can be monitored and adjusted, and if the Council wants to raise money in the future for a parking structure, the information is in place. Mr. Sincock favored proceeding.

Ms. Kerr believed that the parking aspects of the proposal have been the focus rather than the circulation issues. Part of what this plan accomplishes is circulation, and building another parking garage does not solve circulation problems; it exacerbates it. Ms. Kerr emphasized the importance of controlling the number of cars coming into town. She will not support a parking structure unless it is the last alternative as it is a financial burden and an option that she has not seen recommended in a circulation study. This is not just a decision that Council is making in 1997 to deal with parking, but a solution for the future and as Mr. Sincock stated, part of that has to be changing behaviors. Ms. Kerr noted that our guests will not continue to come to Park City if they are stuck in traffic -- that's not the experience they came out here for. She added that life is not what is was in the 1980s and it's never going to be like that again. There are going to be some hard choices.

Hugh Daniels emphasized the significant amount of time Council and staff has been studying this issue. He feels he has a good knowledge of Old Town and Main Street after living there for 15 years and knows that this will have an impact on businesses, but everyone is in this together. Mr. Daniels believed that the plan works for the total benefit of the community. It is important for the system to pay for itself and to set aside money in a parking enterprise fund. He believed that it is also important to make reasonable accommodations for employees. Program C provides about 283 spaces which are not as convenient for employees and Mr. Daniels stated that he would consider another level of the China Bridge Parking Structure for employees. He believes that if Council postpones a decision on paid parking now that it will be having the same discussions a year later and\or continuing to look at it. Mr. Daniels predicted that there will be year-round paid parking and increased rates and that it is inevitable for our future. Many cities have faced the same situation. Mr. Daniels discussed his concern for adjacent Old Town neighborhoods and stated that it is important to complete a comprehensive plan. There is time to make adjustments during the implementation of the paid parking plan. Mr. Daniels believed there will be a parking structure in the future, but 18 months ago, the Council supported planning, increased enforcement, and now paid parking. He emphasized that 300 spaces even at $14,000, without the land, is $4.2 million and before he could take that step, an extreme need would have to be demonstrated. In a recent meeting with residents and businesses from other parts of the community, as a part of the transportation study, there was no one who wanted new parking. He believed we need to move ahead with the 31 meters, as there is an economy of scale, and eventually, the City will need them. Not all employees will have spaces, but a large amount can be provided, but they won't be as convenient as they once were.

Chuck Klingenstein stated that he knew this wasn't going to be an easy decision and the traffic situation in town was impetus for him to run for City Council. He believes that it is time that Council take some action; he supports this proposal wholeheartedly and agrees with Ms. Kerr about exhausting every avenue before considering a parking garage. Mr. Klingenstein agreed that the majority of the people at the community transportation meeting didn't want a structure built. He believed that Park City has reached its structural limits with regard to streets. He noted paid parking in town is not a new concept as there are private lots who charge for parking, and the Park City Mountain Resort and Deer Valley Resort will be charging. It is shocking to realized that at a peak 70% of the parking is being used by employees. The plan includes car pooling programs, and although there are people who would like this handled by the private sector, Mr. Klingenstein noted that all successful car pool programs have been run publicly. He believed that the City may build a parking structure which is being studied now, but he doesn't know how big it needs to be, and would hate to see Swede Alley covered with a parking structure. Mr. Klingenstein noted that there may be more locals on Main Street if they could find a parking space. He emphasized that this is not a test, it has been a Council priority and a community priority for a long time. Paid parking is going to help some people make a decision about paying, car pooling, or using the mass transit system and there will be changes in habits from the top down.

Mayor Olch stated that he agrees with all of the Council members' comments and reiterated that there is some flexibility for solutions to employee parking as this is the most critical issue in the plan. He encouraged the public to work with the staff on options. A good point brought up this evening is that this is the future and beyond the Olympics. The Mayor noted his pride in the Council as a progressive and forward-thinking group and appreciated the merchants who have participated in the process. The Council is listening and is concerned, and it hopes that it is making the right decision. The Mayor requested a motion (see (b) below):

(b) Authorize staff to enter into a contract not to exceed $266,952 for the purchase of 31 pay and display meters, 10,000 mag striped cards, card processing software, and hand held data terminal - Paul Sincock, "I move that we authorize staff to enter into a contract not to exceed $272,500 for the purchase of 31 paid and display meters, mag striped cards, card processing software, and hand held date terminals, etc.". Hugh Daniels seconded. There was discussion about the number of meters in each zone, the spare and training meters, prompted by a question from Roger Harlan. Roger Harlan personally felt that one meter at each level of the China Bridge Parking Structure would be adequate and that 28 would be sufficient. Ms. Kerr believed having them at one location would worsen circulation and they need to be conveniently placed. Paul Sincock pointed out the underground parking to be installed at Deer Valley and Park City Resorts which could be used as satellite parking in conjunction with transit. The private sector may help solve our problems and he believed this step needs to be taken.

Brian Anderson asked if Council is interested in the paint option discussed in work session. Ms. Kerr expressed her concern that the finish is now "graffiti proof" and didn't want to create a maintenance nightmare by repainting them. The Mayor asked if it is possible to have a darker color applied at the factory at no additional charge. A representative from Schlumberger indicated that meters are painted in France at the factory; France is on vacation the month of August and it will be difficult to meet the December 1 deadline. Staff was instructed to work with Schlumberger on another paint finish at no additional cost. Motion unanimously carried.

IX ADJOURNMENT

With no further business, the meeting of the City Council was adjourned.

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The meeting for which these minutes were prepared was noticed by posting 24 hours in advance and by delivery to the news media two days prior to the meeting.

Prepared by Janet M. Scott

PARK CITY SUMMIT COUNTY UTAH CORPORATE Seal MARCH 1, 1884

Janet M. Scott

Janet M. Scott, City Recorder

PARK CITY
1884

CITY COUNCIL STAFF REPORT

DATE:	**July 21,1997**
DEPARTMENT:	**Planning Department**
AUTHOR:	**Megan B. Ryan**
TITLE:	**Amendment to Lighting Standards in Chapter 9.5. (g) and (i) and Chapter 13.2 (c) of the Land Management Code**
TYPE OF ITEM:	**Legislative**

SUMMARY RECOMMENDATIONS: Discuss staff's recommendation on the proposed amendments to the standards for commercial and parking lot lighting in Park City. A public hearing is scheduled for this item on August 21, 1997.

DESCRIPTION:

A. Topic.

The following are proposed amendments to Chapter 9 and Chapter 13 of the Land Management Code in regards to lighting standards. The objective of these amendments is to provide for uniform, low glare, controlled, energy efficient light sources in our mountain community. These amendments will meet one of the City Council's 1996 top priorities.

B. Background.

Process to date:

The proposed amendments were discussed with at the Planning Commission level on the following dates:

1. Work Session - meeting of April 23.
2. A public hearing was held on May 14, 1997. No public testimony was given.
3. A second public hearing was held on June 25, 1997. No public testimony was given.

The Planning Commission voted on June 25, 1997 to forward a positive recommendation to the City Council on this item.

C. <u>Analysis.</u>

I. Why are we recommending these changes?

Lighting, in terms of "night sky" pollution was listed as one of the City Council's priority items of 1996. The staff brought initial revisions to the Planning Commission as a Work Session item in May and July of 1996. The Staff is now returning to those amendments and is requesting your review and input at this time.

The proposed amendments to Chapter 9 and Chapter 13 of the Land Management Code are being made because the current language needs to address several additional technical issues, and does not produce the result that was envisioned originally by staff. Lighting is an important element in the design of many projects and important in how it effects the overall character of our resort mountain community.

II. What are we proposing?

The staff is proposing to set uniform standards for light fixtures, wattage and light sources for the following uses in town:

1. multifamily buildings over four units
2. hotel, commercial and light industrial structures;
3. recreational areas;
4. parking lot lighting;
5. landscape lighting for commercial, hotel, multi-family over four units and light industrial developments;
6. billboards and other signs (advertising, business identification, or others)
7. street lighting;
8. outdoor product display area lighting;
9. building overhangs and open canopies (including gas stations);
10. underground parking garage entryways, and;
11. pedestrian thoroughfares.

III. How did we arrive at our proposal?

Lighting can be a fairly technical subject, in terms of describing, measuring, and designing it. To that end, the staff has enlisted the assistance of some lighting professionals to guide us through this process and their input is reflected in this report. Summit County is also proposing a lighting ordinance. Staff held a "lighting" class with the Summit County Planners and has drafted the amendments to be consistent with the County's ordinance.

The International Dark Sky Association, headquarters in Flagstaff, Arizona, was also contacted. A wealth of information was found in the library of this organization, including ordinances from other municipalities concerned with this issue.

Staff researched ordinances from Flagstaff, AZ., and Myrtle Beach. S.C., Lake Tahoe, CA., Juneau, AK, Vail, CO, San Diego, CA., Sedona, AZ and Carmel, CA. Staff is happy to share this information with any Council members. A limited amount of information has been attached as Exhibit B for your reading pleasure. The Dark Sky Association can be reached on the Internet at http://www.darksky.org for a complete catalogue of information.

IV. What Sections are we changing and are we consistent?

Staff is proposing language in this Section that will be consistent with lighting standards in the proposed revisions to the Municipal Sign Code and the lighting standards that are found in Section 540 in the Park City Design Standards - Construction Specifications and Standard Drawings. The proposed standards also reflect the lighting standards as suggested in the Park City Design Guidelines. (See Exhibit D) Staff will add graphic illustrations of the luminaire and shielding standards when this Section of the Land Management Code is reformatted in the next year. Our intent is to preserve the night sky through regulations that are easy to read and easy to implement.

V. What input did the Planning Commissioners forward?

In general the Commissioners supported the changes. Several suggestions were made by the Planning Commissioners in regard to the inclusion of the following:

1. regulations for residential lighting,
2. the issue of non-conformance, and;
3. additional criteria of review for light trespass on and off the property line.

Staff has considered all the following suggestions and has the following response:

1. Residential lighting - The regulations involved with single family residential lighting standards would be difficult to enforce with our current code enforcement staff of one or even two officers. If we were able to hire one code enforcement officer that was specifically designated to this job it may be a feasible alternative. Staff acknowledges the importance of minimizing residential lighting particularly on hillsides but feels at this time that we do not have the manpower to practically execute such regulations. As Chapter 9 is currently written it applies to all buildings in Park City and the section requiring shielding could be enforced on a complaint basis. We have only applied this to commercial structures in past practice. We will also encourage new subdivisions to incorporate lighting language in their Homeowner's CC& R's.
2. Non-Conformance - The Planning Commission suggested that we make the ordinance retroactive in the sense that all non-conforming projects would have to comply. The legal requirements in order to do this require an amortization schedule and a complex notice system. Although staff agrees that this step would get us much closer to the desired effect, we currently do not have the manpower to enact and administer such a program. We could enact this standard but we would not be able to follow through on it. Staff has suggested instead, in this ordinance that we get at compliance over time by requiring any change of use to comply with the new standard. With the recent development and redevelopment rate in the commercial districts it is likely that ample opportunities will occur to bring non-conforming lighting into compliance.
3. Light trespass measurements. - Summit County is currently proposing to enact as part of their ordinance a measurement tool for light trespass off the property line. Their

ordinance calls for measurements to be taken from 70' away from the fixture. No light trespass should be visible from this point. The staff does not support this criterion because we don't believe we can practically implement this. We believe by regulating the fixture, the light source and the wattage or output that we won't have excessive light spillover.

4. The staff internally raised concerns over making sure that the new regulations provided for fixtures in the Historic District that perhaps emulated older fixtures. Most manufactures can provide reflective elements that will direct the light downwards even if a portion of the bulb is exposed. Staff also believes that with the wattage and light source the allowance on unique fixtures in the Historic District should be allowed. A section to that effect has been included in the proposed changes.

VI. What are the Changes?

The proposed changes apply to Sections 9.1, and 9.5 (g) and (i) and 13.2 (c) of the Land Management Code. On Sections 9.1 and 9.5 (g) the proposed amendments follow the text of the existing code. Staff has significantly altered the format and order of Section (i) and has **provided the existing code first and the rewrite second.** Section 13.2 (c) is provided last.

CHAPTER 9. ARCHITECTURAL REVIEW

9.1. **POLICY AND PURPOSE**. As a community dependent upon the tourism industry, the atmosphere and aesthetic features of the community take on an economic value for the residents and property owners of Park City. It is in the best interests of the general welfare of the community to protect the aesthetic values of the community through the elimination of those architectural styles, and those building materials which, by their nature, are foreign to this area, and this climate, and therefore tend to detract from the appearance of the community. Park City's older neighborhoods are a National Register Historic District, which is a point of considerable importance to the tourism industry. New development, while distinct from the Historic District, should not detract from it. Park City is densely developed due to the shortage of level, buildable land. The effects of one development are felt on the community as a whole. It is the policy of the City to foster good design within the constraints imposed by climate, land ownership patterns, and a unified architectural theme.

Proposed Addition:

It is also the intent of this section to encourage lighting practices and systems which will minimize light pollution, glare, and light trespass; conserve energy and resources while maintaining night time safety, utility, and security; and curtail the degradation of the night time visual environment. It is recognized that the topography, atmospheric conditions and resort nature of Park City are unique and valuable to the community. The enjoyment of a starry night is an experience the community desires to preserve. The City of Park City, through the provisions herein contained, promotes the reduction of light pollution that interferes with enjoyment of the night sky.

9.5

(g) Skylights and Solar Panels. Skylights and solar panels must be designed to fit flush with the roof surface, or up to a maximum of two feet above the roof's surface. No reflective materials may be used unless thoroughly shielded to prevent reflection into adjoining or nearby properties.

Proposed Addition:

Lighting directed upwards, or resulting in direct illumination of skylights is prohibited.

Existing Code:

(i) Lighting. With the exception of Americans with Disabilities Act lighting requirements and street lighting (regulated separately under Section 540 of the following design standards shall apply when exterior lighting is proposed and/or required:

1. Shielding. Exterior lighting shall be shielded and directed downward so that the light source (the actual bulb) is not visible from beyond the property line on which the structure is located. Exterior lighting shall not project above the horizontal plane of the building.

2. Color. Warm lighting colors are required. The blue-white colors of florescent and mercury vapor lamps are prohibited. Lamps emitting a color temperature in excess of 5,000 degrees Kelvin are prohibited.

3. Parking Area Lighting. In parking lots, a minimum foot candle of 1.0 at the perimeter and between light sources, and a maximum of 5.0 foot candles under light fixtures are required. The height of light fixtures shall be in proportion to the building mass and no more than 14 feet high. When all businesses are closed, only a minimum of security lighting shall be maintained. Shielded spotlights may be used when highlighting trees, artwork or other special landscape features. Lighting fixtures affixed to structures for the purposes of lighting parking areas shall be prohibited.

4. Advertising. The operation of searchlights or similar sources for advertising, display or any other commercial purpose is prohibited.

Proposed Changes:

(i) **Lighting.**

Section 1. Purpose. The functional objectives in providing exterior area lighting are to illuminate areas necessary for safe, comfortable and energy efficient use. Lighting standards generally applied and recommended by the Illuminating Engineer's Society of North America may not necessarily be in accord with preserving the dark quality of the night sky in Park City.

Section 2. Conformance with applicable codes. All outdoor electrically powered illuminating devices shall be installed in conformance with the provisions of this Code, the Building Code, the Electrical Code, and the Sign Code under the appropriate permit and inspection.

