



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
July 30, 2015**

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building, City Council Chambers, 445 Marsac Avenue, Park City, Utah for the purposes and at the times as described below on Thursday, July 30, 2015.

CLOSED SESSION

2:00 pm To discuss Property, Personnel and Litigation

STUDY SESSION

2:45 pm Discussion regarding Vacation Rentals in Park City PG 4

WORK SESSION

3:15 pm Council Questions and Comments and Manager's Report

Manager's Reports included in this packet are: Daly West Mine Update; Park Silly Sunday Market Mid-Season Review; Library in the Hallway-Published Article; Library's Successful First Month

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|---------|--|-------|
| 3:30 PM | 1. Mountain Accord Phase II Project Update | PG 31 |
| 3:45 PM | 2. Presentation by the Design Team Lead by GSBS Architects on the Brew Pub Plaza | PG 37 |
| 4:30 PM | 3. Historic Preservation Quarterly Update & Mine Site Discussion | PG 38 |
| 5:15 PM | 4. City Council-Historic Preservation Board Work Session | PG 54 |

REGULAR MEETING

6:00 PM

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|------|--|-------|
| I. | ROLL CALL | |
| II. | COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF | |
| III. | PUBLIC INPUT (<i>ANY MATTER OF CITY BUSINESS NOT SCHEDULED ON THE AGENDA</i>) | |
| IV. | APPOINTMENTS AND RESIGNATIONS | PG 59 |

1. Consideration of the Following Public Art Advisory Board Appointments: Kathy Kahn, Stephanie Chance Bass and Holly Erickson with Terms Expiring June 2017; Jocelyn Scudder with a Term Expiring June of 2016 and Student Appointments of Samantha Bush and Jane Rider Tomlinson with Terms Expiring June 2016.

2. Consideration of the Following Recreation Advisory Board Appointments: Alisha Niswander and Sebe Zeisler with Terms Expiring June, 2018.

3. Consideration of the Following Historic Preservation Board Appointments: Hope Melville, David White, Douglas Stephens and Jack Hodgkins with Terms Expiring July 2018.

V. CONSIDERATION OF MINUTES

1. Consideration of the Minutes for June 11, 18 and 25, 2015 PG 62

VI. CONSENT AGENDA

1. Consideration of Authorization the City Manager to Enter into a Professional Service Provider Agreement in a Form Approved by the City Attorney's Office with GSBS Architects, in the Amount of One Hundred Ninety Nine Thousand Two Hundred Thirty Five Dollars (\$199,235) for Phase 1 Conceptual Design. PG 91

2. Consideration to Authorize the City Manager to Execute a Construction Agreement, in a Form Approved by the City Attorney, with MC Constructors for the 2015 Water Service Line Replacement Project in an Amount Not to Exceed \$109,500. PG 107

3. Consideration of the Horizontal Geothermal Easement for the Benefit of 2383 Lake View Court PG 113

VII. NEW BUSINESS

1. Consideration of a Proclamation to Honor the 2015 Sister-City, Courchevel, France, Student Exchange Program PG 133

2. Consideration of a Resolution Authorizing the Submission of an Application for Designation as a Utah Enterprise Zone to the State of Utah Governor's Office of Economic Development PG 135

3. Consideration to Authorize the City Manager to Execute the First Amendment to the Professional Services Agreement, in a Form Approved by the City Attorney, with CH2M Hill Engineers, Inc., for Judge and Spiro Tunnels Mining-Influenced-Water Treatment Evaluation Phase 1B-1 Engineering Services and for an Increase to the Agreement in an Amount Not to Exceed \$135,000; and Consideration to Authorize the City Manager to Execute the Second Amendment to the QJWTP Modifications - Water Treatment Advisory and Assistance Services Professional Services Agreement, in a Form Approved by the City Attorney, with Water Quality and Treatment Solutions, Inc., for Judge and Spiro Tunnels

Mining-Influenced-Water Treatment Evaluation Phase 1B-1 and for an Increase to the Agreement in an Amount Not to Exceed \$55,000. PG 143

4. Consideration to Authorize the City Manager to Enter into a Professional Service Provider Agreement, in A form Approved by the City Attorney's Office, with Prothman, in the Amount of Twenty Thousand, Five Hundred Dollars (\$20,500) Plus Expenses for a Total Not to Exceed \$30,000. PG 169

5. Consideration of a Historic District Grant for 943 Park Ave PG 175

6. Consideration of a Historic District Grant 264 Ontario Avenue PG 289

7. Consideration of an Ordinance Amending the 940 Empire Avenue Plat Pursuant to Findings of Fact, Conclusions of Law and Conditions of Approval in a Form Approved by the City Attorney. PG 396

Public Hearing/Action

8. Consideration of an Ordinance Amending the 222 Sandridge Avenue Plat Pursuant to Findings of Fact, Conclusions of Law and Conditions of Approval in a Form Approved by the City Attorney. PG 411

Public Hearing/Action

9. Consideration of the 52 and 58 Silver Strike Seventh Supplemental Plat for Belles at Empire Pass Condominiums Pursuant to Findings of Fact, Conclusions of Law and Conditions of Approval in a Form Approved by the City Attorney. PG 448

Public Hearing/Action

VIII. ADJOURNMENT

A majority of City Council members may meet socially after the meeting. If so, the location will be announced by the Mayor. City business will not be conducted. Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the City Recorder at 435-615-5007 at least 24 hours prior to the meeting. Wireless internet service is available in the Marsac Building on Wednesdays and Thursdays from 4 p.m. to 9 p.m. Posted: 07/27/15 See: www.parkcity.org



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

The purpose of this report is to inform City Council about the findings of the Colorado Association of Ski Towns (CAST) Report on Vacation Home Rentals (VHR's), so that Council can give direction to staff in order to increase awareness by owners and their compliance with Park City Municipal Code.

Respectfully:

Cherie Wellmon,



City Council Staff Report

Subject: Vacation Home Rentals CAST Report
Author: Cherie Wellmon, Business License Inspector
Department: Building Department
Date: July 30, 2015
Type of Item: Informational

Summary Recommendation:

Discuss informational update to Council on Vacation Rentals by Owner (VRBO) in Park City.

Executive Summary:

The purpose of this report is to inform City Council about the findings of the Colorado Association of Ski Towns (CAST) Report on Vacation Home Rentals (VHR's), so that Council can give direction to staff in order to increase awareness by owners and their compliance with Park City Municipal Code.

Acronyms in this Report:

CAST – Colorado Association of Ski Towns

VHR – Vacation Home Rentals

VRBO – Vacation Rental by Owner

Background:

Due to the changing rental environment, the City has seen an increase in non-compliant rental properties that are not properly licensed, inspected or permitted. Determining whether a VHR is licensed with Park City is extremely challenging. The majority of VHR websites do not list the actual address of the home. Homes are given titles like, "Old Town Charm" or, "Mid-Mountain Deer Valley". Only when the property is booked for certain dates does the address information appear.

At the moment, the best method for finding VHR's in Park City is to use a picture of the home from a rental website. One can then try to determine the location by using a combination of searching the Park City GIS Viewer and driving to the assumed location of the home to match it with the picture. This is clearly inefficient and time consuming. Moreover, this method only works with single family residences; individual condominium units cannot be identified by an exterior picture.

Non-compliant properties present health and public safety concerns as these properties have not been property inspected to ensure that they pass all building codes. Also, non-compliant properties business activity is not reported and cannot be tracked. Therefore, the property owner is not being taxed on any nightly rental sales, and the city, county, and state are unable to collect those revenues. Additionally, some rentals are in zones which do not allow nightly rentals.

Staff is genuinely concerned about fairness in the nightly rental market in Park City. Those who choose to comply with Park City's nightly rental codes are paying license fees and taxes while those who choose to flout the law are not. Clearly, the City needs to level the playing field for all nightly rentals regardless of how they are listed (online or in print) and hold everyone to the same standard.

Software Solutions

Staff was directed on February 7, 2013 to investigate software solutions for identifying non-compliant vacation rentals in the Park City area.

A Staff Report was presented to Council on December 19, 2013 that outlined the need for the compliance software. In it, Code Enforcement's struggle to keep up with the illegal VHR's was described. It was estimated that it took Code Enforcement staff 4-6 hours per non-compliant VHR to collect info, make contact and a send letter to the owner. At that time, Code Enforcement staff spent 10-15 hours a week on the internet tracking complaints from residents.

Staff believed it was possible that hundreds of non-compliant VHR's were located within the City. At the time of the Staff Report, in 2013, there were 2,200 active nightly rental licenses. As of July 11, 2015, there are 2,063 active nightly rental licenses. Staff believes the number of VHR's has continued to grow since 2013, while clearly, compliance has not.

VR Compliance software utilized various database information (business licenses, property tax records, State tax ID numbers) to compile a list of suspected non-compliant VHR's. VR Compliance would then provide the staff with property address, contact information and the links to the property's online listing. The software was estimated by staff to decrease the investigation and contact time for each non-compliant VHR from 4-6 hours to 1 – 1.5 hours.

The Council approved a contract with VR Compliance, and the company started identifying non-compliant VHR's. Unfortunately, VR Compliance only identified 22 non-compliant VHR's before it went out of business in the late spring of 2013. At this time, there are no stand-alone software solutions designed for rental compliance on the market. Code Enforcement staff has now returned to the manual internet search for non-compliant VHR's.

As a result, staff agreed to take part in a vacation rental home survey conducted by the Colorado Association of Ski Towns. The survey identified challenges, priorities and practices amongst the towns in the survey. While many of our challenges were similar, the variance in priorities and practices was eye-opening. Staff has identified new practices and tools they believe could help to increase nightly rental/VHR compliance.

Survey Background

CAST commissioned a study and best practices in 2015 to see how ski towns are handling the challenges of Vacation Rental Homes. The ten (10) communities that

took part in this study were: Breckenridge, Crested Butte, Durango, Estes Park, Frisco, Jackson, WY, Mt. Crested Butte, Ouray, Park City, and Steamboat Springs. The survey also included fees, best practices and potential practices from several other communities such as Santa Fe, Portland, Austin, Napa, etc.

Unlike hotels and other commercial lodging accommodations, online hosting sites do not ensure that residences meet quality or minimum safety standards, generally do not collect sales and lodging taxes, and are not limited to locations within commercial zones where the use may be more compatible or expected.

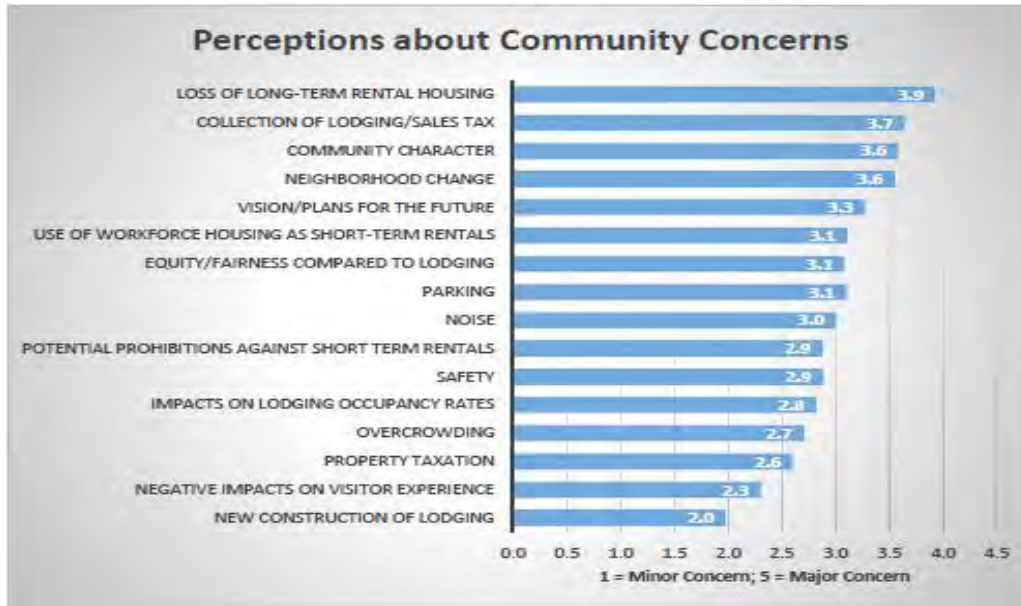
The VHR industry is large and rapidly growing, capturing an increasing share of the travel/lodging market. In 2014 there were over 2.1 million rentals listed on the top three hosting sites:

1. HomeAway, which includes VRBO and roughly 60 other hosting sites, has more than 1 million listings in 190 countries.
2. Airbnb offers over 800,000 listings in more than 34,000 cities worldwide.
3. FlipKey offers 300,000 properties in 179 countries.

HomeAway reported in 2014 that Park City and Winter Park made their list of top 10 destinations for the largest increase in new vacation rental listings.

Issues related to the tight and expensive housing markets, preservation of resident neighborhoods and character, and ensuring a fair playing field with other lodging businesses in terms of tax payment and regulations are the top concerns among participating CAST communities. The top five issues of concern, in order, are:

1. Loss of free-market rental housing previously rented to the workforce on a long-term basis;
2. Collection of lodging/sales tax;
3. Community character;
4. Neighborhood change; and
5. Vision/plans for the future.



Several other concerns that were not as prominent deserve mention given their unique ties to these communities.

Visitor Experience – The potential negative impacts of VHR’s on visitor experience, through low quality or unsafe accommodations for example, received a relatively low rating overall. Those surveyed in Park City, however, rated this issue significantly higher (3.7 average). Our resort community prides itself on its reputation for offering a paramount visitor experience and is concerned that a largely unregulated industry could adversely impact this experience.

Over time, concerns about negative visitor experiences may increase from:

- Publicized incidents of visitors who are endangered, hurt or even killed by unsafe VHR’s that are not up to lodging codes; and
- Dissatisfaction among visitors who want to “live like locals” and experience the “real” community they are visiting, yet discover that the increased number of VHR’s have displaced locals and turned neighborhoods into lodging districts.

Equity/Fairness With Lodging – Communities are concerned about VHR’s being treated equitably with existing commercial lodging. The term “level playing field” was used by many of the town officials interviewed.

Analysis:

Below is information regarding Park City Municipal's current enforcement tools and practices, as well as potential new tools, policies and practices. If Council is interested in further exploring new tools, policies or practices, Council should direct staff to return in a future worksession.

	<u>PCMC Current Practices</u>		
Building			
Tool	How it Works	Cost/Resources	Time/Inputs
Require property inspections	Property must pass inspection before application can be submitted.	\$75 fee built into the \$149 application fee	Approximately 1.5-2.5 hours for scheduling, travel, inspection, record keeping, re-inspection
Coordinate tracking across departments	1. If notified by Planning that an inspection is scheduled in a zone where nightly rentals are not allowed, the Business License Inspector will call the applicant to cancel the inspection and explain the zoning restrictions. 2. License applications are reviewed in Eden and approved, or denied if the inspection report is expired.		1. 5-10 minutes 2. 2-5 minutes
Work with Code Enforcement on complaints	Complaint is received. Internet research is performed. Location is verified with pictures from the hosting Website. Owner is contacted via certified mail.	Code Enforcement time input is substantial.	3-4 hours
Dedicate/hire staff for business license compliance	One business license inspector has been hired. This position is 100% dedicated to all business license inspections, including nightly rentals.	Time for enforcement is limited to times when inspections are in less demand.	10-20 hours a week during the late spring and summer

Building			
Tool	How it Works	Cost/Resources	Time/Inputs
Address parking	1. 4- 2- 18 Section C, Number 5, Noise and Occupancy Control addresses the failure to use off-street parking.	Parking issues are addressed by both Parking & Code Enforcement, depending upon the circumstances.	30-60 minutes per incident
Have general nuisance provision	1. 4- 2- 18 Section C, Number 4, Management Standards addresses (a & b) Snow Removal, (c) Summer Yard Maintenance, (d) Structural Maintenance, (e) Routine Upkeep, (f) Trash Collection, (g) Housekeeping Services, (h) Parking, (i) Outdoor Displays, (j) Signs and (k) Prohibition of Commercial Uses 2. 4- 2- 18 Section C, Number 5, Noise and Occupancy Control addresses violation of noise ordinances, occupancy loads, use of off-street parking, illegal conduct and the failure to collect sales tax.	Code Enforcement contacts owners and property managers to address problems with property maintenance.	30-60 minutes per incident
Finance			
Tool	How it Works	Cost/Resources	Time/Inputs
Require local emergency contact	The applicant must designate a responsible party. The responsible party must be a property management company, realtor, lawyer, owner, or other individual, who resides within Summit County, or, in the case of a company, has offices in Summit County. The responsible party is personally liable for the failure to properly manage the rental. This contact must be available by telephone, or otherwise, 24 hours per day, and must be able to respond to telephone inquiries within twenty (20) minutes of receipt of such inquiries by that party's answering machine, paging device or answering service. The responsible party is also designated as the agent for receiving all official communications.	Applicant will provide this information on application.	

Finance			
Tool	How it Works	Cost/Resources	Time/Inputs
Establish fee to cover management costs	Fees are paid at the time the application is received in Finance.	\$149 fee for all new business license applications \$17 -\$22 renewal fees \$28.74 per bedroom	
Coordinate tracking across departments	Once the application is entered into Eden and routed by other departments, the Business License Specialist reviews the file and either approves or denies it.	This process is tracked through outlook.	2 minutes per approval
Dedicate/hire staff for business license compliance	The Business License Specialist is the point person for all business licensing, including nightly rentals, but this position is also responsible for other Finance Department job duties in addition to licensing.	The Business License Specialist spends approximately 35 hours a week on licensing.	Each license application input takes approximately 12 minutes from start to finish.

Planning			
Tool	How it Works	Cost/Resources	Time/Inputs
Coordinate tracking across departments	1. Inspection schedule is reviewed prior to inspections. Nightly rentals with zoning issues are flagged and the Building Department is notified. 2. License application is reviewed in Eden and approved or denied.		1. 5 minutes per inspection. Can be as many as 12 inspections per day. 2. 1 minute per license

Sustainability			
Tool	How it Works	Cost/Resources	Time/Inputs
Prohibit use of workforce housing for VHR's	1. Workforce/Affordable housing is deed restricted. The sales contracts prohibit properties to be used as a nightly rental. 2. Every November, a Park City Affordable Housing Affidavit is sent to every owner. The owner must sign and notarize the document in which they acknowledge the deed restrictions and attest that they are in compliance with them. The affidavit is then returned to the city and kept on file.	1. Sustainability 2. Sustainability	1. Unknown 2. 30 minutes per unit, with 137 total units , 68.5 hours total

Police			
Tool	How it Works	Cost/Resources	Time/Inputs
Coordinate tracking across departments	Business license applications are reviewed and approved or denied in Eden.		3 minutes per license

<u>PCMC Potential Practices</u>			
Tool	How it Works	Cost/Resources	Time/Inputs
Post information within the VHR	Require current license to be posted in the home/unit	Building/Finance	Requires new Ordinance
Coordinate with Jurisdictions in the region	Obtain primary tax information from County and cross reference with our nightly rental licenses	Finance	Unknown
Create PCMC Website link on VHR hosting sites	When someone posts their property or rents a property on a hosting site, the link will pop up to educate owners & renters about City requirements. Airbnb currently provides this.	Building/Finance/IT/Le gal	Requires an agreement

Tool	How it Works	Cost/Resources	Time/Inputs
Negotiate Airbnb agreement	Require permit numbers to be on ads and VHR information to be provided upon request. A cooperative agreement with CAST could be more effective. Sites other than Airbnb may not be willing to negotiate	Building/Finance/Legal	May require new ordinance. Requires an agreement with each hosting site.
Require license numbers on all listings	Hosting sites would be prohibited from listing VHR's that do not have permits. Portland, OR instituted fines for VHR owners & hosting sites. This requirement would apply to all forms of advertising, including printed ads.	Building/Finance/Legal	Requires a new Ordinance. Will need to determine if we create an agreement w/each site, or will we Notice them?
Map licensed/permitted VHR's	Makes City better informed about VHR density. An interactive map could give renters & citizens a resource where complaints can be logged. May prove helpful in locating illegal VHR's.	Building/Finance/IT	Create map w/IT & maintain at determined intervals
Publish VHR requirements in the newspaper	Increases local awareness. Will notify owners & property managers that enforcement is happening.	Price of Ad. Building/Finance/Legal	Create ad
Post local VHR regulations on Airbnb	Have Park City added to the list of cities for which Airbnb provides direct links to our VHR requirements.	Building/Finance/Legal	Create requirements Web page
Educate realtors about requirements	Make realtors aware of PCMC's Code & Zoning requirements for VHR's	Building/Finance/Planning/Legal	Flyers, newspaper ads, round table meetings
Establish enforcement procedures and use them	We currently enforce on illegal VHR's, but we have no specific policy in place.	Building/Finance/Legal	Create policy

Tool	How it Works	Cost/Resources	Time/Inputs
Revoke licenses/permits for violations	It is very difficult to revoke a business license. What other options might we be able to utilize to increase compliance?	Building/Finance/Legal	Unknown
Educate visitors that listings must have license numbers	Utilize websites and visitor information made available by the PC Chamber of Commerce and the PCMC Website to get the word out	Building/Finance/Legal /IT/PC Chamber of Commerce	Meet Develop information Post on Website
Hold stakeholder round tables	Publicly notice meetings where property managers & owners can meet with City Officials to learn about requirements, ask questions & voice concerns. Since many owners are out of town, would it be possible to make the meeting available on the internet, like a Webinar?	Local Lodging Industry, Business License Inspector, Business License Specialist and Sustainability.	1 representative from each department as needed
Require check for workforce housing compliance when licensing VHR's	Sustainability could review inspection schedule (similar to Planning process), or, Sustainability could be added to the approval process in Eden.		

Potential Practices in Need of Council's Guidance

Tool	Pros	Cons
Add Staff Specialist for enforcement of illegal VHR's	Increased enforcement, compliance and revenue.	Budgetary constraints
Use real estate database to track conversion of housing to VHR's	Provide a thorough understanding of how VHR's are affecting long term rentals. Would be a quick reference to increase efficiency in future investigations.	1. Large undertaking that would require many Staff hours and impact the budget. Or, could look into contract services through and RFP process. 2. Must be managed and maintained in the long term.
Create housing census	Could supplement the real estate database.	1. Large undertaking that would require many Staff hours and impact the budget. Or, could look into contract services through and RFP process. 2. This would be a one-time event that would need to be repeated to obtain variables.
Create fee within the Nightly Rental License Calculated Fees to supplement affordable housing (like the current Transit Service Fees in place)	Have staff research if funds could be used to supplement affordable housing programs.	Increased costs for Nightly Rental Business Licenses.
Replace lost housing units/prevent the loss of housing units	Have staff research if revenue from additional Nightly Rental License Fees could be used to purchase property for affordable housing, or incentivize owners to maintain properties as long term residences.	1. Creating a new program would increase demands on Staff and budget. 2. What dollar amount would be necessary to create the incentive?

Department Review:

The City Manager, Legal Department, Sustainability Department, Planning Department, Building Department and Finance Department have reviewed this report.

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	+ Internationally recognized & respected brand - Balance between tourism and local quality of life + Unique and diverse businesses + Accessibility during peak seasonal times + Multi-seasonal destination for recreational opportunities		~ Residents live and work locally - Part-time residents that invest and engage in the community - Physically and socially connected neighborhoods - Diverse population (racially, socially, economically, geographically, etc.)	+ Engaged and informed citizenry + Ease of access to desired information for citizens and visitors + Streamlined and flexible operating processes
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Very Positive 	Neutral 	Negative 	Very Positive 
Comments:				

Funding Source:

General Fund

Summary Recommendation:

Discuss informational update to Council on Vacation Rentals by Owner (VRBO) in Park City.



MANAGER'S REPORT – 7/30/2015

Submitted by: Matt Dias
Subject: Daly West Mine Update

This Manager's Report is an update from the previous report submitted on July 16, 2015. As you know, contractors at the Daley West successfully removed the headframe in one piece and, since then, have engaged the services of various structural engineering and mining firms to plan for the capping of the shaft and restoration of the headframe. As a result of geotechnical reports and the weight of the headframe (twice the tonnage anticipated) the recommendation is for the headframe to no longer occupy the area directly over the mine shaft. Since then, the Building Department received and subsequently approved an updated request for a new grading permit application (GR-15-13376) that is reflective of the scope of work to cap the open shaft. Among other items, the permit includes additional excavation, polyurethane foam (PUF) fill/aggregate, a concrete slab, and a 5 foot diameter corrugated metal pipe running vertical down the center for future monitoring, limited access, and ventilation. This remedy has been approved by a licensed structural engineer in Utah.

With the goal of addressing the dangerous conditions at the shaft and restoring the headframe before the upcoming ski season, staff is working with JSSD and Xcavation on a second scope of work for the headframe. The current concept is to slide/reorient the structure over and above the general area of the pole shed, where existing hoist and headframe equipment remain. Various alternatives for the headframe itself are being considered given the structural damage that occurred.

Consistent with the past two months, staff will continue to review and provide any new information regarding the mine shaft and the headframe with you and the community in an ongoing manner. In addition, I wanted to highlight the following letter (attached) that was sent to JSSD on Wednesday, July 22, 2015, in order to reinforce Park City Municipal's support and appreciation of JSSD's efforts to address the dangerous conditions and restore the headframe prior to ski season.

Respectfully:

Matt Dias, Asst City Manager



Office of City Manager

21 July 2015

Darrel Scow and R. Craig Johnson
Jordanelle Special Service District (JSSD)
PO Box 519
6135 East Lake Creek Road
Heber City, UT 84032

Re: Daly West Mine Shaft Collapse and HeadFrame

Darrel and Craig:

In response to your recent permit application and scope of work submitted to the Building Department on July 16, 2015, I wanted to thank you again for your continued efforts to address the dangerous conditions at the Daly West mine and your ongoing commitment to restoring the headframe before the upcoming ski season.

As you know, because of your continued cooperation and commitment, Park City Municipal has agreed, in principle, to waive building permit fees for grading, excavation, and demolition of the pole shed as permitted by Municipal Code 11-12-15. The Chief Building Official has also refrained from executing our Hazardous Mine Ordinance, Title 6-4-2, which prohibits any owner from knowingly maintaining a mine hazard, and Title 6-4-3 which prohibits any mine hazards declared as a public nuisance. Toward that end, the Building Department has refrained from imposing other regulatory mechanisms within the International Building Code, such as the Abatement of Dangerous Buildings (ADBC).

Finally, because the structure is designated as historic on the City's inventory, you are required to comply with Land Management Code 15-11-12 and submit a Historic District Design Review application for work on the headframe. In order to address the public safety concern that the shaft and headframe present and to accommodate most effectively JSSD's interest in addressing the former and Park City Municipal's interest in preserving the latter, the Planning Director has agreed to expedite review of your submittal and waive administrative fees associated with restoring the headframe.

In the hope of fully realizing Park City Municipal's goals for preserving the headframe, I hope you will reconsider your current recommendation to remove the bottom third of the headframe. While it may appear the least disruptive alternative and structurally expedient, we encourage you

to get a second opinion from a licensed engineer; this will likely be required during your Historic Design Review and should not be viewed as an unnecessary step.

Park City officials will continue to work with you to expedite permitting processes, waive fees when economically expedient, and consider other accommodations when needed to benefit from JSSD's efforts. We are confident in JSSD, in the abilities of your contractor and the Martinez family, and we will continue to support our common goals of safely closing the mine shaft and restoring the historic headframe prior to the opening of ski season when both the Daly West shaft and headframe could present serious public safety hazards.

Please do not hesitate to contact me should you have any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Dias', with a long horizontal flourish extending to the right.

Matt Dias
Assistant City Manager

Cc: Park City Mayor, Jack Thomas
Park City, City Council
Diane Foster, City Manager
Park City, City Attorney's Office



MANAGER'S REPORT – 7/30/2015

Submitted by: Jennifer Diersen
Subject: Park Silly Sunday Market Mid Season Review 2015

A City Service Agreement was entered into on January 23, 2014 with the Park Silly Sunday Market for seasons 2014 - 2016. Staff finds all requirements are currently being met and executed. The chart in Exhibit A quantifies the progress of the individually measured items.

There are three items that have occurred that staff would like to inform Council on outside of the measures as written:

1. Construction Projects & Updates:

Staff has been working with Park Silly Market Staff to inform them of impacts by both private sector and City construction projects. Staff will continue to meet with Street and Parks Departments, as well as Project Managers and the Community Engagement Liaison regarding Main Street improvements to understand projects and their impacts.

Town Lift

In April Staff requested that Park Silly Sunday Market obtain a letter of permission for use of the Town Lift Plaza regarding use of restrooms and parking garage for the Bike Valet. Town Lift allowed the use of restrooms inside the building, but did not allow use for the Bike Valet. Bike Valet was moved to 9th Street by the entrance to the venue.

Marriott Plaza

Staff provided Park Silly Sunday Market Staff with a construction plan for the Marriott Plaza including demolition and construction in May of 2015.

On 6/14 a Park Silly Market Golf Cart was reported on the Poison Creek Trail. Park Silly Market is aware they cannot have carts on the trail, but they had ridden a cart on the trail to get around the construction. They corrected the action immediately.

On 6/21 it was reported that construction fencing had fallen over due to high winds. The Park Silly Sunday Market called the Superintendent on the Project. City and Market staff worked to try to secure the fencing. Some market visitors were reported in the construction area and asked to move outside of the construction area.

City Hall Plaza/5th Street

Staff provided Park Silly Sunday Market Staff with a construction plan for the City Hall Plaza renovations. Unfortunately it was not made clear to Staff or to Park Silly Sunday Market that a large curb would be placed and landscaped. Staff thought it would be returned to concrete. Due to this, the Park Silly Sunday Market had three displaced Farmer Vendors as well as a displaced musician. Park Silly Market Staff requested for the musician to be moved to 7th Street and has made accommodations for the vendors in

the area. Park Silly Market Staff will work to update the layout in 2016.

Bonanza Drive

Repaving was completed on 7/5 on Bonanza Drive in front of the Maverick Gas station between 6:00 a.m. and 10:00 a.m. Staff informed Park Silly Sunday Market as this is a main transportation area for the Market. Detour signs were placed up by the Project Manager so that traffic could detour and still have clear access to the Market.

7th Street Project

On 7/15 a text was received from Park Silly Market staff regarding construction fencing in the Market Venue area at 7th Street. Upon research by the Building Department, an active permit was not found and the fencing was taken down.

2. Drones & “Selfie” Sticks:

On 7/12 a drone was seen flying just above the Bridge on Lower Main Street. Park Silly Market Staff and Park City Police Officers reacted quickly and it found them about 15 minutes to find the person flying the drone. Park Silly Market Staff informed the owner of the drone that they do not allow flying with in the Market footprint.

On 7/16 a complaint was sent to the Park Silly Sunday Market regarding the use of Drones and “Selfie” sticks in the venue. Park Silly Sunday Market responded to the concerned citizen and informed them that they do not permit drones in the venue area. Market Staff also informed City Staff of the incident and City Staff has responded with FAA regulations and guidelines and continues discussing safety concerns and a possible ordinance regarding drones.

“Selfie” sticks have yet to be an issue, however, both Market Staff and City Staff will continue to address the concerns of these items as they arise.

3. Parking Counts:

Parking Services has been working to obtain parking counts in a number of Parking areas on Sundays at 10:00, 1:00 and 4:00 p.m. Exhibit B is a chart of counts by week in the surrounding venues. Parking areas include:

Brew Pub Lot, Main Street, Swede Alley, China Bridge, Flag Pole Lot, Upper and Lower Park Avenue, Upper and Lower Woodside, Lower Norfolk, Mawhinney Lot, and the Temporary Residential Zone on Park.