Section 3. Definitions. As used in this Code, unless the context clearly indicates, certain word and phrases used in this chapter shall mean the following:

3.1. " Installed" means the attachment, or assembly fixed in place, whether or not connected to a power source, of any outdoor light fixture.

3.2. "Light Source" means a single artificial point source of luminescence that emits measurable radiant energy in or near the visible spectrum.

3.3. "Luminaire" means a complete lighting unit consisting of a light source and all necessary mechanical, electrical, and decorative parts.

3.4. "Footcandle" means a unit for measuring the amount of illumination on a surface. The measurement is candlepower divided by distance.

3.5. "Horizontal Footcandle (hfc)" means a unit of illumination produced on a surface, all points of which are one (1) foot from a uniform point source of one (1) candle.

3.6 "Average Footcandle (afc)" means the level of light measured at an average point of illumination between the brightest and darkest areas. The measurement can be made at the ground surface or at four to five feet above the walkway surface.

3.7. "Cutoff-type Luminaire" means a luminiare with elements such as shields, reflectors, or refractor panels that direct and cut off the light at a cutoff angle that is less than ninety (90) degrees.

3.8. "Partially Shielded" means luminaries that are constructed so that no more than ten percent of the light rays are emitted by the installed fixtures at angles above the horizontal plane as certified by a photometric test report.

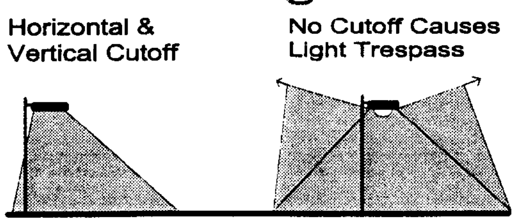
3.9 “Fully Shielded” means outdoor light fixtures shielded or constructed so that no light rays are emitted by the installed fixtures at angles above the horizontal plane as certified by a photometric test report.

3.10. “Filtered” means any outdoor light fixture which has a glass, acrylic, or translucent enclosure of the light source. Quartz glass does not meet this requirement.

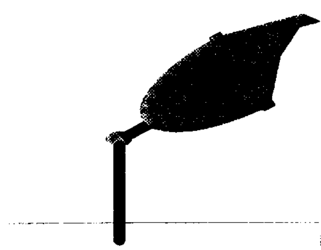
3.11. “Outdoor Light Fixture” means electrically powered illuminated devices, outdoor lighting or reflective surfaces, lamps and similar devices, permanently installed or portable, used for illumination or advertisement. Such devices shall include but are not limited to exterior lights for:

1. multifamily buildings over four units
2. hotel, commercial and light industrial structures;
3. recreational areas;
4. parking lot lighting;
5. landscape lighting for commercial, hotel, multi-family over four units and light industrial developments;
6. billboards and other signs (advertising or others)
7. street lighting;
8. outdoor product display area lighting;
9. building overhangs and open canopies (including gas stations);
10. underground parking garage entryways and:
11. pedestrian thoroughfares.

Pole Lights



Shielded Spot



Section 4. Approved Materials and Methods of Construction or Installation/Operation. The provisions of this code are not intended to prevent the use of any design, material or method of installation or operation not specifically prescribed by this Code, provided any such alternate has been approved. The building official may approve any such proposed alternate providing that he/she finds that it:

A. provides at least approximate equivalence to that applicable specific requirement of this Code
B. is otherwise satisfactory and complies with the intent of this Code; or has been designed
C. or approved by a registered professional engineer and content and function promotes the intent of this Code.

Section 5. Submissions of Plans and Evidence of Compliance with Code.

Sec. 5.1. Submission Contents. The applicant for any permit required by any provisions of the laws of this jurisdiction in connection with proposed work involving outdoor lighting fixtures shall submit (as part of the application for permit) evidence that the proposed lighting fixtures and light source will comply with this Code. The submission shall contain but shall not necessarily be limited to the following, all or part of which may part or in addition to the information required elsewhere in the laws of this jurisdiction upon application for the required permit:

A. plans indicating the location on the premises, and the type of illumination devices, fixtures, lamps, supports, reflectors, installation and electrical details;
B. description of illuminating devices, fixtures, lamps, supports, reflectors, and other devices and the description may include, but is not limited to, catalog cuts by manufacturers, and drawings, (including section where required);
C. photometric data, such as that furnished by manufacturers or similar showing the angle of the cut off or light emission. The staff may also request a point by point light plan if necessary.

Section 5.2. Lamp or Fixture Substitution. Should any outdoor light fixture or the type of light source therein be changed after the permit has been issued, a change request must be submitted to the Community Development Department for approval, together with adequate information to assure compliance with this Code, which must be received prior to substitution.

Section 6. Shielding. All non-exempt outdoor lighting fixtures shall have shielding as required by Table 6 of this Code.

6.1 Historic District Shielding Exemption. Fixtures in the HR-2, HTO, HCB, and HRC Zoning Districts that replicate a historic fixture shall be permitted to be installed without partial shields with the approval of the Community Development Director. Refractors that direct the light downward shall be installed if the bulb is exposed. Wattage and light source requirements as outlined below apply to all zones throughout the City.

Table 6. Permitted Light Sources, Shielding and Maximum wattage requirements.
"X" denotes the requirement.

Light Source	Fully Shielded	Partially Shielded	Wattage (Maximum per fixture)
Amber High Pressure Sodium[1] (Color Corrected)		X	75
Metal Halide[2]	X		1000
Low Voltage/Halogen[3]		X	50
Fluorescent[4]		X	75
Other Sources	* As approved by the Community Development Director		

[1] This is the standard light source for Park City and Summit County unless otherwise noted in a specific section. Fully shielded fixtures are preferred but not required with this light source. Other sources are only permitted as noted. Wattages outlined are the maximum and can be decreased under the building permit review process depending on the number and location of the fixture on each project. In no case shall the levels be reduced to levels below the Illuminating Engineering Society (IES) minimum standards.

[2] Metal Halide sources shall be permitted only for recreational sport field or ski area uses and installed only in fully enclosed luminaries. Metal Halide lights shall also be filtered.
[3] Low voltage/Halogen sources are permitted in landscaping lighting only
[4] Fluorescent sources shall only be used for exterior lighting upon approval of the Community Development Director in specific cases where safety or hardship issues are demonstrated.

Section 7. Gas Station Canopies. Gas station canopies may not exceed an average light level of thirty (30) foot candles and the maximum point should not exceed sixty (60) foot candles within the area directly underneath the canopy.

Section 8. Area Lighting - Building Canopy and Soffit, Wall Mounted. Area, stand alone or wall mounted fixtures shall not be mounted above eighteen feet (18) as measured from the top of the fixture to the adjacent grade or horizontal plane being lit by the fixture.

Section 9. Landscape Lighting. The primary function of landscape lighting is to provide illumination for pathways, steps, and entrances to buildings.

9.1 Pathway lighting. Two types of lights are selected: Three-foot bollards with louvers and ten-foot, pole mounted, down-directed luminaries. Bollard lights may be low voltage or up to 50-watt incandescent bulbs. The intent of pathway lights is to provide pools of light to help direct pedestrians along the path, not to fully illuminate the path. Steps and path intersections should be illuminated for safety. A maximum foot candle permitted on the ground is 3 horizontal foot candles or less.

9.2 Highlighting, backlighting. Only low voltage systems are permitted. Lights must be partially shielded and light must not be directed off the property. A maximum foot candle permitted at 10' is 0.6 horizontal foot candles. Up-lighting is prohibited.

9.3 Moonlighting. Low voltage systems may be placed in trees or on buildings to give the effect of moonlight. Lights must be down-directed and partially shielded. A maximum foot candle permitted at 10' is 0.25 horizontal foot candles. Up-lighting is prohibited.

Section 10. Recreational Lighting. Because of their unique requirements for night time visibility and their limited hours of operation, baseball diamonds, playing fields, tennis courts and ski area runs may use the light source permitted under Table 6 of this Section of the Code with the following conditions and exceptions:

10.1. The height of outdoor recreational posts shall not exceed seventy (70) feet above natural grade.

10.2. All fixtures used for event lighting shall be fully shielded as defined in Section 3 of this Code, or be designed or provided with sharp, cutoff capability, so as to minimize up-light, spill light and glare.

10.3. Recreational lighting shall be turned off within 30 minutes of the completion of the last game. Lighting shall not be utilized past 11 p.m.

Section 11. Outdoor Display Lots. Any light source permitted by this Code may be used for lighting of outdoor display lots such as but not limited to, automobile sales or rental, recreational vehicle sales, building material sales, and seasonal goods, provided all the following conditions are met:

11.1. All fixtures shall be fully shielded as defined in Section 3 of this Code.

11.2. Display lighting shall be turned off within 30 minutes of closing of the business. Any lighting used after 11 p.m. shall be used as security lighting. Security lighting shall be required to be motion sensitive and not permanently illuminated.

Section 12. Prohibitions. The following light fixtures and light sources are prohibited: Mercury Vapor Lamps, Laser Light sources, Unshielded Floodlights or Spotlights, and Searchlights.

Section 13. Other Exemptions.

13.1. Nonconformance. All other outdoor light fixtures lawfully installed prior to and operable on the effective date of the ordinance codified in this chapter are exempt from all requirements of this Code. There shall be no change in use or lamp type, or any replacement or structural alteration made, without conforming to all applicable requirements of this code.

13.2. Fossil Fuel Light. All outdoor light fixtures producing light directly by the combustion of natural gas or other fossil fuels are exempt from the requirements of this Code.

Section 14. Temporary Exemption.

14.1 Requests. Any person may submit a written request to the Community Development Director for a temporary exemption request. A temporary exemption request shall contain the following information:

A. Specific exemption or exemption request;
B. Type and use of outdoor light fixture involved;
C. Duration of time for requested exemption;
D. Total wattage;
E. Proposed location on site;
F. Description of event or reason for need of exemption;
G. The Community Development Department staff may require such other data as deemed necessary.

14.2. Approval; Duration. The Community Development Department shall have ten business days from the date of a complete submission of the temporary request to act, in writing, on the request. The Community Development Department shall approve the request if it finds that the exemption is necessary for public safety, security or other public necessity and the exemption does not materially subvert the purpose of this Chapter. If approved, the exemption shall be valid for not more than thirty days from the date of approval. The approval shall be renewable by the Community Development Director upon consideration of all the circumstances and provided a finding of public safety/necessity is made, and no intent to circumvent the intent of this chapter is present. Each such renewed exemption shall be valid for not more than thirty days.

14.3. Denial/Appeal. If the request for a temporary exemption is denied, the person making the request, in writing, may appeal the decision to the Planning Commission within ten (10) days of the denial as provided for in Chapter 3 of this Code.

Chapter 13, Off- Street Parking
Section 13.2 (c)

EXISTING:

Lighting. Lots shall be illuminated with standards arranged so as to reflect light away from any adjoining residential buildings.

PROPOSED:

Parking Lot Lighting.
Amber colored high pressure sodium or amber colored low pressure sodium color corrected light sources are the light sources permitted for this use. Lighting fixtures affixed to structures for the purposes of lighting parking areas shall be prohibited. Light levels should be designed with minimum trespass off-site by using a cut-off luminaire that is fully shielded with no light distributed above the horizontal plane of the luminaire.
1. Maximum Light Distribution. For uniformity in lighting and prevention of shadows, an average horizontal foot candle (hfc) of three, (3), over the site is the maximum allowed. Lighting pole height, or luminaire mounting height, should be related to the size of the parking lot, building mass, location of the site with respect to other lighting sources, and surrounding land uses.
2. Pole Height. Luminaire mounting height shall be in the range of 14', 16', 18' or 20' as determined by the Community Development Department. The maximum height shall only be permitted at the review and approval of the Community Development Department with specific findings. In general, higher poles would be considered appropriate for large parking lots exceeding 200 stalls that are not in close proximity to residential areas. Topography or other site features may also warrant the use of taller poles.
3. Wattage. The luminaire for 14 and 16 foot poles shall not exceed 100 watts. The lamp for 18 and 20 foot poles shall not exceed 200 watts. Wood fixtures and fixtures mounted on wooden poles are encouraged. They should be naturally stained or painted in earth tones. If metal poles are used they should be black, dark brown or earth tone. Landscape planting at the base of poles is encouraged.
4. Underground Parking Garage Entryways. Light sources within the first thirty feet of an open garage entryway shall be amber colored high pressure sodium color corrected light sources with partially shielded fixtures.
5. Submission requirements. The submission shall contain but shall not necessarily be limited to the following, all or part of which may part or in addition

to the information required elsewhere in the laws of this jurisdiction upon application for the required permit:

A. plans indicating the location on the premises, and the type of illumination devices, fixtures, lamps, supports, reflectors, installation and electrical details;
B. description of illuminating devices, fixtures, lamps, supports, reflectors, and other devices and the description may include, but is not limited to, catalog cuts by manufacturers, and drawings, (including section where required);
C. photometric data, such as that furnished by manufacturers or similar showing the angle of the cut off or light emission. The staff may also request a point by point light plan if necessary.

D. <u>Department Review</u>
The Community Development Department and Legal Department have reviewed this draft ordinance.

PUBLIC INPUT

Two public hearings have been held at the Planning Commission. A hearing is scheduled before the City Council on August 14, 1997.
No input was given at either of the Planning Commission meetings. The notice for both hearings for these proposed amendments was noticed in the Park Record 14 days prior to the public hearing.
Two phone calls have been received from residents, one from Kevin Damen and one from David Berry. Both were interested in learning about the proposed amendments and Berry, an Aerie lot owner, specifically wanted the Commission to consider regulating obtrusive lights on hillside residences.

SIGNIFICANT IMPACTS:

The proposed amendments will hopefully clarify the existing confusion in the current application of the lighting standards and:

- The enforcement time will not be increased through neither these changes nor the building permit review process.
- Property owners will incur additional expense by having to retrofit any unshielded light sources or fixtures that do not accommodate high pressure sodium bulbs.
- New developments will not incur any additional costs and will actually recoup costs over the long run by using energy efficient, low maintenance light sources.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION:

Without taking the recommended action as the buildout of the city occurs the ability of visitors and residents to see the night sky will diminish. With the recommended action we may be able to preserve at least one element of the mountain community in which we live.

ALTERNATIVES

A. **Leave the amendments as currently drafted.**
B. **Modify the proposed changes.**
C. **Rethink the ordinance entirely.**

RECOMMENDATION:

Discuss at Work Session and direct staff as to any changes modifications or redirection of the proposed changes.

EXHIBITS – (Under Separate Cover)

Exhibit A - Summit County Draft Lighting Ordinance
Exhibit B - Night Sky Information
Exhibit C- Excerpts on lighting from the Park City Design Standards - Construction Specifications and Standard Drawings and the Park City Design Guidelines.
Exhibit D - Minutes from 1997 Planning Commission meetings

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CITY COUNCIL STAFF REPORT

DATE: **July 31, 1997**
DEPARTMENT: **Planning Department**
AUTHOR: **Alison Kuhlow**
TITLE: **Revisions to Title 12, Signs, of the Park City Municipal Code**
TYPE OF ITEM: **Work Session and Public Hearing**

SUMMARY RECOMMENDATIONS:
Discuss Staff's recommendations on the proposed amendments to Title 12, Signs, of the Municipal Code. A Public Hearing is scheduled for this item on August 21, 1997.

A. Topic:

Proposed amendments to Chapter 12 of the Municipal Sign Code.

B. Background:

In October 1995, the staff initiated the proposed amendments to the Sign Code. Over the course of the last two years, a public review process was conducted at the Planning Commission level. Three public hearings were held on the subject and the Main Street Merchants and the business community were all contacted by staff. In April of 1996, the City Council held a work session on the proposed amendments. Direction on several items were given to staff. In May of 1996, the ordinance was tabled until high priority scale projects had been completed. Please see Exhibit A for minutes of these past meetings.

C. Analysis:

Objective:

The purpose of the Sign Code is threefold:

1) To set forth explicit parameters which will enhance the appearance of the community by allowing businesses to clearly identify themselves;
2) To encourage aesthetically pleasing signs which complements the building architecture; and,
3) To give the business community very clear direction on what is permitted.

The proposed amendments were initiated with these parameters in mind. After the April 18, 1996 City Council Meeting, Staff re-evaluated certain elements in the proposed code, clarified definitions and reorganized the format for a more "user friendly" approach. The draft before you reflects these changes.

Outlined below is a summary of the major changes made to the ordinance since this was last brought before the Council.

(1) **<u>Section 12-4-1 Total Sign Area Requirements</u>**
The total area of all permanent signs on a building facade is currently limited to forty-five (45) square feet. Staff believed the standard was difficult to apply and negotiate so the following formula was devised and proposed at the City Council's April 18, 1996 Work Session.

> Linear frontage of a building X .66 = total square footage permitted, with a condition that sign area shall not exceed twenty (20) square feet of sign area per facade.

Council commented at the meeting that the formula seemed to restrictive, limiting size on a building's allowable sign area, which is currently forty-five square feet, down to twenty square feet per facade or less. Therefore, Staff has devised a new calculation which allows for the most flexibility between the common building frontage lengths of twenty-five feet to fifty feet.

The proposed calculation read as follows:
Each building tenant shall have a maximum sign area of fifteen (15) square feet per building facade. In no case, shall the combined sign square footage per facade exceed the following formula.

Linear frontage of building X .75 = maximum square footage permitted per facade

Master Planned Developments shall submit a request to the Planning Commission, at the time of MPD approval, for addition sign area. During this request the applicant shall submit a Master Sign Plan to the Planning Department specifying sign location and size. The Planning Commission shall review the Master Sign Plan and approve or deny the request for additional sign area.

This formula allows a consistent sign area for each tenant, and keeps the total sign area per building facade in proportion to the length of the building. Staff has included as an exhibit a chart showing the formula breakdown in regards to various building lengths (Please see Exhibit C).

(2) **<u>Section 12-4-4 Location on Building</u>**
A suggestion was made to allow second floor signs on historical buildings. Staff recommends keeping sign location restricted to the lower floor to be consistent with the existing sign code policy as stated in the Historic District Guidelines. Guideline Number 36 states that "Signs must be carefully located so they do not dominate the building they are trying to identify. Due to the pedestrian and slowly moving vehicle orientation of Main Street sign should be incorporated into the first floor design of the building."

(3) **<u>12-4-10 Illumination</u>**
The Guidelines proposed comply with the proposed lighting standards presented to the City Council this month by the Planning Department.

(4) **Chapter 9 Permitted Sign Regulations**

Staff has revised the Code into a new format. The format is inclusive in that all regulations that apply to a particular type of sign are placed it in one section. This will help the user find what they are looking for more clearly.

Several new types of signs have been added and the existing sign types have been clarified. Below are listed what the specific regulations regarding height and size for each sign type. The highlighted sign types indicate new types of signs.

SIGN TYPES AND SIZES

TYPE OF SIGN	EXISTING	PROPOSED APRIL 18, 1996	PROPOSED JULY 31, 1997
Awning/Canopy	20% of awing/canopy	20% of awning/canopy	20% of awning/canopy
Campaign	3 S.F./side	3S.F./side	3S.F./side
Changeable Copy	See Note [1]	See Note [1]	See Note [1]
Construction	36 S.F.	24 S.F.	24 S.F.
Directory	36 S.F.	20 S.F.	15 S.F./6' [2]
Display Boxes	None	None	6 S.F.
Entrance/Exit	3 S.F./5'	3 S.F./5'	3 S.F./5'
Flags	None	24 S.F.	24 S.F.
Free-Standing	45 S.F.	20 S.F./5'	20 S.F./6'
Hanging/Projecting	18 S.F.	8 S.F.	12 S.F.
Luminous Tube (Neon)	See Note [1]	See Note [1]	See note [1]
Menu/Event	2 S.F.	2 S.F.	2 S.F.
Real Estate	3 S.F.	3 S.F.	3S.F.
Subdivision	45 S.F.[3]	None	10 S.F./6'
Umbrella	None	5" Letters	5" Letters
Wall	45 S.F.	Linear footage of facade x .66	Linear footage of facade x .66
Window	no more than 50% of total window	1 S.F. each, no more than 30% of total window	1 S.F. each, no more than 30% of total window
Yard	3S.F./side	3S.F./side	3S.F./side

(5) **Chapter 12 Master Festival Sign Plan**

This section was developed to address signs associated with Master Festivals and other special events that occur in Park City. This does not at this time address the Olympics and any special regulations that may need to be implemented. Staff anticipates working with Frank Bell, Olympic Coordinator, in amending the Sign Code to add further language addressing the Olympics in the coming years.

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[1] All other size requirements set forth in this Code must be adhered to.

[2] Free-standing directory boxes are limited to a maximum height of 6'

[3] Permitted only as part of subdivisions of 50 lots or more or master planned developments

D. Items of Discussion

(1) New Formula

Staff would like input from the Council members on the new formula for maximum sign area per building facade. There are three alternatives of which currently exist.

(a) Keep the sign area allowed in the current code, which is 45 square feet per building face or 36 square feet per building face if used in conjunction with a Free-Standing Sign, regardless of the number of business occupying a building. The Planning Commission, under the current code has the ability to grant an exception that would allow no more than 5% of the building face.

(b) Adopt the recommend formula presented in the April 18, 1996 City Council Meeting, which states that the maximum area of all permanent signs on the building face shall be calculated by the following formula:

MAXIMUM TOTAL SIGN AREA=Linear frontage of building facade X .66

Additionally, the maximum area of all permanent signs shall not exceed twenty (20) square feet per building face, or ten (10) square feet if used in conjunction with a free-standing or monument sign.

In the case of a multi-tenant, mixed use, or retail buildings, the Planning Department may grant additional sign area on a building face with more than fifty (50) feet of linear frontage, but in no case may the total sign area exceed 5% of the building face to which it is attached.

(c) Adopt the formula proposed in the current revisions.

(1) Sizes of Signs

Are the revised sizes and heights appropriate for each sign type?

(2) Subdivision Signs

Should there be specific criteria in the Code to address these? Should there be a uniform type?

E. Department Review:

The Community Development and Legal Departments have reviewed the proposed amendments.

F. Public Input

In 1996, the Planning Commission held three public hearings during their review of the Code revisions and encouraged the staff to solicit public input. Staff also met with the Main Street Merchants Association to review the proposed changes. Subsequent meetings between members of a sign committee formed by the Association and the Planning Staff took place to discuss additional changes to the Code. Staff worked with these groups to rework the proposed amendments. The Merchants generally support the current draft and in addition recommended that the staff emphasize pre-application conferences to familiarize applicants with the design standards and review process. As a result of these discussions, Staff will revise the business license brochure to include information about sign permit applications.

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The Park City Board of Realtors was also notified of the pending revisions and a draft was sent to the Prospector Square Property Owners Association.

In the last month, Staff has again distributed copies of the latest Sign Code revision to the Chamber of Commerce, local sign companies and various City Departments. No comments were made at the time this report was written.

Staff has scheduled a Public Hearing to address the proposed amendment tot the Sign Code for the August 21, 1997 City Council Meeting

RECOMMENDATION:
The Planning Department requests that the City Council review the proposal and give Staff input on the issues discussed above.

Exhibits
Exhibit A - Minutes from 1996 meetings
Exhibit B - Proposed Sign Code
Exhibit C - New Formula Breakdown

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anyone regarding this matter. Ms. Kerr felt it would be helpful to look at new buildings. In response to a question from Don Bloxom, Mr. Lewis indicated that the square footage of these buildings are close to 2,000 square feet, depending on the lot.

With no further comments, the public input session was closed.

III COMMUNICATIONS FROM COUNCIL AND STAFF

Senior Center luncheon - Toby Ross advised Council that the seniors will be hosting a luncheon on May 2 at noon.

IV MINUTES OF WORK SESSION NOTES AND MEETING OF APRIL 4, 1996

Roger Harlan corrected a name in the minutes. Roger Harlan, "I move acceptance of the Minutes as amended". Shauna Kerr seconded. Motion unanimously carried.

V PUBLIC HEARINGS

1. An ordinance approving a record of survey for the Mountainview Condominiums and amending the amended Park City Survey, Lots 5, 6, 24 and 25, Block 66, located at 267 and 269 Deer Valley Drive, Park City, Utah - Planner Kirsten Whetstone explained that there is an existing duplex at 267-269 Deer Valley Drive which sits on four lots. Approval would condominiumize two units and at the same time will create one legal lot for the structure. With no comments or questions, the public hearing was closed.

2. An ordinance approving an amendment to the Snyder's Addition to the Park City Survey, Portions of Lots 24, 25, and 27, Block 29, to be known as the Wilson Resubdivision located at 934 Lowell Avenue, Park City, Utah - Kirsten Whetstone explained that this is a lot combination to create a single lot for the construction of a single family house. Ms. Whetstone explained the ownership in the area in response to a question from Ms. Kerr. There has been no input from neighbors. With no comments or questions, the public hearing was closed.

3. Ordinance repealing Title 12, Sign Code, of the Municipal Code of Park City, Utah and replacing it in its entirety - Planner Janice Lew explained that the revisions suggested by staff further clarify existing regulations and add language for signage not previously addressed by the Code. There are definitions for new signage, and amended size requirements from 45 square feet to 20 square feet on a building facade. This includes a formula which calculates the square footage permitted. With these amendments, free-standing, window, projecting, hanging, temporary construction and directory signs have been down-sized. Staff is proposing a change to the review process for requests to increase the amount of signage on multi-tenant and mixed use buildings which could be approved by the Planning Department as opposed to going to the Planning Commission. Lighting plans will be considered during the review process for sign proposals and spot and flood lights are prohibited. There is also language to address seasonal lighting. There is a reduction to the monument height to five feet, as well as proposing limitations to where these signs can be constructed. Ms. Lew clarified that they would be limited to basically commercial zones. There is now language and criteria addressing flags and umbrellas, and subdivision temporary signs. The Mayor invited the public to comment.

Bill Coleman, resident and businessman, relayed that he didn't feel that the business community was aware of how massive the changes are and it has been downplayed. Although this would make staff's job easier, Council needs to examine the economic impacts. The Planning Commission modified a couple of the sections, and business groups in town have reviewed the ordinance. Mr. Coleman stressed that the Sign Code was designed for Main Street and it didn't take into considerations businesses north of the 7-11. He believed that the biggest problem is the sign reduction and the Planning Commission recommended leaving the 45 square foot maximum. He added that this ordinance is poorly written and doesn't take into consideration existing signage and there is a huge economic impact to bring signage into conformance. Mr. Coleman didn't believe that businesses will be aware that they have to move their signs and felt that the illumination section could be more creative. He didn't feel that monument signs should be eliminated in the RDM Zones. He complained that he has to put a sign five feet from his window at his Main Street building resulting in a waste of space in his office and creating an economic hardship. He felt that the seasonal lighting deadline should be extended to April 15 and the five foot sign height seems impractical with the amount of snow. It is his understanding that you can't have a sign on your car and park it in the Main Street right-of-way which would be difficult to enforce and is "silly". Mr. Coleman continued that it may be good to limit subdivision monument signs, but it would be better to standardize them. He criticized the resulting "Dan's" sign which defeats common sense. He again emphasized the importance that the ordinance deal with all parts of town; this is not a housekeeping matter and the non-conformance language should be stricken. Mr. Coleman concluded that this is an overreaction to problems that really don't exist.

Janice Lew stated that it may be helpful for her to meet with Mr. Coleman. With no further comments or questions, the Mayor invited the Council to comment.

Hugh Daniels stated that he does support a strict sign code, but is concerned about over-regulation, increased staff workload, and the financial impact to businesses. He felt that 45 feet to 20 feet seems extreme and a 4.5 x 4.5 configuration is not a big sign, particularly on a large building. There is a 5% exception which is a step in the right direction, but there is a fairness flaw as it relates to a one lot building and two lot building on Main Street. He pointed out that a one story 50 foot wide building with 5% would be allowed a 30 square foot sign, however, if a building is less than 30 linear feet, the maximum would result in a 20 square foot sign. He agreed with Mr. Coleman that there are two different areas in town. Mr. Daniels was not sure if signage is as big a problem as staff perceives it. He continued that Council is constantly talking about traffic and circulation and he would not want it harder for motorists to find businesses. Businesses need some reasonable signage to get people into their doors, and successful businesses are good for our community. With regard to illumination, he did not want the ability to light Historic District signs in an historic manner. He appreciated the Assistant City Attorney's comments with regard to content of signs. Monument signs have been decreased by 45% and height by 50% as are frontage signs and he reiterated his comments about people not circling to find a business. Projecting signs have been reduced by 55% to eight square feet and this is a huge decrease. Mr. Daniels felt that the City would be jeopardizing many good signs on Main Street. He understood the concerns with logo flags but pointed out that if the U. S. Ski Team flew its flag, it would be counted as signage, but if that same flag were in front of First Security Bank, it would be allowed as supporting an organization and not considered advertising. He felt that flags are going to be a problem in prohibiting and noted that America's Opening has many flags but that could be tied to a master festival license. Mr. Daniels stated that he does not have a problem with the size of the flag or flagpole but the pole now has to be brown, black or bronze. He asked if the flagpole would have to be replaced and flagpoles are costly items as are interior halyards. He stated that the City has anodized aluminum flagpoles and has five flags at the corner of Heber Avenue and Deer Valley Drive and believed that only three are allowed. Mr. Daniels agreed with Mr. Coleman that the replacement of non-conforming signs is a big expense to the community, including leased signs. Mr. Daniels stated that he continues to be supportive of a strong sign code, but this has not been thought through clearly. Paul Sincock agreed. Ms. Kerr pointed out that there is provision for directional signage for entertainment centers with more than 3,000 seats. Since there is no situation like that here, but the Performing Arts Center will be coming on with 1,200 seats, suggested that there be provision for that number. She added that the definition of umbrella is not correct, and the setbacks of the frontage protection zone should be clarified. Mr. Harlan discussed the lack of dealing with non-conforming signs in the current code and felt that the City would be criticized if it started to enforce the sign code. He also felt that the economic impacts of replacing signs would be substantial. Roger Harlan discussed subdivision monument signs, and particularly the Prospector Park sign which indicated a pride in the neighborhood. He discussed the expense in replacing signs, and not removing certain signs, but maybe bringing a uniformity of design. Janice Lew explained that notice would be given of a non-conforming sign. Staff has not been providing notice or enforcing non-conformance, but rather achieving conformance with new revisions. Mr. Harlan felt that there would be questions of why staff has not been enforcing it when it has been on the books, and why is it now going to be enforced. Shauna Kerr felt that rather directing staff to put more effort into enforcement to make sure that new applications meet the code. Mr. Klingenstein agreed with many of the comments and felt that the 45 square feet is working and that there may be language to clarify determinations based on scale. He echoed Commissioner Calder's comments that enforcement is a problem already.