Attachments:

Exhibit A - Park Silly Sunday Market - Mid Season Review 2015 Measures of Success Chart

Exhibit B - Parking Counts during Park Silly Sunday Market

Respectfully:

Jennifer Diersen,

Exhibit A – Park Silly Sunday Market – Mid Season Review 2015 Measures of Success Chart

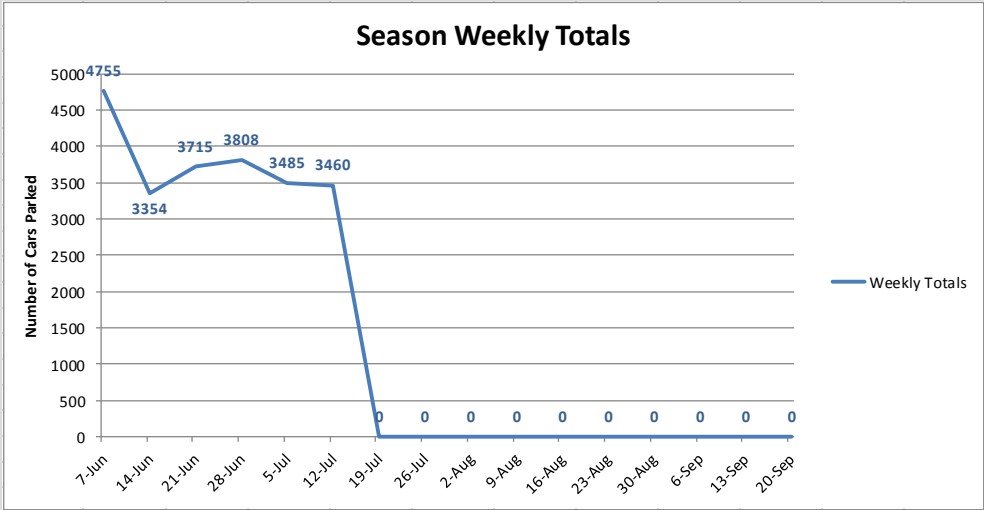
Park Silly Sunday Market - Mid- Season Review Measures of Success		Legend S –Satisfactory Meeting Contracted Requirements I - In progress / Meeting Requirements U – Unsatisfactory/ Not meeting Requirements
Vendor Mix		
A. Importers (allowed per week maximum) i. 2015 – 8	Notes: Sending weekly reports.	S/I
B. Jewelers (allowed per week maximum) i. 2015 – 12	Notes: Sending weekly reports.	S/I
C. On-site Food Vendors & Snack food Vendors (per week maximum) i. 2015 – 12	Notes: Sending weekly reports.	S/I
D. PSSM will include a HPCA representative in the jurying of jewelry vendors	Notes: Meeting requirement – Representative was Puggy Holmgren	S
E. PSSM will coordinate three (3) market walk through with the HPCA and PCMC to identify possible conflicts and/or issues with vendor mix.	Notes: Meeting requirements: 2 Walk-throughs have been completed on 7/19 and 6/21. HPCA failed to provide a representative on 6/21, and two members of the HPCA didn't show up on the 19 th . PSSM has asked members to suggest a better time – next meeting will be later in the day. Either at 2 p.m. or 4 p.m.	S/I
F. PSSM will provide to the City a list of vendor classification definitions along with preference criteria for vendor mix.	Notes: Requirements were provided in February of 2015.	S
Parking / Traffic / Pedestrian Management		
A. Create event parking plan i. Identify vendor vehicle ii. Identify public parking locations both in Old Town/Main Street along with alternative parking areas. iii. Identify locations where parking will be removed to provide space for event and mitigate impacts of event iv. Setup program to encourage parking of vendors in approved vendor locations	Notes: i. PSSM continues to work with Staff & private parking garages to park vendors in appropriate areas. Park Silly Sunday Market has been taking vendor license plate numbers as they enter into the market so Parking Services can better identify vendors. The Market continues to notify vendors that parking is at the Sand Ridge Lots. ii. A resident parking area has been established and is being enforced along the west side of Park Ave. from 9 th to 14 th Street. Door to door notification took place on 6/5/2015. Parking Enforcement continues to communicate with the residents to resolve parking concerns and challenges. iii. Supplemental Parking has been established at the Park City High School. Park Silly Market also works with Canyons Transportation for SLC visitors to provide a shuttle from SLC area hotels to the Market each Sunday.	S/I
B. Work with Special Events and Transit to get out alternate transportation messaging out with: i. Co- messaging with PC Transit Dept. ii. PSSM will create and implement different methods of informing the public (PSA's, print ads) iii. Create and implement a program encouraging non-motorized forms of transportation to the market.	Notes: Meeting requirements. i. Staff continues to go on KPCW weekly regarding upcoming events and discusses parking and transportation for all events as well as the market each week. This will continue through the end of September. ii. PSSMs print, online and radio advertising includes directions for participants to take alternate transportation to the event. Including City transit, bikes or walking to attend. iii. Bike Valet at 9 th Street has received an average of 149 bikes per week at the Bike Valet on 9 th Street. Highest number so far this season was 199 bikes on 7/12.	S/I
C. Submit sign Plan to Staff at the time of Supplemental Plan containing the following: i. Locations ii. Size & Type iii. Message iv. Placement and removal times	Notes: Requirements have been met	S

D. Work with City to Create a pedestrian management plan that addresses the crossings of Heber/Main and Swede Alley	Notes: Requirements have been met – Intersection is currently manageable and requires no additional resources.	S/I
<u>Market Set-Up and Inspections</u>		
A. Weekly notification to staff of footprint or operational changes	Notes: Meeting requirements. Construction at 5 th Street, reduced the vendors at the Farmers Market by 4. Musician at this location was moved to 7 th Street near the local/non-profit vendors.	S/I
B. Location of interior sponsor signs	Notes: Meeting requirements	S
<u>Street Cleaning and Trash Removal</u>		
A. Pre-Meet with City's Street Department to create a street cleaning and trash removal plan	Notes: Requirements have been met : Additional Street Sweeps were requested and completed by on July 5 th after 4 th of July Festivities as well as on July 21 after Savor the Summit.	S/I
B. Meet with Street Department two (2) additional times throughout summer to address any issues with plan.	Notes: Meeting requirements: Park City Parks Crew and PSSM reworked when and how the city receptacles were being used and replacement with the PSSM recycle set up. The street has been maintained clean pre and post market. There have been no negative reports from the Parks or Streets Crew. Street Construction on Bonanza on 7/5 for paving was brought to the attention of Staff which was addressed to PSSM ahead of time. A Detour was put in place and Street was reopened by 10 a.m. that morning. PSSM Staff has sent Staff 2 images of curb/tripping hazards and Staff is addressing the issues.	S/I
<u>Coordination with PCMC and HPCA</u>		
A. PSSM will schedule monthly 'Working Group' meetings from June through October	Notes: Requirements have been met.	S/I
B. PSSM will schedule three (3) market walkthroughs with the "Working Group" within the season.	Notes: Meeting requirements: 2 Walk-throughs have been completed, Next walk through is Sunday, August 16th	S/I
C. PSSM will schedule a weekly market walk through with City representatives	Notes: Meeting requirements. Staff from Special Events, Building, Police, and Parking continue to walk the venue and areas surrounding of the venue to address concerns, impacts and challenges.	S/I
D. PSSM will supply the City Representatives with weekly report containing the following i. Estimated attendance ii. Zero Waste statistics iii. Breakdown of number of vendors and types	Notes: Meeting requirements : Staff is currently receiving the required weekly reports. i. Average attendance is 13,590 per week. ii. 136 bags of recycled material and compost vs. 55 to landfill so far for the Market Season. iii. Limited Vendor Categories: Import vendors have either been under the maximum allotment of 8 at each market so far. Jewelry vendors have been at the maximum allotment of 12, except one market where they were under the allotment. To-go/Snack food Vendors have been under the maximum allotment of 12, except for one market where they met the maximum.	S/I
<u>Marketing and PR</u>		
a. Main Street/HPCA logo on all advertisements & promotions	Notes: Meeting requirements.	S/I
b. Engage in co-promotions with Chamber, HPCA, Park City Restaurant association	Notes: Meeting requirements. Park Silly Market provides free promotions of Park City businesses in their Park Silly Info Booths (3) each Sunday. Park Silly Market provides one free booth for HPCA each	S/I

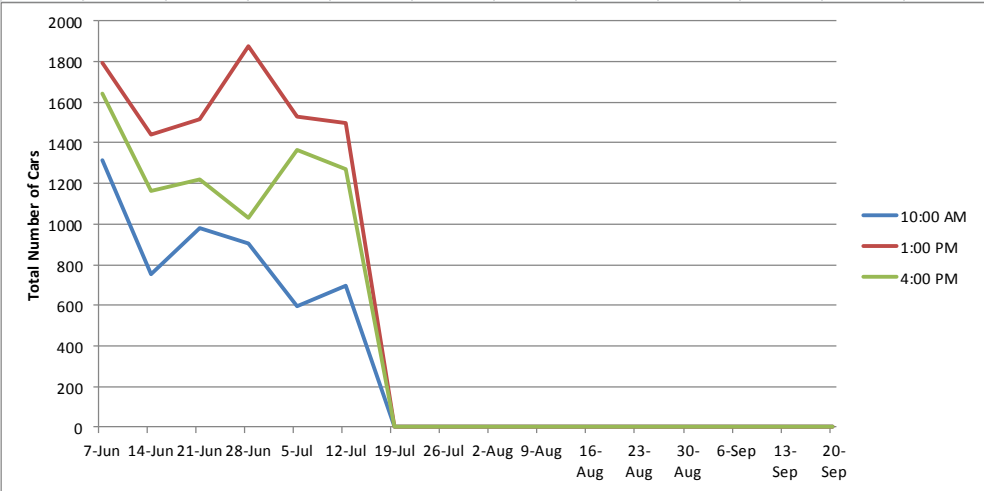
	Sunday. HPCA/ Main Street membership information and logo placement on all media and advertising. Park Silly Market gives restaurants first right of refusal to apply as a food vendor for restaurant association. Park Silly Market also provides free advertising or promotion by request for all HPCA, Chamber and Restaurant Association Members through social media outlets which reach 17,000.	
c. Media – The HPCA logo and sponsorship credits will be provided in all media placement that the PSSM currently employs, including but not limited to: I. Print ads II. Ads, links or info listings on Utah tourism, business and special internet websites; III. Periodic television coverage; IV. Radio spots and promotions; V. Website spots, summer guides, fairs, non-profit organization calendar listings; VI. Email blasts; and VII. Social media, ‘ if applicable”	Notes: Meeting requirements.	S/I
<u>Other Items:</u>		
Attendance must average 7,500 visitors to the market per season. This number shall be established and verified annually by Staff and PSSM	Notes: Average attendance per week has been 11,892– 16,090 per week for first 6 weeks (June 7 – July 12). Total Attendance over the 6 Sundays is 81,536 people.	S/I
Quantify Marketing & PR Value – of at least \$150,000	Notes: Current estimated value as determined by PSSM Staff is in excess of \$150,000. This is from both news coverage as well as advertising. Cooking Light named Park Silly Sunday Market one of the top 50 markets in the Country.	S/I
PSSM shall present an annual report to the city in February of the preceding market season. This report will contain the following: i. Estimated attendance ii. Zero Waste statistics iii. Breakdown of number of vendors and types iv. List of non-profit groups attending the market v. Advertising information etc.	Notes: Was submitted in March of 2015, Report from 2015 shall be provided by March of 2016.	S/I

Exhibit B – Parking Count Charts

Total Counts																
	7-Jun	14-Jun	21-Jun	28-Jun	5-Jul	12-Jul	19-Jul	26-Jul	2-Aug	9-Aug	16-Aug	23-Aug	30-Aug	6-Sep	13-Sep	20-Sep
Weekly Totals	4755	3354	3715	3808	3485	3460	0	0	0	0	0	0	0	0	0	0



	7-Jun	14-Jun	21-Jun	28-Jun	5-Jul	12-Jul	19-Jul	26-Jul	2-Aug	9-Aug	16-Aug	23-Aug	30-Aug	6-Sep	13-Sep	20-Sep
10:00 AM	1316	753	980	905	593	694	0	0	0	0	0	0	0	0	0	0
1:00 PM	1794	1441	1517	1873	1527	1499	0	0	0	0	0	0	0	0	0	0
4:00 PM	1645	1160	1218	1030	1365	1267	0	0	0	0	0	0	0	0	0	0





MANAGER'S REPORT – 7/30/2015

Submitted by: Adriane Juarez

Subject: Library in the Hallway - Published Article in Library Journal

The June 15, 2015 edition of *Library Journal* featured an article called, "A Moving Target" that highlighted our "City Hall Library in the Hallway", which kept as many books as possible in the hands of the community during our temporary relocation by housing collections throughout the city during our library remodel project. *Library Journal* is the most trusted and respected publication for the library community.

A Moving Target | One Cool Thing

By Adriane Herrick Juarez on June 15, 2015

When UTAH's Park City Library closed for renovations for 12 to 15 months in May 2014, staff had the usual big question to answer: What do we do with the materials? In Park City, the situation was particularly challenging because there were no branches to which materials could be moved and no buildings in the city large enough to house the complete collection. Staying open during the renovation proved impossible. However, the town's 8,500 residents-and some three million visitors, attracted by skiing and the Sundance Film Festival-still needed access.

The Park City council voted to relocate the library temporarily to the old Miners Hospital, which had contained the library from 1982 to 1993. Explains Bobbie Pyron, member of the Park City Library Board of Trustees, "We knew it would hold less than half of the library's current collections." Popular items, movies, and a substantial portion of the collection went to the hospital location.



CAN'T BEAT CITY HALL The temporary library in Park City's city hall attracts employees and visitors alike.

MEET THEM WHERE THEY ARE

In city meetings, I began discussing what could be done with the remaining materials. City manager Diane Foster immediately caught the vision of creating mini libraries in a number of public buildings around the city, not only saving the cost of storage but engaging members of the public with books as they came and went from public facilities. Foster was pleased. "City staff rallied behind the library with a number of our departments, from the ice rink to the recreation center, expressing a willingness to have books in their locations and make them accessible to the public."

City and library staff determined that the walls of city hall provided the best space for installing bookshelves. In addition, it provided the necessary security, power, and data for a self-checkout machine to be installed.

"As people come and go to apply for permits and use other city services, this is now a place where they can also get books," said Mayor Jack Thomas. "For me, it is easy to get caught up in the enjoyable experience of looking at all the titles, seeing things I have already read and items I now want to read. Sometimes it takes me a little while to get down the corridor to my office. I'm going to hate to see the books go when the renovation is complete. Everyone who comes in seems to enjoy it."

"People are exploring books in unexpected ways," said Polly Samuels McLean, who works in the city attorney's office. "I enjoy taking books home to my kids at night, and our staff tend to come out of their offices and have interesting conversations about the materials they find."

Brooke Moss, Park City human resources manager, took a fun and humorous approach to exploring the collections with daily posts to her Facebook page called, "Thanks Library in the Hallway!" One such post (quoted with permission) read: "I work in Park City's City Hall building. They are renovating the Library in

our City, and have brought tons of books and put them in our hallways. I am in heaven! Today I am reading "Why Sh*t Happens: The science of a really bad day". Apparently, if you go 7 days without sleep you will literally go insane. We are all 7 days away from madness. Sometimes I feel much closer...I will be learning cool stuff all year long. Thanks library in the hallway!"

BY REQUEST

The remaining items were stored in the town's old fire station. These are not directly available to the public, but library staff fill requests, which are delivered to the Miners Hospital location within 24 to 48 hours. It took extra work to install shelving in various buildings, change materials holdings codes in the database to indicate where items were situated, and pull materials from the various facilities each day for patron requests. Still, the payoff has been even better than we could have imagined.

MOVING FORWARD

The newly renovated library will open on June 13, 2015, with expanded children's and teen areas, a new entrance and coffee shop, a digital media lab, a Maker space, airy browsing areas, living room-style reading nooks, flexible use areas, more community gathering places, expanded collections, and increased digital resources. The community is eager to start using what promises to be a dynamic new library, but "The Library in the Hallway" will always be fondly remembered.

Respectfully:

Adriane Juarez, Library Director



MANAGER'S REPORT – 7/30/2015

Submitted by: Adriane Juarez
Subject: Library's Successful First Month

June was an outstanding month as the Park City Library opened the doors of the newly renovated library to the public for the first time. On the day of the Grand Re-Opening, the community came out to pass books in a reenactment of a book brigade that first took place in 1982. Rather than moving all of the books in the library hand over hand, in 2015, the community passed 127 books, one for each year of the library's existence. Over 500 people came out to share in the book brigade excitement, with the last book having a GoPro camera attached to catch the faces and enthusiasm of everyone in line. The video can be found at: <https://vimeo.com/131016125>. In addition to the 'book brigade crowd', over 1,000 people visited the library on opening day to tour the new facility and to take part in engaging programs and activities. It was an amazing turnout.

Since the re-opening of the new library, the turnout has been just as enthusiastic, and striking, as the day we opened. There are lines of people at the service desks; programs are brimming with participants; events are going strong in the community rooms; people are checking out books with renewed enthusiasm. They're using computers, and enjoying the space as a whole. All services across-the-board are up, with approximately 500 people per day visiting the library. This is about DOUBLE what would have been expected in the old library. The statistics speak for themselves. It is easy to see, in the chart below, that in two weeks of being open in the month of June 2015, we surpassed previous years' statistics for an entire month. Our new meeting rooms and gathering spaces, alone, served over 760 people in June 2015.

The chart below shows how the partial month of June 2015 compares to the two prior years -- but with 12 additional days (because the Library reopened on July 13).

Library Services	June 13-30, 2015	June 2014 (Miner's)	June 2013 (Old Building)
Circulation	5,828	5,018	7,202
Patron Visits	8,574	2,426	8,569
Wireless Use	1,643	527	1,402
Patron Cards	230	76	91
Web Hits	14,669	10,347	10,219
Free Summit Student Cards 8	40	4	
E-books/E-audio	183	229	62

The Park City Library Staff and the Library Board would like to thank Park City Municipal Corporation, the Mayor, City Council, and everyone in Park City for their investment in

the dynamic resource that is our new Park City Public Library. These outstanding results are just what we were looking for in our new facility. Many people worked for years to bring this project to fruition. The result is an engaged and invigorated library that will serve our community for generations to come. You have our deepest appreciation for your vision and support.

Thank you!

Respectfully:

Adriane Juarez, Library Director



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

On July 13, 2015, Phase I of the Mountain Accord was approved by all 23 partners. This draws the scoping phase of Mountain Accord to a close and initiates Phase II, with project specific planning and implementation. For Park City, there are two primary and two secondary projects that will now commence:

Primary

- 1) An Alternative Analysis for the Parley's Corridor, from the Salt Lake International Airport to Park City proper.
- 2) A Carrying Capacity study, emphasizing how a future connection would impact economics and quality of life for citizens in the surrounding areas.

Secondary

- 1) The Environmental Dashboard that will provide an overview of the health of the Wasatch Mountains, across the Wasatch Front and Wasatch Back
- 2) Trail connectivity projects linking our trails network to the Wasatch front.

Respectfully:

Ann Ober, Community Relations



MANAGER'S REPORT – July 30, 2015

Submitted by: Ann Ober, Executive/Sustainability
Subject: Mountain Accord Phase 2 – Next Steps

On July 13, 2015, Phase I of the Mountain Accord was approved by all 23 partners. This draws the scoping phase of Mountain Accord to a close and initiates Phase II, with project specific planning and implementation. For Park City, there are two primary and two secondary projects that will now commence:

Primary

- 1) An Alternative Analysis for the Parley's Corridor, from the Salt Lake International Airport to Park City proper.
- 2) A Carrying Capacity study, emphasizing how a future connection would impact economics and quality of life for citizens in the surrounding areas.

Secondary

- 1) The Environmental Dashboard that will provide an overview of the health of the Wasatch Mountains, across the Wasatch Front and Wasatch Back.
- 2) Trail connectivity projects linking our trails network to the Wasatch front.

Each of these projects has a different timeline, scope, community engagement plan and role for Park City, as outlined below. Staff has been accelerating meetings associated with these projects for a variety of reasons. First, staff feels that it is in the City's best interest to have scopes of work ready, with a budget determined quickly in the Mountain Accord process. Funding is never as available as we would like them to be and being first can increase the likelihood of funding. Second, staff feels that there is currently an increased energy around Mountain Accord due to their recent actions moving into Phase 2. We believe that this increased energy means that more people are engaged today than would be in six months and would like to take advantage of that energy and engagement. Third, the findings of these studies could be incredibly useful to the Park City community. Staff would like to get to those opportunities, especially those within the Parley's corridor, as soon as is prudent.

3.11. BIG COTTONWOOD TO PARK CITY

Agreement Language:

3.11.1. The signers of this Accord agree to further study the economic, transportation, community, and environmental detriments, benefits and impacts (both positive and negative) of

a wide range of non auto-based options to connect Park City with Big Cottonwood Canyon. The study will include an analysis of carrying capacity for the broader Park City Community.

3.11.2. Summit County, Park City, Salt Lake County, Salt Lake City, U.S. Forest Service, the environmental community WFRC, and the Ski Resorts will develop a scope for further study and suggest next steps.

3.11.3. The study described above will be conducted through a local process (not a NEPA process) under the direction and control of the parties listed in Section 3.11.2 above. The signers of this Accord agree that the intent of this effort is to gather information and facts, and no party will have any obligation to act on the information gathered.

3.11.4. The signers of this Accord agree to actively support maintaining Guardsman Pass Road in its current management in winter (closed).

Park City staff is taking a lead in convening this working group. Ann Ober will be the primary on this project, while Jonathan Weidenhamer, Nate Rockwood and Alfred Knotts take on support roles to the project.

The initial meeting will be held on August 10. Participants include Summit County, U.S. Forest Service, Salt Lake County, Salt Lake City, Ski Utah, Save Our Canyons, Park City Chamber of Commerce, Wasatch Front Regional Council, and Mountain Accord. The intent of the meeting will be to formulate a general goal of the study, as well as a plan for reaching a scope of work, budget and time frame for the project. The team expects to have a scope of work prepared for consideration by the Mountain Accord Executive Committee Fall 2015. Once funded, the team will hire a consulting team through an RFP process. Included in bid requirements will be a community engagement component.

3.12. PARLEY'S CORRIDOR

3.12.1. With the goal of connecting economic centers and recreational nodes within the Wasatch Front and Back, the signers of this Accord agree to support an Alternatives Analysis to evaluate connections between the Salt Lake Valley and the greater Park City area. The Alternatives Analysis will consider modes, corridors and termini between Salt Lake City and Salt Lake County and the greater Park City area.

3.12.2. The intent of the Alternatives Analysis is to obtain concurrence on a Locally Preferred Alternative that more specifically addresses short- and long-term mobility needs on regional travel corridors, which may include, but are not limited to, I-80, SR-224, SR-248, US-40, Foothill Boulevard, 3300 South, and I-215. It will also consider multi-modal bicycle and pedestrian connections, including regional trails. Upon adoption of a Locally Preferred Alternative by the affected jurisdictions, and if a federal action is identified, the signers of this Accord support initiating the NEPA environmental review process for proposed operational and infrastructure improvements with a subsequent goal of obtaining approval of a project that is consistent with Mountain Accord's vision and goals.

3.12.3. The Alternatives Analysis effort will include a review of wildlife corridors identified by the Environmental Dashboard or other related efforts and will consider opportunities to integrate safe passage of wildlife and other environmental mitigation into final recommendations.

3.12.4. A taskforce with representatives from Salt Lake City, Salt Lake County, Park City, Summit County, Utah Department of Transportation, Wasatch Front Regional Council, Utah Transit Authority, and potentially others will undertake this effort.

These meetings are underway. The above list has been meeting for the past two months, with a focus on determining the type of project (Alternatives Analysis vs. multi-modal capacity study). That work has been moved to a set of technical experts within the working group to develop goals. Once that is complete, the team will decide who will be the lead agency (agencies) and the type of study needed. Alfred Knotts is representing the city on the technical team and joining Ann Ober on the project management team. Andy Beerman has also been intimately involved in the project management phase of the project.

3.14. TRAILS AND CYCLING

3.14.1. The signers of this Accord agree to support development and implementation of a comprehensive trail and cycling plan for the Central Wasatch Mountains.

3.14.2. The trail plan will:

- build on the Trails Implementation Plan developed by Trails Utah;
- be developed in coordination with decisions regarding federal land designations (it could be included as a part of the U.S. Forest Service management plan);
- contemplate a trail network that connects residents and communities, recreation nodes, and future transit stations; and
- consider the overall balance and availability of multi-use trails and hiking-only trails, consider multiple user groups such as hikers, bikers, skiers, and climbers, and consider mitigation for potential user conflicts .

3.14.3. The road cycling plan will contemplate connections to recreation nodes and future transit stations and will address road cycling needs in Big Cottonwood Canyon, Little Cottonwood Canyon, Millcreek Canyon, and Parley's Canyon (including the approaches to each canyon).

3.14.4. Trail components recommended in the Trails Implementation Plan and hard surface road cycling facilities will be considered in the Cottonwood Canyons NEPA process and Parley's Corridor Alternatives Analysis.

3.14.5. The signers of this Accord agree to take immediate actions to support certain trail components that are ready for construction, including the Grit Mill trail and Utah Olympic Park to Mid-Mountain Trail.

The route for implementation has not been defined to date. An update will be provided when available.

3.16. ENVIRONMENTAL MONITORING, ADAPTIVE MANAGEMENT, and RESTORATION

3.16.1. As recommended by the Mountain Accord Environmental Committee, an Environmental Dashboard will be developed and made available for integration into the NEPA decision-making process and other studies identified above. Actions identified above will include potential mitigation to improve environmental conditions as measured by the Dashboard. An Adaptive Management Plan will be developed that addresses changes in use and environmental conditions as measured by the Dashboard.

3.16.2. The Environmental Dashboard is the basis for development of a landscape-level restoration and mitigation plan that addresses watershed protection, contaminated soils/historic mining activities, lands with invasive weeds, impaired streams, roadside mitigation/stabilization, safe passage for wildlife, and other areas of the environment that are in a degraded condition.

3.16.3. The Environmental Sub-Committee developed the scope of work and will be initiated in Fall 2015.

Ann Ober has been working as the co-chair of the Environmental Systems group, drafting the scope for the Environmental Dashboard. The RFP has been drafted and will be released through Salt Lake County in September. The Environmental team expects to select the winning bidder by October 15, with the project starting in late October.

The purpose of the dashboard is three-fold; first, the Mountain Accord process is interested in this information being gathered and compiled into a usable format for informing the general public and land managers of ecological conditions within the Wasatch Mountains. It must develop a usable report with easy to understand and meaningful presentation of information, with an executive summary that can be distributed broadly to the general public and elected officials. Overall, the report is expected to convey, but not be limited to current conditions, desired conditions based on best practices and a rating system to guide management priorities, need and financial allocation. Second, the dashboard is expected to be a “legacy project” that will be revisited and updated on a regular basis so that the community will have consistent data on which to base short term and long term federal, state, and local management decisions. As such, the project must develop a database of information that can easily be updated on a periodic basis. Third, this Dashboard is not to replace or be limited to National Environmental Policy Act (NEPA) or other evaluating processes, it is intended to succeed and sustain beyond NEPA in duration, validity, and comprehensiveness in an effort to maintain ecological integrity. It is anticipated the information could be used to establish a baseline for the existing environment section and no action

alternative sections of possible future documents produced pursuant to NEPA, as well as to aid in assessing cumulative effects.

Conclusion

Staff will provide Council updates throughout the coming year, both through manager reports and staff work session updates.



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

On June 19, 2015, the selection committee comprised of City staff and the Executive Director of the Historic Park City Alliance selected the design team lead by GSBS Architects for the Brew Pub Plaza design and engineering.

As this is a high profile project within the Historic Main Street Improvements plan, staff was compelled to introduce the design team and allow the team to present their proposed vision of the Brew Pub to City Council.

The award of contract to GSBS Architects is on the consent agenda for this July 30, 2015 City Council meeting. For the full staff report, please refer to the Consent Agenda section of the packet.

Respectfully:

Matthew Twombly, Senior Project Manager



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

Council has expressed interest in an update on existing and additional efforts geared towards preserving Park City's historic mine sites. This report attempts to identify some regulatory gaps and other opportunities to help protect known historic mine structures and sites.

Respectfully:

Anya Grahn, Planner II

City Council Staff Report



Subject: Historic Preservation Update
Author: Anya Grahn - Historic Preservation Planner
Department: Planning
Date: July 16, 2015
Type of Item: Work Session

Recommendation: The purpose of this work session is to review staff's current preservation efforts and to receive feedback from City Council on future efforts. Staff recommends Council review this staff report and make recommendations to staff with regard to which, if any, items Council would like to further explore in a future work session.

List of Acronyms

ALJ	Administrative Law Judge
CBO	Chief Building Official
CDD	Community Development Director
CRSA	Cooper Roberts Simonsen Associates, Inc.
CUP	Conditional Use Permit
DRT	Design Review Team
HDC	Historic District Commission
HDDR	Historic District Design Review
HPB	Historic Preservation Board
HSI	Historic Sites Inventory
ILS	Intensive Level Survey
JSSD	Jordanelle Special Services District
LMC	Land Management Code
MPD	Master Planned Development
NPS	National Park Service
PCMR	Park City Mountain Resort
Pre-app	Pre-Historic District Design Review Application
RDA	Redevelopment Agencies
RFP	Request for Proposals
TZO	Temporary zoning ordinance
UPK	United Park City Mines Company

Background

The development of the ski resorts (Snow Park Ski Area, 1946; Treasure Mountain, 1963; Park City West /Canyons Resort, 1968; and Deer Valley Resort, 1981) played a major role in transforming Park City from a mining ghost town into a year-round resort destination. Greater real estate demands and increased development spurred the historic preservation movement in Park City, which largely began in 1978 with the Main Street nomination for the National Register of Historic Places. A second thematic

National Register nomination recognized the historic significance of the Mining Boom Era residences in 1984. These two districts were focused on preserving historic buildings within Old Town.

Early on, the City recognized the need to assist property owners in order to encourage historic preservation. Initially, the City placed 180-day stay on demolition that provided an opportunity for the City to purchase or find a buyer for a historic property threatened by demolition. Further, the City purchased the Watts House and National Garage, put out a request for proposals (RFP) to rehabilitate the site, and then lobbied the Department of the Interior to keep the National Garage on the National Register of Historic Places after it had been panelized. Today, High West is one of the best examples of a historic rehabilitation project in Park City. The City's grant program, established in 1987, incentivized preservation efforts using RDA funds. Design Guidelines and the Land Management Code (LMC) also allowed the City to maintain the historic look and feel of its historic districts.

The City has been successful at developing regulations favoring historic preservation. We have created opportunities for mixed-use development, eliminated parking requirements for historic structures, and adopted provisions in the LMC and Design Guidelines all in an effort to encourage and make feasible historic preservation.

Historic preservation code provisions date back to approximately 1982. In the early 1990s, the City expanded regulations governing demolition of commercial properties, primarily on Main Street, and soon after extended protections to residential properties on the initial survey or over 50 years old, subject to a determination of significance hearing. In 2007, the City contracted with Preservation Solutions to conduct a reconnaissance level, or "windshield," survey of the historic district. This increased our current preservation program in which some 400 sites and structures were designated as historic on the City's Historic Sites Inventory (HSI) and the adoption of the 2009 *Design Guidelines for Historic Districts and Historic Sites*. Owners of properties on the HSI may not demolish buildings or structures designated as historic unless warranted by economic hardship; however, reconstruction and panelization may be deemed necessary and approved by the Chief Building Official (CBO) and Planning Director if specified criteria are met as defined in the LMC.

The City has been successful in encouraging historic preservation through a "carrot and stick" approach, which includes the Historic District Grant Program and LMC exceptions benefitting historic properties.

Historic Preservation Updates

1. Historic Preservation Consultant & Historic District Design Review Process

The Historic Preservation Consultant plays an important role in the Planning Department. As a consultant, he/she may provide additional insight and advice to Planning Staff regarding the scope of work for rehabilitation projects, the design of additions and infill projects, as well as construction methods. In the past, the consultant completed additional projects such as the 2008-09 reconnaissance level

survey and development of our Design Guidelines; in the future, the consultant will likely contribute to the revision of our Design Guidelines, but not necessarily be solely responsible for the revisions. During site visits, the preservation consultant provides expertise and insight on traditional building methods to Planning and Building staff as well as suggestions for appropriate repairs and restoration methods. The consultant also advises staff on National Register eligibility of projects as well as historic preservation grants. Moreover, the consultant serves as a sounding board as staff addresses issues pertaining to the historic district. This role was previously filled by Dina Blaes of Preservation Solutions from 2006 through 2013; however, it is currently filled by Anne Oliver of SWCA Environmental Consulting.