The Mayor reported that there will be a work session on May 2 and the public hearing will be continued as well. Hugh Daniels, "I move that we continue the public hearing on the ordinance repealing Title 12, Sign Code, of the Municipal Code of Park City, Utah and replacing it in its entirety to May 2". Shauna Kerr seconded. Motion carried unanimously.

4. Authorize staff to apply for $638,850 in FTA Section 5311 grant funds toward the purchase of one compressed natural gas trolley vehicle, and three diesel coaches - Hope Bleecker explained that the City will be submitting a grant application to fund the purchase of the trolley and diesel coaches. The Mayor invited the public and the Council to comment. Hearing none, the public hearing was closed.

VI CONSENT AGENDA

Shauna Kerr, "I move approval of the consent agenda Items 1 through 6". Chuck Klingenstein seconded. Discussion ensued regarding Item 3, and the bid amount for Staker Paving was clarified. Motion carried unanimously.

1. An ordinance approving a record of survey for the Mountainview Condominiums and amending the amended Park City Survey, Lots 5, 6, 24 and 25, Block 66, located at 267 and 269 Deer Valley Drive, Park City, Utah - See public hearing and attached staff report.

TITLE 12 - SIGN CODE

1996 Proposal

Building Facade Length	Total 66%	Maximum area of permanent	With 5% Exception
12	7.92	7.92	None
15	9.9	9.9	None
18	11.88	11.88	None
21	13.86	13.86	None
24	15.84	15.84	None
25	**16.5**	**16.5**	**None**
27	17.82	17.82	None
30	19.8	19.8	None
33	21.78	20	None
36	23.76	20	None
37.5	**24.75**	**20**	**None**
39	25.74	20	None
42	27.72	20	None
45	29.7	20	None
48	31.68	20	None
50	**33**	**20**	**67.5**
55	36.3	20	74.25
60	39.6	20	81
65	42.9	20	87.75
70	46.2	20	94.5
75	**49.5**	20	101.25

5% exception is based on a building height of 27'

The code proposed at the April 18, 1996 City Council Meeting Proposed the following formula.

The maximum area of all permanent signs on the building face, including Window Sign, Wall Signs, Projecting Signs and Hanging Signs shall be calculated by the following formula:

MAXIMUM TOTAL SIGN AREA=Linear frontage of building facade X .66

Additionally, the maximum area of all permanent signs shall not exceed twenty (20) square feet per building face, or ten (10) square feet if used in conjunction with a free-standing or monument sign.

In the case of a multi-tenant, mixed use, or retail buildings, the Planning Department may grant additional sign area on a building face with more than fifty (50) feet of linear frontage, but in no case may the total sign area exceed 5% of the building face to which it is attached.

EXHIBIT C: FORMULA

1997 Proposal

Each building tenant shall have a maximum sign area of fifteen (15) square feet per building facade. In no case, shall the combined sign square footage per facade exceed the following formula:

Linear footage of building X .75 = maximum square footage permitted per facade.

Master Planned Developments shall submit a request to the Planning Commission, at the time of MPD approval, for addition sign area. During this request the applicant shall submit a Master Sign Plan to the Planning Department specifying sign location and size. The Planning Commission shall review the Master Sign Plan and approve or deny the request for additional sign area.

The table below demonstrates the formula break down in regards to various building lengths.

Building Facade Length	Total 75%	Number of Tenants	Total sign area per facade	What each tenant will have
25	**18.75**	**1**	**15**	**15**
25	**18.75**	**2**	**18.75**	**9.38**
25	**18.75**	**3**	**18.75**	**6.25**
27	20.25	1	15	15
30	22.5	1	15	15
33	24.75	1	15	15
36	27	1	15	15
37.5	**28.13**	**1**	**15**	**15**
37.5	**28.13**	**2**	**28.13**	**14.06**
37.5	**28.13**	**3**	**28.13**	**9.38**
39	29.25	1	15	15
42	31.5	1	15	15
45	33.75	1	15	15
48	36	1	15	15
50	**37.5**	**1**	**15**	**15**
50	**37.5**	**2**	**30**	**15**
50	**37.5**	**3**	**37.5**	**12.5**
50	**37.5**	**4**	**37.5**	**9.38**
60	45	1	15	15
70	52.5	1	15	15
75	**56.25**	**1**	**15**	**15**
75	**56.25**	**2**	**30**	**15**
75	**56.25**	**3**	**45**	**15**
75	**56.25**	**4**	**56.26**	**14.06**
100	**75**	**1**	**15**	**15**
100	**75**	**2**	**30**	**15**
100	**75**	**3**	**45**	**15**
100	**75**	**4**	**60**	**15**
100	**75**	**5**	**75**	**15**

EXHIBIT C: FORMULA

MINUTES

PARK CITY
1884

PARK CITY WORK SESSION NOTES
SUMMIT COUNTY, UTAH
JULY 3, 1997

Present: Mayor Brad Olch; Council members, Hugh Daniels, Roger Harlan, Chuck Klingenstein; Shauna Kerr; and Paul Sincock

Toby Ross, City Manager; Jodi Hoffman; City Attorney; Myles Rademan, Public Affairs Director; Nora Seltenrich, Special Projects Manager; Bob Stephens, Administrative Services Director

Tom Clyde, counsel for Island Outpost

1. **Council questions and comments.** In response to a question from Roger Harlan regarding negotiations on the Mountain Top water line easement, the City Manager relayed that Mr. Rossman is ill and unavailable. Mr. Ross indicated that he will be meeting with Mr. Rossman's daughter about the issue. Mr. Daniels suggested that Soaring Wings be contacted so that its bus is parked correctly at the Library and Education Center. He added that the road work at SR224 and Thaynes Canyon Drive has on-going a long time with no progress. He reported that the Summit County Olympic Committee has several subcommittees who met last week including logistics, public safety, communications, legacy, and cultural committees. There will be a newsletter on the progress of these various groups and there is a plan to send 20 Utah 7th graders to Nagano as a part of an essay project. At the end of the Nagano ceremonies, Salt Lake will have a five minute window to introduce the 2002 Winter Olympic Games and after that CBS will go live to Park City for a two hour show. Mr. Daniels brought up the interest of the Salt Lake Council jointly visiting cities with the Park City Council like Calgary or Atlanta. If Council is interested in these trips, he felt staff should be given some direction.

Mr. Ross discussed the length of the closed session and topics of the joint Planning Commission meeting scheduled next week. A public hearing on parking is also contemplated at 6 p.m. which may be somewhat controversial. Council agreed to meet as early as 1 p.m.

Myles Rademan noted that he sent invitations to the recent Olympic forums held in Park City last week and would be happy to follow up on a joint trip. There was discussion about the City trip to New Mexico.

Nora Seltenrich reported that the Park City Mountain Resort received a Large Scale Master Plan approval from the Planning Commission last Wednesday and to date there have been no appeals submitted. This project will be before the Council because of the height exception. In response to concerns raised earlier by Council regarding salaries for building officials, Bob Stephens reported that the City has hired another building inspector and added that ads will be run at both the senior and entry levels.

2. Review of regular meeting:

Island Outpost development agreement. Toby Ross pointed out that the Council has a draft of the agreement that will require some revisions. However, if Council is comfortable taking action, the technical corrections could be made. The agreement needs to be approved by August 1. Mr. Ross pointed out Mr. Daniels' concern about the City paying all of the soft costs and explained that we would pay only a proportional share of the soft costs and that will be clarified in the final document. There is language on Page 5 of the agreement that needs to be clarified about time limitations before and after the Olympics.

Mr. Ross continued that the chief issue for the Council is the participation in the parking structure. The City is a 48% partner in the parking and all of the parking is shared with regard to use based on the strategy that in the summer, there is more demand for the City and in the winter, the hotel. In the event parking is not met, the Golf Course Hotel could go under the driving range for additional parking. The parking structure is about a $2.2 million project, including all of the soft costs. The parking structure is the most expensive feature, followed by the pro shop and the cart storage which involves the City's participation. Roger Harlan pointed out that it may be incorrect to assume that the condominium owners will use the units more in the winter and there may be a shortage of parking. Mr. Ross explained that the condominium area has its own parking, but the hotel will be using the golf course hotel parking. He felt that even on a big weekend like the 4th of July, the hotel would not be full. He continued that the parking situation should be substantially improved that exists today with parking.

Tom Clyde, attorney for Island Outpost, commented that the obligation on the property is to provide 25 spaces and out of this agreement there is shared use of 210 which is a substantial improvement. Paul Sincock discussed discouraging free parking by people other than hotel guests and golf course patrons. Mr. Clyde estimated the impact fees to be paid to the City at $600,000. Mr. Ross pointed out the proposed alterations to the third and ninth holes. Construction is anticipated this fall and there will be temporary pro shop and parking area. There was discussion about allowing the Fire District to use the pro shop for fire suppression practice.

There was discussion about Council adopting the agreement "in substantially the same form" and staff obtaining the appropriate exhibits, as the agreement must be revised by August 1. Ms. Kerr emphasized that she wants to enter into the agreement " in the form" with the exhibits attached. Mr. Daniels agreed that the exhibits are important and although the concept of the agreement is sound, he would prefer to have a complete document. Ms. Hoffman stated that approval "in substantially the same form" would not result in any substantive change. Preservation of the trees was discussed. There was consensus among Council members to schedule this on the July 17 agenda for adoption. There was discussion about the lease with White Pine. The City Manager explained that it is hoped that the pro shop will be large enough to accommodate a year-round golf operations office. Bob Johnston emphasized that the City will now be responsible for costs, and as a result, the White Pine lease will increase and this issue needs to be worked out with the tenants. Mr. Johnston felt that the temporary space will work out in the interim for White Pine, but the real issue will surface when the permanent building is occupied.

Impact fees. Toby Ross indicated that there has been no input received regarding impact fees.

Prepared by Janet M. Scott

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
JULY 3, 1997

I ROLL CALL

Mayor Brad Olch called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, July 3, 1997. Members in attendance were Brad Olch, Hugh Daniels, Roger Harlan, Shauna Kerr, Chuck Klingenstein, and Paul Sincock. Staff present were Toby Ross, City Manager; Jodi Hoffman, City Attorney; and Lloyd Evans, Chief of Police..

II PUBLIC INPUT

The Mayor invited the public to comment on any matter of City business not scheduled on the agenda. Hearing none, the public input session was closed.

III COMMUNICATIONS FROM COUNCIL AND STAFF

Swearing-in of Police Chief Lloyd Evans - The Mayor stated that it is a real honor for him to swear a new Chief of Police and Lloyd Evans took the oath of office. The audience was invited to attend a reception to celebrate Chief Evans' appointment.

IV WORK SESSION NOTES AND MINUTES OF JUNE 12, 1997 AND MINUTES OF MEETING OF JULY 19, 1997

Hugh Daniels, "I move approval of the Minutes of June 12 and June 19 (as corrected)" . Shauna Kerr seconded. Motion unanimously carried.

V PUBLIC HEARING

Continuation of hearing on an Amendment to Title 11, Chapter 13, Impact Fees, of the Park City Municipal Code - The Mayor noted that this matter has been discussed on several occasions and a public hearing has been held previously. With no comments or questions from the Council or the public, the public hearing was closed.

VI NEW BUSINESS

1. Amendment to Title 11, Chapter 13, Impact Fees, of the Park City Municipal Code - Shauna Kerr, "I move approval of the amendment to Title 11, Chapter 13, Impact Fees". Hugh Daniels seconded. Motion unanimously carried.

2. Consideration of Island Outpost Development Agreement - Shauna Kerr, "I move to continue to the July 17 meeting so that we can finalize the agreement and have all of the exhibits attached". Paul Sincock seconded. Motion unanimously carried.

VII ADJOURNMENT

With no further business, the meeting of the City Council was adjourned.

MEMORANDUM OF CLOSED SESSION

The City Council met in closed session at approximately 3 p.m. Members in attendance were Mayor Brad Olch, Hugh Daniels, Roger Harlan, Shauna Kerr, Chuck Klingenstein, and Paul Sincock. Staff present were Toby Ross, City Manager; Mark Harrington, Assistant City Attorney; and Jodi Hoffman, City Attorney. Shauna Kerr, "I move to close the meeting to discuss litigation". Hugh Daniels seconded. Motion carried unanimously.

The meeting opened at approximately 4:45 p.m.

* * * * * * * * * * *

The meeting for which these minutes were prepared was noticed by posting 24 hours in advance and by delivery to the news media two days prior to the meeting.

Prepared by Janet M. Scott

Janet M. Scott, City Recorder

MEETING RECOMMENDATIONS

CITY COUNCIL
STAFF REPORT

DATE: **July 21, 1997**
DEPARTMENT: **Planning Department**
AUTHOR: **Megan B. Ryan**
TITLE: **158 Main Street**
TYPE OF ITEM: **Plat amendment**

SUMMARY RECOMMENDATIONS: Staff recommends that the City Council conduct a public hearing and consider the Planning Commissions positive recommendation, as conditioned, for the proposed plat amendment to combine Lot 5 and the northerly 16' of Lot 6, Block 20 and a metes and bound parcel of the Park City Survey.

DESCRIPTION:

A. Topic.

Applicant: Jerry Saldarini
Location: 158 Main St.
Zoning: HR-1 - Residential
Adjacent Land Uses: Residential
Date of Application: April 29,1997

B. Background.

The applicant owns a historic structure at 158 Main Street. The owner wishes to add a small addition to the rear of the house. Upon submitting the designs for review for compliance with the Historic District Design Standards the applicant was made aware that the existing structure was built over two platted lots. A rear piece of property, under a metes and bounds description is also under the same ownership.

The applicant is requesting to amend the plat to combine the two lots and one parcel in order to clean up the ownership and to proceed with the possibility of an addition. The proposed addition consists of one bedroom and a garage and will be reviewed and approved through the HDC design process pending the outcome of this plat amendment request.

C. Analysis

The plat amendment will allow for an addition to the structure that increase the viability of the historic structure and will correct the legal description of the parcels in question. Staff has reviewed the information submitted and supports the amendment for the reasons stated above.

D. Department Review

The Community Development Department and City Attorney's office have reviewed this application for compliance with the Land Management and Utah State Codes.

PUBLIC INPUT

The project was posted and noticed on June 10, 1997 to all property owners within 300'. At the Planning Commission hearing two comments were given in regards to the rationale behind the city request for a ten-foot snow storage easement.

The staff explained that on each subdivision and plat, particularly in Old Town, the request is made so that City crews can potentially put snow in these areas. The vacant areas available for snow storage have diminished with the City's buildout and each reasonable opportunity for storage areas is negotiated in an effort to hold down the skyrocketing costs of snow removal in Old Town. It should also be noted that the easements typically coincide with the front yard setbacks, areas that are by code to be unobstructed. In this case the applicant has not agreed to a snow storage easement on the front of her property.

ALTERNATIVES

A. Adopt the ordinance as proposed or with modifications.
B. Deny the proposed ordinance.
C. Continue the item for further discussion and/or additional input from Staff.