The preservation consultant, the preservation planner, and staff from the Building and Planning Departments comprise the Design Review Team (DRT). This team meets on a weekly basis and reviews Historic District Design Review Pre-applications (Pre-apps) for compliance with the Design Guidelines. The presence of the Building Department at these meetings allows staff to address building code issues prior to the applicant's building permit. Further, DRT supports staff members by conducting site visits, providing technical guidance, and researching property history. Though this meeting is not mandatory as part of the Historic District Design Review (HDDR) process, many applicants find it helpful to identify issues related to Design Guideline, Land Management Code, and International Building Code compliance prior to submitting for their full HDDR.

2. Historic Preservation Board

The City Council initiated amendments changing from a Historic District Commission (HDC) to a Historic Preservation Board (HPB) in 2003. The proponents put forth two primary reasons:

- a) The HDC had authority over several properties outside the official historic zoning districts, so the name was technically inaccurate; and
- b) Consistent with an overall approach that emphasized streamlined customer service for licensing, Building, Planning and Engineering, the Council decided to primarily confirm the HPB's role as an appeal body.

Historically, up to 2002, the LMC gave the Community Development Department the authority to "review and approve or deny all applications for Building permits to build, locate, demolish, construct, remodel, alter, or modify any façade on any structure or building or other visible element...located within the Park City Historic District." The HDC had the ability to review and approve design review applications in those cases where the Community Development Director (CDD) found the proposal did not comply or the CDD was unable to make a determination at all. However, past preservation planners' practice was to take nearly all applications to the HDC. In 2002, the HDC also reviewed demolition permits for locally designated historic buildings. As part of a stakeholder process leading up to the 2003 amendments, several designers requested that the Planning Department either follow the code and make the initial determination, using the HPB primarily as an appeal authority, or change the LMC to reflect the actual practice to take all applications to the HPB.

The Council chose to refine the LMC process but left staff as the primary design review authority.

Since 2006, the LMC and practice have been aligned in staff decision first with the HPB taking a different role. Their purpose is to review all appeals on action taken by the Planning Department regarding compliance with the Design Guidelines for Park City's Historic Districts and Historic Sites, designate sites to the HSI, and participate in the design review of any City-owned projects located within the Historic District at Council's direction, as outlined in the Land Management Code:

15-11-5. PURPOSES. The purposes of the HPB are:

(A) To preserve the City's unique Historic character and to encourage compatible design and construction through the creation, and periodic update of comprehensive Design Guidelines for Park City's Historic Districts and Historic Sites;

(B) To identify as early as possible and resolve conflicts between the preservation of cultural resources and alternative land Uses;

(C) To provide input to staff, the Planning Commission and City Council towards safeguarding the heritage of the City in protecting Historic Sites, Buildings, and/or Structures;

(D) To recommend to the Planning Commission and City Council ordinances that may encourage Historic preservation;

(E) To communicate the benefits of Historic preservation for the education, prosperity, and general welfare of residents, visitors and tourists;

(F) To recommend to the City Council Development of incentive programs, either public or private, to encourage the preservation of the City's Historic resources;

(G) To administer all City-sponsored preservation incentive programs;

(H) To review all appeals on action taken by the Planning Department regarding compliance with the Design Guidelines for Park City's Historic Districts and Historic Sites; and

(I) To review and take action on all designation of Sites to the Historic Sites Inventory Applications submitted to the City.

15-11-6. ADDITIONAL DUTIES. In addition to the powers set forth in Section 15-11-5, the HPB may, at the direction of the City Council:

(A) Participate in the design review of any City-owned projects located within the designated Historic District.

(B) Recommend to the City Council the purchase of interests in Property for purposes of preserving the City's cultural resources.

(C) Recommend to the Planning Commission and the City Council zoning boundary changes for the district to preserve the historical integrity of the Area. Subdivision, Conditional Uses and planned unit Development Applications must continue to be acted upon by the Planning Commission.

(D) Provide advice and guidance on request of the Property Owner or occupant on the construction, restoration, alteration, decoration, landscaping, or maintenance of any cultural resource, Historic Site, and Property within the Historic District, or neighboring Property within a two (2) block radius of the Historic District.

Staff has maintained their authority in reviewing and approving or denying design review and building permit applications. In the past, staff has approached City

Council and the HPB to give HPB the authority to review and approve or deny applications for panelization and reconstruction; however, City Council and the HPB believed that the authority should remain at a staff level.

DOES CITY COUNCIL WISH TO RECONSIDER THE PURPOSE AND DUTIES OF THE HISTORIC PRESERVATION BOARD?

3. **Historic District Grant Program** *(please click on the text to the left for a link to the program)*

Staff is working on a proposal for City Council to consider that would restructure the grant program for a needs-based monetary approach. In recent years applicants have requested large monetary amounts which the HPB has awarded utilizing the funds earmarked for that purpose. Instead, staff recommends that the City identify and prioritize those historic properties that are most endangered of being lost. Staff proposes that the City reach out to owners of endangered properties and encourage them to apply for the Historic District Grant Program. Under the current program, the HPB can grant awards up to a maximum of \$25,000; however, applicants can be awarded larger grant funds with City Council approval based on the proposed scope of work. The intent to restructure the grant program is to allow the program to fund smaller, isolated projects rather than total renovations of historic houses.

Initially, the grant program required a recorded easement in exchange for grant funds. As a result, the city obtained preservation and façade easements on the following:

660 Main St.	430 Main St.
221 Main St.	442 Main St.
301 Main St.	540 Main St.
312 Main St.	562 Main St.
408 Main St.	97 Daly Ave.
440 Main St.	225 Daly Ave.
434 Main St.	543 Park Ave.
436 Main St.	690 Park Ave.
427 Main St.	698 Park Ave.

The advantage of the easement is that it runs with the land in perpetuity, thus saving the structure from the threat of demolition. Further, City Council must approve any changes or alterations to the building prior to the start of construction, as was done for the reconstruction of 562 Main Street. The disadvantage of the easement program is that since the Planning Department moved away from centralized responsibilities in one preservation planner, the City has not actively monitored our easement properties on a regular basis. Routine monitoring is vital to ensure that these properties do not suffer from deferred maintenance that will later jeopardize the structure. Going forward, staff will work on identifying all existing easements, create a cohesive filing system for recorded easements, and strive to monitor easements on an annual basis.

Later changes to the grant program removed the preservation easement requirement and led to a five (5) year lien on the grant recipient's property, which was a condition of the grant program through 2014. If the owner sold the property within five (5) years of receiving grant funds, they were required to pay back a prorated amount of the grant. The advantage of this policy was that it was unfavorable for owners to "flip" their historic properties with the help of the City's grant program. The disadvantage of the lien is that it protected only the amount of the loan for 5 years, or until the lien is reconveyed.

IS CITY COUNCIL INTERESTED IN BRINGING BACK THE REQUIREMENT TO PAY BACK A PRORATED AMOUNT IF THE PROPERTY IS SOLD WITHIN FIVE YEARS?

Currently, the grant program is funded through the Main Street and Lower Park Avenue Redevelopment Agencies (RDAs). We currently have allocated these amounts on an annual basis:

Main Street RDA:	\$30,000 or as adjusted by City Council
Lower Park RDA:	\$50,000 or as adjusted by City Council
General Fund:	\$47,136

Staff finds that the current allocation of funds for the grant program is acceptable if City Council supports staff's proposed changes to the Historic District Grant Program.

Any additional funding would require Council to approve a budget adjustment and complete a budget amendment or adoption process including public noticing and a public hearing. This is typically completed as part of the budget process at the end of the fiscal year, but it depends on the nature and size of the adjustment and the fund which is being adjusted. Allocating additional funds to the grant program may impact the availability of funds for other City projects.

DOES CITY COUNCIL AGREE CONCEPTUALLY WITH STAFF'S PROPOSED CHANGES TO THE HISTORIC DISTRICT GRANT PROGRAM? If so, staff will return to Council at a later date with proposed language to modify the Historic District Grant Program.

DOES CITY COUNCIL WISH TO DIRECT STAFF TO PROPOSE METHODS BY WHICH ADDITIONAL FUNDING COULD BE ALLOCATED TO THE HISTORIC DISTRICT GRANT PROGRAM? If so, staff will return to Council at a later date with information about how this might be achieved and what impacts increased funding for historic grants might have on other programs.

4. Intensive Level Survey

Our local historic zoning districts, as designated by the LMC, extend beyond the boundaries of our two (2) National Register Historic Districts. Local districts are regulated by the LMC and the Design Guidelines. No additional restrictions are

placed on a property by the City due to its National Register listing. Substantial changes and additions to a historic building may result in a loss of the property's National Register listing; however, this is regulated by the federal government and not the City.

Changes to the district brought concerns that Park City's Main Street was in danger of losing its National Register designation. The City contracted Preservation Solutions to complete an initial overview of the district in 2011. The firm confirmed these concerns; however, Preservation Solutions analysis was based on an unwritten 50% rule which required that 50% of buildings in a district be individually significant or contributing to the National Register Historic District. This approach emphasizes architectural integrity rather than Criteria A of the National Register, association with past events or broad patterns of history.

The City contracted CRSA to complete an intensive level survey (ILS) of both the Main Street and Mining Era Residences Thematic National Register Historic Districts in 2013. CRSA disagrees with Preservation Solutions' initial finding largely due to the perceptions in the Preservation Community as a whole. CRSA finds that Preservation Solutions was too conservative in its initial approach and contends that the 50% rule is not recognized by the National Register of Historic Places. Though our district is not threatened by losing its National Register designation, CRSA supports the City's intent to expand the district south to the 100 and 200 blocks of Main Street. The expansion of the district to upper Main Street will only strengthen the concentration of historic buildings within the National Register District.

CRSA completed their analysis of the Main Street National Register District in early 2015. The expanded Main Street National Register District would incorporate 19 existing historic buildings. No additional local regulations will be placed on these properties due to their inclusion in the Main Street National Register Historic District. CRSA will be submitting this updated nomination on behalf of the City.

The intensive level survey includes approximately four-hundred (400) historic sites and structures. Staff is reviewing CRSA's completed ILSs of the Main Street National Register Historic District, and CRSA is currently working on the Mining Boom Era Residences Thematic National Register District.

CRSA is also nominating two (2) buildings to the National Register of Historic Places—the Marsac School (City Hall) and the Carl Winter School (Park City Library). The Marsac Elementary School was listed on the National Register of Historic Places in April 1985 as part of the Public Works Buildings Thematic Resources National Register Historic District, and CRSA updated our nomination to reflect the 2008-2009 renovation. The Keeper of the National Register of Historic Places approved our nomination in early July 2015. CRSA will begin crafting the nomination for the Historic Park City High School, also known as the Carl Winters' Middle School building, now that construction is completed on the Park City Library.

5. Historic Sites Inventory (HSI) Updates

One of the goals of the CRSA intensive level survey is to ensure that the Planning Department has a comprehensive list of all historic properties in Park City. Starting in March 2015, staff has been reviewing updates to the HSI with the help of the Historic Preservation Board (HPB). Thus far, staff has nominated three (3) additional houses and two (2) accessory structures to the HSI. Going forward, staff will continue to work with the HPB to amend the HSI to include changes in designation (significant to landmark, or vice versa), clarify the historic designation of accessory structures, and add any additional historic sites that may have not been included in the 2009 adopted Historic Sites Inventory.

6. Endangered Buildings & Abatement Challenges

The Planning and Building Departments have been working together to identify historic properties that are threatened by deferred maintenance and demolition by neglect. In such cases, Building and Planning staff conduct site visits to evaluate the structure and determine what must be done to meet the design guidelines. The departments look at the most cost effective way to secure and stabilize the structures to prevent demolition by neglect from occurring.

The Building Department can issue a Notice and Order to the property owner, citing the Dangerous Building Code to the property owner, or citing the specific IBC regulation in violation. Most of the time, staff is able to work with the owners to secure the structure from the elements and correct the violation. Should the owner not address the violation, the Building Department may then complete the necessary work to bring the property into compliance and lien the property for the cost of the work. If the owner wishes to appeal the Notice, depending on the appeal body indicated on the Notice it would be heard by either the Administrative Law Judge (ALJ) or the Board of Appeals. Currently, Building reviews which appeal body should be used on a case-by-case basis to select the best approach.

The benefit of this approach is that the City has the ability to remedy the situation in a timely manner. The disadvantage is that there currently are not sufficient allocation funds to address the number of projects. Mothballing and stabilizing historic structures requires funds to be used from the Abatement of Dangerous Building Fund which is limited and cannot be spent entirely on one structure. The ALJ gives the City the ability to make the structure habitable; however, in the past, the Building Department has chosen to mothball or brace the building temporarily so as not to exceed the allotted \$40,000 in the abatement fund.

Any additional funding would require Council to approve a budget adjustment and go through a budget amendment or adoption process including public noticing and a public hearing. Council typically does this as part of the budget process at the end of the fiscal year, but it depends on the nature and size of the adjustment and the fund which is being adjusted. Allocating additional funds to the grant program may impact the availability of funds for other City projects.

DOES CITY COUNCIL WISH TO CHANGE THE APPROACH TO ABATING DANGEROUS BUILDING CONDITIONS?

DOES CITY COUNCIL WISH TO ABATE DANGEROUS BUILDING CONDITIONS THROUGH THE USE OF ABATEMENT FUNDS? IF SO, IS CITY COUNCIL WILLING TO BUDGET FOR MORE ABATEMENT FUNDING? If Council would like to explore this option, staff recommends that this change be considered as part of next year's budget process; however, City Council may wish to direct staff to return sooner with options on how to increase this fund in this fiscal year.

In the past, boards and commissions have considered a demolition by neglect ordinance. In August 2008, City Council passed the 180-day temporary zoning [ordinance](#) (TZO) prohibiting the demolition of any buildings over 50 years old. At that time, the stay permitted the City to amend the Design Guidelines, LMC, and Historic Building Inventory, which later became our HSI. Some board and Council members voiced concerns that demolition by neglect would occur in an effort to reconstruct historic structures, rather than preserve them. Per the meeting [minutes](#), staff suggested adding a provision in the LMC to address demo by neglect in response to these concerns, but it was not followed up on by staff.

Demo by neglect ordinances have been successful in other historic communities. Such an ordinance would require affirmative maintenance and provide the City with adequate remedies and enforcement authority to prevent the continued decline and deterioration of historic structures. Currently, the LMC addresses the consideration of owner neglect in the economic hardship criteria only. The shift has been the increased use of LMC 15-11-14 (A) and 15 (A) which removed the effectiveness of the CAD section in considering owner neglect as part of a CAD. Said another way, the sections affirmatively permitting reconstruction, and reassembly do not provide for consideration of neglect where the CAD process does. The CAD process is now triggered much more infrequently.

Staff has been working on keeping City Council, the Historic Preservation Board, and the public better informed of determinations for reassembly, or panelization, and reconstruction projects. Staff has been installing a plastic sign on the construction fence outside of these projects, notifying passerbys that the building is historic and under panelization or reconstruction. Staff has also committed to sending out a notification email to City Council and the Historic Preservation Board. When possible, staff will also make the announcement during staff communication at the monthly HPB meeting.

IS CITY COUNCIL INTERESTED IN CONSIDERING A DEMOLITION BY NEGLECT ORDINANCE?

WOULD CITY COUNCIL BE INTERESTED IN GIVING THE HISTORIC PRESERVATION BOARD THE AUTHORITY TO REVIEW AND MAKE A DETERMINATION ON PANELIZATION AND RECONSTRUCTION PROJECTS?

7. Mine Sites

Staff has met with City Council to discuss the mine sites as recently as last April and October of 2014. This report attempts to identify some of the regulatory gaps in protecting known historic extant structures (extant structures are those that are still in existence). Staff recommends the City broaden protection of its mine structures and sites as well as increase our investment in these historically significant structures.

Where are our Mine Sites?

The City's Historic Sites Inventory (HSI) includes the majority of the extant structures that make up Park City's Mine Sites. The California Comstock was initially designated on the Historic Sites Inventory because at the time of the 2009 reconnaissance level survey, we believed it was within City limits, which it is not. Similarly, the reconnaissance level survey included the majority of buildings within these mine sites; however, some buildings were not identified likely due to their limited visibility. The mine structures included on the Historic Site Inventory are:

- California Comstock—mill structure, cabin
- Jupiter Mine Site—Ore bin and frame
- Daly-West Mine—Head frame and fire hydrant shacks
- Alliance—Office/dwelling, mine shed (change room), and power house
- Silver King Consolidated—Foundry Building, Ivers Tunnel Structure, Spiro Tunnel portal, machine shop building, sawmill building, Water Tank A, Coal Hopper/Boiler structure
- Judge Mine Site—Assay office and change room building, shed structure, explosives bunker, aerial tramway
- Little Bell Mine—Ore bin
- Silver King Mine Site(s)—aerial tramway towers, boarding house, boarding house vault, change house, hoist house, mill building, fire hose shacks and stone wall, stores department building, transformer house, water tanks, and ore bin
- Thaynes Mine Site—Mine conveyor gallery, hoist house, fire hydrant shack

In the past, City Council has stressed the importance of preserving the California Comstock mill building. Staff has found that the California Comstock structure is located outside of City limits, yet within the Park City Annexation Expansion Area, which limits our ability to regulate or expend City funds if desired.

Analysis to Date

Since April 2014, staff has been working diligently on tackling the issue of locating and assessing extant mining sites. We have completed the following:

1. On July 11, 2014, Planning, Building, and Engineering Department staff and Sandra Morrison of the Park City Museum, completed a reconnaissance level survey of all the known mine sites in the Flagstaff Preservation Plan and within the City's HSI. Overall, staff noted the following common conditions:

- Many of the buildings are suffering from neglect. In addition to boarded and missing doors and windows, many have significant roof damage exposing interiors to the elements.
 - Structural defects, particularly at the California Comstock, ore bins, and some smaller wood frame buildings.
 - Signs of vandalism and looting.
2. On July 16, 2014, staff met with Councilman Dick Peek and Sandra Morrison to discuss efforts to preserve the mine sites. Ms. Morrison was supportive of conducting the work, pending City approval and aided by grant and City funding. In discussing with Capital Budget, Debt & Grants Dept., they suggest entering into a Special Services Contract with the Museum to complete the work as the most viable alternative. The City cannot expend capital funding on assets not owned by the City.
 3. The Park City Museum also commissioned tree clearing around the Silver King Aerial Tramway towers last August. Staff inspected the work along with the Museum in late summer. Many of the towers sit on failing foundations. The City contributed \$6,000 to this effort.
 4. Staff added Conditions of Approval to Vail's Conditional Use Permit (CUP) in 2015 that required the resort to identify and stabilize extant mining structures within its leasable area. Vail has contracted SWCA to conduct a reconnaissance level survey of their property, completed in mid-July. Following the survey, Vail, SWCA, and the Planning Department will work together to create a prioritized list of endangered buildings. Vail has committed \$50,000 prior to October 2015 to stabilizing the initial list of structures.
 5. The collapse of the Daly-West Mine Shaft and Headframe in early May reminded us all of how precious and unpredictable our mining heritage is. The Daly-West structure, though inspected and deemed structurally sound in 2014, succumbed to the unpredictable environment of the vast and various underground mine shafts and tunnels. Staff continues to work diligently with the Jordanelle Special Services District (JSSD) and others to ensure the safe closure of the mine shaft and restoration, in some capacity, of the c.1913 Head Frame. Please see the Manager's Report included in the same packet as this report for the most recent update.

Current Tools

1. Historic Sites Inventory (HSI). The Land Management Code (LMC) encourages the preservation of Buildings, Structures, and Sites of Historic Significance in Park City. These buildings, structures, and sites are among the City's most important cultural, educational, and historic assets. The lend authenticity to our historic preservation efforts and are destinations for locals and heritage tourists. To ensure that they are not lost through neglect, demolition, expansion, or growth within the City, the preservation of Historic Sites, Buildings, and Structures is

required. Therefore, sites and structures identified on the HSI are provided greater protections.

2. Flagstaff Annexation Agreement. As part of the Flagstaff Annexation Agreement, UPK/DMB Associates, LLC, hired SWCA, Inc. Environmental Consultants to put together a Historic Preservation Plan for Flagstaff Mountain Resort—Summit County, Utah. Technical Reports, including the Historic Preservation Technical Report, were reviewed and approved by the Planning Commission on June 24, 1999.

The Preservation Plan describes in great depth the history of the area and the historic sites found within the Flagstaff Mountain Annexation Boundary, as well as documents the historical significance of the various sites and structures. Each site's function is described and followed up by a conditions assessment, safety hazard assessment, and recommendations for interpretation. The Phasing Plan shows that United Park City Mines Company (UPK) would fund signage at these historic sites through the Park City Museum and that restoration work would be completed on the Judge Mining Company Office, Daly West Fire Hydrant Shacks, and Little Bell Ore Bin. The Museum completed the signage for the mine sites between 2002 and 2005; however, only the Judge Mining Company Office was secured by boarded windows.

The Flagstaff Annexation Agreement was updated in 2007 as part of the Amended and Restated Development Agreement for Flagstaff Mountain, Bonanza Flats, Richardson Flats, the 20 Acre Quinns Junction Parcel and Iron Mountain. Further, the 2007 development agreement committed to donating preservation easements to the City to ensure the future preservation of historically significant structures; however, no preservation easements were donated. This development agreement did not have an enforceable timeline for completion.

The 2015 Master Planned Development (MPD) Amendment's Development Agreement provided conditions of approval with an enforceable timeline which includes:

- (a) Identifying historically significant structures within the PCMR Development Agreement Property by October 1, 2015;
- (b) Completing the inventory of historically significant structures and the preservation and restoration plans for such structures by March 25, 2016;
- (c) Dedicating and/or securing preservation easements for the historically significant structures for the City with respect to identified sites within the PCMR Development Property by March 25, 2016

Additionally, the developer has by October 1, 2015, to contribute a total of \$50,000 towards the prioritized list of historically significant structures on the PCMR Development Property as approved by the Planning Department/ Preservation Planner. They are also required to propose a five (5) year capital

fundraising plan dedicated towards restoration and/or stabilization of historically significant structures.

Preservation Efforts

There are a number of preservation efforts that could be considered in order to prolong the life of Park City's extant mining structures:

1. **HSI**—Planning Staff intends to update the HSI to include those mine structures and ruins identified by the Flagstaff Annexation Agreement. We would include those sites with visible structural ruins such as the Daly-Judge Mine Site (pictured); however, those mines only identifiable by a tailings pile would not be included in the HSI as they do not possess significant historic integrity on their own.
2. **Stabilization**—this would require the bare minimum intervention and preservation in order to keep the extant mining structures intact as they are.
3. **Notice and Order**—There has been discussion regarding the Building Department issuing Notice and Orders to Repair the historic structures identified on the HSI; however, this may prove to be challenging. United Park City Mines owns the land on many of these mine sites, though the resorts rent the property for skiing. Further, it may lead to the owners reconstructing the structures. Staff finds it would be more beneficial to stabilize the mining ruins as they are and provide limited intervention. If the Building Department were to complete the stabilization work, the City would then put a lien against the property. Staff recommends the most effective action is for the City to work with property owners to support their own stabilization work.
4. **National Register Nominations**—Mine sites are often overlooked for their National Register eligibility because of the lack of visible, above ground archeological content and the loss of historic structures; however, many historic preservationists argue that these sites should be viewed as a set of overlapping features and objects, rather than a collection of buildings or ruins. Many of Park City's mining sites, such as the Silver King, are unique in the number of extant historic resources, the size of the complexes, and their use of technology.

Because owner consent is required for the listings, ownership could make listing National Register-eligible structures difficult if the owner was unwilling to give their consent. Again, staff recommends the most effective action is to work with property owners to support National Register Nominations.

5. **Preservation Easements**—following documentation, it may be useful to work with owners to donate preservation easements for the extant mining structures or sites in order to ensure their future protection. The 2007 Amended and Restated Development Agreement for Flagstaff Mountain, Bonanza Flats, Richardson Flats, the 20 Acre Quinns Junction Parcel and Iron Mountain commits "to dedicating preservation easements to the City, with

respect to any such historically significant structures.” No preservation easements have been granted thus far.

As part of Vail’s Conditions of Approval to their Conditional Use Permit (CUP) in 2015, they are required to dedicate and/or secure preservation easements for the historically significant structures (or reasonably equivalent long-term rights satisfactory to the City if easements are unavailable) for the City with respect to the identified sites within the PCMR Development Agreement Property. This is to be completed no later than March 25, 2016.

6. **Archeology Ordinance**—communities such as St. George have benefited from archeology ordinances that seek to protect archeological sites, such as the mine sites. The ordinance could be geared to preserving above ground resources from looting and pillaging. Greater outreach and additional “no trespassing” signs may prevent looting of above ground artifacts and historic structures as well. The [Physical Mine Hazard Mitigation](#) ordinance sought to prevent access to the mine sites for protect human health and safety.

WHAT EFFORTS WOULD CITY COUNCIL RECOMMEND STAFF TO INVESTIGATE IN ORDER TO PRESERVE THE MINE SITES?

Department Review:

This report has been reviewed by the Building, Budget, and Legal Departments as well as the City Manager.

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	+ Balance between tourism and local quality of life + Varied and extensive event offerings ~ Multi-seasonal destination for recreational opportunities + Every City employee is an ambassador of first-class service	~ Abundant preserved and publicly-accessible open space + Enhanced conservation efforts for new and rehabilitated buildings	+ Preserved and celebrated history; protected National Historic District + Preserved and celebrated history; protected National Historic District ~ Part-time residents that invest and engage in the community ~ Residents live and work locally + Shared use of Main Street by locals and visitors + Skilled, educated workforce + Vibrant arts and culture offerings	+ Fiscally and legally sound + Well-maintained assets and infrastructure + Engaged and informed citizenry ~ Streamlined and flexible operating processes
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Very Positive 	Positive 	Very Positive 	Positive 
Comments:				

Recommendation: The purpose of this work session is to review staff's current preservation efforts and to receive feedback from City Council on future efforts. Staff recommends Council review this staff report and make recommendations to staff with regard to which, if any, items Council would like to further explore in a future work session.



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

City Council has an interest in meeting with each Board and Commission for the purpose of meeting all of the individuals who serve as well as provide a forum to discuss issues and/or questions.

Because Planning staff needs to update City Council on historic preservation-related activities, staff thought it would be helpful to schedule the work session on staff-level historic preservation activities be followed by the Joint Meeting between the City Council and the Historic Preservation Board (HPB). The HPB is invited to attend for the work session, as they may find it interesting and relevant. Should City Council wish to change Council direction given in the worksession, based on input received from the Historic Preservation Board during the joint meeting, Council may do that either after the Joint Meeting or at a future City Council meeting.

Respectfully:

Anya Grahn, Planner II



City Council Staff Report

Subject: Joint Meeting of City Council & Historic Preservation Board
Author: Anya Grahn, Historic Preservation Planner
Department: Planning
Date: July 30, 2015
Type of Item: Work Session followed by a Joint Meeting

Executive Summary:

City Council has an interest in meeting with each Board and Commission for the purpose of meeting all of the individuals who serve as well as provide a forum to discuss issues and/or questions.

Because Planning staff needs to update City Council on historic preservation-related activities, staff thought it would be helpful to schedule the work session on staff-level historic preservation activities to be followed by the Joint Meeting between the City Council and the Historic Preservation Board (HPB). The HPB is invited to attend for the work session, as they may find it interesting and relevant. Should City Council wish to change Council direction given in the work session, based on input received from the Historic Preservation Board during the joint meeting, Council may do that either after the Joint Meeting or at a future City Council meeting.

Acronyms in this Report:

Historic Preservation Board	HPB
Cooper Roberts Simonsen Associates	CRSA
Intensive level survey	ILS
National Park Service	NPS
Vernacular Architecture Forum	VAF

Historic Preservation Board Members

Meet the Current Historic Preservation Board (HPB) members:

- Hope Melville (7/15-7/18)
- Puggy Holmgren (9/14-9/17)
- David White (7/15-7/18)
- Lola Beatlebrox (09/14 – 09/17)
- Cheryl Hewett (09/14 – 09/17)
- Douglas Stephens (7/15-7/18)
- Jack Hodgkins (7/15 -7/18)

Purposes and Duties of the Historic Preservation Board (HPB):

The purposes of the HPB are (LMC 15-11-5):

- (A) To preserve the City's unique Historic character and to encourage compatible design and construction through the creation, and periodic update of

comprehensive Design Guidelines for Park City's Historic Districts and Historic Sites;

- (B) To identify as early as possible and resolve conflicts between the preservation of cultural resources and alternative land Uses;
- (C) To provide input to staff, the Planning Commission and City Council towards safeguarding the heritage of the City in protecting Historic Sites, Buildings, and/or Structures;
- (D) To recommend to the Planning Commission and City Council ordinances that may encourage Historic preservation;
- (E) To communicate the benefits of Historic preservation for the education, prosperity, and general welfare of residents, visitors and tourists;
- (F) To recommend to the City Council Development of incentive programs, either public or private, to encourage the preservation of the City's Historic resources;
- (G) To administer all City-sponsored preservation incentive programs;
- (H) To review all appeals on action taken by the Planning Department regarding compliance with the Design Guidelines for Park City's Historic Districts and Historic Sites; and
- (I) To review and take action on all designation of Sites to the Historic Sites Inventory Applications submitted to the City.

In addition to those listed above, the duties of the HPB also include (LMC 15-11-6):

- (A) Participate in the design review of any City-owned projects located within the designated Historic District.
- (B) Recommend to the City Council the purchase of interests in Property for purposes of preserving the City's cultural resources.
- (C) Recommend to the Planning Commission and the City Council zoning boundary changes for the district to preserve the historical integrity of the Area. Subdivision, Conditional Uses and planned unit Development Applications must continue to be acted upon by the Planning Commission.
- (D) Provide advice and guidance on request of the Property Owner or occupant on the construction, restoration, alteration, decoration, landscaping, or maintenance of any cultural resource, Historic Site, and Property within the Historic District, or neighboring Property within a two (2) block radius of the Historic District.

Planning Staff Current Ongoing Projects:

- ***Historic District Grant Program***

Staff is currently working on restructuring the grant program and is proposing a needs-based monetary approach. Such an approach will maximize the impact of the grant money. There have been for large monetary amounts awarded to some grant applicants in recent years. Staff is proposing that the City identify and prioritize those historic properties most endanger of being lost, contact property owners and encourage them to apply for grant funds. Staff predicts that this approach will allow the grant program to fund smaller, isolate projects rather than total renovations of historic house. Further, a preservation easement will be recorded against any property receiving grants and the easement will run with the land in perpetuity.

There are currently two (2) outstanding grants—943 Park Avenue and 264 Ontario—which have been on hold while we restructure the grant program. These grant requests will be reviewed by City Council at the July 30, 2015 meeting.

- ***CRSA's Intensive Level Survey (ILS)***

City Council authorized the City Manager to execute a contract with Cooper Roberts Simonsen Associates (CRSA) for consulting services for historic preservation and an intensive level survey (ILS) of the Main Street National Register district. CRSA completed their research for the Main Street ILSs this winter, and they are currently working on the Mining Era residential neighborhoods. They also updated the Marsac School's (City Hall) National Register nomination to reflect the 2008-2009 renovation, and the State Historic Preservation Review Board forwarded a positive nomination to the National Park Service (NPS) in Washington, D.C., on April 16, 2015. The Marsac School was re-reviewed in July 2015 and maintained its listing on the National Register.

- ***2017 Vernacular Architecture Forum (VAF) Conference***

Staff is working closely with University of Utah Professor Emeritus Tom Carter as well as representatives from Utah Heritage Foundation, SWCA, CRSA, the LDS Church, and other municipalities to plan the 2017 VAF Conference in Salt Lake City. As part of the conference, 100 conference attendees will be participating in a one-day tour to Park City on June 1, 2017. This conference attracts academics, professional preservationists, architects, and planners, as well as government representatives.

- ***Mine Sites***

Staff has been collaborating with Vail and other entities to determine ways in which to stabilize and preserve the extant structures, buildings, and complexes representative of our Mining Era. Staff will be providing a thorough update and asking for City Council input on this subject at today's work session. First tour to Daly-Judge Alliance and Silver King sites was in September 2013.

Would the HPB and City Council be interested in staff organizing a second tour of the mine sites with the Park City Museum and Utah State History?

- ***Annual Historic Preservation Board (HPB) Award***

Since 2011, the HPB has honored projects in the community for their exemplary historic preservation. The Board has agreed that the HPB Preservation Award should not compete with any of the Historical Society's awards, but complement the existing joint preservation efforts already taking place and highlight the *Design Guidelines for Historic Districts and Historic Sites* by which all development in the Historic Districts must comply. The 2014 award was granted to the restored garage at 101 Prospect Avenue in May.

- ***Updates to the Design Guidelines***

Following the adoption of the 2009 Design Guidelines, staff committed to reviewing and evaluating the effectiveness of the guidelines on an annual basis. Staff reviewed a proposed outline for updating the Design Guidelines with the HPB in January 2015. Staff intends to begin reviewing specific guidelines and sections with the HPB during the fall of 2015.

- ***Updates to the Historic Sites Inventory (HSI)***

One of the goals of the CRSA ILS is to ensure that the Planning Department has a comprehensive list of historic properties in Park City based upon an intensive level survey (the existing list is based on a 2009 reconnaissance level survey). Since March 2015, staff has been reviewing updates to the HSI with the help of the HPB. Thus far, staff has nominated three (3) additional houses and two (2) accessory structures to the HSI. Going forward, staff will continue recommend updates to the HPB to amend the HSI to include changes in designation (significant to landmark, or vice versa), clarify the historic designation of accessory structures, and add any additional historic sites that may not have been included in the 2009 adopted Historic Sites Inventory.

- ***We ♥ Our Historic District Open House***

The Historic Preservation Board and staff hosted a “We ♥ the Historic District” open house on Wednesday, February 18th in City Council Chambers. As part of a series of meetings to kick-off the HPB’s review of the *Design Guidelines for Historic Districts and Historic Sites*, the purpose of this Valentine’s Day-themed event was to provide an opportunity for the public to:

- Provide input on the existing *Design Guidelines*
- Learn more about doing work in Old Town and application processes
- Meet the Historic Preservation Board
- Discuss their concerns and questions with staff
- Share their appreciation of the Historic District

More than 75 people attended the open house to meet with staff and members of the Historic Preservation Board.

Department Review:

This report has been reviewed by the City Manager and the Legal Department.



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

Consideration of three appointments to the Public Art Advisory Board (PAAB) for terms beginning August of 2015 and ending after June of 2017. One resignation and one appointment fulfilling the vacant term beginning August of 2015 and ending after June of 2016. Appoint two (2) students to serve as non-voting student members to the Board for terms beginning July of 2015 and ending after June of 2016.

- Kathy Kahn, Stephanie Chance Bass, and Holly Erickson for two year terms, expiring after June 2017;
- Resignation of member Hannah Palmer, Jocelyn Scudder to fulfill the vacant term for one year, expiring after June of 2016;
- Samantha Bush and Jane Rider Tomlinson for student terms expiring after June of 2016.

Respectfully:

Jennifer Diersen,



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

APPOINTMENTS AND RESIGNATIONS 1. Consideration of the Following Recreation Advisory Board (RAB) Appointments: Alisha Niswander and Sebe Zeisler with Terms Expiring June, 2018.

Respectfully:

Ken Fisher, Recreation Manager



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

Consideration of the following Historic Preservation Board Appointments: Hope Melville, David White, Douglas Stephens and Jack Hodgkins with terms expiring July 2018.

Respectfully:

Marci Heil, City Recorder



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

Please review and consider approving the attached minutes for the City Council meetings held on June 11, 18 and 25, 2015.

Respectfully:

Marci Heil, City Recorder



PARK CITY COUNCIL MEETING MINTUES-DRAFT

SUMMIT COUNTY, UTAH

June 11, 2015

To discuss Property, Personnel and Litigation

WORK SESSION

Council Questions and Comments and Manager's Report

Council member Matsumoto reminded everyone of the Library opening on Saturday June 13th and the Home Tour also on Saturday.

Council member Beerman stated he and Liza took a tour of the houses on 1450/60 houses and found them in bad shape. Attended Mountain Accord meetings as well as the Historic Park City and the Hwy 40 Wildlife Corridor ribbon cutting ceremony.

Council member Henney attended the Park Silly Sunday Market, the Mountainlands Community Housing trust meeting as well as the Wildlife corridor ribbon cutting ceremony as well. Inquired about a Bob Wells memorial plaque being placed at the City Hall Plaza. Council agreed that this should go through the staff protocol.

Council member Simpson attended a JTAB meeting, stated that she was interviewed for the TV show "The County Seat". Thanked Rhoda for the house tour. And attended the County Council work session with City Manager Foster.

Mayor Thomas attended the US 40 wildlife ribbon cutting event. Attended the "What's Next" discussion on KPCW with Council member Henney.

Old Town Curbside Performance Budget Park City's Old Town Neighborhood

Matt Abbot, Michelle Downard and Gabe spoke to Old Town toters. Downard stated this item came to the building/enforcements attention after the budget season and she is requesting a priority level be set to see if it should proceed outside the budget process. Council agreed that labeling is the key to a step towards enforcement but would like to wait for the FY 2016 budget process.

Mayor Thomas opened the floor for public input.

Hope Melville stated that she feels there are two issues one contamination and one labeling of the cans. She feels that if there is a label on the can it would deter people from leaving the toters on the street. Also spoke to the orphan cans asking if staff would promote the labeling system and then pick up blank cans to rid the street of the clutter. She also spoke to the contamination of the recycling.

Paul Beesom, Old Town Resident, stated that this problem is created because of the big bins and the addition of the recycle bins. Stated that he watched the street sweeper go up and down the street and saw that it was ineffective due to the toters. As well as a safety issue with the narrow streets. Suggested community outreach using KPCW and the Park Record asking residents to clean up the streets. Spoke to the bin sizes and a remote location for dropping off trash and opting out of the pick-up program.

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Becca Gerber shared two personal experiences stating that she ends up moving all the cans from nightly rentals back to the proper residents.

Council member Beerman stated that he feels like this is Groundhog Day!

McPolin Barn Preservation Update

Matt Dias, Assistant City Manager, Jonathan Weidenhamer, Economic Development Manager; Denise Carey, McPolin Barn and Golf Coordinator and Brett Goodman with BHB Engineering spoke to the McPolin Barn improvements. Dias stated that there is a budget request \$800,000 following direction from the February 2015 work session discussion. Thomas states the fix that was made 25 years ago was just a solution to keep it from falling over and feels there needs to be a more aggressive plan to stabilize it and remove the cables which might be doing more damage than good. Matsumoto states she doesn't want the look of the barn to change, inside or outside and is concerned about the mention of using steel in the analysis. Goodman states there are ways to wrap the steel in wood or make it less visible and intrusive. States the upgrades are challenging since most of what they would be doing will be visible. States they feel getting to code level is the best way to go. Dias reminds Council will have many more opportunities to discuss the options before any changes are made to the barn. Simpson thanks Staff for all their hard work and fully supports their direction. Is willing to spend more money but doesn't want to go in that direction until we have heard from the community about how they feel the barn should be used. Carey states they have had over 460 public comments on the survey that reflect their desires to hold more public events and be able to go inside the barn. Beerman agrees with Matsumoto to reserve the historic look and is interested in hearing public comments. Goodman states the outbuilding across the street is in need of work to be stabilized. The west facing barn wall is getting weak from wind blowing on it -- states those are the 2 most critical areas that need immediate attention. Weidenhamer states they have confirmed with BHB that the barn is not in immediate danger of falling over or being dangerous.

Sundance Business License Process

Rebecca Gillis, Finance Manager and Michelle Downard, Deputy Building Official, gave Council an update from last Sundance and spoke to next steps for the upcoming 2016 Festival. The biggest issue from this year was the late applicants - 400 hours of overtime; 650 hours total w/additional staff were spent on late applications. Staff stated 101 permits were applied for within the last week before the festival. Staff is still anticipating the same number of late applicants and are proposing the designed occupancy load to be required at time of application, special meeting to be held on or before 1/19/16 and an additional fee of \$76 per application to be heard at a special meeting to cover costs. Gillis explained how they arrived at the \$76 dollar fee based on this past year's costs. Council member Beerman asks for clarification on the rule that doesn't allow the city to shut down a business unless there is life-threatening danger. City Attorney Harrington explains why just shutting down businesses without a paper license is not legal. Council member Beerman states he feels we are not hard enough on chronic abusers who skirt the licensing law. Gillis states violators who haven't paid past fines can be denied future licenses. Council member Simpson asks how we track abusers and hold the right people responsible. Harrington explains it varies under the circumstances and depends on the nature of the citation and other factors. Council member Beerman tells about repeat offenders he is familiar with and asks how we stop them. Harrington explains individual applicants who violate the law can be flagged and given stricter compliance regulations but warns against having a one strike and you're out, black and white rule. Council member Henney asks if repeat offenders are easy to track and is there concern from Staff about them. Downard explains individual tracking can be difficult due to name changes, entity changes, etc. Kurt Simister explains there are repeat offenders who show up in different organizations or hide behind front men. Council member Simpson addresses concern about all steps that have to take place after Council approval and asks if Council approval can be done at the very end of the process to alleviate the workload on Staff. Simister states all the requirements are to promote safety and that that should be the focus. Gillis states there are some code issues that have to be worked through first to arrange that. Council member Matsumoto suggests Staff be flexible with the process as it is hard for the public to understand all the steps and the order they should go in. Downard states Staff understands the difficulty and is flexible. Council member Simpson reiterates she

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the amount of workload on Staff's end after Council approval in that we will always have late applicants but hopes we can shift as much as we can to the application process stage. Council member Henney agrees with Simpson but asks for Staff's opinion as they would know best how the process can be made better. Council member Beerman expresses frustration with the process changing from year to year and frustration with Staff focusing on small matters instead of real-life solutions. Simister states they are seeing 30% increases in tag-on activities and that the last 10-day rush is due to promoters looking for ways to cover tag-on activity costs. Council member Matsumoto asks if anyone applies early for a pre-inspection. Downard states yes there are some who apply, which allows Staff to address safety issues up front instead of at the last minute. Foster states Council can send a strong message by not agreeing to hold a special meeting, which would reflect their concern for Staff's time as well. Council member Simpson feels there's no way to avoid a special meeting since there will always be applicants having to apply late due to events beyond their control. Council members Henney and Matsumoto asked about 1 bathroom per 40 people code requirement. Chief Building Official Chad Root says the intention was to avoid having Main Street lined with port-a-potties. Council member Matsumoto says having a bank of port-a-potties on the street might not be a bad idea since festival-goers are out on the street anyway. Foster clarifies that last year we communicated to business owners and had them sign a form stating they would need to solve their bathroom situation per international code requirements. Council member Henney states he feels lines of people waiting outside a venue to get in would constitute a need for the port-a-potties. Council member Simpson feels the City should not be responsible for paying for the port-a-potties but people should have the option to step up and pay for them themselves. Council member Matsumoto states she is in favor of limiting occupancy based on bathroom needs but also feels we should look at ways to provide proper bathroom facilities for the crowds but is not sure who the responsibility falls on. Council member Beerman states he feels we should provide additional bathrooms for the crowds but that adding a bathroom to a building just for the festival may not be feasible for a lot of owners. Council member Simpson feels business owners who didn't apply for a bathroom hardship waiver last year should be allowed to apply for one next year. Weidenhamer recommends we limp through the bathroom issue for a few more years until more public restrooms are available on Main Street. Root states about six owners applied for a bathroom hardship and about eight business owners added bathrooms for the festival. Mayor Thomas states he feels if people want to play they should pay; in other words, if they depend on the income from Sundance, they should figure out a bathroom solution, states he liked the direction Staff was headed with the code requirement. Council supports recommendations one through five and asks Staff to come back on six. Event Staff will look at city-funded port-a-potties and recommendations.

Community Engagement Update

Phyllis Robinson, Community Affairs Manager, Craig Sanchez, Sustainability and Elizabeth Quinn-Fregulia, Sustainability, spoke to engagement activities they have been working on such as the "What's Next" forum, Library grand opening, Public Office seminar and beautification projects around town. Quinn-Fregulia spoke about the Community Newsletter and their three-pronged approach of revamping it. Three prongs are the look, they came up with a new template that really pops; the content, they thought of ways to make it more than just regurgitating what is on the radio such as having the people involved tell the story to enliven and better illustrate each story; and third the delivery platform. Quinn-Fregulia reports their open and click-through rates for newsletter readership have increased in the three months they've made these improvements. Results show people are interested in who's working for the city and what they're doing for the city. Total distribution rate is about 3,000. Council member Simpson states Staff has done a fabulous job revamping the newsletter and is thrilled they have an editorial calendar. Council member Henney reports he noticed the new look and was drawn in to read the stories. Council member Simpson suggested reaching out to HOAs and second-home owners to get the newsletter in their hands. Council member Beerman loves the new look and personal touch, suggests signing people up for the newsletter at upcoming community events. Sanchez discusses "Let's Talk Park City" by Mind Mixer launched a few years ago and states they are trying to do more public participation with community check-in activities that allows community to engage and give their feedback, opinions, etc. States they are looking to get better demographic data from Mind Mixer. Discussed the survey they did this spring that asked four questions regarding priorities such as environmental conservatism, how

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doing, continuing open space and managing growth and an open comment. Several top comments addressed concerns about becoming a resort area with not many locals left, confusion on where we're headed with growth, environmental concerns, affordable housing.

Robinson addressed community outreach efforts in Lower Park Avenue regarding topics such as housing, community services, city-owned land, childcare and re-opening of the library which serves as an anchor to that neighborhood. States Staff will present a set of development alternatives to Council on July 16th and will return to Council for recommendation on an approach following the July 13-16 Design Studio. Robinson discussed the National Citizen Survey her team will be heading up again this year asking Council if they are interested in Staff sending out the survey with the yellow envelopes again. Council concurred. Council member Simpson states she is not interested in talking about additional activities since we are loaded up right now, but would like to add to the survey a question about why people don't ride the bus. Council member Henney states he likes being able to interact with people in their own neighborhoods and would like to have more opportunities to do more activities like that. Council member Simpson states she likes the table at the supermarket idea in getting feedback. Council member Beerman states we may be surprised at how many people will be coming in to use the space in the new library and is excited for that new demographic asking about information gathering from the community and ways to expand on that. Council member Henney asks about the tapping into non-profit group databases to communicate information to them and get them involved. Council thanked Staff for their outstanding work, especially with the newsletter. Mayor Thomas asks about best methods on reaching all cross-sections of the community. Robinson states they try to use all avenues of communication in order to reach as many residents as possible.

Park City Fire Ban

Hugh Daniels, Emergency Management Manager, sitting in for Chief Wade Carpenter, Kurt Simister Deputy Fire Marshall and Chat Root Chief Building Official discussed the possibility of a fire ban. Root states he wishes to clear up urban legends regarding fire bans. States recreational fires are allowed on a portable device in their backyards. States fire code official has the authority to put a fire ban in place if necessary without going to Council. Ban would be for solid fuel burning devices only. At that point they would do public outreach and communicate to Council their decision. Simister clarifies propane tank grills used at single-family dwellings do not need permits; however grills on combustible decks in apartment units, for example, do require permits. Root clarifies they do not have the authority to declare a ban on ignition source fires without an ordinance from Council, only on solid fuel burning devices. Council member Beerman asks if Council would later be able to disagree with an ordinance they pass on fire bans, to which Staff concurs that Council would be able to supersede their decision. Root continues by saying Staff recommends prohibiting fireworks on Class C fireworks except on days they specify. Council agreed that staff should move forward on a fire ban. Staff will bring this item back to Council on June 25th.

REGULAR MEETING

6:00 PM

- I. **ROLL CALL-** Mayor Jack Thomas called the regular meeting of the City Council to order at approximately 6:00 p.m. at the Marsac Municipal Building on Thursday, June 11, 2015. Members in attendance were Jack Thomas, Andy Beerman, Liza Simpson, Tim Henney and Cindy Matsumoto. Dick Peek was excused. Staff members present were Diane Foster, City Manager; Matt Dias, Assistant City Manager; Mark Harrington, City Attorney; Marci Heil, City Recorder; Karen Anderson, Deputy City Recorder; Clint McAfee, Water and Streets Manager; Kirsten Whetstone, Senior Planner; Adrian Juarez, Library Director; Jonathan Weidenhamer, Economic Development Manager; Jenny Diersen, Special Events.

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

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Clint McAfee, Water and Streets Manager, informed Council that they need to continue consent item #3 to next week and schedule as a Water Service District meeting.

Adriane Juarez, reminded Council of the Library grand re-opening Saturday and presented the Council with Book Brigade pins.

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

Bill Humbert stated that one thing he judges people on is listening to what they say and watching what they do and he can verify that Council member Henney rides the bus. He then spoke to the work force housing issue suggesting an addition of housing to the brew pub lot. Mayor Thomas thanked Bill for his comments and reminded everyone that affordable housing is a top priority.

IV. CONSENT AGENDA

- Consideration of Amendment No. 1 to Forsgren's Contract for Park City Heights Inspection Services
1. A. for public improvement inspection services in the amount of \$50,960 for the Park City Heights Development project.
 2. Consideration of a Construction Agreement for Little Bessie Storm Drain Improvements Project with B. Jackson Construction in a form approved by the City Attorney and for an amount of \$243,069.
- Consideration of a Second Amendment to the Agreement Between Mountain Regional Water Special
3. Service District, Park City Water Service District, and Summit County Regarding Implementation of the Summit County Project, in a form approved by the City Attorney
 4. Olympic Day Proclamation

Council member Simpson moved to pull item number 2 and 4 off the consent agenda and removed number 3 off the agenda as it will come back next week during a Water Service District meeting.

**Council member Matsumoto seconded
Approved 4-1 Peek excused**

**Council member Beerman moved to approve Consent agenda #1
Council member Matsumoto seconded
Approved 4-1 Peek excused**

Consent item #2 discussion continued. Simpson inquired about the 57,000 charge for removing soils and how much less it would cost if there was a close landfill that would accept contaminated soils. Cassel stated that it would be much less.

Consent item #3 is continued to the June 18th Water Service District meeting.

**Council member Simpson moved to approve Consent item #2
Council member Matsumoto seconded
Approved 4-1 Peek excused**

Consent item #4 was discussed. Council member Simpson inquired about adding the language of "sexual orientation" to the regardless Whereas. Council was split 2-2 and Mayor Thomas agreed to move the proclamation through with staff working with the Olympic Committee to add the proposed language.

**Council member Matsumoto moved to approve Consent item #4
Council member Beerman seconded
Split 2-2 Approved with Mayor's tie breaker vote
(Aye- Matsumoto, Beerman, Mayor-Nay Simpson, Henney-Excused- Peek**

V. OLD BUSINESS

1. Public Comment Water Elevation Based Surcharge

There were no comments made.

2. Public Comment Regarding Mountain Accord Interlocal Agreement

Neil Krasnick, resident, stated that he was reading through the Mountain Accord online following last week's meeting. He went through his items including: survey questions and other options for mass transit up Parleys. He outlined his comments and provided a copy to Marci for the minutes.

Bill Humbert stated that he has two quick thoughts, inquired if the transportation study has been taken off the table. Beerman stated that the NEPA study has been removed but a different study will be done to look at economic impacts of the surrounding communities. Humbert stated that he does not support connection as both sides are destinations. He does support Mountain Accord however he does have concerns with the special interest groups and would like reassurance that Council/Park City/Summit County can say "no" at any time.

Council member Beerman followed up on the questions from last week stating that there was a vote of the Executive Board to remove Guardsman from any further Winter Activity.

VI. NEW BUSINESS

Council member Simpson moved to consider new business item 2 prior to item 1.

Council member Beerman seconded

Approved 4-1 Peek Excused

2. Consideration of the 327 Woodside Amended Subdivision Pursuant to Findings of Fact, Conclusions of Law and Conditions of Approval in a Form Approved by the City Attorney.

Planner Whetstone stated that the applicant is requesting to combine the two lots of record into one lot with a 7 foot setback on the lot without the historic home. Planning Commission forwarded a positive recommendation and staff recommends that the findings of fact start on number 1 and the 7b condition should read North side.

Mayor Thomas opened the public hearing. No comments were made. Mayor Thomas closed the public hearing.

Council member Simpson moved to approve the 327 Woodside Amended Subdivision Pursuant to Findings of Fact, Conclusions of Law and Conditions of Approval in a Form Approved by the City Attorney with amendments.

Council member Beerman seconded

Approved 4-1 Peek excused

1. Consideration of the Following Library Policies: Room and Facility Policy for Public Gathering Areas and Rooms in the Building; Library Room and Facility Policy for Rooms Within the Library Proper; Dedication and Donation and Gifts Policy; Library Patron Behavior Policy; Delegation of Said Policies to the Library Director.

Adrian Juarez, Library Director, Jonathan Weidenhamer, Economic Development Manager, Jenny Diersen, Special Events, Margie Schlessor, Incoming Board President, Allison Butz, Outgoing Board President appeared before Council.

PARK CITY COUNCIL MEETING MINTUES-DRAFT

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Weidenhamer gave an update asking Council the following: If existing administrative policy on naming of public areas was sufficient; To approve a policy for ongoing dedication of library spaces and acceptance of donations and gifts; To approve a room or facility use and rental policy for the public gathering rooms within the building but outside the library proper; To consider the informational update on new administrative policies, and to delegate the administration of the policies related to room use and dedication of library spaces to the Library Director.

Mayor Thomas thanked the library staff for all their hard work on the new library. Council member Simpson echoes Thomas' sentiments and thanks staff for their hard work, especially on accepting donations and naming of facilities. Asked that they change the language regarding banning of patrons, change the secondary appeal to be the decision of the City Manager instead of library staff, as it has the potential to be a headache for library staff. Library staff agreed with Simpson.

Mayor Thomas opened the public hearing. There were no comments made. Mayor Thomas closed the public hearing.

Council member Matsumoto moved to approve the Following Library Policies: Room and Facility Policy for Public Gathering Areas and Rooms in the Building; Library Room and Facility Policy for Rooms Within the Library Proper; Dedication and Donation and Gifts Policy; Library Patron Behavior Policy; Delegation of Said Policies to the Library Director with the change to the appeal process.

Council member Simpson seconded

Approved 4-1 Peek excused

VII. ADJOURNMENT

Council member Beerman moved to adjourn

Council member Henney seconded

Approved 4-1 Peek excused



PARK CITY COUNCIL MEETING MINUTES – DRAFT
SUMMIT COUNTY, UTAH
June 18, 2015

CLOSED SESSION

To discuss Property, Personnel and Litigation

**SPECIAL EVENT ADVISORY COMMITTEE AND PUBLIC ART ADVISORY BOARD
INTERVIEWS**

Special Event Advisory Committee Interviews
Public Art Advisory Board Interviews

WORK SESSION

Council Questions and Comments and Manager's Report

Council member Peek attended Friends of the Farm and reports the "Your Barn Door Is Open" event is coming up June 27th, which basically is a show and tell of the farm.

Council member Henney attended a Recycle Utah Board Meeting last Friday. Saturday he read a resolution proclaiming June 23rd as Olympic Day in Park City. He states there was a Tiny Tri event held for kids where they swam, rode bikes and ran. Reports he won his age group! Attended the Library Grand Opening and enjoyed the ceremony. Attended the Growth Forum on Monday and thanked Mayor Thomas, Elizabeth Quin-Fregulia, Phyllis Robinson and Diane Foster for carrying that out. Attended the HPCA Board Meeting Tuesday where Rick Anderson was concerned about construction impacting businesses on Upper Main. Reports HPCA held their officer elections and read the new officers' names. Attended the first concert at Deer Valley where Mountain Trails was the top non-profit.

Council member Matsumoto thanked Staff for all their hard work on the library grand opening. Attended the Growth Forum and reports Mayor Thomas and Council member Henney did a great job, encourages everyone to stay tuned for the next two parts of the forum which will be June 23rd at 6:00 and June 27th at 9:00 pm. Locations are listed on our website. Attended Summit Lands meeting, where they're planning an August 15th bash at Big Sky Ranch and tickets will be on sale soon. Regarding liaisons for the Planning commission and Historical Society, Matsumoto states she took over as liaison in February, has enjoyed meeting with these groups, but believes it's time for someone else to take over. Mayor Thomas says he will take over as primary liaison for Historical Society with Council member Henney as first alternate.

Council member Simpson thanked Melissa Band with the Legislative Committee at the Board of Realtors for allowing Phyllis Robinson and Alfred Knotts to speak. Gave kudos to everyone who worked so hard on the Library Grand Opening. States the Growth Forum was fabulous and thanked Staff for pulling that off under such a tight timeframe. Attended the Wildland Fire Policy work group in SLC where they discussed what our city's match would be in the event of catastrophic fires; the next meeting will be held in Draper. Thanked Mayor Thomas for hosting the Planning Commission and staff for a meeting at his home this past week.

Council member Beerman says Saturday's library grand opening was spectacular and the book brigade was a blast. Pointed out that some of the light fixtures in the new library have incandescent light bulbs and hopes they

**PARK CITY COUNCIL MEETING MINUTES
SUMMIT COUNTY, UTAH,
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can be switched to LEDs. Had a 50th anniversary celebration for Treasure Mountain Inn and thanked the mayor for his storytelling. Attended the Growth Forum, which was fantastic; thanks Staff for all their preparation. Feels we should consider various scenarios from all the meetings as a Council to address what we can do as a next step. Reports Mountain Accord is pushing towards a July 13th signing of the Accord.

Mayor Thomas thanked Staff and all who were involved with the library grand opening for doing an outstanding job as it was a very successful and fun event. Reports the Treasure Mountain Inn anniversary event was great fun. Attended the Growth Forum and points out discussions on growth can be painful and difficult and therefore thanks those involved for tackling the issue.

Diane Foster states a confirmation date of July 9th, 10:00 am, has been set for Council to meet at the Recycle Utah recycle center. Asked if Council would be interested in bringing back the subject of start dates of various boards and commissions interviews in a work session. Council member Simpson states doing the interviews during a busy time of the year, such as budget season, is not a good idea. Council member Beerman asked if the term-end dates of the board members could be staggered. Foster states all these concerns will all be a part of the later discussion, to which Council agrees to hold.

Final Budget Discussion

Jed Briggs, Nate Rockwood and Kory Kersavage, Budget, spoke to the changes to the final budget for fiscal year 2016. Briggs states these changes are what Staff will be asking Council to adopt in tonight's regular meeting; the parts include the regular FY 2015 & 2016 budget, city fee schedule, Council compensation ordinance, CEMP manual, Policies and Procedures ordinance, RDA ordinance and Municipal Building Authority ordinance. Briggs continues by explaining most budget changes towards the end of the year are to inter-fund transfers charging each other for different services. In addition, budget adjustments based on actual spending were made to the ED grant, ice's budget, building maintenance, utility costs and the self-insurance fund. Adjustments to self-insurance are based on premiums and claims, which were higher than anticipated. The last adjustment is to vacancy factor adjustments for FY 2015, which is the difference between the actual budget and personnel expenditures. Also, for next year, there were a lot of technical adjustments which include mistakes caught between the tentative and actual budget as well as personnel adjustments. Briggs then explained how funding for the inter-fund transfer fund operates, stating it doesn't have its own funded source so it gets funded from different departments. Lastly, regarding library utilities for next year, Briggs states Matt Abbott, Sustainability, felt very comfortable with the figures, as does the budget department, with little changes expected.

Rockwood spoke to the changes to the capital budget since the tentative budget was adopted, stating most are just technical adjustments. The general storm water project budget will be broken down into smaller, more specific budgets as projects move along, in order to track them better. Rockwood states interest earned from the city's impact fees accounts are added to projects such as neighborhood parks and Prospector Ave reconstruction. Also, the City Park Improvements adjustment was a mistake caught by Council member Simpson. A reconciliation of the Ice Facility account called for an adjustment to true up the account in order to better track all funds received from Basin Rec. Regarding affordable housing, rents that came in that should be put back into the program were budgeted up in order to true up the accounts. Regarding the Water fund, Rockwood states no changes were made other than moving funds set aside for a proposed bond, that wasn't necessary, back into water service fees. Lastly, changes were made to the water and general funds to reflect the value added to the services from these funds as requested by the state auditors. The law also requires public hearings be held when value transfers are made to the budgets. Rockwood states there was not time to hold hearings for this due to late notice of the change from the auditors, but he will see that they are scheduled in the future.

Kersavage spoke to the city fee schedule, stating it has been updated with a change clarifying language to the special meeting per applicant fee. Council member Simpson asked for clarification on the temporary resident 90-day library fee, which states \$20 plus. Kersavage was not sure what the "plus" means but he will look into it. Council member Beerman asked how budget broke out costs for special meetings and asks if there are options for

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waiving fees for groups such as non-profits. Briggs ended by thanking Council and Mayor Thomas for their time and cooperation with the lengthy budget process.

Brooke Moss and Michael Sanchez, Human Resources, discussed changes to the policy and procedures manual and emergency policy manual. Moss reported the changes this year were very minor.

Mountain Accord Blueprint and Interlocal Agreement Discussion

Ann Ober spoke to the Mountain Accord Blueprint and Interlocal Agreement Approval by giving a broad outline as to what has changed. Ober stated the language change regarding the SR-224/SR-248/US 40 & I-80 interchange calls for an alternatives analysis, which is a step in the NEPA process, which would allow Staff to get needed information regarding congested feeder roads and allow them to come up with alternatives for further implementation. If federal money is required, the next step would be an EA or EIS; if no federal money is involved, implementation would be taken care of by the broader Mountain Accord group. Ober also states discussions with UDOT, UTA, Salt Lake County and Salt Lake City have been exemplary, where these entities have shown interest in solving issues on their end as well as being a part of a solution for Parley's corridor. They will begin meeting on a weekly basis. Ober states they have not yet developed scope for the economic study but have had dialogues with interested partners on developing that scope.

Ober reports Summit County Councilman Roger Armstrong spoke at last night's public comment meeting the county held regarding public lands. Armstrong reports they received strong support in favor of preserving and protecting the public lands, especially regarding wildlife and recreation protection. No vote was taken but the general consensus was to make these lands available for consideration for the NEPA process. There are four possible designations, any of which would be ideal in protecting the land.

Council member Henney asked about Wasatch County's status regarding involvement in Mountain Accord. Ober states Wasatch County will no longer be participating as an executive board member, and therefore will not be a part of the ILA or make financial contributions. However, their staff is able to make comments on the process. Ober reports their county manager feels we are doing a great job in protecting their concerns. Foster adds that Wasatch County is not leaving because they are upset with the process; rather, they feel the talks do not have a direct impact on them currently. Council member Henney also asked for further clarification on the Guard road. Ober states the current language signifies the road will remain closed in the winter. Council member Beerman added a study came back stating there may be economic benefits in opening the road and therefore UDOT was interested in those benefits. UDOT asked Mountain Accord to weigh in and make a recommendation, to which a gentleman's agreement was made that there is no benefit to opening the road and to keep it closed. Beerman explains the Transportation Commission could come back in the future and once again push the issue, but that Mountain Accord will resist; however, the bottom line is there are no guarantees to keeping it closed into perpetuity. Council member Henney also asked for clarification on the various studies being done on SR-224/SR-248/US 40 & I-80. Ober states all the studies will collaborate and there will be no redundancy.