SIGNIFICANT IMPACTS:

The proposed amendment will create one large parcel that is approximately 41'x 80'. This does create a lot size that could accommodate a duplex structure under the zoning regulations. The existing historic structure however could only be removed if a Certificate of Demolition was approved. The applicant is not proposing to replace the structure but instead upgrade and add to it in order to maintain its viability. The historic structure could not be converted into a duplex as it stands today.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION:

If the amendment did not occur the structure could not be added on to and the legal record would remain as currently platted in two lots and one parcel.

RECOMMENDATION:

Staff recommends that the City Council conduct a public hearing and consider adopting the proposed plat amendment to combine Lot 5 and the northerly 16' of Lot 6, Block 20 and a metes and bound parcel of the Park City Survey based on the following:

Findings:

1. The property is located in the HR-1 zoning district.
2. The plat amendment will combine the existing two parcels and one contiguous metes and bounds parcel into one lot.
3. A historic home exists on the site.
4. A utility easement with the Snyderville Sewer Improvement District exists on the rear of the metes and bounds parcel.

Conclusions of Law:

1. There is good cause for the amendment as the combination will allow for an addition to a historic home and will correct the legal description of the lots.
2. Neither the public nor any person will be materially injured by the proposed plat amendment.

Conditions:

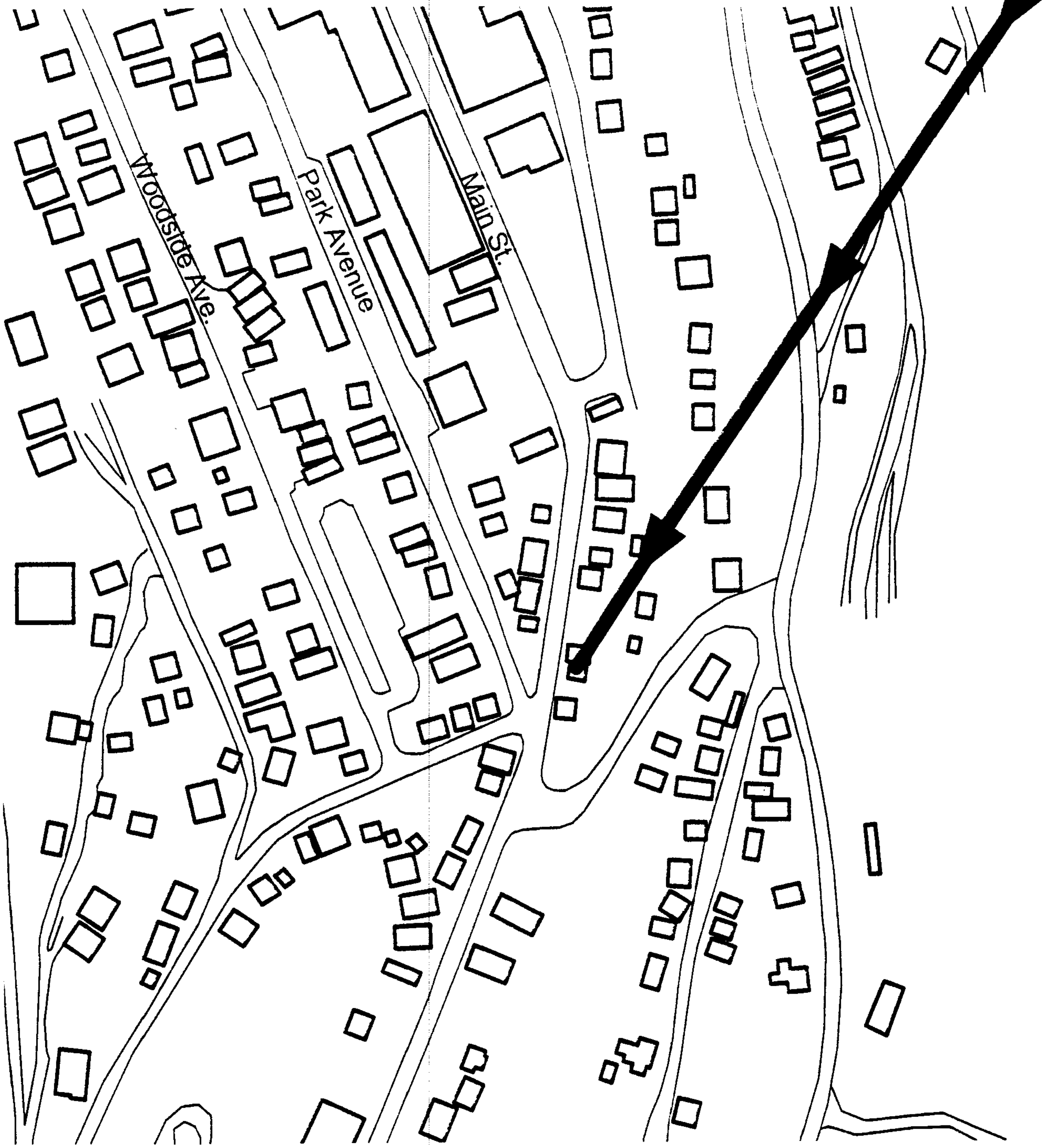
1. The City Attorney and City Engineer's approval of the subdivision for compliance with State law, the Land Management Code and these conditions of approval, is a condition precedent to plat recordation.
2. The utility easement as recorded 8/2/83, as entry No. 209044 in Book 268 at page 372, Summit County Recorder's Office with the Snyderville Sewer Improvement District shall be reflected on the plat.
3. The plat must be recorded prior to issuance of a final building permit for the historic structure on the site.
4. The plat must be recorded within one year of this approval or this approval is null and void.

(5) No remnant portion of a lot or parcel created by this lot combination is a separately buildable lot.

EXHIBITS

Location Map
EXHIBIT A - Proposed Replat
EXHIBIT B - Existing Plat
EXHIBIT C - Site Plan
EXHIBIT D - Proposed Ordinance

158 Main St.



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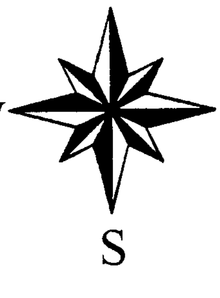

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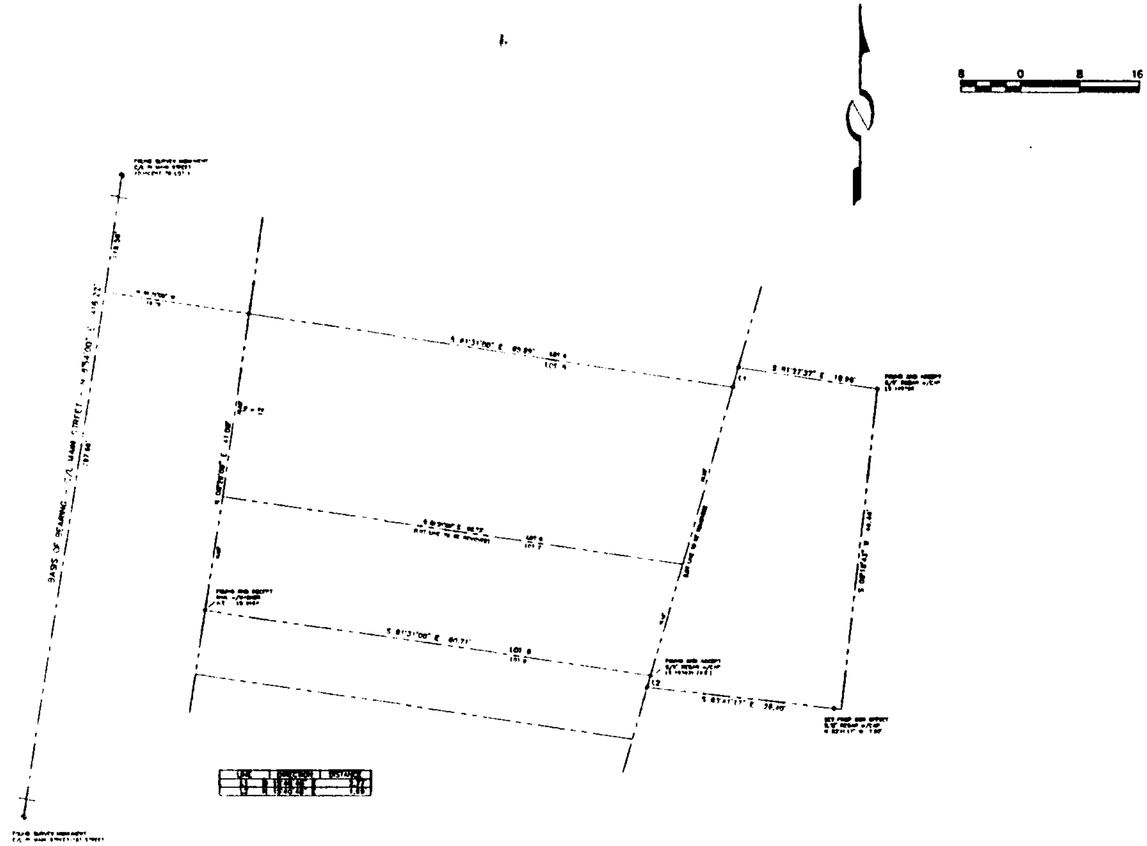
VICINITY MAP

Exhibit A – Proposed Replat



SURVEYORS CERTIFICATE

I, John Demkowicz, certify that I am a Registered Land Surveyor and that I hold Certificate No. 163931, as prescribed by the laws of the State of Utah, and that this Lot Line Adjustment Plat was prepared under my direction in accordance with the requirements of the Park City Municipal Corporation.

John Demkowicz ______________ Date ______________

SURVEY BOUNDARY DESCRIPTION

Beginning at the northeast property corner of Lot 5, Block 20, Park City Survey, according to the official plat as recorded and on file with the Recorder's office, Summit County, Utah; and running thence along the northerly line of said Lot 5 South 81° 31' 00" East 85.89 feet to the northeast corner of said Lot 5; thence along the easterly line of Lot 4, said Block 20, North 15° 40' 48" East 2.77 feet; thence South 81° 27' 37" East 18.98 feet; thence South 08° 18' 43" West 44.44 feet; thence North 82° 41' 17" West 26.48 feet to a point on the easterly line of Lot 6, said Block 20; thence along said easterly lot line North 15° 40' 48" East 1.68 feet to the southeast corner of the northerly 14.00 feet of said Lot 6; thence parallel to the common property line between said lots 5 and 6 North 81° 31' 00" West 80.71 feet to a point being on the westerly line of said Block 20, said point also being the southwest corner of the northerly 18.00 feet of said Lot 6; thence along said block line North 08° 29' 00" East 41.00 feet to the point of beginning.

OWNERS DEDICATION AND CONSENT TO RECORD

Know all men by these present that Jerry Saldarini, the undersigned owner of the herein described tract of land to be known hereafter as SALDARINI REPLAT, certify that I have caused this Lot Line Adjustment Plat to be made and consent to the recordation of this Lot Line Adjustment Plat. Also the owner, or his/her representative, hereby irrevocably offers for dedication to the City of Park City all the streets, land for local government uses, easements, parks, and required utilities and easements shown on the plat and construction drawings in accordance with an irrevocable offer of dedication.

IN WITNESS WHEREOF, the undersigned set his hand this ________ day of ______________ 19___.

Jerry Saldarini

ACKNOWLEDGEMENT

State of ______________)
ss.
County of ______________)

On this ______ day of ______________ 1997, personally appeared before me, the undersigned Notary Public in and for said state and county, Jerry Saldarini being duly sworn, acknowledged to me that he/she is the owner of the herein described tract of land and he/she signed the above Owners Dedication and Consent to Record freely and voluntarily.

Notary Public

Commission expires ______________

NOTES

1. The street address of the property is 158 Main Street.
2. See record of survey ______________, recorded Summit County Utah, for record of survey plat.
3. ○ Denotes set iron rod and cap LS 163931.

SALDARINI R E P L A T

LOT LINE ADJUSTMENT

SECTION 16, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH

RECEIVED
APR 29 1997
PARK CITY
PLANNING DEPT.

ALLIANCE ENGINEERING INC.	SNYDERVILLE BASIN SEWER IMPROVEMENT DISTRICT	ENGINEERS CERTIFICATE	APPROVAL AS TO FORM	COMMUNITY DEVELOPMENT DIRECTOR	RECORDED
P.O. BOX 2664 323 MAIN STREET PARK CITY, UTAH 84060 (801) 649-9467	REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN SEWER IMPROVEMENT DISTRICT STANDARDS ON THIS ______ DAY OF __________, 1997 A.D. BY ______________ S.B.S.I.D.	I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS ____ DAY OF __________, 1997 A.D. BY ______________ PARK CITY ENGINEER	APPROVED AS TO FORM THIS ____ DAY OF __________, 1997 A.D. BY ______________ PARK CITY ATTORNEY	I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS ____ DAY OF __________, 1997 A.D. BY ______________ DEVELOPMENT DIRECTOR	STATE OF UTAH, COUNTY OF SUMMIT AND FI... AT THE REQUEST OF ______ DATE ______ TIME ______ BOOK ______ PAGE ______ FEE ______ RECORDER