Ober states the next steps today will be looking at decision points so Council member Beerman can represent Council at the executive board, such as confirming our involvement on phase II of the ILA, making headway on an alternatives analysis and deciding which of our partners would be best to take the lead. She also reports phase II is expected to be a three to seven-year process.

Ober asked if Council supports continuing a nonbinding study, which is not a NEPA process, of the link between Cottonwood Canyon and Park City. Further discussion was had regarding how much it will cost us going forward, in addition to the \$300,000 we are spending. Council is in favor 4-1, Peek saying nay, of going forward with the study.

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Ober also asked Council if they are in favor of going forward with an alternatives study for transit improvements for SR-224/SR-248 combined with the I-80 corridor. Council is in favor.

Regarding land preservation, Ober asked Council if there is interest in sending a message to Summit County. Council agreed that is not our decision but they will stand behind the County's decision and support their direction.

Regarding the ILA, Ober explained Council will be signing a three-year agreement, paying \$100,000 donation per year. Council member Matsumoto asked why we are paying \$300,000 and other entities are only paying \$100,000. Council member Beerman explains the amounts are based on ability to pay and benefits derived. Council member Simpson states she is not concerned about our financial contribution since she feels we will make our money back many times over. Mayor Thomas and Council member Peek state they're not concerned so much about the contribution but want to know what the cost will be going forward, especially in regards to staff time. Foster states she will have budget and Ober look in to having this classified as a BFO program; if not, then looking at some high-level estimates as far as staff time.

REGULAR MEETING

I. ROLL CALL - Mayor Jack Thomas called the regular meeting of the City Council to order at approximately 6:10 p.m. at the Marsac Municipal Building on Thursday, June 18, 2015. Members in attendance were Jack Thomas, Andy Beerman, Dick Peek, Liza Simpson, Tim Henney and Cindy Matsumoto. Staff members present were Diane Foster, City Manager; Matt Dias, Assistant City Manager; Mark Harrington, City Attorney; Marci Heil, City Recorder; Karen Anderson, Deputy City Recorder; Hugh Daniels, Emergency Manager; Ann Ober, Senior Policy Advisor; Nate Rockwood, Budget Director; Jed Briggs, Budget; Korey Kersavage Budget; Christy Alexander, Planning; Hannah Turpin, Planning.

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

There were no communications or disclosures from Council or Staff.

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

There were no public comments made.

IV. CONSIDERATION OF MINUTES

1. Consideration of Minutes from May 28, 2015

Council member Simpson asks to add to a record of who was in attendance.

**Council member Beerman moved to approve the minutes from
May 28, 2015 with the noted change
Council member Simpson seconded
Approved Unanimously**

V. CONSENT AGENDA

1. Consideration of the 2015 Park City LED Lighting Retrofit Installation Contract Award in a Form Approved by the City Attorney's Office with SES Green Energy, in the Amount of Sixty-Eight Thousand Twenty-Two Dollars and Fifty Cents \$68,022.50.

**Council member Simpson moved to approve the consent agenda
Council member Beerman seconded
Approved Unanimously**

VI. NEW BUSINESS

1. 2015 Wildfire Season and Possible Ordinance Prohibiting Open Fires and Restricting the Use of Fireworks

Hugh Daniels, Kurt Simister, Bryce Boyer, Chief Paul Hewitt and Chief Scott Adams spoke to the wildfire season update. Daniels reports we potentially have a good wildfire season approaching despite the monsoonal rains we've received but one of the big concerns is holiday fireworks. Daniels updated Council on a potential fireworks ban in Park City other than the allowed date saying state code already covers that issue. State Legislature in 2014 ruled residents can light fireworks three days before and after July 4th, July 24th, New Years and Chinese New Year and that municipalities may prohibit fireworks during those time frames if there are hazardous conditions. Daniels states at this point in time, conditions and fuels are still in very good condition.

Chief Hewitt demonstrated with some weeds how they do not burn easily as they are still wet and green; therefore, he feels this year we don't need a ban. Daniels recommends Council hold off till next week to make a decision on a ban.

Council member Henney states he feels Council is being asked to put more restrictions in place instead of discussing and/or relaxing current restrictions and asks why the focus is always on the ban itself. Mark Harrington explains it is because the current legislation requires it to be that way. Council member Beerman asks why we don't enforce a ban from year to year in order to maintain consistency and avoid confusion. Hewitt says the public is very good at staying informed and avoiding confusion about the restrictions from year to year.

Mayor Thomas opened the public hearing. No comments were made. Mayor Thomas closed the public hearing.

**Council member Matsumoto moved to continue discussion of a possible ordinance prohibiting open fires and restricting the use of fireworks to June 25th, 2015
Council member Henney seconded
Approved Unanimously**

2. Consideration of an Ordinance for the 1021 Park Avenue Subdivision, Located at 1021 Park Avenue, Park City, Utah, Pursuant to Findings of Fact, Conclusions of Law and Conditions of Approval in a Form Approved by the City Attorney.

Christy Alexander, planning, states applicant Bill Hart requests to combine two lots in to one in order to reconstruct an historic home that used to sit between the lot lines. Alexander states this has been through the historic design review process and a preservation plan is in place so the home will be reconstructed exactly as before. Staff recommends Council approve the amendment.

Mayor Thomas opened the public hearing. Diane Raymund, owner of property at 1015 Park Avenue, states she has concerns about combining the two lots since they are currently in litigation with Mr. Hart. Mayor Thomas closed the public hearing.

**Council member Peek moved to approve consideration of an ordinance for the 1021 Park Avenue subdivision, located at 1021 Park Avenue, Park City, Utah, pursuant to findings of fact, conclusions of law and conditions of approval in a form approved by the City Attorney
Council member Henney seconded
Approved Unanimously**

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3. Consideration of an Ordinance Approving the Conrad Replat, Located at 119 Woodside Avenue, Park City, Utah Pursuant to Findings of Fact, Conclusions of Law and Conditions of Approval in a Form Approved by the City Attorney.

Hannah Turpin, planning, spoke to the replat for 119 Woodside, owned by Thomas Conrad, who would like to unify the two lots into one by removing the interior lot line. Staff recommends Council approve the replat. Council member Simpson asked for clarification on the north-south side setback, to which Turpin explains it solely refers to the north side, scratch the south.

Mayor Jack Thomas opened the public hearing. No comments were made. Mayor Thomas closed the public hearing.

Council member Simpson moved to approve consideration of an ordinance approving the Conrad Replat, located at 119 Woodside Avenue, Park City, Utah, pursuant to findings of fact, conclusions of law and conditions of approval in a form approved by the city attorney.

**Council member Beerman seconded
Approved Unanimously**

4. Consideration of the Mountain Accord Interlocal Agreement.

Ann Ober, senior policy advisor, states Council is to decide whether to sign on to the three-year Interlocal Agreement for Mountain Accord at \$100,000 per year.

Mayor Thomas opened the public hearing. Clay Stuard states he is pleased to hear trains and tunnels will not be a part of further discussions and agrees with Council member Peek and Mayor Thomas that a study regarding those issues would be a waste of time. Would rather see the focus on issues such as the I-80/224 & 248 corridor problems in order to reach a solution sooner rather than later.

Mike Sweeney feels we should go forward with the studies stating if we are not participating, we are going backwards. If we participate, we will have a chance to lead.

Bill Humbert states he feels Council should continue in Mountain Accord but warns Council to be aware that what gets studied often becomes the focus.

Council member Beerman thanks the public for their patience and feels we are on the right track and feels optimistic about where we are heading.

Foster asks Mayor Thomas Council's preference for the high-level analysis of cost regarding Staff time. Council asks it be included in a manager's report. Foster states it will be on the July 9, 2015 agenda.

**Council member Simpson moved to approve consideration
of the Mountain Accord Interlocal Agreement**

Council member Beerman seconded

Approved (4-1)

Beerman – Aye

Henney – Aye

Matsumoto – Aye

Peek – Nay

Simpson – Aye

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5. Consideration of an Ordinance Adopting a Revised Budget for Fiscal Year 2015 and a Budget for Fiscal Year 2016

Nate Rockwood, Jed Briggs, Korey Kersavage and John Umbolt, budget, came before Council seeking final budget adoption. Council member Beerman states they realize how hard Staff has worked on the budget process and that they have done a tremendous job tying all the elements into Council goals and priorities. He presented with budget department with their own doomsday clock.

Mayor Thomas opened the public hearing. No comments were made. Mayor Thomas closed the public hearing.

**Council member Beerman moved to approve consideration of an ordinance
adopting a revised budget for fiscal year 2015 and a budget**

for fiscal year 2016

Council member Peek seconded

Approved Unanimously

6. Consideration of an Ordinance Adopting the City Fee Schedule

Korey Kersavage, budget, states he confirmed with the Library that the temporary card fee is \$20 for six months.

Mayor Thomas opened the public hearing. No comments were heard. Mayor Thomas closed the public hearing.

**Council member Peek moved to approve consideration of an
ordinance adopting the city fee schedule**

Council member Henney seconded

Approved Unanimously

7. Consideration of an Ordinance for Council Compensation

Mayor Thomas opened the public hearing. No comments were made. Mayor Thomas closed the public hearing.

**Council member Simpson moved to approve consideration
of an ordinance for Council compensation**

Council member Matsumoto seconded

Approved Unanimously

8. Consideration of a Resolution Adopting the Comprehensive Emergency Management Plan (CEMP)

Hugh Daniels spoke to the Comprehensive Emergency Management Plan, stating it meets all requirements under the national incident management system.

Mayor Thomas opened the public hearing. No comments were made. Mayor Thomas closed the public hearing.

**Council member Matsumoto moved to approve consideration of a resolution
Adopting the Comprehensive Emergency Management Plan (CEMP)**

Council member Simpson seconded

Approved Unanimously

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9. Consideration of a Resolution Adopting the Emergency Management Procedure Manual

Mayor Thomas opened the public hearing. No comments were made. Mayor Thomas closed the public hearing.

**Council member Henney moved to approve a resolution adopting the
Emergency Management Procedure Manual
Council member Simpson seconded
Approved Unanimously**

10. Consideration of a Resolution Adopting the Personnel, Policies and Procedures Manual

Mayor Thomas opened the public hearing. No comments were made. Mayor Thomas closed the public hearing.

**Council member Matsumoto moved to approve consideration of a resolution
adopting the Personnel, Policies and Procedures manual
Council member Simpson seconded
Approved Unanimously**

11. Consideration of an Ordinance for the Cardinal Park Subdivision, 550-560 Park Avenue & 545 Main Street – Plat Amendment to Create Three (3) Lots of Record from Five (5) Lots Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney

Public hearing - continued to a date uncertain.

**Council member Peek moved to approve consideration of an ordinance for the Cardinal Park
Subdivision, 550-560 Park Avenue & 545 Main Street – Plat Amendment to create three
lots of record from five lots pursuant to findings of fact, conclusions of law and conditions
of approval in a form approved by the city attorney to a date uncertain
Council member Simpson seconded
Approved Unanimously**

12. Consideration of an Ordinance for the 259, 261, 263 Norfolk Ave- Consideration of the First Amended Upper Norfolk Subdivision Plat-Amending Conditions of Approval on Ordinance No. 06-55 Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney

Public Hearing – continued to July 16, 2015

**Council member Simpson moved to approve consideration of an ordinance for the 259, 261 & 263
Norfolk Avenue – consideration of the first amended Upper Norfolk subdivision plat –
amending conditions of Approval on Ordinance No. 06-55 pursuant to findings of fact,
conclusions of law, and conditions of approval in a form approved
by the city attorney to July 16, 2015
Council member Peek seconded
Approved Unanimously**

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VII. ADJOURNMENT INTO REDEVELOPMENT AGENCY MEETING

**Council member Peek moved to adjourn into Redevelopment Agency Meeting
Council member Simpson seconded
Approved Unanimously**

**Park City RDA Meeting
Summit County, UT
June 18, 2015**

- I. Roll Call - Mayor Jack Thomas called the Redevelopment Agency meeting to order at approximately 7:05 p.m. at the Marsac Municipal Building on Thursday, June 18, 2015. Members in attendance were Jack Thomas, Andy Beerman, Dick Peek, Liza Simpson, Tim Henney and Cindy Matsumoto. Staff members present were Diane Foster, City Manager; Matt Dias, Assistant City Manager; Mark Harrington, City Attorney; Marci Heil, City Recorder; Karen Anderson, Deputy City Recorder.

II Consent Agenda

Consideration of an Ordinance Adopting the Redevelopment Agency Budget

**Board member Simpson moved to approve consideration of an ordinance
Adopting the Redevelopment Agency Budget
Board member Peek seconded
Approved Unanimously**

III. ADJOURNMENT INTO MUNICIPAL BUILDING AUTHORITY MEETING

**Board member Peek moved to adjourn into Municipal Building Authority Meeting
Board member Simpson seconded
Approved Unanimously**

**Park City Municipal Building Authority Meeting
Summit County, UT
June 18, 2015**

- I. **Roll Call** - Mayor Jack Thomas called the Municipal Building Authority meeting to order at approximately 7:10 p.m. at the Marsac Municipal Building on Thursday, June 18, 2015. Members in attendance were Jack Thomas, Andy Beerman, Dick Peek, Liza Simpson, Tim Henney and Cindy Matsumoto. Staff members present were Diane Foster, City Manager; Matt Dias, Assistant City Manager; Mark Harrington, City Attorney; Marci Heil, City Recorder; Karen Anderson, Deputy City Recorder.

II. Consent Agenda

Consideration of the Municipal Building Authority Adoption of the Fiscal Year 2015/16 Budget

**Board member Peek moved to approve consideration of the
Municipal Building Authority adoption of the Fiscal Year 2015/16 budget
Board member Henney approved
Approved Unanimously**

III. ADJOURNMENT INTO WATER SERVICE DISTRICT MEETING

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**Board member Simpson moved to adjourn into Water Service District Meeting
Board member Peek seconded
Approved Unanimously**

**Park City Municipal Water Service District Meeting
Summit County, UT
June 18, 2015**

I. Roll Call - Mayor Jack Thomas called the Municipal Building Authority meeting to order at approximately 7:10 p.m. at the Marsac Municipal Building on Thursday, June 18, 2015. Members in attendance were Jack Thomas, Andy Beerman, Dick Peek, Liza Simpson, Tim Henney and Cindy Matsumoto. Staff members present were Diane Foster, City Manager; Matt Dias, Assistant City Manager; Mark Harrington, City Attorney; Marci Heil, City Recorder; Karen Anderson, Deputy City Recorder.

I. Consent Agenda

Consideration of the Second Amendment to the Agreement Between Mountain Regional Summit County and Park City

**Board member Matsumoto moved to approve consideration of the second amendment
To the agreement between Mountain Regional Summit County and Park City
Board member Henney seconded
Approved Unanimously**

II. ADJOURNMENT

**Board member Peek moved to adjourn the meeting
Board member Henney seconded
Approved Unanimously**

CLOSED SESSION MEMORANDUM

The City Council met in a closed session at approximately 2:45 p.m. Members in attendance were Mayor Jack Thomas, Andy Beerman, Dick Peek, Cindy Matsumoto and Tim Henney. Staff members present were; Diane Foster, City Manager; Mark Harrington, City Attorney; Matt Dias, Assistant City Manager; Jason Glidden, Special Events Manager; Bob Kollar; Jennie Diersen, Special Events; Clint McAfee, Water Manager; Francisco Astorga, Senior Planning Advisor and Heinrich Dieters, Sustainability. **Council member Henney moved to close the meeting to discuss Property, Litigation and Personnel. Council member Beerman seconded. Motion carried.**

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

Prepared by Karen Anderson, Deputy City Recorder

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**PARK CITY COUNCIL MEETING – DRAFT
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HISTORIC PRESERVATION BOARD INTERVIEWS

Historic Preservation Board Interviews

CLOSED SESSION

To discuss Property and Personnel

WORK SESSION

Council Questions and Comments and Manager's Report: Construction Update, Rain Barrel Update, Bonanza Park-Form Based Code Update

Council member Peek attended Planning Commission last night. Attended the What's Next Park City at the Police Station, which was great; heard some good comments from the public.

Council member Matsumoto is interested to hear what was said at What's Next Park City as she had to miss due to a family matter; is looking forward to attending the next What's Next discussion which will be this Saturday at 9:00 at the Police Station. She did a walk-through Sunday with the Silly Market advisory group and reports there was great attendance and that they followed the guidelines of jewelry and snacks.

Council member Henney states he is hearing a lot of discussion framed around our What's Next Park City forum discussions, which he is happy to hear. There were 12 people at his forum on Tuesday. Feels we should look to impact other groups/associations as a future goal for these discussions.

Council member Beerman attended ULCT's legislative policy meeting Monday where they gave an update on what's coming in the next legislative session. Attended the CoSac meeting Tuesday morning. Reports Mountain Accord talks continue; they have reached the point where they're finalizing wording and will be having a final vote on July 13. Reports the growth discussions were great and he had about 30 people at his discussion at the library. He suggests we frame questions as choices for the public in the future to better shape future discussions. States he received an invite to go to Washington for a discussion on Mountain Accord and will miss the July 9th Council meeting. Council members voted to send him to DC to attend the Mountain Accord discussion.

Council member Simpson attended the legislative policy meeting with Dias and Beerman, where the highlight of the day was Speaker Hughes' talk. Library growth meeting, there was a request for a grocery store on Main Street.

Mayor Jack Thomas attended the Snyderville Basin Sewer District meeting where they discussed the transportation sales tax issue and all the Summit County mayors weighed in. Attended the What's Next discussion and thanks Rhoda Stauffer, Sustainability, for talking excellent notes.

Jason Christensen, Water, and Nick Scow, Utah Rivers Council, updated Council on the rain barrel program. Council member Simpson says she feels this is an excellent program and asked Scow how many barrels they

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have sold. Scow says their first program on May 9 in Murray and SLC County sold out in a matter of hours. A total of over 1000 subsidized barrels sold in four hours. Council member Henney asked if the barrel tops are sealed. Scow states the lid is concave with a mosquito-proof screen. Henney asks if Scow intends to talk with the Summit County Mosquito Abatement district, to which Scow says they plan to in order to ensure all the proper information is distributed. Scow states they have also included a link on their pre-order website to educate people. Scow says they're having trouble keeping up with demand. Council member Matsumoto asks if the barrels hook to the rain gutters. Scow says they are designed for the standard rain gutter downspout. Council member Beerman asks how Scow recommends the collected water be used. Scow says the barrels come with instructions that clearly state the water is for use outdoor use only. Council member Matsumoto asked if the water is OK if it comes off a cedar roof, to which Scow states that those type of shingles are OK and the water is also OK to use on gardens. Council member Henney asks if they have considered using the barrels at municipal facilities. Christensen says they will look in to that.

Transportation Planning Update and Presentation by UDOT Signal Engineer

Alfred Knotts, Transportation Planning Manager, updated Council on transportation planning and related planning studies under development. He discussed transportation's current focuses in context to the 2011 Park City Transportation and Traffic Master Plan by explaining the different agencies and layers of government who impact transportation decisions and issues. The 2011 Master Plan provides the guidance on transportation related policies, projects, and programs outlined in the three "themes" within the plan. Knotts further provided an overview of the transportation decision making process that places an emphasis on policy, infrastructure, and constituents. Within the "infrastructure" component, Knotts clarifies ITS refers to Intelligent Transportation Systems and provided examples of changeable message signs, traffic cameras, and adaptive signal timing. He states the last update was done in 2011. To address our existing and future transportation related issues, staff is undertaking the development of a Short Range Transit Development Plan which will look to improve efficiencies and routes to increase ridership, evaluate existing services, and provide prioritized recommendations with 1-7 years for future service. RFP has closed and the contract will be awarded next month with a completion date of January 2016. The plan is being managed by Public Works. Knotts discusses the Transportation Demand Management Plan objectives which include: conducting origin and destination study, identifying who is using the system and who can we get to use the system better, engaging the public in solutions, developing strategies and implementing TDM measures to make more effective use of the existing system. Contract for this study was awarded this past May and is scheduled to be completed in January 2016.

Regarding the Parking Siting and Transportation Plan for Bonanza Park and Lower Park Avenue, the study will look to provide non-automotive transportation links and will explore various transit modes to determine the most attractive and effective mode to serve city needs short and long term. Contract was awarded April 2015 and is scheduled for completion in December 2015.

Regarding the SR-248 corridor plan, objectives will be to update 2009 assumptions and future projections, identify preferred alternatives, develop comprehensive long-term solution, provide priority to transit/HOV's and utilization for Richardson Flat Park and Ride, and to meet 2019 construction schedule STIP programming. Contract for the study was awarded to Fehr and Peers March 2015 with a completion date of August 2015.

Regarding other efforts, they are analyzing weather responsive refinement solutions; intelligent transportation systems such as Sydney Coordinated Adaptive Traffic Signal (SCATS), automated traffic counters, traffic cameras, etc; ongoing monitoring for Main Street circulation; working with transportation management associations, both public and private; transit improvements and services such as SLC/PC connect and Kimball Transit Facility.

Council member Simpson asked about the status of the Kimball facility. Knotts states they are still on schedule for completion of spring 2016. Council member Simpson states the U of U is working on including Park City as a destination with their employee/student package for the SLC/PC connect, to which Knotts states he will look in to. Council member Beerman asks if they settled on a final location for the Kimball Transit

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Facility, to which Knotts reports it's still going in behind the Richins Building. Mayor Thomas asked if the presentation could be posted on the website; Knotts said he would post.

Jamie Mackey, P.E., UDOT Statewide Signal Engineer, gave a presentation on the SCATS system. McKay explained their traffic operations center in Salt Lake and all the data that is handled and processed there. She spoke to different types of traffic signals detection and traffic signal timing mechanisms. She also explained the SCATS system, stating Park City's SCAT system operates differently than anywhere else because of the city's unpredictable traffic patterns.

Main Street Balcony Enclosure Program Proposal

Anya Grahn, Planning, and Kurt Simister, Building, spoke to the winter balcony enclosures on Main Street that would run from Nov 1st to April 30th. Grahn states only three building on Main Street currently qualify to have balconies, and in general we are likely to see balconies only on non-historic buildings. Grahn discussed design guidelines issues such as enclosures distracting from the historic western appearance, accelerating breakdown of the buildings due to enclosures being put up and down, break-up of existing street walls, glare from the sun, etc. Council member Henney asked about transparency concerns of the tents and canvases. Council member Beerman asked about the recommendation from the Historic Preservation Board on the issue. Grahn states the only concern from HPB was damage to historic buildings; they are supportive of allowing them on new buildings only. Council member Simpson asked Mark Harrington about making changes to the Land Management Code regarding the dining decks. Harrington explains the LMC will have to be amended regardless, but implementation changes can be drafted according to Council's desires. Council member Henney asked Grahn if the balconies would compromise the structural integrity of older buildings. Grahn states older buildings may not meet structural codes and could therefore be damaged; she further stated the goal of the restriction is to protect those buildings that are not up to code.

Mayor Thomas opened the public hearing.

Cheryl Watson states she is in favor of the balconies.

Ruth Meitsma (sic) states the Building department originally said there would be a negative environmental impact by the balconies but there was no discussion about it, so she researched the topic and found the energy usage for these structures is massive, hard to control and can upset energy efficiency. She states the heat loss is high for these semi-permanent structures. She referenced a recent study that listed Park City as one of the worst-polluting mountain towns and says she is concerned that we have a long way to go in reducing greenhouse gas emissions and our carbon footprint. She feels these balconies move us in the wrong direction in our aim for the Georgetown Prize. Lastly, she stated concern that if these balconies are allowed on Main Street will they eventually be allowed in town as well.

Michael, Fryuegel (sic) states the power needed to keep the tents heated is very high and probably very costly, but feels what the River Horse is trying to do is a great use of the patio to accommodate winter visitors. States Seth Adam is taking measures to make the structure as aesthetically pleasing as possible and he is in favor of having the balconies.

Becca Gerber, speaking for the HPCA, is in support of the balconies, especially since it only impacts three buildings.

Mike Sweeney states he supports this trial concept to see if it will work. Regarding greenhouse emissions, he feels we can make it work as the city of Toronto, which is farther north than Park City, has many of these features and reports success with them. Regarding attachment to historic buildings, Sweeney says the technology is there to construct these features without causing damage. Feels the three-year trial period is a sufficient amount of time and that this program will give us another tool to help businesses on Main Street be successful.

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Mayor Thomas closed the public hearing.

Council member Peek agrees with Staff's concerns and wants to be clear that these balconies are not appropriate for historic structures; also, he doesn't believe the enclosures can meet heating requirements. Council member Matsumoto asks Seth Adams of River Horse if all the factors under the international building codes have been worked out. Adams states he feels they can meet all the requirements. Council member Matsumoto is comfortable going forward with the pilot program if all requirements are met but not on historic buildings. Simister states a plan has not yet been submitted by River Horse for them to analyze to see if all the requirements have been met. Council member Henney asks Adams if they have done any analyses on heating the tents. Adams says they have not. Simister states the tents would have to be studied to see what is required and that it all depends on duration of use. Henney pointed out that commercial property energy usage does not count towards the Georgetown Energy Prize. Council member Beerman agrees with the HPB in that these should not be on historic buildings but is OK with them being on newer buildings. Regarding energy usage, these structures are minor users compared to other buildings on Main Street and that if this is done right it can be a successful advantage for businesses. Feels we don't need to charge businesses fees for use of private balconies over the right of way.

Council member Simpson agrees these structures don't belong on historic buildings but we should try the three-year pilot program.

Mayor Thomas states the River Horse rendering obscures the view of the adjacent buildings and asks if it can be built without the obstruction, to which Adams states they will make them with as less an impact as possible. Mayor Thomas feels these structures impact the visual impact, diminish the historic value of Main Street and surrounding buildings. Feels glass and tents do not hold energy, are absurd to heat and that these balconies are totally inconsistent with our goals of being environmentally conservative. Thomas asks if Council is supportive of narrowing the facade so as not to obstruct the street view. Council member Simpson states the renderings are not necessarily accurate and she is not concerned about it. Council member Peek supports the narrowing. Council members Matsumoto and Henney agree with Simpson and are OK with the facade the way it is. Council member Beerman states the mayor's suggestions are valid and asks Adams to take them into consideration for their final design.

Victim Advocacy Program Update

Malena Stevens came before Council to update them on the Victim Advocacy Program since it is the end of the fiscal year and as a requirement stipulated in their Victims of Crime Act grant. Stevens spoke to her Staff report, in which she included specific numbers of how many incidents they had and how many victims they served. The report also includes services provided such as filing protective orders and going with victims to court. Stevens states the program is still seeking Spanish-speaking translators. She has looked to other agencies and reports they have the same problem retaining Spanish-speaking help. Council member Simpson asked why all assault victims were not serviced. Stevens explained the reasons are varied such as not having appropriate contact information or victims refusing help. Council member Matsumoto asked if the program coordinates with other agencies, such as the Peace House, to share resources so that services are not duplicated. Stevens says they do work closely with Peace House to make sure there is no duplication.

REGULAR MEETING

- I. **ROLL CALL** – Mayor Jack Thomas called the regular meeting of the City Council to order at approximately 6:20 p.m. at the Marsac Municipal Building on Thursday, June 25, 2015. Members in attendance were Jack Thomas, Andy Beerman, Dick Peek, Liza Simpson, Tim Henney and Cindy Matsumoto. Staff members present were Diane Foster, City Manager; Matt Dias, Assistant City Manager; Mark Harrington, City Attorney; Karen Anderson, Deputy City Recorder; Hugh Daniels, Emergency Manager; Blake Fannesbeck, Public Works Manager; Darren Davis, Transit; Francisco

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Astorga, Senior Planning Advisor; Christy Alexander and Kristen Whetstone, Planning.

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Mayor Jack Thomas will recuse himself from the Stein Erickson residences discussion due to business relationships. Council member Peek will take over as mayor pro-tem for that discussion.

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

No comments were heard.

IV. CONSIDERATION OF MINUTES

Consideration of Minutes for the June 4, 2015 City Council Meeting.

Council member Simpson had a correction to packet page 96, page 5 of minutes: Council was unanimous in a no for NEPA and majority in favor of an economic study.

Council member Beerman had a correction in the same paragraph where it states, "Council member Beerman suggests a NEPA study would be beneficial." He was actually referring to the Economic and community impact study. He asks that it read, "Council member Beerman suggests that a high-level study considering the economic and community impacts of a connection could offer us useful data and informed future decision makers."

Council member Peek had a correction to page 99. Council member Henney recused himself so the voting was 4-0; Henney recused.

**Council member Simpson moved to approve the minutes
from June 4, 2015 with noted corrections
Council member Peek seconded
Approved unanimously**

V. CONSENT AGENDA

1. Consideration Authorizing the City Manager to Sign the Service Provider/Professional Services Agreement in a Form Approved by the City Attorney with Nelson Nygaard for Consulting Services to Develop a Parking Strategic Management Plan in an amount Not to Exceed \$141,715.

2. Consider Authorizing the City Manager to Enter into an Agreement with Avail Technologies in the Amount of \$587,325 to Provide Ongoing Maintenance and Support for the Transit Department's Intelligent Transportation System (ITS) for the Next Three Years and Implement Necessary Functionality Upgrades (Including Digital Real-Time Signs at Bus Shelters) to Hardware and Software Systems.

Council member Simpson asked for clarification from Blake Fannesbeck and Darren Davis, public works, regarding the interior touch displays that are a part of the Avail Technologies intelligent transport system. Davis states the displays are similar to iPads in how they work and give real-time information for passengers regarding bus routes, etc.

3. Consideration Authorizing the City Manager to Proceed with Phase I of the 1450-1460 Park Avenue Affordable Housing Project and Execute a Special Service Contract for Phase I in a Form Approved by the City Attorney's Office with Caddis PC in an Amount Not to Exceed Eighteen Thousand Dollars (\$18,000).

4. Council Consideration to Authorize the City Manager to Enter into a Service Provider Agreement with the Vitcus Advisors LLC, for Conceptual Designs and Cost Estimates on a

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Potential Expansion to the Park City Ice Arena in an Amount, Not to Exceed Thirty Thousand Dollars (\$30,000), in a Form Approved by the City Attorney.

5. Consideration Authorizing the City Manager to Enter into a Construction Contract in the Amount of \$102,302 with North Ridge Construction for the Installation of Shade Structures at Creekside Park and Park City Sports Complex (PCSC) in a Form Approved by the City Attorney.

**Council member Beerman moved to approve the consent agenda
Council member Simpson seconded
Approved unanimously**

VI. OLD BUSINESS

1. Consideration of the 205 Main Street Plat Condominium Record of Survey Pursuant to Findings of Fact, Conclusions of Law and Conditions of Approval in a Form Approved by the City Attorney.

Francisco Astorga, senior planning advisor, along with Jack Johnson, engineer, and Todd Cusack, representative from the LLC that owns the property, spoke to the current status of 205 Main Street. Astorga states this item was reviewed by Council May 28th where a motion was made to continue to a date uncertain in order to clarify the egress door on the north side of the property. This is a six-unit residential condominium project with a parking garage on the level adjacent to Main Street. Astorga reports they received clarification from the applicant regarding the egress door and it has been removed from the plat as it was a drafting error. Astorga reports the applicant would like to pursue access around the rear of the property in the future, but there is no request for this currently; therefore, no action will be taken at this time. Astorga states this does not need to be shown on the plat. They re-noticed the property and sent letters to property owners within 300 feet, and emails to those who made public comment on May 28th letting them know about tonight's public hearing.

Johnson states they're just trying to get this plat approved since it was originally approved in 2012; he clarifies neither he nor Cusack were involved back then and at this point they're just trying to get the condos finished.

Mayor Thomas opened the public hearing. No comments were heard. Mayor Thomas states they did receive some letters on the subject. Astorga states letters from Eric Nelsen were received but not in time to include in the packet. Council member Simpson clarifies they shouldn't consider anything that came after publication of the meeting packet.

Mayor Thomas closed the public hearing.

Mark Harrington spoke to background information from the Planning Commission, saying they initiated some ordinance changes and that it would be helpful for Council to read the original staff report from the original planning meeting as it clarifies vertical zoning use intent. He explains intent was aimed at stopping non-vibrant uses on Main Street and not necessarily to create a mandatory element of storefronts on every building. Harrington further explains there can be disagreement with the planning director's original decision, but that doesn't make it illegal, invalid or catastrophic. Council member Simpson states this is important to remember since it has been implied that mistakes were made on approval of this property, but that's not the case.

Council member Beerman states there is disappointment with how this turned out but that we should move forward with approving this decision, stating it reminds him of the saying "what do you do with something that meets the guidelines but that doesn't meet with people's approval."

**Council member Simpson moved to approve consideration of the 205 Main Street Plat
Condominium Record of survey pursuant to findings of fact, conclusions of law and
conditions of approval in a form approved by the city attorney**

Council member Peek seconded

Approved unanimously

VII. NEW BUSINESS

1. 2015 Wildfire Season and Possible Ordinance Prohibiting Open Fires and Restricting the Use of Fireworks

Hugh Daniels and Kurt Simister, deputy fire marshal, spoke to the wildfire season and possibility of adopting a fire restriction ordinance. Daniels states since last week they haven't seen much change in the weather, but that fuels have continued to dry with the heat. He states forecasts show the high will continue through the next week, no storms are predicted and temperatures look to be higher than normal. Daniels states he and his team are required to make an educated guess and evaluate conditions, and they unanimously find current conditions to be hazardous; however, there is some disagreement as to the level of risk to Park City this year. Staff feels risks are high enough to move forward with a restriction, but Chief Hewitt does not. Chief Carpenter feels we should not take an unnecessary risk in allowing fireworks. Simister states the best time to do tests are during the heat of the day, between 3 - 6 pm, and that his tests show rapid burning and feels it's time to do a ban. Daniels says Staff recommends Council pass the ordinance.

Mayor Thomas opened the public hearing. No comments were made. Mayor Thomas closed the public hearing.

Council member Simpson feels if there are hazardous conditions, we should do all we can to prevent risks. Council member Henney agrees with Simpson and that we should take steps to protect the built environment. Council member Matsumoto agrees that fuels have continued to dry out over the past week and that it is unsettling to know fires could be started. Mayor Thomas states the consequences of fire would be devastating despite the likelihood and we should take steps to prevent them.

**Council member Matsumoto moved to approve a possible ordinance
prohibiting open fires and restricting the use of fireworks as
amended with the effective date of June 25th, 2015**

Council member Simpson seconded

Approved unanimously

2. Consideration of a Lease Agreement on City Property for Outdoor Dining by Fletcher's Restaurant Located at 562 Main Street.

Francisco Astorga and Steve Demirist, owner of Fletcher's, spoke to the outdoor dining conditional use permit for public property on 562 Main Street. Astorga states the area is 231 square feet towards the rear of the property. He mentions there is sufficient space for the bike rack and walkway which Sustainability wishes to implement. After studying comparables, the recommended rent came in at \$45 per square foot, \$866/mo. This lease would be a successive rent schedule due to Main Street improvements and other impacts. So this year the City would only charge 60% of the total annual rent, the next year 70%, and so on.

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Demirist states this would be an alternative to a dining deck and can fit six tables in the back area of his restaurant. He explains this move for him would not be a great financial gain, but is more of a move to draw attention to Swede Alley.

Mayor Thomas opened the public hearing. Mike Sweeney states he doesn't understand the proposed price per square foot based on what he and others charge for open space. Feels more analysis should be done to compare apples to apples and not apples to oranges.

Council member Beerman agrees with Sweeney and feels the numbers are high for outside space. He explains these base numbers are high in that figures are usually based on a year-round schedule that includes busy periods such as Sundance. Council member Matsumoto is in favor of having the tables and agrees the \$45 per square foot price is high, is in favor of looking at a lower base price. She doesn't feel this space is comparable to dining decks and doesn't agree with a graduated fee schedule. She also states she doesn't know how there would be enough room for bike racks, tables and a walkway. Council member Henney says the dining deck number in the packet provides a good baseline figure, and with an amortized capital improvement amount factored in, reflecting the improvement by the city on Fletcher's behalf, that would be a solid figure to use. Council member Peek agrees with Henney's capital improvement assessment; he also questions the stairway he sees in the picture that goes to the adjacent building that looks to be blocking the Swede Alley right of way. Council member Simpson states the dining decks are required to serve lunch seven days a week, which is not what Fletcher's has in mind, and therefore she feels this situation is not comparable to dining decks. She feels a fair price is more along the lines of \$30 per square foot and that Council should come up with a fairer amount. Council member Henney feels there are similarities to the dining deck argument here in that it provides vibrancy and is not sure how Council would arrive at a fair price but that we need a simple fix.

Astorga states his guesstimate is \$1700 per season based on a 10-year life span for dining decks. Mayor Thomas suggests a price of around \$25 to \$30 per square foot. Council member Beerman suggests \$30, to which Council member Matsumoto agrees. Council member Peek agrees with that price and suggests Staff review it after 12 months. Demirist asks that the required numbers on the insurance be adjusted from \$2 million per occurrence and \$3 million per aggregate to \$1 million per incident and \$2 aggregate, to which Astorga says Staff is OK with lowering.

**Council member Simpson moved to approve consideration of a lease agreement
on city property for outdoor dining by Fletcher's Restaurant located at
562 Main Street with direction to Staff to set the rental rate similar to the dining decks of
\$1235 per season adding \$1000 towards capital cost, determining a
square footage price, lowering the insurance requirements as agreed upon by
Staff, and having Staff review at the end of 12 months
Council member Henney seconded
Approved unanimously**

3. Consideration of the Stein Eriksen Residences Condominium Plat Amending North Silver Lake Condominium Plat Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney.

Mayor Thomas recused himself due to architectural involvement. Council member Peek acted as mayor pro-tem.

Francisco Astorga and Tom Bennett, property owner representative, spoke to the plat, saying it replaces the North Silver Lake condominium plat which was approved May, 2014. Astorga states this is in response to market trends and buyer requests as well as specific configuration of units.

The original MPD didn't specify maximum number of unit equivalents or maximum square footages. Staff finds that everything is in line in keeping with the original intent as far as the number of units staying at 54 as well as the massings and heights.

Council member Simpson asks Bennett if he contacted both appellants to receive confirmation that there are no issues. Bennett states yes he did and Astorga verifies there are no outstanding issues. Council member Beerman asks for clarification that they are asking to exchange one single family unit for a duplex, to which Astorga says yes. Council member Matsumoto states if Bennett has contacted the appellants and Astorga verifies there are no issues, then she is comfortable with the changes.

Mayor pro-tem Peek opened the public hearing. No comments were made. Mayor pro-tem Peek closed the public hearing.

Council member Simpson moved to approve consideration of the Stein Eriksen Residences Condominium Plat amending North Silver Lake Condominium Plat pursuant to findings of fact, conclusions of law, and conditions of approval in a form approved by the city attorney
Council member Matsumoto seconded
Approved unanimously

4. LMC Amendments Chapter 6 Master Planned Developments

Kristen Whetstone, planning, spoke to the land management code amendments to chapter 6 of the Land Management Code to allow MPD process to be used for development proposals in the BoPA area. Whetstone states the proposed amendments allow projects with less than 20,000 square feet to utilize the MPD process in the GC and LI zones. The existing code requires the MPD process in GC and LI for projects with 10 or more lots or 10 UE (20,000 square feet) or more, but does not allow the MPD process for smaller projects. This would also allow better overall design and would provide for affordable housing. She states the Planning Commission suggested bringing back questions of whether this should be allowed in other zones or whether there are other types of uses to be required at another time when they look over the entire chapter, but that they forwarded a positive recommendation to Council. Council member Simpson asks why we're not allowing the process in the HRL, HR1, HR2, HRC and HCV. Whetstone states there were concerns about flexibility on height requirements in a historic zone. Harrington explained the height flexibility came in to play originally in working with large developments with shared parking in order to help save historic structures, and that overall it's an enabling statute for better planning on large developments.

Mayor Thomas opened the public hearing.

Hank Lewis states he agrees with Whetstone and the Planning Commission, asking why shouldn't we allow smaller MPDs in smaller zones to allow for a better outcome? Mayor Thomas closed the public hearing.

Brian Markedon states he is in approval of this approach, but it feels like an abandonment of the form based code, which he was in favor of but has seen it lose steam since Thomas Eddington left the Planning Department. Markedon hopes it can be revived since he felt it was a progressive, prescriptive opportunity that is being replaced with a cumbersome approval process.

Mayor Thomas closed the public hearing.

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**Council member Simpson moved to approve LMC amendments to
Chapter 6 master planned developments
Council member Beerman seconded
Approved unanimously**

5. Consider Holding a Public Hearing Regarding Various Land Management Code Amendment Updates and Continuing to July 16, 2015.

Public hearing – continued to July 16th, 2015

**Council member Beerman moved to continue to July 16th consideration to hold
a public hearing regarding various LMC amendment updates
Council member Simpson seconded
Approved unanimously**

6. Consideration of an Ordinance Approving Amendments to the Land Management Code Revising Chapter 2.24: Transfer of Development Rights (TDRs)

Mayor Thomas opened the public hearing.

Mike Sweeney spoke to his concerns regarding the density in the Bonanza Park area. He says with the amount of density there already, it can't be built out and we might want to move some of the density to another location.

Mayor Thomas closed the public hearing.

**Council member Peek moved to approve consideration of an ordinance
approving amendments to the land management code revising
chapter 2.24: transfer of development rights to a date uncertain
Council member Simpson seconded
Approved unanimously**

VIII. Recreation Advisory Board Interviews

IX. ADJOURNMENT

**Council member Simpson moved to adjourn
Council member Beerman seconded
Approved unanimously**

CLOSED SESSION MEMORANDUM

The City Council met in a closed session at approximately 3:00 p.m. Members in attendance were Mayor Jack Thomas, Andy Beerman, Dick Peek, Cindy Matsumoto and Tim Henney. Staff members present were; Diane Foster, City Manager; Mark Harrington, City Attorney; Matt Dias, Assistant City Manager, Anya Grahn, Hannah Turpin, Kayla Sintz and Heinrich Dieters. **Council member Peek moved to close the meeting to discuss Property and Personnel. Council member Henney seconded. Motion carried.**

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

Prepared by Karen Anderson, Deputy City Recorder



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

The Brew Pub Plaza project is a high priority for the Historic Park City Alliance (HPCA) and the City Council. Staff has conducted a thorough selection process and recommends that the City enter into a Professional Services Provider Contract with GSBS Architects to begin the design process and proceed with the project.

Respectfully:

Matthew Twombly, Senior Project Manager



City Council Staff Report

Subject: Brew Pub Plaza Project -
Professional Service Provider Contract Award

Author: Matthew A. Twombly

Department: Sustainability

Date: July 30, 2015

Type of Item: Administrative

Summary Recommendations:

Authorize the City Manager to enter into a professional service provider agreement in a form approved by the City Attorney's Office with GSBS Architects, in the amount of One Hundred Ninety Nine Thousand Two Hundred Thirty Five Dollars (\$199,235) for Phase 1 Conceptual Design.

Executive Summary:

The Brew Pub Plaza project is a high priority for the Historic Park City Alliance (HPCA) and the City Council. Staff has conducted a thorough selection process and recommends that the City enter into a Professional Services Provider Contract with GSBS Architects to begin the design process and proceed with the project.

Acronyms in this Report:

HDDR	Historic District Design Review
HPCA	Historic Park City Alliance
RFP	Request for Proposals
CMAR	Construction Manager at Risk
GMP	Guaranteed Maximum Price
MPD	Master Plan Development

Background:

On September 15, 2011 City Council reviewed the Historic Park City Improvement Plan completed by IBI for the HPCA. Based on that, on January 26, 2012, Council awarded a design contract to IBI to further define the projects to prepare them for consideration in the FY2013 budget process. On April 5, 2012 IBI presented a concept overview of recommended downtown projects as informed from the HPCA and City staff. The work included the BrewPub Plaza project which identified the following goals:

- Create an anchor and destination at the top of Main Street;
- Celebrate the snow sports and year-round adventure recreation industry including Olympic Legacy;
- Emphasis on entertainment and special events;
- Create revenue generating uses and activities;
- Link to the heritage and history of the site.

The concept work explored two options below ground, both a one and two level parking garage. The work also explored two above ground options, one where the plaza was the main element with support buildings, and a second option where the plaza space was more support to a larger, commercial development. Follow up direction as we further developed the options was to pursue a one level parking garage with the majority of the space being used to create a flexible event plaza.

In May 2012 staff conducted additional feasibility work on a concept that would use the Brewpub area as a possible gondola terminal for connection into Deer Valley (Exhibit B).

At the July 12, 2012 Council meeting staff presented the timeline for the Main Street projects. The presented timeline developed by IBI with staff and the Historic Park City Alliance identified the Brew Pub, City Hall Plaza and the Bear Bench Walkway to be constructed in calendar year 2014. Due to the discussions regarding the gondola and other priorities the project was delayed from this original schedule.

On February 26, 2015 Council considered an update from staff and agreed that staff should initiate a Request for Proposals (RFP) for the design of the project. Council was generally supportive of a larger, more flexible plaza for events as a priority. Council also requested that staff include affordable housing feasibility in the RFP and preliminary concepts from the architect.

Analysis:

The RFP was advertised on April 29, and May 2, 2015 in the Park Record and April 29 and 30th in the Salt Lake Tribune. Additionally, the RFP was posted on the City's website, e-notify and Utah Legals website.

A selection committee included the following participants:

PCMC:

Jonathan Weidenhamer
Kayla Sintz
Matt Cassell
Blake Foncesbeck
Clint Dayley
Matt Dias
Matt Twombly

And from the HPCA:

Alison Butz

There were three parts to the RFP. The first was the submission of qualifications. The second part was the shortlisting of 3-5 firms and the submission of Technical Proposals, and lastly the interviews of the shortlisted firms. There were 6 firms who submitted qualifications:

GSBS, FFKR, Elliott Workgroup, CRSA, IBI Group, and Think Architecture. The selection committee met on May 22, 2015 to shortlist the firms. Of the six firms, five were shortlisted.

On June 12, 2015 the shortlisted technical proposals were due. The selection committee reviewed these proposals and participated in interviews on June 18th and 19th. The selection committee chose GSBS Architects as the successful finalist.

Selection of the consulting firm was based on the following criteria:

- Overall design concept.
- Strength of design to balance history, events, flexibility, programming and aesthetics.
- Ability of the team to deliver the project within budget
- Strength of the team to express and communicate their design through the public process
- Proposed work plan, schedule, phasing and public process
- Fee proposal

Park City's purchasing policy states that Professional Service Contracts are exempt from competitive bidding, where the lowest quote need not necessarily be awarded the contract. Furthermore, the policy states that emphasis will be placed on quality, with cost being the deciding factor when everything else is equal.

The lead design team includes GSBS Architects from Salt Lake City and Civitas from Denver. GSBS has extensive experience in Utah such as the Utah Olympic Oval, Natural History Museum, Salt Lake City Public Safety Building, and Gallivan Plaza. Civitas is an urban design, planning and landscape architecture firm with projects nationwide. GSBS has also included the firm Struck, with an office in Salt Lake City, on the Team to develop the branding. The team also includes NV5 civil engineers, Calder Richards structural engineers, and Carl Walker parking consultants.

The selected team will coordinate regular meetings with a steering committee throughout the design and public process. The steering committee will include representatives from the HPCA and City, including Sustainability, Economic Development, Planning, Engineering and Public Works. The intent is to phase the professional services contract with the design team. The first phase will be the conceptual and schematic design planning, design and public process. The programming considered in phase 1 of the design are: Parking, park space, events, retail, and housing. The deliverables will include (see Exhibit A):

Phase 1

- Regular meetings with the Steering Committee;
- Regular meetings with City Departments;
- Facilitate public and stakeholder meetings;
- Present conceptual design drawings to HPCA, City Council, and public meetings;
- Develop schematic design drawings on preferred concept;

- Aid staff in the selection of a Construction Manager;
- Develop the branding along with the conceptual and schematic design.

Phase 2 (To be refined and return to Council at later date)

- Regular meetings with the Steering Committee;
- Work with City staff on the MPD application to Planning and Planning Commission;
- Work with the committee and PCMC staff to determine final design, schedule and estimates for presentation to the HPCA, and City Council;
- Present finalized design to City Council;
- Prepare construction documents:
 - 30% plus cost estimate submittal.
 - 60% plus cost estimate submittal.
 - 90% including specifications and cost estimate submittal.
 - 100% including bid documents, specifications and final cost estimate submittal.
- Provide construction management oversight and coordination with the construction manager or general contractor for the 2015 improvements;
- Coordinate and review all Requests for Information and Submittals during construction;
- Facilitate regular meetings and take minutes; and
- Review all close-out documents provided by the contractor.

The first phase of conceptual design, public process and branding is anticipated to take from award into November or early December. The second phase will be Design Development, Construction Documents, construction manager selection and construction management during construction. In negotiation with GSBS we felt that phasing the design was the best solution to make sure the project design and approvals are appropriately developed for the best outcome. Staff will return to Council when Phase 2 of the contract is developed.

As the project gets to the Schematic Design and Design Development phase then the regulatory process begins. This project will require:

- A subdivision plat,
- Master Plan Development (MPD), and
- Historic District Design Review approvals

prior to the start of the production of Construction Documents. Staff originally planned on starting construction in April of 2016. However, based on past projects with this level of complexity, and similar public processes, regulatory processes and contractor selection process, staff does not believe a Spring 2016 start of construction is feasible. Staff will further update the schedule during the second phase of the design contract.

In light of this, staff has begun work on the Miner's Plaza project as this is a much simpler project than the Brew Pub. The subdivision plat application has been submitted

to Planning and the RFP for design is currently being developed. Staff anticipates a Spring 2016 start for the Miner's Plaza construction.

Department Review:

This report has been reviewed by representatives of Sustainability, Legal, Budget and the City Manager's Office and their comments have been integrated into this report.

Alternatives:

A. Approve:

Approve the request, and authorize the City Manager to execute the service provider agreement in a form approved by the City Attorney's Office with GSBS Architects, in the amount of One Hundred Ninety Nine Thousand Two Hundred Thirty Five Dollars (\$199,235): (Staff recommendation)

B. Deny:

Council could choose to modify the agreement, which would likely delay the schedule of the project.

C. Modify:

Council could choose to not continue with the project at this time.

D. Continue the Item:

Council may feel there is not enough information to make a decision, which will delay the project and the proposed schedule.

E. Do Nothing:

Same effect as continuance.

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	+ Balance between tourism and local quality of life + Varied and extensive event offerings ~ Accessibility during peak seasonal times + Safe community that is walkable and bike-able + Internationally recognized & respected brand + Unique and diverse businesses (+/-) (Select Desired Outcome)	- Managed natural resources balancing ecosystem needs ~ Enhanced water quality and high customer confidence - Reduced municipal, business and community carbon footprints ~ Economically and environmentally feasible soil disposal (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome)	~ Preserved and celebrated history; protected National Historic District + Shared use of Main Street by locals and visitors + Entire population utilizes community amenities + Community gathering spaces and places + Vibrant arts and culture offerings (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome)	+ Well-maintained assets and infrastructure (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome)
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Very Positive 	Negative 	Very Positive 	Positive 
Comments: Events may have temporary negative impacts during construction, but the improvements are positive in the long term. Storm water improvements will have a neutral effect on water quality. The carbon footprint will be greater than today. The historic side is neutral in that we will celebrate historic sites and provide information, but many may consider the improvements less than desirable as historic.				

Funding Source:

There is currently approximately \$5 Million estimated for the Brew Pub Plaza project out of the \$15M 10-year project budget. Personnel resources from Sustainability, Planning, Building, Engineering, Budget, Public Works and, on a limited basis, other City staff will be required to complete the project.

Consequences of not taking the recommended action:

Consequences of not taking the recommended action will likely delay construction.

Recommendation:

Authorize the City Manager to enter into a professional service provider agreement in a form approved by the City Attorney's Office with GSBS Architects, in the amount of One Hundred Ninety Nine Thousand Two Hundred Thirty Five Dollars (\$199,235).

Attachments:

Exhibit A: GSBS Proposed Scope, Fee, Timeline
 Exhibit B: Brew Pub Gondola feasibility

Exhibit A

ARCHITECTURE • LANDSCAPE ARCHITECTURE • INTERIOR DESIGN • PLANNING



Park City Main Street Plaza Scope of Work 07/20/2015

Overview:

Park City and the Design Team is teaming to provide an event space and anchor for the top of Park City's Main Street. The GSBS-led design team will include GSBS, Civitas, Struck, NV5 and Calder Richards Structural Engineers for the conceptual design phase and add mechanical, electrical and parking consultants as needed for the future design phase.

The site is the home to approximately 40 surface parking spaces. The project intends to replace the current surface lot with a parking structure and a public plaza/event space to complete the urban fabric of Main Street and establish the top of Main as a destination and draw for visitors and residents.

Stakeholders

- Park City Municipal Corporation
- Historic Park City Alliance
- Park City Chamber of Commerce/Convention and Visitor's Bureau
- Public

Design Team

- Phase 1 (Conceptual Design)
 - GSBS Architects, Architect of Record
 - Civitas, Urban Planner and Landscape Architect
 - Struck, Branding Consultant
 - Calder Richards, Structural Engineer
 - NV5, Civil Engineer
 - Parametrix, Cost Estimating

Project Boundaries

- Swede Alley
- Main Street
- Surface Parking Lot South of Wasatch Brew Pub

Schedule

- Phase 1 - July 30 - Dec 17, 2015 (100 working days)
- Phase 2 - TBD based on scope

Scope

1. Phase 1 - Conceptual Design and Branding (Total \$199,235)

Coordination (\$9,200)

- i. The Project Manager will coordinate schedules with the Design Team, Client, and Public Agencies and attend up to thirty meetings (not

375 WEST 200 SOUTH
SALT LAKE CITY, UT 84101
P 801.521.8600
F 801.521.7913

7291 GLENVIEW DRIVE
FORT WORTH, TX 76180
P 817.589.1722
F 817.595.2916

www.gsbsarchitects.com

including the six Branding Stakeholder Interviews or the ten Programing and Opportunity Analysis Partner Meetings) throughout the Conceptual Design Phase. The attached scheduled outlines these meetings.

Brand Strategy/Positioning, Initial Concepting and Brand Development (\$69,500)

- i. The Design Team will review existing concepts, market, trends and competitive data/research and coordinate with Park City Steering Committee to gain a clear understanding of the project objectives and desired brand experience for Park City Main Street Plaza.
- ii. The Design Team will conduct up to six stakeholder interviews with members of the HPCA, Public Services, and property owners. The main purpose of these interviews will be to define the desired visitor experience and determine success metrics for the Park City Main Street Plaza.
- iii. Based on the insights and recommendations gained, the Design Team will deliver a brand positioning document that includes: persona and visitor definition; visitor pathways; brand positioning and insights; and brand personality, voice, and tone.
- iv. The Design Team will develop "look and feel" boards to indicate guideposts for subsequent site concepting and design (to be completed in future phases of the project).
- v. The Design Team will provide continued brand development that includes naming, logo type/logo mark, typography (up to two fonts), color palette, patterns (up to two) and brand story culminating in a Brand Guide including these pieces.

Urban Design Analysis, Information Gathering and Concept Development - Civitas and GSBS (\$18,425+\$18,500)

- i. The Design Team will produce a site analysis document communicating existing site conditions, context constraints, connectivity, and other pertinent information within the Project Boundaries.
- ii. Design Team will facilitate individual meetings with City/Public Agencies and immediate neighbors of the project as defined in the schedule to determine previous, current, and proposed planning, urban design, and engineering efforts and produce a site strategy guide outlining specific strategies for implementation in future phases.
- iii. The Design Team will identify and create three initial concepts identifying and providing recommendations on elements such as walkability, density, streetscape, furnishings, use, and pedestrian activity.
- iv. The Design Team will provide documentation of the initial concepts including site ideas, rankings and feasibility analysis.

Programming Strategy (\$10,000)

- i. The Design Team will conduct stakeholder interviews within the defined meetings that are part of the schedule with City/Public Agencies. The main purpose of these interviews is to gather information on program management of the Park City Main Street

- Plaza and begin to formulate the program strategy and analysis document.
- ii. The Design Team will facilitate up to three discussions with a Program Management Committee formed by the RDA to determine strategies for future program management and maintenance of Park City Main Street Plaza.
 - iii. The Design Team will create a program strategy document summarizing the outcome of the stakeholder interviews, program management committee and outlining specific strategies for implementation in future phases.

Opportunity Analysis (\$12,000)

- i. The Design Team will review any existing retail and economic studies and documentation associated the Project Boundaries provided by Park City.
- ii. The Design Team will use data provided by the Park City in a digital format to perform an analysis to identify specific retail strategies within the project boundaries.
- iii. The Design Team will identify the market sub-segments most appropriately captured by the proposed retail spaces and focus of the project design.
- iv. The Design Team will make recommendations for strategies involving adjacent properties to support the vision and program.
- v. The Design Team will conduct up to ten Potential Partner Meetings with parties interested in a presence on the Park City Main Street Plaza. We will discuss interest in participating in programming and event coordination, perceived opportunities for collaboration and wishes/desires for space. The possible partner list will be finalized with the project team but could include residential property owners adjacent to site, Kimball Art Center, Sundance Film Festival, Park Silly Market and others
- vi. The Design Team will produce (1) physical copy of the document as well as a digital file.

Concept Refinement - Civitas and GSBS (\$19,125+\$19,500)

- i. The Design Team will develop up to 3 conceptual alternatives for the project scope and present them to the Park City Steering Committee. Design intent will be communicated through themed sketches, images, material recommendations, and written narrative. The Design Team will conduct up to eight interviews with tenants surrounding Park City Main Street Plaza. The main purpose of these interviews will be to further define the desired visitor experience, particularly from the viewpoint of the existing retail and business tenants.
- ii. Design Team will facilitate individual meetings with City/Public Agencies and immediate neighbors of the project as defined in the schedule to review these concepts and gather feedback.
- iii. After presenting the three schemes to the Steering Committee the Design Team will refine the three schemes and present them to the City Council including the recommended concept selected by the steering committee.

Conceptual Civil and Structural Engineering – NV5 and CRC (\$10,585+\$5,000)

- i. The Design Team will conduct an existing conditions survey including survey for the possible pedestrian connection of Swede Alley to the plaza. This will result in an understanding of the current topography of the site. In addition utility conditions will be verified if possible based on existing utility information provided by the city.
- ii. Design Team will review and report on the civil and structural implications of the three concepts specifically pertaining to utility service, stormwater management, ADA access, roadway grading and design, constructability, excavation requirements, traffic circulation
- iii. Implications will be reported in a narrative format as a part of the concepts.

Public Outreach and Involvement (\$2,000)

- i. Public input and support will be generated through a multi-channel approach:
 - Website
 - Email blasts
 - Earned media
 - Site-based input
- ii. Park City/GSBS will host a page on either the City's website or on GSBS website with a link on the City's site. The website will be updated regularly (at least monthly to coincide with Steering Committee meetings) with the most current graphics, photos and information.
- iii. Park City's PIO will issue periodic "email blasts" to the City's email outreach list (supplemented by addresses of people attending outreach activities and/or commenting on the website) at key milestones in the project including, but not limited to the Kick-off of public outreach effort, and availability of new drawings/information on website.
- iv. Park City's PIO will issue press releases and press contact at key milestones in the project. GSBS public relations staff will support Park City in this effort and provide materials as needed and as available according to the design schedule. Key milestones include, but are not limited to the Kick-off of public outreach effort, visioning activities, public events, periodic design updates.
- v. Chalk boards can be placed at strategic points near the site with leading questions. The chalk boards should be monitored for the removal of "inappropriate" content (vulgar, etc).

Cost Estimating - Parametrix (\$5,400)

- vi. The Design Team will provide conceptual cost estimates for all three schemes to present to the steering committee.

2. Phase 2 – Design of Phase 1 for Park City Main Street Plaza (\$TBD)

Phase 2 will include design of the first phase of the project. This scope is yet to be determined. We will negotiate a fee for this portion of the work at a later time however we estimate the fee at 9% of construction cost.

3. Additional Services

This fee is based on the schedule provided and the scope represented by this scope document. Services requested which are not included in the scope outlined shall be considered additional services and require written confirmation. Additional services will be billed hourly per the standard billing rates provided. Meetings required but not currently shown in the schedule will be billed hourly. Participation in the meetings by Civitas will require \$3,000 per meeting.

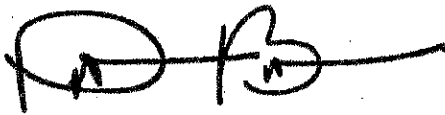
Summary and Acceptance

The architect bills monthly at the end of the month. Payments are due within 30 days of receipt. Services for Phase 1 Conceptual design will be billed in two phases, conceptual option development and conceptual refinement. Conceptual option development will occur the first two months followed by conceptual refinement in the following three months.

This proposal represents our anticipated scope of work and terms which we anticipate to be the basis of an official contract. Thank you for your interest in working with GSBS Architects.

Please feel free to contact us with any questions you may have.

Sincerely,

A handwritten signature in black ink, appearing to read 'David Brems', with a long horizontal line extending to the right.

David Brems 07-20-2015
GSBS Architects

ID	Task Name	Duration	Start	Jul 12, '15	Aug 16, '15	Sep 20, '15	Oct 25, '15	Nov 29, '15
1	Contract Negotiation	19 days	Mon 7/6/15					
2	Master Planning and Programming	100 days	Fri 7/31/15					
3	Information Gathering	2 mons	Fri 7/31/15					
4	Opportunities Analysis	2 mons	Fri 7/31/15					
5	Concept Design	100 days	Fri 7/31/15					
6	Conceptual Option Development	2 mons	Fri 7/31/15					
7	Conceptual Design Refinement	3 mons	Thu 9/24/15					
8	Branding	97 days	Fri 7/31/15					
9	Stakeholder Branding Interviews	1 wk	Wed 8/5/15					
10	Audit of Existing Market	2 mons	Fri 7/31/15					
11	Persona and Audience Definition	2 mons	Fri 7/31/15					
12	Brand Positioning and Insights	2 mons	Fri 7/31/15					
13	Brand personality, voice and tone	2 mons	Fri 7/31/15					
14	Look and Feel Boards/Guideposts	3 wks	Wed 8/26/15					
15	Brand Development	11 wks	Mon 9/28/15					
16	Programming Development/Event Planning	2 mons	Mon 9/28/15					
17								
18								
19	Public Outreach Strategy	103 days	Thu 7/30/15					
20	Steering Committee Meetings	93 days	Thu 7/30/15					
28	Meetings with Possible Partners	48 days	Wed 8/26/15					
39	Programming Committee Meetings	21 days	Fri 10/9/15					
43	City Council Concept and Schedule Presentation	1 day	Thu 7/30/15					
44	Kick off Meeting	1 day	Thu 7/30/15					
45	Meeting with Executive Director of HPCA	1 day	Thu 7/30/15					
46	Meeting with Executive City Engineer	1 day	Thu 7/30/15					
47	Meeting with Planning Director/HDDR	1 day	Thu 7/30/15					
48	Stakeholder Branding Interviews (6 groups)	1 wk	Wed 8/5/15					
49	Meeting with Park City Departments	1 day	Thu 8/20/15					
50	Meeting with HPCA Board	1 day	Thu 8/20/15					
51	Meeting with HPCA Infrastructure	1 day	Thu 8/20/15					
52	Meeting with Neighboring Building Owners	1 day	Thu 8/20/15					
53	Concept Review with Park City Departments	1 day	Thu 10/22/15					
54	Concept Review with HPCA	1 day	Thu 11/12/15					
55	Concept Review with Neighboring Owners	1 day	Thu 11/12/15					
56	Presentation of Preferred Concept to City Council	1 day	Thu 12/17/15					

May 22, 2012

Jonathan Weidenhamer
Economic Development Manager
Park City Municipal Corporation

Dear Jonathan:

Please find for your review this initial draft of the requested Brew Pub Plaza feasibility study. As per your instructions we have completed interviews with a number of individuals regarding various options for the development of the Brew Pub Plaza, a City-owned parcel located at approximately 230 Main Street. Those interviews included David Nicholas of IBI, Alison Butz of the Historic Park City Alliance, xxxxx (local architect) and xxxxxx of Prudential Real Estate. These individuals were very forthcoming and extremely helpful with their comments, information and perspectives.