PAGE

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EXHIBIT B - Existing Plat

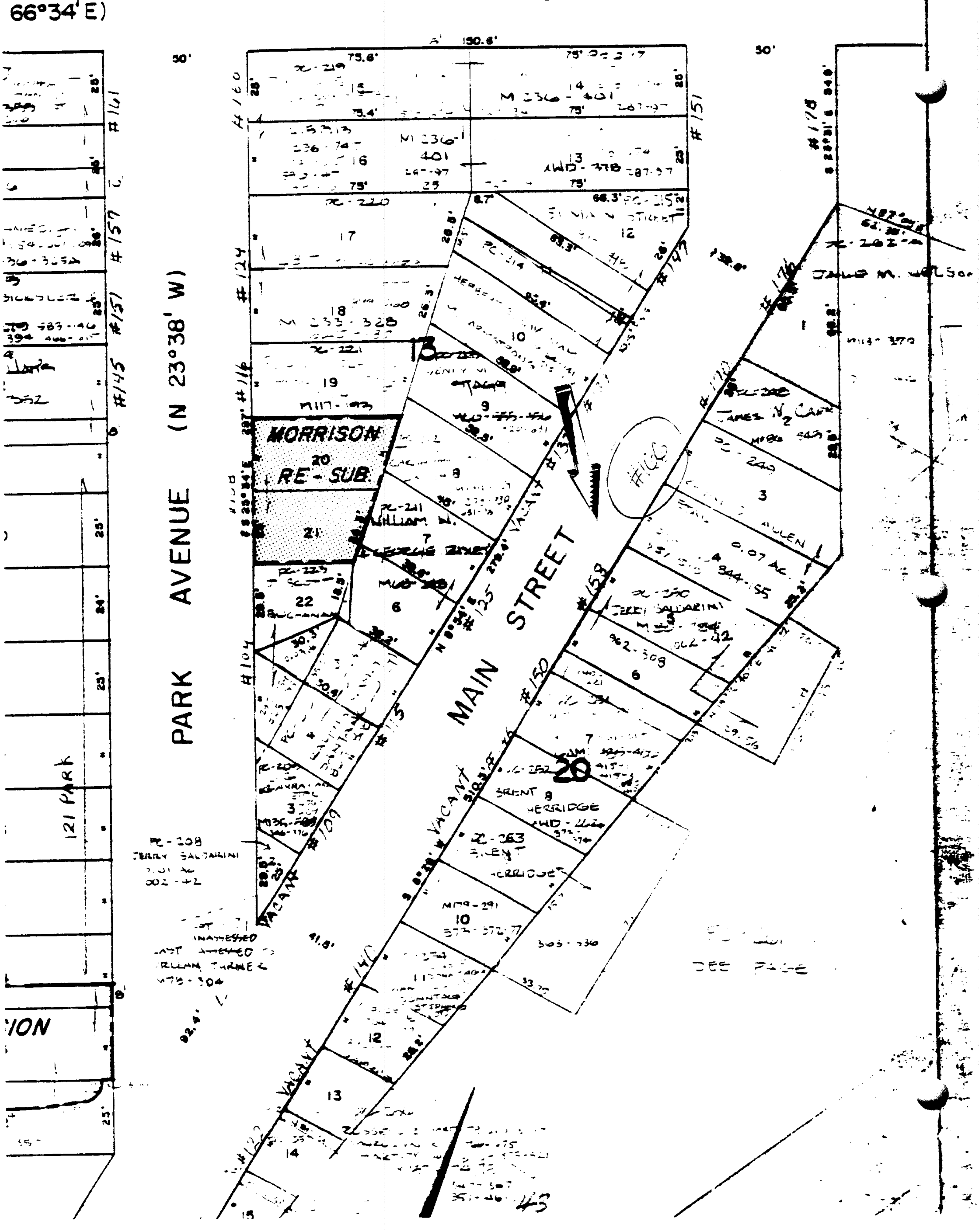

EXHIBIT C - Site Plan

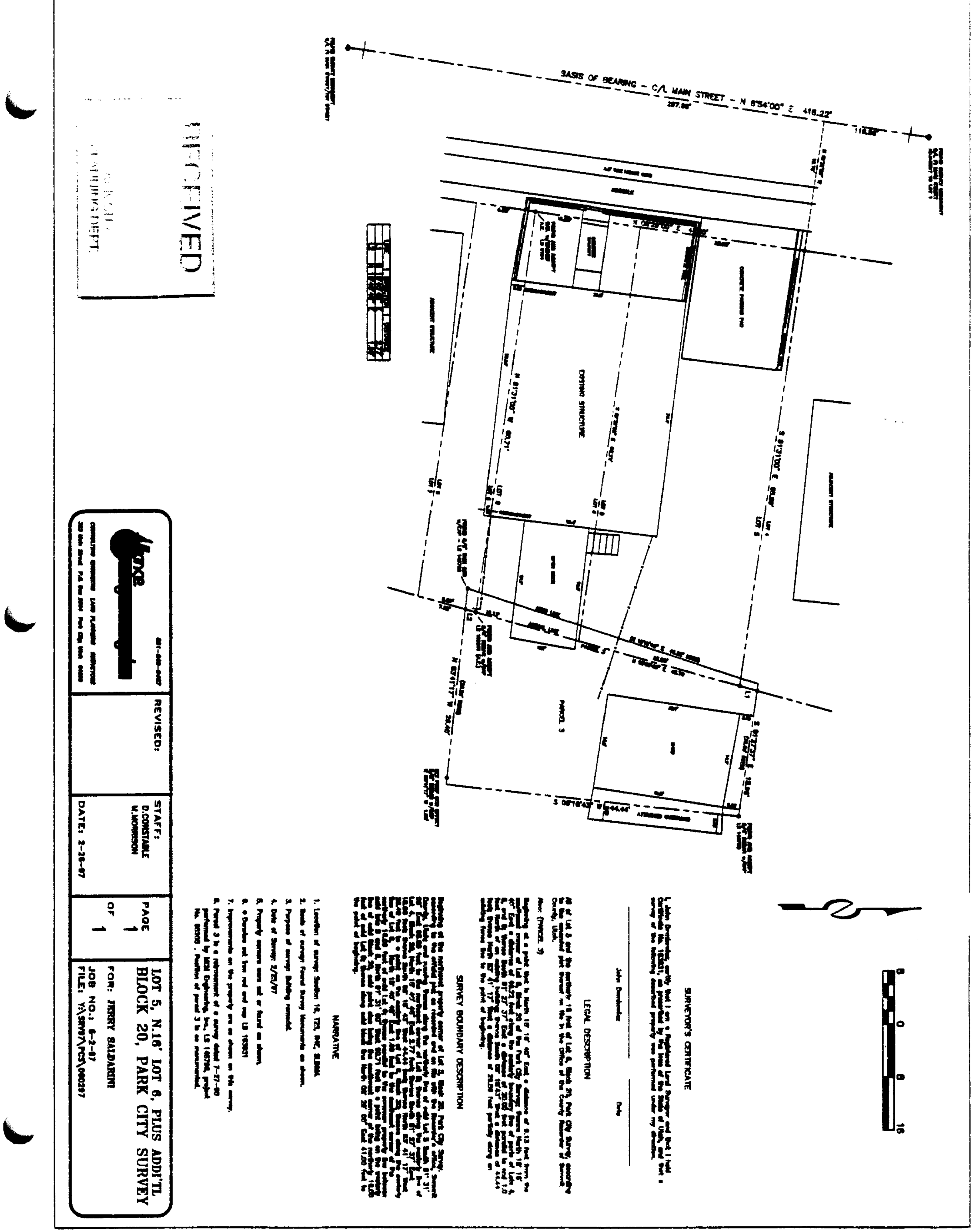

Exhibit D

ORDINANCE NO. 97-___

AN ORDINANCE APPROVING AN AMENDMENT TO LOT 5 AND THE NORTHERLY 16' OF LOT 6, BLOCK 20 OF THE PARK CITY SURVEY AND ONE METES AND BOUND PARCEL KNOWN AS 158 MAIN STREET, PARK CITY, UTAH

WHEREAS, the owners of the property known as 158 Main Street petitioned the City Council for approval of a amendment to the final plat; and

WHEREAS, proper notice was sent and the Planning Commission held a public hearing to receive input on the proposed amendment on June 25, 1997; and

WHEREAS, it is in the best interest of Park City to approve the amendment, and

WHEREAS, there is good cause for the revision as the reconfiguration does not adversley affect the development parameters for site; and

WHEREAS, neither the public nor any person will be materially injured by the proposed plat revision.

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

SECTION 1. The amendment to Park City Survey, Lot 5 and the northerly 16' of Lot 6, Block 20 and a metes and bound parcel, is approved as shown on the attached Exhibit A with the following findings, conclusions and conditions:

Findings:

1. The property is located in the HR-1 zoning district.
2. The plat amendment will combine the existing two parcels and one contiguous metes and bounds parcel into one lot.
3. A historic home exists on the site.
4. A utility easement with the Snyderville Sewer Improvement District exists on the rear of the metes and bounds parcel.

Conclusions of Law:

1. There is good cause for the amendment as the combination will allow for an addition to a historic home and will correct the legal description of the lots.
2. Neither the public nor any person will be materially injured by the proposed plat amendment.

Conditions:

1. The City Attorney and City Engineer's approval of the subdivision for compliance with State law, the Land Management Code and these conditions of approval, is a

condition precedent to plat recordation.

2. The utility easement as recorded 8/2/83, as entry No. 209044 in Book 268 at page 372, Summit County Recorder's Office with the Snyderville Sewer Improvement District shall be reflected on the plat.
3. The plat must be recorded prior to issuance of a final building permit for the historic structure on the site.
4. The plat must be recorded within one year of this approval or this approval is null and void.
5. No remnant portion of a lot or parcel created by this lot combination is a separately buildable lot.

SECTION 2. This ordinance shall take effect upon publication.

DATED this the 31st day of July 1997.

PARK CITY MUNICIPAL CORPORATION

____

Bradley A. Olch, Mayor

ATTEST:

____

Jan Scott, City Recorder

APPROVED AS TO FORM:

____

Mark Harrington, Assistant City Attorney

PARK CITY 1884

DATE: July 31, 1997
DEPARTMENT: Public Works
AUTHOR: Jerry Gibbs/John Lind
TITLE: Old Sewer Treatment Plant Demolition
TYPE OF ITEM: Award of Contract

SUMMARY RECOMMENDATIONS:

Public Works recommends entering into a contract with Mackay Kim, Inc., to demolish the Old Sewer Treatment Plant located on Holiday Ranch Loop Road in an amount not to exceed $80,000. The material will be hauled to an offsite location and the area backfilled to natural grade.

DESCRIPTION:

A. Topic. Old Sewer Treatment Plant.

B. Background. The Old Sewer Treatment Plant was used until 1976. Since the closure, the area has been used for storing soils, landscaping materials and trash containers by the Parks Department; and as a staging area for Christmas tree mulching and for spring clean-up. Residential and commercial growth is occurring within the surrounding area. Our current City activities are becoming less acceptable to our neighbors. The plant building is fenced but still attracts young individual and their spray paint cans. Enterprising individuals painted "nice fence" on the building within 48 hours of the fencing being completed.

C. Analysis. The project was formally advertised to demolish the plant building, clarifiers, filters and other concrete appurtenances. A prebid meeting was held. Nine Contractors submitted bids. The bids requested a price for demolition onsite and an alternate to dispose of the material offsite. At the bid opening a misunderstanding occurred with the amounts bid for offsite disposal. About half of the contractors showed it as an additional cost. The other half showed it as a total price for demolition and haulage. Each bidder was able to clarify their bid. The table shows the total cost for demolition onsite (Column B) and the total cost to demolish, haul off and fill to natural grade (Column C).

-A- Contractor	-B- Demolition & Bury Onsite	-C- Demolition & Disposal Offsite
(1) Penhall Company	$72,230.00	$100,230.00
(2) Pappas Brick & Stone	$123,327.00	$178,327.00
(3) SCI, Inc.	$105,999.00	$105,999.00
(4) Jesoco, Inc.	$175,000.00*	No bid
(5) Holmes & Holmes Industrial, Inc.	$117,646.00	$196,246.00
(6) Daley Excavators	$58,790.00	$71,745.00
(7) Nelson Trucking, Inc.	$45,000.00	Bid error
(8) Mackay Kim, Inc.	$58,900.00	$48,900.00
(9) Grant Mackay	$57,500.00	$105,000.00

*recycle concrete

The bids range from $45,000 to $200,000 depending on the contractor and the alternative chosen. The low bidder in each category is willing to start immediately. The project will take no longer than sixty (60) calendar days to complete.

The building demolition includes two digesters. They were pumped out when the plant was closed. If any material is remaining, it will require special handling and disposal. Staff is recommending Council authorization to include the budgeted amount.

D. Department Review. The City Attorney's office has previewed the contract documents. Public Works has reviewed the project.

ALTERNATIVES:

A. Authorize staff to enter into a contract with Mackay Kim, Inc. to demolish the Old Sewer Treatment Plant structures, remove the materials offsite to a landfill and fill the site to natural grade.

B. Authorize staff to enter into a contract with Nelson Trucking, Inc. to demolish the Old Sewer Treatment Plant, bury onsite and backfill to natural grade.

C. Reject all bids.

D. Delay demolition until 1998 and re-bid.

SIGNIFICANT IMPACTS:

Approval of either Alternates A or B will remove an unsightly eyesore from the area. The site will be more suitable to use for other City projects. Leaving the demolished materials buried onsite (Alternative B) may possibly cause future grading and site work problems. Rejecting all bids and/or postponing will leave the area unsightly and may increase costs for 1998.

The project is within budget for either Alternatives A or B. Council authorized the project in the CIP program (account number 31-42076) at a funding level of $80,000.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION: Additional costs for demolition in 1998 and leaving the area unsightly for another year.

RECOMMENDATION: Authorize staff to enter into a contract with Mackay Kim, Inc. to demolish the old sewer treatment plant and remove the materials offsite to an offsite location in a base contract amount of $48,900 and not to exceed $80,000 for special site conditions.

PARK CITY

COUNCIL AGENDA REPORT

DATE: July 31, 1997
DEPARTMENT: Public Works
AUTHOR: Hope E. Bleecker, Transportation Director
Brian Andersen, Parking Operations Manager
7/28/97
TITLE: Parking Fee Schedule Options for the Main Street Core
TYPE OF ITEM: Work Session Discussion

SUMMARY RECOMMENDATIONS: Review options presented in this analysis of parking policy and fee schedule for the Main Street Core. Provide direction to staff regarding parking policy and implementation schedule.

DESCRIPTION:

A. Topic. Paid Parking Fee Schedule and Implementation Plan.

B. Background.
The City Council reviewed two options for a paid parking plan in March 1997. The Council endorsed the concept of paid parking at that time and agreed that staff should present options to affected merchants and restaurants and return with a plan of implementation following the review. The Council agreed with the following specified objectives of the program:

- ***Create Additional Space Capacity and Maintain Effective Turnover on Main Street during peak seasons (approximately 7 months per year).***

- ***Decrease Traffic Congestion by Encouraging Alternative Transit Modes.***

- ***Implement a Self-Supporting Program and Channel Net Revenues into Additional Transportation and/or Parking Facilities.***

Following the March 27 presentation of the Main Street Core Paid Parking project, presentations were made to the Chamber of Commerce, the Lodging Association, the Main Street Merchants, the Restaurant Association, and several individual stakeholders.

Existing Conditions

The Wilbur Smith Parking Study observed summer and winter parking conditions in 1996. The study concluded that off-peak conditions which occur in May, June, September, and October, are in balance or slight surplus and require only enforcement of existing time limits. Study of peak summer conditions revealed that during July 1 - September 4, the system experiences deficits of up to 100 spaces during peak mid-day and evening hours. Observance of the peak winter season, which occurs between December 20 and March 20, yielded deficits of up to 300 spaces for average daytime use, and 900 spaces during the evening hours. These numbers are based on Wilbur Smith Associates' observance of evening traffic and parking conditions which were compared to recommendations from the Urban Land Use Institute for shared parking conditions such as those found on Main Street. The space deficits referenced in the parking study defined the number of auto users who would find it more convenient to drive to Main Street and either have found other means to get to the Historic District or have foregone the trip entirely.

Benefits of Paid Parking

The concept of paid parking is being introduced because it would cause an increase in parking utilization in remote areas and greater use of the existing transit system as well. The number of new spaces that can be created by implementing parking fees is a function of the increased turnover which results when a driver equates value to a parking space and the increased utilization of typically unoccupied remote areas such as the Marsac lots. Paid parking allows managed allocation of more appropriate spaces to daily users while "freeing" convenient spaces for shoppers. Actual space numbers are not easily defined without historical data on a paid system. However paid parking does allow greater access to be realized by increases in awareness of existing transit opportunities, coupled with increased turnover which naturally creates more available spaces.

Existing Employee Parking Impact

Pursuant to a review process with local associations such as the Chamber and the Main Street Merchants, the transportation staff conducted surveys of Main Street employers in order to forecast the impact of employee regulation during the winter and summer months. In order to determine the number of employee vehicles in the Main Street Area, 80% of all Main Street businesses were surveyed. A net number of peak period employee cars was identified. The estimated net impact of parking spaces used by employees between the hours of 12 p.m. and 8 p.m. in the winter time equals approximately 600. The number of employee cars which occupy the area during the peak summer months between the hours of 12 p.m. and 8 p.m. equates to approximately 350. Both winter and summer estimates include the automobiles of the Marsac building employees. During the winter season, single occupant employee vehicles are parked in the China Bridge Garage and on Swede Alley. Some employees still park on Main Street and "shuffle" their cars every 2 hours, leaving only 30% of all remaining parking available in the Main Street Core for customer parking (only 258 spaces). The results of the Transportation Department survey confirm that management of employees in the downtown area would have a positive impact on the amount of available customer parking.