The common theme of this review is to explore development options that would respond to the City's desire to enhance the public use of this parcel. The definition of public use can take a number of forms. However, the consensus of the interviewees was in favor of the creation of a public space that supports and sustains Main Street, specifically Old Town and Main Street proper, as an iconic identity of the greater Park City area.

With some direction from your office we focused our efforts on four options. However, before describing those options it is important to mention the two primary factors that influence all the alternatives. First, the City owns the land. We estimate the land is worth roughly \$xxxxxxx in today's market. The long-term control of this parcel is a significant issue for the City to weigh. It is the last and largest undeveloped parcel on Main Street and under the right circumstances could function as the south anchor of Main Street as part of a long-range master plan. Second, parking is the proverbial tail that wags the dog. There are currently 48 existing surface stalls that are adjacent to the upper China Bridge parking structure. Any development on this site will impact the parking. There are no options under which the parking is not impacted. With an open Plaza option, such as Option One below, the surface parking would be reduced by the structural requirements to bear the loads of the plaza. Any additional density on the site would require an additional level of parking designed to accommodate the weight of both the lid of the structure and the building on top. These costs could range between \$25,000 and \$35,000 per stall. It would be prudent for the City to consider expanding the newer China Bridge structure to accommodate additional parking needs instead of spending between \$1,500,000 and \$2,500,000 on a relatively small parking structure for this parcel.

The options are as follows:

1. **Option One – Replace Parking, Add Plaza and Minor Supportive Uses** (*This Option is roughly reflected by IBI's "Option 2"*): This comprises two levels of parking with a total of 68 stalls with the lid of the parking structure acting as the Plaza. The Plaza would have a small 2,200 s.f. kitchen/dining support space on the plaza level with another 2,000 s.f. of office/swing space on the second level. The Plaza space would have a 2,500 s.f. section that could be conditioned for year-round function and a larger 4,800 s.f. plaza to the north. The building could be rented out to a variety of tenants at rates ranging from \$25 to \$40 per s.f. This option provides maximum flexibility in terms of utilization for public events and preserves the parcel for longer-term development alternatives. There is also the possibility of creating a different parking option that would reduce the up-front development costs and produce a more adaptable structure. This would allow the City to consider alternate uses in the future without abandoning a large investment.
2. **Option Two: Replace Parking with Full Density; Limited Plaza.** This option begins with the same fundamental parking structure as Option One. However, it increases the density on top of the parking deck with up to 20,000 s.f. of mixed use retail/office. The street level retail could lease at \$40 per s.f. while the upper levels of office could achieve \$25-\$30 per s.f. We are not considering residential in this option since there would have to be a condominium conversion for deeded properties, which in this version would not be prudent given the City would lose long-term control. We do not consider this as a viable option given the disproportionate economies of scale from land and parking cost to the allowable densities for the City or a developer.
3. **Option Three: Full Hotel/Condominium, Lose Public Parking.** This version contemplates a full build-out of the site to accommodate a hotel/condominium concept. The parking would allow for a total of approximately 45,000 s.f. of various unit sizes and types. The first level would be a mixed-use of 9,500 s.f. of retail, 2,200 s.f. of restaurant and 2,400 s.f. of hotel space. The balance of the square footage would be hotel/condo. This option provides for maximum return to the City in either a sale of the land to a developer or a joint venture partnership with a land lease arrangement. This option eliminates the plaza concept. But, it does allow for streetscape activities that would energize upper Main Street and at the same time provide a critical mass of residential units to bring both consistent housing options with condominiums as well as destination travelers to support the retail and restaurants on Main Street. While this option has a financial return it also presents the element of risk related to any development. Any long-term flexibility on re-use of the site would be severely limited and perhaps lost if the property were to include condominiums. If it remained in the hands of a single hospitality entity, then at least there would be only one owner to negotiate with if the City wanted to turn to an alternative use in the future. The immediate viability of this option is also in question. Credit markets remain tight and given continuing economic uncertainty, generating sufficient investment interest in this kind of development would be challenging.
4. **Option Four: Gondola Connection, Limited Plaza.** The possibility of a connection to Deer Valley and Park City Mountain Resort with either a gondola or other form of lift concept is intriguing. The consensus of all the parties was if this option has even a remote possibility then steps should be taken to avoid any development that would preclude this from consideration. A common theme in the discussions was to consider a short-term development that would allow for an eventual ski connection to occur even to the point of forgoing the plaza in order to accommodate this option.

Summary

As you will note in the accompanying analysis of these various options, there are pros and cons to each. As we have been tasked to take a high altitude view of the possibilities, we will not delve into greater detail in this response but simply suggest that a larger strategic plan for the area be contemplated which would include Swede Alley, the Transit Center and other currently vacant or underutilized Main Street properties.

We recommend that Options One, Three and Four be reviewed in greater detail. For Option One, we suggest a study to determine the possibility of a lightweight, low cost temporary plaza structure that could be built over the existing surface parking that would allow for public plaza use. This would minimize up front costs and retain flexibility for other options when market conditions improve while immediately enhancing the site for public use.

Option Three is limited by current market conditions. The demand for additional bed base remains lower than in previous years while the unavailability of credit for this type of project limits the number of companies who might bid on the site. While a hotel that incorporated a ski connect to the resorts might be the most compelling development, it may not be feasible at this time. There may not be enough developable space to allow for this combination, however it should be explored. While we are not recommending a joint venture at this time, the City may consider land participation with a hotel developer in the event a combination of hotel units and gondola connection could be negotiated.

Option Four remains the most compelling and challenging alternative for consideration. A gondola connection to Deer Valley and a potential angle station to tie into Park City Mountain Resort would provide a truly unique opportunity for both destination skiers and local residents to engage in Main Street and on mountain activities in a meaningful way. We believe that this option should be preserved for future consideration and that any strategy should weigh this option heavily.

In short, we feel that Park City would be best served by prioritizing its highest long-term vision for the site while maintaining flexibility with any shorter-term use for the Brew Pub location.

Sincerely,

Steve Brown

David Miner



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

As part of the Water Department's ongoing program to address water service lines throughout the distribution system that have been identified as having recurring freezing issues, the 2015 Service Line Replacement Project addresses prioritized water services. The project will replace and lower the existing service lines to prevent freezing in the future.

Respectfully:

Nicholas Graue, Water Project Engineer



City Council Staff Report

Subject: 2015 Water Service Line Replacement Project,
Construction Agreement
MC Contractors, L.L.C.
Author: Griffin Lloyd, Water Project Manager
Department: Public Utilities
Date: July 30, 2015
Type of Item: Administrative

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Summary Recommendations:

Staff recommends Council authorize the City Manager to execute a Construction Agreement, in a form approved by the City Attorney, with MC Contractors, L.L.C. for the 2015 Water Service Line Replacement Project for an amount not to exceed \$109,500.

Executive Summary:

As part of the Water Department's ongoing program to address water service lines throughout the distribution system that have been identified as having recurring freezing issues, the 2015 Service Line Replacement Project addresses prioritized water services. The project will replace and lower the existing service lines to prevent freezing in the future.

Acronyms and Abbreviations in this Report:

The following acronyms and abbreviations have been used in this report:

City	Park City Municipal Corporation
RFP	Request for Proposals
Air Vac	Air/Vacuum Valve

Background:

Staff maintains a list of water service lines that have recurring freezing issues causing water outages to customers. In accordance with City Council direction, the Water Department continues to address these services in an effort to meet [Council's](#) level of service requirements.

To be placed on the "freeze list" the [commercial or residential water](#) services must have had freezing issues multiple times over the years or be a service line to a critical facility. A priority ranking is given to the services based on the number of times freezing occurs and the customer criticality. Seven services have been selected and budgeted to be replaced during this fiscal year.

Comment [DF1]: Can you define this? Is this a household? A particular line? Thanks.

During the construction of the 2013 Pipelines project a leak was found near an existing fire hydrant on Norfolk Avenue. The leak was located under an existing heated driveway and staff was unable to make the repairs. The fire hydrant is currently out of service. After evaluation of the site conditions, staff determined that relocating the

water line supplying the fire hydrant, so the waterline was not beneath the driveway, was the best alternative.

The 12-inch waterline supplying the Lodge from upper Deer Valley does not contain a combination air/vacuum valve for removing air from the line at the high point or letting air into the pipe if the pipe is drained. The combination air vacuum valve is a critical component to the water line and without it a vacuum can occur which could damage the existing pipe and pull groundwater into the City's water system which would present a significant public health risk.

Proposed Construction:

The project consists of replacement and lowering seven existing water meters. These are residential meters $\frac{3}{4}$ to 1" diameter. All new services will be upgraded to 1-1/2" service lines to meet current City standards. Based on condition assessments of the vaults, new meter vaults will also be installed.

PCMC will supply the replacement meters, and the selected contractor will supply all labor, piping, valves, vaults, and fittings consistent with PCMC Design Standards, Specifications, and Standard Drawings.

To minimize the impacts of water service interruptions, the Water Department will be working closely with each affected residence or business to develop acceptable schedules for planned water outages.

Analysis:

The request for proposals for the 2015 Water Service Replacement Project was advertised in the Park Record on 7/1, 7/4, 7/11 & 7/15, 2015, online at utahlegals.com, and on the Park City Website beginning June 29, 2015. Seven proposals were received and opened on July 16, 2015. Request for Proposals were chosen versus a bid proposal to verify the contractors experience with large diameter plumbing. The following summarizes the pricing evaluation of the Request for Proposals (RFP):

Bidder	Total
Engineers Estimate	\$150,694.45
MC Contractors	\$109,500.00
Mesquite Utah Inc.	\$110,000.00
B Jackson	\$150,100.00
Fusion Pipeline Inc	\$151,800.00
Counterpoint Construction	\$155,500.00
Beck Construction	\$189,850.00
Vancon	\$256,000.00

MC Contractors, L.L.C., is the lowest responsive bidder. Bid documents have been reviewed by staff and no issues were discovered. Local Bidder Preference was considered during the determination of lowest responsive bidder. MC Contractors

Comment [DF2]: Do you mean "qualified"?

L.L.C., maintains an office in Summit County; however, they were the lowest proposer even without given local preference.

Griffin Lloyd, Water Project Manager, will be coordinating the work, and will be working under the guidance of the Water Engineer and the Public Utilities Director.

Department Review:

This report has been reviewed by representatives of Public Utilities, City Attorney's Office, and the City Manager's Office. Comments have been integrated into this report.

Alternatives:

A. Approve:

Council could approve staff's recommendation.

B. Deny:

Council could deny staff's recommendation. The existing service lines and meters would continue to periodically freeze which would result in City staff time addressing the freeze ups and interruption of service for these customers.

C. Modify:

Council could modify the request for the agreement. Modifying the request could result in a delay to the project as the impacts of the requested modifications on construction and/or management elements are evaluated.

D. Continue the Item:

Council could continue the request for the agreement. Continuing the request could result in a delay to the project until key elements can be addressed.

E. Do Nothing:

Staff does not recommend this alternative. Doing nothing would delay the construction of the project and impact water delivery to customers.

Significant Impacts:

	Preserving & Enhancing the Natural Environment (Environmental Impact)	Responsive, Cutting- Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	+ Enhanced water quality and high customer confidence + Adequate and reliable water supply	+ Fiscally and legally sound + Engaged, capable workforce + Well-maintained assets and infrastructure + Streamlined and flexible operating processes
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Very Positive 	Very Positive 
Comments: 		

Funding Source:

The funding for the project is from water service fees and is part of the approved Fiscal Year (FY) 16 CIP budget.

Consequences of not taking the recommended action:

The project components are essential to the Water Department's asset management. Delay to the award of construction for the project could impact the City's ability to serve water reliably.

Recommendation:

Staff recommends Council authorize the City Manager to execute a Construction Agreement, in a form approved by the City Attorney, with MC Contractors, L.L.C., for the 2015 Water Service Line Replacement Project in an amount not to exceed \$109,500.

Exhibits:

Exhibit A 2015 Water Service Line Replacement Bid Results

EXHIBIT A
2015 Water Service Line Replacement Bid Results



BID TABULATION

PARK CITY MUNICIPAL CORPORATION
 2015 Water Service Line Replacement Project
 Bids Opened at 3:00 p.m. July 16, 2015

	Bidder	Bid Bond	Bid Item 1	Bid Item 2	Bid Item 3	Bid Item 4	Bid Item 5	Bid Item 6	Bid Item 7	Bid Item 8	Bid Item 9	Bid Item 10	Total
0	Engineers Estimate		\$ 15,732.76	\$ 13,609.01	\$ 14,043.77	\$ 13,355.36	\$ 13,183.01	\$ 21,353.11	\$ 14,267.43	\$ 18,650.00	\$ 16,500.00	\$ 10,000.00	\$ 150,694.45
1	mesquite utah inc.	x	\$ 12,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 10,000.00	\$ 110,000.00
2	MC Contractors	x	\$ 9,500.00	\$ 7,500.00	\$ 7,500.00	\$ 11,000.00	\$ 10,000.00	\$ 14,000.00	\$ 9,000.00	\$ 19,500.00	\$ 11,500.00	\$ 10,000.00	\$ 109,500.00
3	Counterpoint Construction	x	\$ 16,800.00	\$ 10,800.00	\$ 16,100.00	\$ 10,800.00	\$ 15,600.00	\$ 22,600.00	\$ 16,700.00	\$ 21,300.00	\$ 14,800.00	\$ 10,000.00	\$ 155,500.00
4	Fusion Pipeline Inc.	x	\$ 14,600.00	\$ 10,200.00	\$ 11,800.00	\$ 11,100.00	\$ 11,000.00	\$ 27,000.00	\$ 10,000.00	\$ 23,500.00	\$ 22,600.00	\$ 10,000.00	\$ 151,800.00
5	Vanco	x	\$ 38,000.00	\$ 19,000.00	\$ 26,000.00	\$ 18,000.00	\$ 19,000.00	\$ 45,000.00	\$ 21,000.00	\$ 38,000.00	\$ 22,000.00	\$ 10,000.00	\$ 256,000.00
6	B Jackson	x	\$ 12,000.00	\$ 9,000.00	\$ 8,600.00	\$ 10,700.00	\$ 9,500.00	\$ 18,300.00	\$ 9,500.00	\$ 32,500.00	\$ 30,000.00	\$ 10,000.00	\$ 150,100.00
7	Beck Construction	x	\$ 19,850.00	\$ 14,000.00	\$ 16,500.00	\$ 15,500.00	\$ 14,500.00	\$ 29,000.00	\$ 12,750.00	\$ 29,000.00	\$ 28,750.00	\$ 10,000.00	\$ 189,850.00
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DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

The exclusive horizontal geothermal well easement is for the owner of 2383 Lake View Court and would allow the installation of a horizontal geothermal well system to provide heating and cooling for their residence. In order to adhere to the protections of our Drinking Water Source Protection Ordinance, the owner has designed a horizontal geothermal well system, instead of a vertical system, that necessitates a small crossing into the East Hill Parcel, which is dedicated open space.

Respectfully:

Matthew Cassel, City Engineer



City Council Staff Report

Subject: Horizontal Geothermal Well Easement
for the Benefit of 2383 Lake View Court
Author: Matthew Cassel, City Engineer
Date: July 30, 2015
Type of Item: Legislative

Summary Recommendations:

Staff recommends that City Council consider a request from the property owner of 2383 Lake View Court to grant an exclusive horizontal geothermal well easement on City property, in a form approved by the City Attorney.

Executive Summary:

The exclusive horizontal geothermal well easement is for the owner of 2383 Lake View Court and would allow the installation of a horizontal geothermal well system to provide heating and cooling for their residence and at the same time adhere to the protection requirements of our Drinking Water Source Protection Ordinance. The owner formally requested the use of a horizontal geothermal well system, instead of a vertical system, that would necessitate a small crossing into the East Hill Parcel, which is dedicated open space.

Acronyms:

RMP – Rocky Mountain Power
DWSPZ – Drinking Water Source Protection Zone
ROW – Right-of-Way
SBWRD – Snyderville Basin Water Reclamation District
PCS - Potential Contamination Sources

Property Background:

In October of 1990, the City entered into a purchase, sale and charitable donation agreement with D. A. Osguthorpe for the purpose of purchasing various pieces of property adjacent to the City and to acquire water rights. The acquisition included properties on the SR 224 entry corridor (the Farm) and properties in Park Meadows and Prospector areas. The East Hill Parcel (includes the “PC” on the hill) was conveyed to the City with the exception of a two-acre parcel (2300 Meadows Drive).

In August of 1991, the City annexed all the properties acquired from the Osguthorpes, including the two acre parcel (2300 Meadows Drive). All the property was annexed and zoned as Recreation Open Space (ROS). In October of 1994, the City approved a zone change for the two-acre parcel from ROS to Single Family (SF). As part of the rezone, the Osguthorpes offered the following deed restrictions on their two-acre parcel: location of building envelope for residence; compliance with architectural guidelines of Park Meadows 6A subject to review by City planning staff (which specifies a maximum house size of 10,000 sq. ft.); and restriction on re-subdividing the property into more than one

parcel.

The McCartys purchased the two-acre parcel from the Osguthorpes in 2008. On August 26, 2008, the City received a complete application from the McCartys to create a legal lot of record for this two-acre metes and bounds parcel. The subdivision application created a one lot subdivision. The applicant requested placing a promised easement across City property for access to Meadows Drive. The 2300 Meadows subdivision plat was approved by City Council on April 9, 2009. On March 18, 2010, City Council approved an access and utility easement for 2300 Meadows subdivision. The access and utility easement also provides power service to the 2300 Meadows subdivision. RMP would like to use this power service to provide an upgraded power service to 2383 Lake View Court. On May 6, 2015, Council considered and approved an easement across the East Hill Open Space Parcel to RMP to provide electrical service to 2383 Lake View Court. RMP's work to provide the updated electrical services approved in the easement above already provides a minimal amount of disturbance (approximately 600 square feet of disturbance) in the area of open space requested by the home owner.

Water Source Protection and Geothermal Well Background:

A geothermal well system exchanges energy with the earth by circulating a water or water/antifreeze solution through plastic pipe buried beneath the earth's surface. In essence, the heat from the earth is drawn out by the wells to heat a house while heat from a house is pumped into the earth to cool it. Most geothermal wells are closed loop, which means all groundwater external to the pipes are not co-mingled with the water/antifreeze in the well system. A closed loop geothermal well typically consists of multiple heat exchangers or wells. These heat exchangers are constructed by drilling holes for vertical well systems and excavating trenches for the horizontal systems. Because these systems use the natural temperature of the earth to heat and cool, they are considered renewable energy systems and, accordingly, are consistent with City Council's renewable energy goals.

Park City's Drinking Water Source Protection Ordinance can be found in Section 13-1-28 of the Park City Municipal Code. This Ordinance prohibits Potential Contamination Sources (PCS) including Pollution Sources within the Drinking Water Source Protection Zone (DWSPZ) unless they are controlled through land management strategies.

In the Ordinance, a PCS is defined as "Any facility or site which employs an activity or procedure which may potentially contaminate ground water. A pollution source is also a potential contamination source." At this location, the Water Department believes that a vertical well would provide a potential contaminate.

In the spring of 2013, 535-537 Woodside requested and was approved to use a geothermal heating/cooling system for their complex. This project started a conversation between the Water and Engineering Departments as to whether the City should be allowing geothermal wells due to the wells being a PCS.

In general, the concerns with geothermal wells are:

- Potential to contaminate the drinking water aquifer by providing a contamination conduit from the ground surface/upper aquifer down to the drinking water aquifer,
- Potential for the geothermal system to leak and cause contamination to the drinking water aquifer,
- Lack of installation oversight for systems installed less than 30 feet deep, which do not require a permit from the State Engineer's Office (Division of Water Rights),
- Lack of control over incidental or appurtenant activity beyond the well, which could create a potential contamination source to the groundwater,
- Accidental or intentional non-compliance by driller such as a poor or non-existent well head grout seal,
- Lack of operational and maintenance oversight to verify the well is not leaking contaminants into the drinking water aquifer, and
- Lack of procedures for the abandonment of a geothermal system.

Engineering began to research other cities and, in the summer of 2013, found the following:

- Geothermal wells were generally not allowed in DWSPZ 1 (100-foot diameter around a well),
- Horizontal closed geothermal wells are generally allowed in DWSPZ 2 (area within a 250-day ground-water time of travel) with city review, and
- Vertical closed systems and horizontal open and closed systems are generally allowed in DWSPZ 3 (area within a 3-year ground-water time of travel) with city review.
- It is important to note that Park City's DWSPZ's 2 – 4 are the same due to the fast time of travel in our aquifers. In other words, water can quickly travel from the furthest extents of the aquifer boundary to a City water source.

In addition, there are numerous residential geothermal well systems currently operating in Park City and two municipal systems, one for the Marsac Building and another at the Police Facility. There are two known existing systems that are located partially in the City's ROW:

- 535-537 Woodside installed a vertical geothermal well system in 2013. Three of the seven wells are located just off their property and in the City's Woodside Avenue ROW,
- 841 Empire installed a vertical geothermal well system in 2008. This system is located immediately north of the house and partially in the 9th Street ROW.

Between the summer of 2013 and the fall of 2014, five requests were made for geothermal systems in the Old Town area and, through discussion with the engineering department, all but one were abandoned.

On October 13, 2014, a geothermal system plumbing permit was inadvertently approved by the Building Department for the drilling of wells for 2383 Lake View Court.

Around October 14, Engineering discussed the proposed geothermal wells with the contractor for 2383 Lake View Court. The contractor was told he could not install a vertical geothermal well because the home is located in the City's DWSPZ and the deep wells presented a PCS. A meeting was held on October 28, 2014, with the homeowner and contractor where the reasons for not allowing the vertical geothermal well were discussed. Upon the homeowner's request, engineering consulted with other internal departments and, on October 29, 2014, the contractor was called again and notified that the deep wells would not be allowed due to them being a PCS.

The applicant requested that the City take a closer look at the standards and conditions upon which a system like this could be allowed within a DWSPZ. Between October 2014 and May 2015, the Water Department consulted industry experts, contractors, and their own experience with the local hydro-geology and developed a set of criteria where deep wells would be allowed for geothermal systems and meet the protections of our DWSPZ.

Exhibit A is a draft set of guidelines that was developed by the Water Department as a result of that effort. A final version will likely be included in the updated Drinking Water Source Protection Plan that will be submitted to the Utah Division of Drinking Water later this year.

In May 2015, the applicant was again notified by the Water Department that deep wells for their proposed geothermal system presented a PCS and therefore would not be allowed due to the proximity to a stream. The applicant then proposed a horizontal geothermal system where the ground loops would be less than 10 feet deep. Under the draft criteria developed by the Water Department, the horizontal system as proposed by the homeowner would not be considered a PCS and, therefore, would not be prohibited under Section 13-1-28 of the Park City Municipal Code.

Analysis:

In researching existing easements, conservation easements and other restrictions on the East Hill Parcel in relative proximity to Lake View Court, the following declaration of restriction was found to exist:

A declaration of restriction was recorded with Summit County on January 7, 2008. This declaration of restriction created a preserve area along the Pace Homer ditch. The restrictions include:

- No plowing or cultivation,
- No storage of materials or debris,
- No discharge of any dredged or fill material,
- No discharge, dumping, disposal or storage of trash, refuse, rubbish, grass clippings, cuttings or other waste material,

- No leveling , grading or landscaping,
- No destruction or removal of any natural tree, shrub, or other vegetation existing in the preserve area,
- No motorized vehicles,
- No roads, utility lines, trails, benches, equipment storage, or other structures or activities to occur in the preserve,
- No grazing, and
- No snow storage.

The access and utility easement for 2300 Meadows Drive is located approximately 135 feet north of this restricted preserve area. The proposed exclusive horizontal geothermal well easement for Brent Milner is located immediately north of the access and utility easement for 2300 Meadows Drive, and immediately west of the recently granted RMP utility easement for 2383 Lake View Court. In summary, the proposed exclusive geothermal well easement will not conflict with the existing Pace Homer ditch conservation easement, access and utility easement for 2300 Meadows Drive or the RMP utility easement.

Staff does not oppose the easement for 2383 Lake View Court for the following reasons:

- Staff researched geothermal well systems until a determination was made in early May of this year. By the time staff made our final determination that a vertical geothermal well system would not be allowed at this location but horizontal well systems less than 30 feet would be allowed, the construction of 2383 Lake View Court was well underway.
- Horizontal and shallow geothermal system requires much more piping than a deep vertical geothermal system. With the house nearing completion, space on the 2383 Lake View Court was no longer available.
- If a geothermal system is to be installed on this property, it necessitates encroachment on City Property,
- Completion of the geothermal well system ordinance later this year will keep this issue contained to this one instance.
- Staff and Council have already agreed to a utility easement in the same area as proposed by the homeowner, allowing this construction activity to piggyback off of the existing activity.
- Staff believes the sustainability goals of the homeowner are consistent with many of Council's residential environmental goals.
- Staff believes that the future ordinance will help guide staff and land owners to make better informed decisions before construction starts and during plan approvals.

Despite these reasons, staff is concerned about setting a precedent about supporting future utility easements into open space. However, given the already approved easement to RMP that will cause minor construction disturbance at this location, as well as the considerable work conducted by both parties to date and sustainability goals of the homeowner to reduce his carbon footprint, staff is not opposed to this request.

Size of Easement

A display of the proposed easement is shown in the exhibits. The easement will be approximately 7,469 square feet (0.171 acres). The easement is located immediately adjacent to 2383 Lake View Court property. The approved RMP easement is approximately 600 (0.014 acres) square feet. For reference, the East Hill Parcel is 73.6 acres.

Land Use and Other Utility Issues

The following land use and other utility issues were part of this evaluation:

- Setbacks – Because the horizontal geothermal system is not considered a structure, the LMC setback requirements are not applicable,
- Existing utility easements – The existing non-exclusive utility easement does not have any utilities currently in it. Because the horizontal geothermal system is eight feet in depth, if a dry utility requests to install their utility in the existing easement, there will not be an issue,
- Conflict with SBWRD – SBWRD has reviewed the layout of the horizontal geothermal system, provided input and have approved the layout as shown, and
- Meeting draft geothermal policy – Based on the draft edition of the geothermal policy, this proposed horizontal geothermal system will meet the draft policy's requirements.

Conditions of the Easement

If Council approves an easement for 2383 Lake View Court, staff will include the following conditions in the easement document:

- The disturbed open space must be restored to current surface conditions,
- A guarantee will be required to ensure the open space is restored to an approved condition,
- Access to the easement for maintenance can only be directly from 2383 Lake View Court's property, and
- City must be notified for any major maintenance/replacement on the easement. Any major maintenance/replacement will require an additional guarantee to ensure the open space is restored to an approved condition.

Next Steps

The Water Department has been developing a geothermal well system policy that will be incorporated into the updated Drinking Water Source Protection Plan and enforceable by Ordinance. This ordinance will provide specific guidance to those contemplating the future use of geothermal well systems within Park City boundaries. Once completed and adopted, the Water, Engineering and Building Departments will develop a process to ensure the proper review and approval of future geothermal well systems.

Department Review:

This report has been reviewed by City Manager, Legal, Building Department, Public Utilities and Sustainability. All concerns raised by these departments have been incorporated herein.

Alternatives:

A. Approve the Request:

Approving the easement will allow Brent Milner, owner to complete the geothermal heating system for 2383 Lake View Court. This is Staff's recommendation. There is potential that this approval will generate similar requests that will need to be addressed.

B. Deny the Request:

Denying the easement will then require 2383 Lake View Court to find an alternative heating and cooling source.

C. Continue the Item:

If the Council desires more information about the easement, the item may be continued.

D. Do Nothing:

This would have the same affect as denying the request for the easement.

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?		- Abundant preserved and publicly-accessible open space + Enhanced water quality and high customer confidence		
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Neutral 	Neutral 	Neutral 	Neutral 
Comments:				

There are no significant or financial impacts to the City that arise from the recommended action.

Consequences of not taking the recommended action:

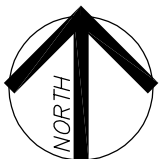
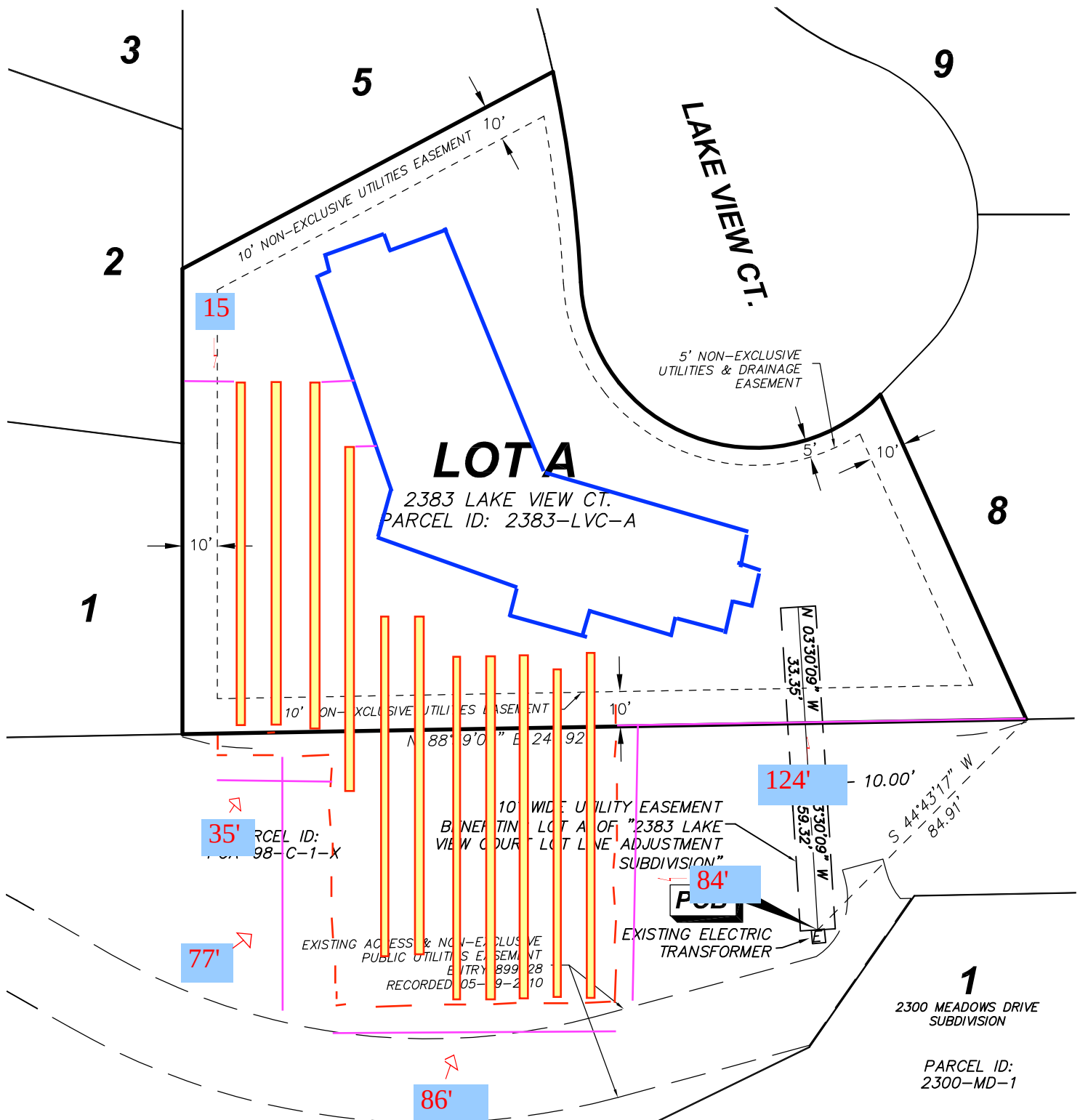
If the easement is not granted, the Owner will need to find an alternative heating and cooling source for 2383 Lake View Court.