C. **Analysis**

Pursuant to the public information process, it is now necessary for the Council to:

1) Clarify the goals associated with paid parking;
2) To evaluate the impacts of paid parking on employees; and
3) To direct staff to implement a fee schedule.

There are four proposed options which range from maintaining the status quo, to a program of aggressive revenue generation under a system of all paid parking lots.

Assumptions:

- **Revenue Forecasts** -
  - The revenue forecasts presented for each option are based on historical data of parking utilization. Because duration will lessen and turnover will increase when pay requirements begin, the forecasts for programs B-D are estimated to be slightly conservative.
  - Approximately 40 resident cars will park for free in Zones 2 & 3. Employees, guests, and customers are assumed to incur market rates posted. This would assume that a party of 3 carpoolers would split the difference among themselves for the market rate of a space in a designated carpool garage or lot.
  - Fee schedules associated with the various options ***do not*** account for discounts of 20% below the market rate for locals and employees who would purchase in-car meters. The financial impact of a local discount program is uncertain. However, since turnover and duration under existing time limit conditions will improve with a paid system and will generate more revenue than represented in the summary tables, forecasting is assumed to already account for the 20% market rate discount.
  - The degree to which employees are subsidized would result in a change in the profit margins of each scenario. The policy decision on whether to subsidize employee parking will require additional revenue forecasting. The additional policy decision to allow free or discounted permits to hotel guests staying on Main Street with rental cars would need to be factored into a new equation as well.
- **Deliveries** -
  - Delivery trucks shall be permitted in designated loading zones on the west side of Main Street until 12:00 noon. Following the 12:00 noon deadline, deliveries would be limited to zones in Swede Alley if they were unable to pay for a parking space in the paid area.

- **Winter Season Fees** -
  - The winter fee schedule shall be in effect during the months of December-April. This equals a total of 151 revenue days. A policy decision to adjust the time period during which paid parking rates would be in effect would require additional forecasting in order to determine financial and other significant impacts.
- **Summer Season Fees** -
  - The summer fee schedule shall be in effect for July and August- a total of 62 revenue days. A policy decision to adjust the time period during which summer paid parking rates would be in effect would require additional revenue forecasting in order to determine financial and other significant impacts.
- **Suspension of Fees** -
  - The current plan is to retain a relaxed level of enforcement between the hours of 10 a.m. and 6 p.m. during September, October, November, May, and June. Free parking on Main Street should be openly publicized during the off-seasons as a marketing tool for slow sales periods. A policy decision to charge during the off-season would require additional revenue forecasting in order to determine financial and other significant impacts.
- **In Car Meters** -
  - In-car meters would be available to anyone who wished to purchase a meter. The meter would offer 20% rate discounts in Zones 2 & 3 only. The availability of free 30-minute zones on Main Street, the anticipated demand for parking on Main Street, and the availability of convenient parking in Zone 2 will result in a recommendation to allow meters on Main Street at the non-discounted market rate.
- **Residential Parking-**
  - **Special accommodations passes** for Old Town Resident Street Parking for events, parties, etc. will be issued at the discretion of the Transportation Director.
  - The **number of free permits issued per dwelling** in the Old Town area shall be limited to 3 total permits per dwelling unit, available only if off-street parking does not exist. Residents are restricted to the individual zone in which the permit is issued. Special conditions may apply to areas in which cars may be parked, i.e. zone limitations for Main Street residents or street restrictions when snow removal is in effect. One additional pass may be issued per dwelling unit at the discretion of the Transportation Director.

- **Enforcement** of residential areas shall occur when the paid parking is in effect, between the hours of 10 a.m. and 8 p.m.

- <u>General Enforcement</u>

  - A full level of advertised enforcement shall occur during and beyond the hours during which paid parking is in effect. During the off-season, the number of officers would decrease and enforcement would be conducted according to existing time limits during all shoulder season days between the hours of 10 a.m. and 6 p.m.

- <u>Employee Permits</u>

There are a variety of employee options that can be considered under paid parking.

- If free lots are a necessity, single occupant employee vehicles could be limited to free Zone 3 unregulated lots. There is probably enough space throughout Zone 3 to accommodate peak demand in winter, as many employees will seek convenient access through carpool, and many will be able to pay the discounted rate for parking. In the free lots, no space guarantee should exist; Reserved spots for employees would result in decreased utilization - empty spaces that could otherwise be used by customers or guests.

- Single occupant employee cars could be tracked with hang tags in exchange for a subsidized fee on a monthly/annual basis. Employees could share lots with customers parking throughout Zones 2 and 3. No space guarantees would exist; Again, reserving lots for employees with space guarantees poses the threat of empty spaces and decreased utilization.

- Single occupant employee cars could be tracked with hang tags and given free parking throughout Zones 2 & 3 to prevent parking on Main Street; This would defeat managed parking, the Miner's Hospital Park and Ride, or use of a carpool program.

- **Impacts of aggressive or moderate employee regulation result in different outcomes depending on the fee schedule selected. The impacts of employee regulation and subsidy should be carefully considered before this program is implemented.**

- <u>Employee Carpool</u>

  - Employee carpool programs would be applicable under Programs C & D. Rideshare network services would be made available through the Transportation Department, and would require special operating and capital dollars payable from the parking fund. Funds for carpool management are included in program budgets C & D. Carpool networking should be established, and it should require no less than 3 participants who would receive guaranteed parking in the China Bridge or the Gateway Garage. Additional incentives and penalties related to honor use and frequency of individual carpool success should be established.

- **<u>Transit Service</u>**
  - Transit service increases are limited to the existing transit service area only. No commuter routes, significant extensions of existing transit, or major service additions are programmed in the budget for the 1997/98 season. Following the selection of a fee program, transit service would be refined to address local needs, but significant recommendations would occur in 1997/98. Moderate additions of service hours and year-round transit are already programmed in the FY 98 operating budget within the transportation fund.

- **<u>Tickets and Fines</u>**
  - During the first year of the program, no increases in ticket fines or fees are recommended. Overtime violations and failure to pay a meter would result in a $10 fine. In the event that this fine schedule is not aggressive enough to maintain desired levels of space availability, it is recommended as an initial approach which can be adjusted at a later date. Tow-away zone signage for delivery and carpool spaces would be employed and strictly enforced.

Program A- Existing System-Time Limits

*includes establishment of enforceable delivery zones until noon.

- **Zone 1- Main Street** *(182 spaces)* would be regulated at the existing 2 hour time limitations. Delivery zones would be included in the code.

- **Zone 2- Swede Alley** *(565)* would be regulated at the existing 4 and 24 hour time limitations.

- **Zone 3-Swede Alley** *(200 spaces)* would be regulated at the existing 24 hour time limitations.

<u>Significant Impacts</u>

This scenario would create enforceable delivery zones in the parking code, which are currently not available under the existing system. Approximately single occupant vehicles would continue to occupy maximum amounts of existing parking spaces during the peak periods. This scenario does not achieve the necessary utilization of forcing employees out of Zone 2 and into Zone 3 during the peak periods, which would result in a lack of required customer parking space on Main Street and in Swede Alley. The existing system requires an approximate subsidy of $65,000 per year. A summary sheet of this program is attached.

Program B- **Main Street Metered**
Free Lots Zones 2 &3
*includes creation of 30 minute free spaces and delivery zones

- **Zone 1 - Main Street,** *(164 spaces)* would be regulated at $1 per hour with corresponding 4 hour time limits. Summer charges would be reduced to 50 cents per hour. The pay requirements would cease at 8 p.m. Main Street is the only area where time limits would be enforced. Eighteen spaces would function as delivery zones until noon and would then function as free 30-minute parking thereafter, forcing deliveries to either pay for a space, or to use delivery zones in Swede Alley.

- **Zone 2 - Swede Alley, the Brew Pub lot, the first three levels of the China Bridge Garage, the Gateway Center, and the Flagpole Lot** *(565 spaces).* Parking would be enforced between the hours of 10 a.m.- 8 p.m. according to existing time limitations. A total of twenty free 30-minute spaces would be established.

- **Zone 3 - Free 24 hour lots would include North Marsac, China Bridge Level 4, Sandridge** *(200 spaces).* These lots would be limited to free 24 hour free parking.

<u>**Significant Impacts**</u>
This program would lose approximately $80,000 per year because of the expense of the machines coupled with the higher level of enforcement and staff time necessary to manage the program. Peak season customer accessibility on Main Street would occur as a result of increased utilization. In order for this program to break even, meters would need to function beyond the specified peak seasons. Obviously the program would not generate revenue for additional parking facilities or transportation programs.

This fee schedule is supported by the Main Street Merchants on a 7-10 month collection period. It would not achieve significant reduction in traffic congestion and would pose minimal impact on relieving congestion within the Main Street Core. Alternative transit use would not increase significantly. No carpool support would be necessary. A summary table of this program is attached.

Program C- **Moderate Employee Accommodation**
Paid Parking Zones 1 & 2
*establishes delivery zones, carpool spaces, and free 30-minute short term zones.

- **Zone 1 - Main Street** (164 spaces) Main Street pricing would be $1 per hour. Delivery zones and Eighteen free 30-minute spaces would be established in this area.

- **Zone 2 - Swede Alley, the Brew Pub lot, the first three levels of the China Bridge Garage, the Gateway Center, and the Flagpole Lot** *(565 spaces).* Zone 2 pricing would be regulated at the cost of 50 cents per hour in these areas. Twenty free 30-minute spaces would also be established. Car pool spaces would be established in the garage for Main Street employee carpool. Permits would be issued at the market rate unless a decision was made to make parking in these areas free for carpoolers.

Employees not participating in the carpool program would buy hang meters and would receive the 20% discount available to all parkers unless a decision was made to subsidize their parking.

- **Zones 3 & 4 - Free lots regulated for 24 hour periods include upper North Marsac, China Bridge Level 4, Sandridge, and Miner's Hospital Park and Ride Lot** *(280 spaces).* This would ensure that 280 free parking spaces would be available for employees and shoppers, during all hours. The City would be required to sponsor an internal program of parking management. There is a level of sensitivity to the Marsac employee issue. In response to this issue the City should use the Sandridge lot for its employees, which more than other lots in Zone 3.

Significant Impacts

This scenario achieves peak season customer accessibility, good utilization of remote lots during the peak periods, reduction in congestion, encouragement of alternative transit use, and revenue generation of approximately $173,000 or less per year depending upon the level of employee subsidy. These revenues could be used for partial subsidy of additional parking facilities within the Main Street core. (Twenty-year debt service on a 200 space facility would require approximately $335,000 of income per year). A summary of Program C is attached.

Program D Aggressive Revenue Generation

Paid Parking Zones 1,2,&3

*establishes delivery zones, carpool spaces, and free 30-minute free spaces

- **Zone 1 - Main Street** (164 spaces) Main Street parking would be $2 per hour. Delivery zones and Eighteen free 30-minute spaces would be established in this area.

- **Zone 2 - Swede Alley, the Brew Pub lot, the first three levels of the China Bridge Garage, the Gateway Center, and the Flagpole Lot** *(565 spaces).* Zone 2 pricing would be regulated at the cost of $1 per hour in these areas. Twenty free 30-minute spaces would also be established. Carpool spaces would be established on the first level of the China Bridge Garage and in the Gateway Center. Permits would be issued at the market rate unless a decision was made to make parking in these areas for carpoolers free of charge. No duration limitations would exist. Employees not participating in the car pool program would buy hang meters and would receive the 20% discount available to all local residents unless a decision was made to subsidize their parking.

- **Zone 3 - North Marsac, China Bridge Level 4, Sandridge** *(200 spaces).* This fee schedule would require 50 cents per hour for all shoppers and permitted parking at the cost of 25 cents per hour for all employees ($2 per day). Employees would be issued special tags with no space guarantees. Some car pool spaces could be established in this area as well.

- **Zone 4 - Miner's Hospital** (80 spaces). This fee schedule would establish a park and ride facility with reserved permitted free parking for Main Street employees during business hours.

Significant Impacts

This is an aggressive schedule designed on the premise that additional revenue is needed for parking facilities. Depending on the level of employee subsidy, this program would generate potential for significant revenues of between $500,000 and $675,000 per year.

The market rate for on-street parking during peak conditions is closer to $1.50 per hour, although the winter Park City market would likely tolerate the proposed $2 and $1 fee schedule in Zones 1 & 2 respectively. The schedule of $2 per hour is unrealistic for the summer months and would have to be reduced. The merchants would oppose this schedule. It would fail without proper commuter transit options and affordable parking rates for employees. Employees wishing to drive to work in single occupant vehicles would potentially pay $6-$7 per day in Zone 2 at the 20% discount. During the peak season, approximately 300 employees would be forced onto alternative transit. A summary of the proposed Program D is attached.

D. Department Review.
These alternatives have been reviewed by the City Manager and the Public Works Director.

ALTERNATIVES:

A. Select a Fee Schedule and Finalize by August 31.
This alternative requires the Council to select one of the fee schedules or to review slight modifications to the presented options B-D. The Council would also provide further direction to staff regarding employee parking management and subsidy. Slight modifications to an existing program can be developed and returned to the Council for further review with the goal of adopting a resolution no later than August 31. Slight modifications would include revisions of the time schedule, specifications of rate for an employee permit system, or fee schedule reductions for summer time.

B. Delay Selection of a Fee Schedule beyond August 31.
This alternative would be chosen if significant modifications to the program were needed or if the Council decided that extensive public hearings on the matter of paid parking were necessary. Staff would then prepare additional options beyond those presented in this report. If the delay were to exceed 30 days, implementation of paid parking would be postponed to or beyond July 1, 1998, and the existing time limit enforcement would continue until next summer.

C. Maintain Status Quo.
This alternative would leave the existing system time limits in effect, as specified in Program A. Staff would recommend modifications in the parking code relative to the delivery ordinance, and would rebid the existing enforcement contract on a three year term.

SIGNIFICANT IMPACTS:

Alternative A- Requires the Council to comment on employee parking subsidy and management, as well as the overall goals associated with the program. Negative financial impacts are associated with Program B because of the costs related to program management, maintenance, and equipment versus the forecasted revenue income. Programs C-D are self-supporting. Slight modifications (fee schedule dates, employee permit costs, etc.) can be addressed easily. If only slight modifications to an existing program are needed, a final program can be developed and reviewed by the end of August and staff can be authorized to move forward with winter implementation.

Alternative B-	Requires staff to research additional options and opens the process up to additional public hearings. Bids for capital equipment would be rejected and costs of the program would likely increase. Staff would subsequently seek additional authorization to extend the existing enforcement contract through July 1, 1998.
Alternative C-	This alternative would maintain the existing utilization and space availability. This program would require a net subsidy of approximately $65,000 per year. Staff would subsequently recommend a three-year contract with an enforcement contractor.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION:

Policy development of a paid parking proposal is a critical step in meeting Council goals. If a policy decision is reached, staff will be able to further refine recommendations now being adopted on comprehensive long-range transportation strategies. Paid parking is a proven tool in affecting space availability and traffic circulation issues. If a program is not adopted by the winter time, the adverse traffic patterns experienced on Main Street throughout peak summer and winter periods will continue.

RECOMMENDATION:

Select a fee schedule or request modifications and additional information on the schemes presented in this staff report. Identify requirements associated with employee accommodation. Develop a consensus with respect to fee schedule and implementation of a paid parking program.

Program A

Time Limitations with Delivery Zones

Zone	Area	Spaces	Time Limits (Hrs)
1 (182 spaces)	Main Street	182	2
2 (565 spaces)	Swede	183	4 and 24
	Brew Pub	57	4
	China 1	82	24
	China 2	81	24
	China 3	82	24
	Gateway	40	24
	Flagpole Lot	40	24
3 (200 spaces)	China 4	77	24
	No. Marsac	43	24
	Sandridge	80	N/A

5-Year Cost

	1998	1999	2000	2001	2002	5-Yr Total
1) Enforcement Revenue*	$66,950	$68,959	$71,027	$73,158	$75,353	$355,447
2) Total Capital/Contract Cost *	$128,750	$132,613	$136,591	$140,689	$144,909	$683,552
3) Annual Loss	***($61,800)***	***($63,654)***	***($65,564)***	***($67,531)***	***($69,556)***	***($328,105)***

*3% inflation rate factored annually

Summary

Achieves:	creation of delivery zones strong employee accommodation
Does Not Achieve:	additional reduction in traffic/parking congestion peak-season customer accessibility and accommodation encouragement of alternative transit use break-even financial balance revenue support for addition parking facilities increased utilization of Zone 3
Requires:	annual operating funding
Does Not Require:	transit support carpool/vanpool program

Program B

Main Street Metered

Zone	Area	Spaces	30-min.	Metered Rate	Limits (Hrs)
1 (182 spaces)	**Main Street**	**164**	**18**	**\$1/hr 151 days** **\$.50/hr 62 days**	**4**
2 (565 spaces)	**Swede**	**163**	**20**	**Free**	**4 and 24**
	Brew Pub	**57**			**4 and 24**
	China 1	**82**			**24**
	China 2	**81**			
	China 3	**82**			
	Gateway	**40**			**4 and 24**
	Flagpole Lot	**40**			**24**
3 (200 spaces)	**China 4**	**77**		**Free**	**4 and 24**
	No. Marsac	**43**			
	Sandridge	**80**			
4 (80 spaces)	**Miner's**	**80**		**Free**	**4 and 24**

5-Year Cost

	1998	*1999*	*2000*	*2001*	*2002*	*5-Yr Total*
1) Estimated Revenue*	**\$187,733**	**\$193,365**	**\$199,166**	**\$205,141**	**\$211,295**	**\$996,700**
2) Projected Contract Cost	\$233,000	\$239,990	\$247,190	\$254,605	\$262,244	\$1,237,02[illegible]
3) Capital Cost (\$190,000, 10-yrs, 6%)	\$76,815	\$28,815	\$28,815	\$28,815	\$28,815	\$192,075
4) Total Projected Operating/Capital	**\$309,815**	**\$268,805**	**\$276,005**	**\$283,420**	**\$291,058**	**\$1,429,103**
5) Annual Income (Loss)	***(\$122,082)***	***(\$75,440)***	***(\$76,839)***	***(\$78,279)***	***(\$79,763)***	***(\$432,403)***

Items 1 & 2: includes 3% inflation adjustment beginning 1999
Item 3: includes projected 1st-Yr Startup Costs of \$45,000, includes enforcement vehicle, tokens, signage
Item 3: includes projected 10-Yr Capital Costs of \$190,000, includes17 meters, smart cards
*from enforcement and paid parking

Summary

Achieves:	creation of delivery and short-term zones some peak-season customer accessibility for Main St. spaces employee accommodation improved utilization during peak season periods break even financial balance in 1999
Does Not Achieve:	reduction in congestion (Swede Alley congestion increases) encouragement of alternative transit use significant revenue or additional facilities
Does Not Require:	transit support carpool/vanpool program

Program C

Moderate Employee Accommodation

Zone	Area	Spaces	30-min.	Metered Rate	Limits (Hrs)
1 (182 spaces)	Main Street	164	18	$1.00/hour	4
2 (565 spaces)	Swede	163	20	$.50/hour*	24
	Brew Pub	57			
	China 1	82			
	China 2	81			
	China 3	82			
	Gateway	40			
	Flagpole Lot	40			
3 (200 spaces)	China 4	77		Free	24
	No. Marsac	43			
	Sandridge	80			
4 (80 spaces)	Miner's	80		Free	24

*recommend 20% discount on in-car meters and discount or free carpool/vanpool.

5-Year Cost

	1998	1999	2000	2001	2002	5-Yr Total
1) Estimated Revenue**	**$517,691**	**$533,222**	**$549,218**	**$565,695**	**$582,666**	**$2,748,492**
2) Projected Program Cost	$298,000	$306,940	$316,148	$325,633	$335,402	$1,582,122
3) Capital Cost ($281,000, 10-yrs, 6%)	$128,179	$43,179	$43,179	$43,179	$43,179	$300,895
4) Total Projected Operating/Capital	**$426,179**	**$350,119**	**$359,327**	**$368,812**	**$378,581**	**$1,883,017**
5) Annual Income	**$91,512**	**$183,103**	**$189,891**	**$196,883**	**$204,085**	**$865,475**

Items 1 & 2: includes 3% inflation adjustment beginning 1999
Item 3: includes projected 1st-Yr Startup Costs of $80,000, which includes enforcement vehicle, tokens, signage, in-car meters
Item 3: includes projected 10-Yr Capital Costs of $281,000, which includes 31 meters, smart cards, rideshare software
**from enforcement and paid parking

Summary

Achieves:	creation of delivery and short-term zones peak-season customer accessibility moderate employee accommodation good utilization during peak season periods reduction of traffic congestion some encouragement of alternative transit use revenue generation
Does Not Achieve:	strong employee accommodation
Requires:	transit support to Miner's lot carpool/vanpool program

Program D

Aggressive Revenue Generation

Zone	Area	Spaces	30-min.	Metered Rate	Permit Rate	Limits (Hrs)
1 (182 spaces)	Main Street	164	18	$2.00/hour		4
2 (565 spaces)	Swede	163	20	$1.00/hour*		No Limit
	Brew Pub	57				
	China 1	82				
	China 2	81				
	China 3	82				
	Gateway	40				
	Flagpole Lot	40				
3 (200 spaces)	China 4	77			$40/mo.	24
	No. Marsac	43				
	Sandridge	80				
4 (80 spaces)	Miner's	80		Free		24

*recommend 20% discount on in-car meters and discount or free carpool/vanpool.

5-Year Cost

	1998	*1999*	*2000*	*2001*	*2002*	*5-Yr Total*
1) Estimated Revenue**	**$1,021,688**	**$1,052,339**	**$1,083,909**	**$1,116,426**	**$1,149,919**	**$5,424,28**
2) Projected Program Cost	$323,000	$332,690	$342,671	$352,951	$363,539	$1,714,851
3) Capital Cost ($281,000, 10-yrs, 6%)	$144,179	$44,179	$44,179	$44,179	$44,179	$320,894
4) Total Projected Operating/Capital	**$467,179**	**$376,869**	**$386,850**	**$397,130**	**$407,718**	**$2,035,745**
5) Annual Income (Loss)	**$554,509**	**$675,470**	**$697,059**	**$719,296**	**$742,201**	**$3,388,535**

Items 1 & 2: includes 3% inflation adjustment beginning 1999
Item 3: includes projected 1st-Yr Startup Costs of $100,000, which includes enforcement vehicle, tokens, signage, in-car meters
Item 3: includes projected 10-Yr Capital Costs of $281,000, which includes 31 meters, smart cards, rideshare software
**from enforcement and paid parking

Summary

Achieves:	creation of delivery and short-term zones peak-season customer accessibility good utilization during peak season periods reduction in congestion encouragement of alternative transit use significant revenue support for additional support programs
Does Not Achieve:	employee accommodation
Requires:	substantial local transit/flex route additions carpool/vanpool program

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July 23, 1997

Dear Mayor and City Council Members:

Please excuse the informality of this note. I understand that paid parking will be on your agenda for July 31 and, since I will be out of town, I wanted to make some quick comments.

First, I support paid parking as a method of paying for more parking spaces. I am, however, opposed to using it as a rationing device. The reasons for this have been covered at some length in discussions I've attended, so I think you know what they are. If they've slipped your minds, the simple answer is fairness.

Second, as a business owner I need convenient access to my office. I am willing to pay for parking, but not if it is not convenient. I don't need a reserved space, but I need an assurance that my permit will give me access to come and go on even the busiest days.

Third, as long as City Hall is located in Old Town, there can be no special treatment for any of you or your employees. Some of your staff make a practice of making exceptions to rules for themselves and their associates. If this is seen to happen with respect to parking – and many citizens will be looking – you will undermine the legitimacy of the program.

Finally, serious attention must be given to the costs of administering the paid parking program. If it can't be run in a manner that generates a revenue stream for additional spaces, then the experiment should be abandoned. Paid parking can be part of a solution if it is handled well. It can also be an unpleasant, pointless exercise if it is handled poorly. It's up to you.

Respectfully,

Bruce

PARK CITY

1884

COUNCIL AGENDA REPORT

DATE: July 23, 1997
DEPARTMENT: Public Works
AUTHOR: Brian J. Andersen, Parking Operations Manager
TITLE: 1997 Pay-and-Display Parking Meter Purchase
TYPE OF ITEM: Legislative

SUMMARY RECOMMENDATIONS: Authorize staff to enter into agreements with the Schlumberger Electronic Transactions for the purchase of 31 pay-and-display multi-space parking meters to support the 1997 paid parking program.

DESCRIPTION:

A. **Topic**. Contract Authorization of Pay-and-Display Parking Meter Purchase.

B. **Background**. As recommended in the Wilbur Smith parking study of the Historic Main Street Core, dedicated enforcement was enacted in November 1996, which increased parking space utilization during the past winter season. The next step proposed in the study is the implementation of paid parking, which will improve utilization of both prime and less desirable locations by managing parking demand. Paid parking can also generate revenue which can be used to fund car pool programs, transit improvements, and/or additional parking areas. A bold new on-street pay-and-display system (the first in North America) was very successfully implemented in Aspen, Colorado using multi-space meters instead of the stand-alone type found in most U.S. cities. A similar use of multi-space meters for our Historic Main Street Core could be accomplished with 31 multi-space meters as opposed to 350 conventional stand-alone meters. Pay-and-display meters would prove advantageous for Park City's snow-covered streets, as individual space stripes are unnecessary for parallel spaces and numbers are not required for angled spaces.

C. **Analysis**. Six bidders responded to a May 3, 1997 bid for 31 pay-and-display meters, The bids were evaluated based on several factors: responsiveness; experience; aesthetics; flexibility of options, including mounting and power; maintenance track record; price; and security record. Installation was factored in based on each bidder's recommended mounting and power options. The six bidders were CSI, Canadian Parking Equipment (CPE), Duncan, Metric, Schlumberger,

ALTERNATIVES:

A) **Award Extended Pay-and-Display Bid with the Most Qualified Bidder for 31 Meters.** Based on track record, aesthetics, and flexibility, Schlumberger emerges as the most qualified bidder. Main Street and Swede Alley would require 17 and 8 meters respectively, and an additional 6 meters are recommended in lieu of "honor boxes" in the China Bridge garage. The following benefits to the paid parking plan would result: coordination with the rest of the system, better audit capability and collection security, aesthetic appeal, payment convenience, receipt generation, enforcement and labor efficiency, and piggybacking and short-payment elimination. The contract with Schlumberger would not exceed $266,952 for purchase of 31 pay-and-display meters, 10,000 reloadable magstripe cards, card processing software, and a handheld data terminal for credit card processing. City pre-installation costs are estimated at $5,450.

B) **Award Pay-and-Display Bid with the Most Qualified Bidder for 25 Meters Covering Main and Swede Only.** A total of 17 meters would be required to cover Main Street, with an additional 8 meters for Swede Alley. The contract amount with Schlumberger for 25 meters, 10,000 reloadable magstripe debit cards, card processing software, and a handheld data terminal for credit card processing would not exceed $233,800. City pre-installation costs are estimated at $4,850.

C) **Delay Implementation for An Additional Season.** Under this scenario, all current bids would be rejected and a new bid would be issued next year, allowing more time for consideration.

D) **Do Not Implement a Paid Parking Program.** Continued enforcement of time restrictions with no fee schedule would be the approach of this option.

SIGNIFICANT IMPACTS: Metered parking will add hardware to an already sensitive historic area. Staff feels that the use of the pay-and-display meter configuration with a light pole mount where possible will minimize the visual impact to the Historic Main Street Core. An additional benefit of the pay-and-display system is increased efficiency to current enforcement efforts, eliminating the spinning and wiping of tires to eliminate chalk.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION: Increases in utilization may not occur beyond the current enforcement efforts. This may result in continued congestion and under-utilization of parking in the Historic Main Street Core.

RECOMMENDATION: Authorize staff to award the bid to Schlumberger, the most qualified bidder, for 31 pay-and-display meters to regulate on-street parking on Main Street and in Swede Alley and to regulate off-street parking in Swede Alley where necessary. The bid amount for 31 pay-and-display meters, 10,000 reloadable magstripe cards, card processing software, and a handheld data terminal for credit card processing from Schlumberger shall not exceed $272,440. Meter installation would be completed 60 days following contract execution.

Additionally, staff requests authorization to create a parking-specific account code budget.

and Ventek. A City selection committee evaluated the bids and concluded that the Schlumberger bid had the best overall score according to the following factors: great responsiveness, excellent track record, appealing design, flexibility in both mounting and power options, and total cost of equipment purchase and installation. Selection committee results are shown in the following table:

BID EVALUATION TABLE

Item	*Points Possible*	*CSI*	*CPE*	*Duncan*	*Metric*	*Schlumberger*	*Ventek*
RESPONSIVENESS	20	18	14	11	16	19	14.5
EXPERIENCE	20	20	5	8	15	20	20
AESTHETICS	20	15	7	6.5	9	17.5	12
FLEXIBILITY	20	12	6	7	10	20	12
MAINTENANCE RECORD	10	10	10	5	8	10	10
COST *(based on table below)*	5	4	0	1	2	5	3
SECURITY RECORD	5	5	5	3.9	4.6	5	5
GRAND TOTALS	**100**	**84**	**47**	**42.4**	**64.6**	**96.5**	**76.5**

The following bid amounts include training, shipping, and spare parts requirements and are categorized as in the bid documents—a basic number of 25 meters with an optional 6 additional meters:

BID AND INSTALLATION COST TABLE

Costs	*CSI*	*CPE*	*Duncan*	*Metric*	*Schlumberger*	*Ventek*
Bid Amounts–25 Meters	*$ 176,750*	*$ 471,927*	*$ 247,345*	*$ 133,476*	*$ 211,817*	*$ 204,788*
Bid Amounts–6 additional	*$ 33,000*	*$ 117,000*	*$ 53,939*	*$ 24,000*	*$ 38,640*	*$ 43,100*
City Install–25 Meters	*$ 40,850*	*$ 40,850*	*$ 125,000*	*$ 125,000*	*$ 4,850*	*$ 40,850*
City Install–6 additional	*$ 6,600*	*$ 6,600*	*$ 6,600*	*$ 6,600*	*$ 600*	*$ 6,600*
Bid & Install–31 Meters	***$ 257,200***	***$ 636,377***	***$ 432,884***	***$ 289,076***	***$ 255,907***	***$ 295,338***

D. <u>Department Review</u>. The pay-and-display bid evaluation was reviewed by the Public Works Director, Transportation Director, Public Affairs Director, Planning Department, and the Parking Operations Manager.