Recommendation:

Staff recommends that City Council consider a request from the property owner of 2383 Lake View Court to grant an exclusive horizontal geothermal well easement on City property, in a form approved by the City Attorney.

Attachments: Exhibits of Easement
Draft Geothermal Policy

2383 LAKE VIEW COURT LOT LINE ADJUSTMENT SUBDIVISION



SCALE 1' = 40'

Park City
Surveying

P.O. Box 682993
Park City, UT 84068
(435)649-2918
(435)649-4637 fax

DRAFT EXHIBIT A

Park City Ground Source Heat Pump Design and Installation

1. **Introduction-** Ground source heat pumps, also known as geothermal heat pumps or heat exchange units, are electrically powered systems that use the earth's relatively constant temperature to provide heating, cooling, and hot water for homes and commercial buildings. Fluid flows in a loop through pipes that extend underground. The fluid is either heated or cooled to the ambient underground temperature. It then travels back to the building where it cools or heats the air within, giving a reduction of energy consumption and carbon emission.

Park City obtains its drinking water from seven groundwater sources and one surface water source. Groundwater sources include the Judge, Spiro, and Ontario No. 2 drain tunnels, the Park Meadows, Middle School, and Divide wells, and Thiriot Spring. Almost all of these sources are supplied by aquifers in and around Park City. In order to protect these aquifers and sources from contamination, Park City adopted a Source Protection Plan and Ordinance 13-1-28 in the late 90's. The Plan is updated every five years, and together, these documents are intended to do the following:

- A. Define Source Protection Zones (SPZ) for each source based on travel time through the surrounding geology.
- B. Identify Potential Contamination Sources (PCS), the risk associated with each, and whether or not they are an allowed use in the SPZ.
- C. Ensure the allowed PCS are properly managed to reduce the risk of contamination.

Recently, it has come to the attention of the water industry that geothermal wells can be a high hazard to SPZ, mainly due to the lack of oversight on construction standards, maintenance, and the inherent lack of understanding that comes with all new ideas. The main concerns are the potential for cross contamination of aquifers, glycol contamination, and surface water infiltration.

Groundwater in Park City comes from a network of underground aquifers. Although it's difficult to see these aquifers, they underlie most of the valley and are a vital source of drinking water. Park City's aquifers are comprised of fractured bedrock that is mostly unprotected by a clay layer and relatively vulnerable to contamination. Once these drinking water sources are contaminated, remediation is either very costly or unfeasible. It is the responsibility of public water systems to protect these essential resources.

The purpose of this document is to provide Best Management Practices (BMP's) for the design, installation, location and maintenance of ground source heat pumps (GSHP) in order to protect the ground water sources of drinking water in Park City. These BMP's are designed to help prevent contamination of the deep aquifers, and cross contamination between the shallow and deep aquifers throughout Park City.

2. Permitting

A. State Well Drilling Permit

- i. The applicant should first contact the State of Utah-Division of Water Rights to obtain a well drilling permit.

- ii. The State will then contact Park City to receive recommendations regarding the location of GSHP wells. Park City will determine if the proposed wells are located in a DWSP Zone.
 - a. If wells are located in any of the a DWSP Zones, the applicant will receive a letter from the Division of Water Rights informing them that drilling in the proposed area to depths greater than 30 feet may be prohibited. In order to drill in the proposed area, the applicant should contact the PWS that is being affected to seek approval. The PWS may either decline the request or provide stipulations that should be met in order for wells to be approved. If the PWS is willing to consider GSHP wells contact should be made with Park City to receive information about acquiring a land use agreement.
- B. **Park City Municipal Permit** - If proposed GSHP wells are located within Park City Municipal service areas, source protection zones as defined under Park City Ordinance 13-1-28, permit applications should then be submitted to the Park City Building Department. A permit application must include:
 - i. A site plan (Drawn to scale, preferably 1 to 20 feet).
 - a. Show name address of owner/applicant, property lines, location of existing structures on the property, Show location and number of wells, equipment and piping. Any special property considerations, such as designated no disturb areas or non-buildable areas,
 - b. Show required set-backs as identified in Appendix A.
 - ii. Documentation that GSHP systems meet IGSHPA standards. The design procedure should follow a recognized methodology such as presented in:
 - a. Closed-Loop/Ground-Source Heat Pump Systems: Installation Guide, GSHPA Publication, Oklahoma State University.
 - b. Data Design Manual for Closed-Loop/Ground-Source Heat Pump Systems, ASHRAE.
 - c. Names and credentials of designers and installers and operation and maintenance procedures.
 - iii. Soil thermal value and loop length calculations according to IGSHPA and ASHRAE standards.
 - iv. Heating and cooling capacity of equipment including calculations used to determine heating and cooling needs.
 - v. Operating pressures and flow rates.
 - vi. Re-circulating fluids and chemical additives (Please see # 4 – F Circulation System).
- C. **Other Applicable Permits**
 - i. Permits may also be required from the Park City Building Department for installing mechanical equipment, which includes heating and cooling systems in a building, home, or other structure.
 - ii. If drilling inside the Source Protection Zones, but outside Park City, other local jurisdictions may require building or other permits.

3. Plan Review

- A. **System Design**
 - i. Approved System Designs
 - a. Closed loop systems are the only systems allowed in Park City. If installed and maintained correctly, closed loop systems pose the least amount of risk to drinking water aquifers.

- ii. Banned System Designs
 - a. Open loop systems are not allowed as there is a high potential for contaminants to be injected into drinking water aquifers and/or surface waters.
 - b. Pond and river systems are not allowed due to the risk that the underwater portion of the system can leak re-circulating fluid into surface waters. The release of heat into a natural water body may also damage natural aquatic ecosystems.
 - c. Direct exchange systems where the refrigeration loop is buried directly in the soil are not allowed as they pose a significant risk of ground water contamination.

B. Location

- i. Park City prohibits GSHP systems of any kind in ROW's.
- ii. Park City Building Department will contact the Park City Water Department to determine if wells are within any Source Protection Zones.
 - a. Wells within 500-foot radius around a wellhead, spring collection area, or portal of a mine train Tunnel are prohibited.
 - b. Wells within 500 feet from of a vertical shaft connected to a mine tunnel are prohibited.
 - c. Wells within 1,000 feet from a mine tunnel and associated drifts beginning at a distance of 250 feet from the portal are prohibited.
 - d. Wells less than 30 feet deep are prohibited in Zone 1.
 - e. Wells greater than 30 feet deep are prohibited in Zone 1 and restricted in Zones 2 through 4.
- iii. Park City prohibits GSHP wells from being installed or drilled to any depth in the following areas:
 - a. In a protected watershed, wetland, artesian, or a delineated riparian corridor area.
 - b. In known superfund sites, known contamination plumes, or within the Park City Soils Ordinance Boundary.
 - c. Through an aquitard.
 - d. In storm water detention and retention ponds
 - e. In areas where an aquitard is suspected, care should be taken not to drill through the impermeable layer that separates the shallow aquifer from the drinking water aquifer beneath. Because shallow aquifers are closer to the surface, they generally collect a variety of contaminants. Drilling through the aquitard that separates the two aquifers creates a pathway for these contaminants to enter the drinking water aquifer and therefore is prohibited.

4. System and Installation Requirements

A. Installation Personnel and Training Required

- i. System designers should have the following qualifications:
 - a. Residential systems require a P.E., a certified CGD, or an IGSHA certified installer with current credential; in addition all designs must be stamped by a registered Utah P.E.
 - b. Commercial and large residential systems require a P.E., or a certified CGD, in addition, all designs must be stamped by a registered Utah P.E.
- ii. The well driller must be a licensed well driller in the state of Utah.

- iii. The loop contractor and ground heat exchanger fabricators should have certification, such as from IGSHPA, Certified Geo-exchange Designer (CGD) or similar training, experience and certification.

B. Ground Source Heat Pump Design and Materials

- i. The GSHP design should be clearly documented as complying with manufacturer's standards.
- ii. The only acceptable pipe material for the underground buried portion of the ground heat exchanger is polyethylene (PE).
 - a. The pipe and fittings of the buried system should be warranted by the manufacturer for ground source heat pump service.
 - b. Sufficient information should be permanently marked on the length of the pipe that allows the pipe to be properly identified.
 - c. Specification of PE pipe will be by cell classification number and should meet the appropriate ASTM specifications.

C. Drilling

- i. In order to prevent drilling fluid from contaminating a drinking water source, all drilling within 1000 feet of a drinking water source protection area (DWSPA) are required to utilize sonic or other approved methods that does not circulate a fluid.
- ii. Well Driller and installer, if different than the well driller, shall be certified by the IGSHPA as a GSHP installer.
- iii. Tailings from well drilling operation should be properly disposed.
- iv. Bentonite based full length grouting is required prior to pressure testing on vertical portion of the systems.
- v. Grout seals for wells must be witnessed, inspected, and certified by an authorized individual that is provided by the contractor, however not employed by the well driller but is:
 - a. ADDW authorized grout inspector
 - b. IGSHPA certified CGD installer.

D. Pipe Joining Methods

- i. When possible a continuous loop is recommended. This greatly reduces the risk of potential leaks and breaks.
- ii. Only factory joints should be used on vertical piping.
- iii. Acceptable methods for joining buried pipe systems are by socket, sidewall, electro, or butt fusion processes. Other methods are not acceptable. Follow manufactures specifications specifically for ground source heat pump systems.

E. Pipe Placement and Backfilling

- i. Follow all applicable standards and rules as they pertain to buried pipe systems.
- ii. Backfill in accordance with IGSHPA guidelines and ASTM D 2774 "Underground Installation of Thermoplastic Pressure Pipe" and pipe manufacturer's specification.
 - a. Pipe should be placed a minimum of 6 inches from the edge of the trench.
 - b. Bedding should be placed 6 inches below, on top of, and on the sides, surrounding the horizontal piping. Bedding should be free of rocks with sharp edges, debris and contamination. Sand or similar material is preferred (no pea gravel).

- c. The trench backfill material should be clean engineered fill, or other approved material. Rock greater than 2 inches is not recommended.
 - d. Return beds in narrow trenches should be partially backfilled by hand to properly support the pipes and prevent kinking.
 - iii. All piping systems and materials placed in the well zone should be NSF approved.
 - iv. It is recommended that horizontal portions of the system be flow and pressure tested before backfilling.
 - v. Tracer wire and tracking tape should both be placed to mark the location of all horizontal pipes.
- F. **Circulation System** - These recommendations are intended to cover corrosion-inhibited, biodegradable, liquid antifreeze materials as received at the job site.
 - i. Acceptable re-circulating fluids include:
 - a. Potable Water (recommended)
 - b. A blend of potable water and propylene glycol, typically a 20% solution
 - c. A blend of potable water and 10% or less methanol
 - d. A blend of potable water and 10% or less ethanol
 - ii. The solution type should meet the American Chemical Society's (ACS) high purity grade.
 - iii. In cases where the re-circulating fluid is considered flammable, the re-circulating fluid should be diluted with water to a point that it is nonflammable before it can be taken indoors.
 - iv. Manufacturer's recommendations should be followed when charging the secondary loop with re-circulating fluid.
 - v. Any additional additives such as corrosion inhibitors should meet ASTM D1384 corrosion inhibition requirements and should biodegrade to less toxic compounds.
 - vi. The fluid should be at least 90% biodegradable.
 - vii. All systems should be labeled and identified at the service ports. The labels should be permanent and should include the following information:
 - a. Company name
 - b. Company phone number and responsible party or person
 - c. Service date
 - d. Re-circulating fluid type
 - e. Concentration
 - f. Pressure
 - g. Direction of flow
 - h. Any additives, if used

5. System Certifications

- A. **Flushing, Purging, Pressure and Flow Testing**
 - i. Performed and certified by the installer, results to be submitted to the City.
 - ii. All fusion joints and loop lengths shall be checked to verify that no leaks have occurred due to fusion joining or shipping damage.
 - iii. All loops will be pressure tested with culinary water before installation into the borehole (either a vertical bore [vertical loop] or horizontal bore [horizontal loop]) or into a trench (horizontal loop).
 - iv. Heat exchangers should be tested hydrostatically at 150% of the pipe design rating or 300% of the system operating pressure if this value is the smaller of the two.

- v. Test line for leaks using the Philips Hydrostatic Pressure Test II.
- vi. Each supply and return circuit shall be flushed and purged in the forward and reverse directions with water at a minimum velocity of 2 ft/sec (0.6096 m/sec) through each piping section. Flow must be maintained for a minimum of 15 minutes in each direction to remove all debris and air. To verify that all air is removed from the system, the return water valve to the tank shall be closed. A change in the level of fluid in the purge pump tank during pressurization indicates air still trapped in the system. The heat exchanger system purging shall be completed separately from the building system.
- vii. Flow rates and pressure drops will be compared to calculated values to assure that there is no blockage or kinking of any pipe. If actual flow rate or pressure drop values differ from calculated design values by more than 10 percent, the problem shall be identified and corrected.
- viii. Before connection (header) trenches are backfilled, heat exchangers shall be pressure tested with water at 100 psi for 1 hour with no observed drop in pressure (greater than 10 psi OR +/-10%).
- ix. Site conditions may dictate backfilling prior to testing with water. A minimum air pressure of 45 psi shall be maintained on the ground heat exchanger during backfilling and until the final pressure test with water can be conducted.
- x. After the conclusion of the ground heat exchanger pressure test, the ground heat exchanger shall be left filled with clean water and maintained under pressure until final connection to the building system.

B. Post-Installation - Within 30 days of completed installation, provide the following to PCMC building:

- i. Provide a copy of the well log submitted to the state. If the system has more than one well, provide a copy of the log for the deepest well and provide GPS coordinates for the final location of all wells.
- ii. Certified Results for leak, pressure and flow testing sent to the Building Department.
- iii. Certified Results for well grout seal inspection

C. Recording, Operations and Maintenance

- i. The following information will be added to the property record kept by Summit County or any other County in which the GSHP resides:
 - a. Site plans showing well locations and depth
 - b. Heating and cooling capacity of system
 - c. Type and concentration of re-circulating fluid and refrigerant
 - d. Year system was put into service
 - e. Location of buried piping
 - f. Installation company name and contact information
- ii. If extra fluid is added, submit the date and the amount of added fluid to the Park city Building Department.
- iii. Wells to remain accessible for future inspections
- iv. System certification and maintenance report submitted to **city annually**.

6. Decommissioning well - Improperly decommissioned vertical loop piping can serve as an uncontrolled invasion point for ground water contaminants. This may constitute a hazard to public health, safety, welfare, and to the preservation of the ground water resource.

- A. Decommission a heat pump system by removing all re-circulating fluid, filling full length pipes and tubing with potable water or grout, and capping and sealing. Re-circulating fluid solution and refrigerants should be disposed of at a hazardous waste disposal facility.
- B. Decommissioning must comply with State Rule R655-4-14, Abandonment of Wells. Documentation of the decommissioning action will be added to the property records.

Appendix A

The following table describes the minimum required distances between components of GSHP and pertinent ground features.

Setbacks	Feet
AHWL for any watercourse (<i>live or ephemeral stream, river, irrigation canal, subsurface drain canal, etc.</i>)	500*
Public Water Supplies (wells, springs)	500
Individual or nonpublic water source (grouted wells and springs)	500*
Mine Tunnel Vertical Shaft	500
Mine Tunnel and associated drifts	1000
Septic drain field (primary and replacement)	100
Lake, pond, reservoir, stream	500*
Dry wash, gulch, gully	25*
Stormwater detention/retention pond (<i>underground or surface</i>) and rain garden from the high-water level	15
Culinary water supply line	10
Foundation of any building (<i>including garages and outbuildings</i>)	10
Swimming pool wall (<i>subsurface</i>)	10
Property line	5

*Ground features marked with an asterisk indicate that the setback also applies to the disturbance area created during installation.

Regulations, references, standards, and specifications:

1. Utah Code R655-4 - Division of Water Rights – Water Wells
2. DWRi Water Well Handbook <http://www.waterrights.utah.gov/wellinfo/>
3. Park City Municipal Code 13-1-28 – Drinking Water Source Protection
4. Park City Municipal Code 11 – Building and Building Regulations
5. IGSHPA (http://www.igshpa.okstate.edu/pdf_files/Standards2009s.pdf)
6. Closed-Loop/Ground-Source Heat Pump Systems: Installation Guide, GSHPA Publication, Oklahoma State University.
7. ASTM specifications for PE pipe (hydraulic conductivity ASTM C-177)
8. ANSI/NSF grouting material Standard 60
9. NSF piping systems
10. ACS standard

11. ASHRAE standards (soil thermal value and loop length calculations)
12. ASTM D1384 for re-circulating fluid additives

Appendix B

Park City Source Protection Zone Maps

DRAFT



Appendix C

Ground Source Heat Pump Permit

The Park City Municipal has put together a "Park City Ground Source Heat Pump Design and Installation Requirements" packet. Please review the packet prior to application for installation.

I. PROPERTY ADDRESS: _____ Parcel Number: _____
Anticipated Project Start Date: __/__/__ Anticipated Completion Date: __/__/__

II. Type of Project:

Residential _____ New _____ Retrofit
Commercial _____ New _____ Retrofit

III. Contact Information:

Property Owner _____ Phone: _____
Contact Address: _____ City: _____ State: _____ Zip: _____

A. Designer

Business Name _____ Phone: _____
Type of License _____ Utah License Number _____
Contact Name: _____ Title: _____
Address: _____ City: _____ State: _____ Zip: _____
CGC of IGSHPA Certificate _____

B. Well Driller/Installer – State well drilling permit required please attach

Business Name _____ Phone: _____
Type of License _____ Utah License Number _____
Contact Name: _____ Title: _____
Address: _____ City: _____ State: _____ Zip: _____
CGC of IGSHPA Certificate _____

This proposal is located in a protected area (identify all that apply)

- ___ Wetland Area – **Not allowed**
- ___ Delineated Riparian Corridor – **Not allowed**
- ___ Superfund, Contamination plume, or within Park City Soils Boundary – **Not allowed**
- ___ Within a storm water detention pond or artesian area – **Not allowed**
- ___ Within Source Protection Zone 1 **Not Allowed**
- ___ Within Source Protection Zone 2 through 4 – Additional Review Required

IV. SITE PLAN -Required prior to approval

Scaled plan, preferably 1:20 scale, with north arrow. Show property lines, easements, building footprints, streams, springs, wetlands, existing wells, on-site sewage treatment including septic drain fields and replacement drain fields, areas of allowed and disallowed disturbance, etc. Show and label all buried utilities. Call out setbacks from property lines and buildings, utilities, etc. Show test bore location/depth/purpose. Identify location of proposed well(s). Call out well depth. Show proposed locations for all buried GHP piping. Buried pipe containing antifreeze passing parallel within 5 feet of building wall or water pipe shall be insulated. Call out for locating devices for plastic pipe systems. Include notes on restoration of disturbed areas. Also identify, primary and secondary drinking water aquifer recharge areas, and Park City Source Protection Zones 1, 2, 3, and 4.

IV. WELL INFORMATION (Check All That Apply)

____ Vertical System (greater than 30 feet deep)
____ Closed Loop (re-circulating antifreeze solution)
____ Number of wells ____ Depth of Wells ____ Grout type ____
____ Horizontal System (less than 30 feet deep)
____ Hybrid System, Explain _____
____ Specification provided for piping and joining
____ Designer, installer, and material certification requirements met
Type of Circulation Fluid _____

Provide MSDS sheets for all chemicals to be used in system

VI. SIGNATURES

I certify, that to the best of my knowledge, that the information on this application and included in the attachments are complete and accurate.

_____/____/____

I agree to allow recording of this information at the Summit County Recorder's Office for property _____.

_____/____/____

Signature of Property Owner

____ Park City Water Review

____ Park City Building and Engineering Review



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

We are very excited to welcome the 19 Sister-City, Courchevel Students to Park City, Utah. Mayor Thomas will present each student with a certificate of appreciation for participating in the student exchange program. Thank you for your support of this program as well, it is such a great opportunity to share each community's storied history, character, and the common goal of becoming a world-class ski destination.

Respectfully:

Marci Heil, City Recorder



Resolution No. XX-15

Proclamation to Honor the 2015 Sister-City, Courchevel, France, Student Exchange Program

WHEREAS, in 1984, the cities of Courchevel, France, and Park City, Utah, initiated a sister city relationship based upon each community's storied history, character, and the desire to share a common goal of becoming a world-class ski destination; and

WHEREAS, educational, recreational, cultural, and commercial exchanges with the people of Courchevel are mutually beneficial by cultivating new friendships that enrich the lives of all who are associated with such programs, especially our youth; and

WHEREAS, the Board of Directors of the Park City Sister-City Committee and the Courchevel Summer Student Exchange Committee have organized a youth exchange for 19 students from Courchevel to visit Park City from July 24 to August 6th, 2015; and

NOW, THEREFORE, BE IT RESOVLED that the Mayor and City Council of Park City, Utah, do hereby proclaim our continued commitment to our Sister-City and Summer Exchange Program and officially welcome the French student delegation to Park City, Utah.

PARK CITY MUNICIPAL CORPORATION

Mayor Jack Thomas

Attest:

Marci Heil, City Recorder

Approved as to form:

Mark Harrington, City Attorney



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

City Council is being asked to adopt a resolution authorizing an application to the Governor's Office of Economic Development, applying for the Main Street and Lower Park Redevelopment Districts, as well as Bonanza Park and Prospector areas to be organized into an Enterprise Zone.

Under the program, certain types of businesses locating to, or expanding in a designated zone may claim state income tax credits. This includes of 50% of the value of a cash contribution (not to exceed \$100,000) to a 501(c)(3) private nonprofit corporation engaged primarily in community and economic development. The primary goal of the Utah Enterprise Zone Program is to improve the State's local and regional economies. The program does this by enhancing opportunities for private investment in areas approved as Enterprise Zones.

Respectfully:

Jonathan Weidenhamer, Economic Development Manager



City Council Staff Report

Subject: Enterprise Zone Creation
Authors: Jonathan Weidenhamer, Nate Rockwood, Kory Kersavage
Department: Sustainability, Budget, Debt, & Grants
Date: July 30, 2015
Type of Item: Administrative

Recommendation:

Adopt a resolution authorizing an application to be sent to the Governor's Office of Economic Development (GOED), applying for the Main Street and Lower Park Redevelopment Districts, as well as Bonanza Park and Prospector areas to be organized into an Enterprise Zone.

Executive Summary

City Council is being asked to adopt a resolution authorizing an application to the Governor's Office of Economic Development, applying for the Main Street and Lower Park Redevelopment Districts, as well as Bonanza Park and Prospector areas to be organized into an Enterprise Zone.

Under the program, certain types of businesses locating to, or expanding in a designated zone may claim state income tax credits. This includes of 50% of the value of a cash contribution (not to exceed \$100,000) to a 501(c)(3) private nonprofit corporation engaged primarily in community and economic development. The primary goal of the Utah Enterprise Zone Program is to improve the State's local and regional economies. The program does this by enhancing opportunities for private investment in areas approved as Enterprise Zones.

Acronyms used in this report:

GOED – Governor's Office of Economic Development

Background:

The Utah Enterprise Zone Program was established in 1988. An enterprise zone comprises an area identified by local elected and economic development officials and designated by the State. Under the program, certain types of businesses locating to, or expanding in a designated zone may claim state income tax credits provided in the law.

Any city or county in the state of Utah may be eligible for enterprise zone designation. Application for designation must be made by a city with 10,000 or less population located in a county with 50,000 or less population, or an Indian Tribe for tribal lands. Applications will be reviewed and approved on the basis of economic development need, its quality, and other considerations based on a variety of economic distress factors. Some of these may include (as excerpted from the GOED web page (<http://business.utah.gov/programs/incentives/enterprise-zones/>)):

- *Pervasiveness of poverty, unemployment, and general distress in the proposed zone. See Utah's 12 Economic Distress Factor.*
- *Extent of chronic abandonment, deterioration, or reduction in value of commercial property in the proposed zone.*
- *Potential for new investment and economic development in the proposed zone.*
- *Applicant's proposed use of other state and federal development funds or programs to increase probability of new investment and development occurring in proposed zone.*
- *Extent projected development in the zone will provide employment to residents in the zone, and particularly, individuals who are unemployed or economically disadvantaged.*
- *The degree to which the zone applicant's application promotes innovative solutions to economic development problems and demonstrates local initiative.*
- *Other relevant factors which the Governor's Office of Economic Development specifies.*

Summit County in December 2014 created an Enterprise Zone for all commercial, industrial, and agriculturally zoned properties within the unincorporated areas of Summit County, including all lands permitted for commercial uses by development agreement or special use permit.

Analysis:

The State of Utah offers a limited number of business incentives to employers wanting to locate to, or expand within the state. Thus, being a designated Enterprise Zone is an important tool for local municipalities to use in their economic development efforts. The State of Utah requires that Enterprise Zones be renewed every five (5) years. The State of Utah has multiple areas accepted as enterprise zones (<http://utah.enterprisezone.com/maps>). Additional information is available on Enterprise Zones at the GOED webpage (<http://business.utah.gov/programs/incentives/enterprise-zones/>).

Community Benefits and Consideration

The primary goal of the Utah Enterprise Zone Program is to improve the State's local and regional economies. The program does this by enhancing opportunities for private investment in certain areas that are called enterprise zones. The following is a brief summary of the incentives provided under the Enterprise Zone Program.

Tax Credits

Tax credits are available to eligible businesses in designated enterprise zones from the start of the tax year in which the designation is made. For example, if designation is made in July 2015, an eligible business may claim tax credits for the entire tax year beginning January 1, 2015.

The full amount of the tax credit may be carried over for three years. Businesses closing operations in one rural area to locate in another rural area may not claim tax credits under this program. Construction jobs are not eligible for "job creation tax credits". Retail businesses and public utilities are not eligible to claim "other tax credits".

As identified on GOED's web site

(<http://business.utah.gov/programs/incentives/enterprise-zones/tax-credits/>),

The following tax credits may be claimed by eligible businesses locating or expanding in enterprise zones on state income tax forms:

Job Creation Tax Credits

- *May claim for up to thirty full time positions per tax year;*
- *A \$750 tax credit for each new full time position filled for at least six months during the tax year;*
- *An additional \$500 tax credit if the new position pays at least 125% of the county average monthly wage for the respective industry (determined by the Utah Dept. of Employment Security). In the event this information is not available for the respective industry, the position must pay at least 125% of the total average monthly wage in the county;*
- *An additional \$750 tax credit if the new position is in a business which adds value to agricultural commodities through manufacturing or processing;*
- *An additional \$200 tax credit, for two consecutive years, for each new employee insured under an employer sponsored health insurance program if the employer pays at least 50% of the premium.*

Other Tax Credits

- *A tax credit (not to exceed \$100,000) of 50% of the value of a cash contribution to a 501(c)(3) private nonprofit corporation engaged primarily in community and economic development, and is accredited by the Governors Rural Partnership Board;*
- *A tax credit of 25% of the first \$200,000 spent on rehabilitating a building which has been vacant for at least two years, and which is located within an enterprise zone;*
- *An annual investment tax credit of 10% of the first \$250,000 in investment, and 5% of the next \$1,000,000 qualifying investment in plant, equipment, or other depreciable property.*

Financial Implications

If the application is successful, the zone will require a Qualified Local Contribution requirement under Utah Code Section 63M-1-405. Park City's Economic Development Grant Program would qualify as a local contribution in support of a small business incubator program. As found in the State Code, other local contributions could include:

63M-1-405. Qualifying local contributions.

- (1) *An area may be designated as an enterprise zone only if the county applicant or municipal applicant agrees to make a qualifying local contribution.*
- (2) *The qualifying local contribution may vary depending on available resources, and may include such elements as:*

- (a) simplified procedures for obtaining permits;*
- (b) dedication of available government grants;*
- (c) dedication of training funds;*
- (d) waiver of business license fees;*
- (e) infrastructure improvements;*
- (f) private contributions;*
- (g) utility rate concessions;*
- (h) small business incubator programs; or*
- (i) management assistance programs.*

City Council should direct staff if they would like to expand City programs into other qualifying local contributions. This option is listed under the Alternatives Section of this report.

Land Use and Zoning Implications

The Enterprise Zone designation should have little or no impact on land use or zoning. Future development or expansion of facilities has the potential to increase the population and or vehicle trips. However, since development in the future is expected to occur on lands already designated for commercial or industrial development, the future households which might be created would be part of the region's natural growth patterns.

In all likelihood the "Other" tax credits offered could be a good fit in a Park City Enterprise Zone. In particular, the one allowing the value of a cash contribution to a 501(c)(3) private nonprofit corporation engaged primarily in community and economic development could facilitate donations to many of our local nonprofits. If the Job Creation tax credits are pursued, it would likely result in economic diversification, which is consistent with our biennial goals.

There doesn't appear to be any downside of creating a Zone in Park City. We've received preliminary support to pursue the application from Delynn Fielding, GOED's Rural Programs Director.

Department Review:

This report has been reviewed by Budget, Legal, and City Manager departments.

Alternatives:

- A. **Approve:** If the recommendation is approved an application for Enterprise Zone status will be sent to the Governor's Office of Economic Development for the Main Street and Lower Park Redevelopment Districts, as well as Bonanza Park and Prospector areas of Park City to be organized into an Enterprise Zone.
- B. **Continue the Item:** The item will be brought to council at the next Council Meeting and the resolution will be considered for adoption.

- C. **Do Nothing:** The resolution to authorize an Enterprise Zone Application would be delayed in being sent to the Governor's Office of Economic Development.
- D. **Modify:** The areas that are being included in the Enterprise Zone could be modified; or Council could expand the qualifying local contribution, and then the application would be sent in to the Governor's Office of Economic Development.
- E. **Decline:** The establishment of an Enterprise Zone in Park City would not be pursued at this time.

Recommendation:

Adopt a resolution authorizing an application to be sent to the Governor's Office of Economic Development, applying for the Main Street and Lower Park Redevelopment Districts, as well as Bonanza Park and Prospector areas to be organized into an Enterprise Zone.

Attachments:

- A – Resolution Authorizing Submission of Enterprise Zone Application
- B – Map of Proposed Enterprise Zone

Attachment A



Resolution No. __ - __

RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR DESIGNATION AS A UTAH ENTERPRISE ZONE TO THE STATE OF UTAH GOVERNOR'S OFFICE OF ECONOMIC DEVELOPMENT

WHEREAS the eligible businesses may claim tax credits as an incentive to relocate or expand in these zones; and

WHEREAS on July 30, 2015, the City Council conducted a public hearing to receive comments on the proposed Enterprise Zone designation and application; and

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

SECTION 1. AUTHORIZATION. Park City authorizes that staffing shall be made available to maintain record-keeping, monthly updates on zone activities and to discuss these activities with program auditors.

SECTION 2. SELF-EVALUATION. Park City shall develop a self-evaluation process to measure its progress in meeting its goals and objectives and that this process shall be submitted to the Governor's Office of Economic Development for review, approval and modification.

SECTION 3. EXECUTION. Park City authorizes the City Manager or her designee to execute all documents related to these actions.

SECTION 4. EFFECTIVE DATE. This resolution shall take effect upon adoption.

PASSED AND ADOPTED this 30th day of July, 2015.

PARK CITY MUNICIPAL CORPORATION

Mayor Jack Thomas

Attest:

Marci Heil, City Recorder

Approve as to form:

Mark D. Harrington, City Attorney





DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

The original agreement with CH2M Hill Engineers (CH2M) consisted of Phase IA, (Desktop Evaluation). This work has recently been completed. The consultant has recommended treatment process alternatives and staff and the City's Advisory and Assistance consultant, Water Quality and Treatment Solutions, Inc. (WQTS), has reviewed these recommendations. Staff is now prepared to proceed with Phase IB and recommends this action. The PSA amendments included in this staff report promote the Project into Phase IB (Bench/Pilot Testing).

Because of the complexities associated with water treatment process for metals removal and the associated bench and pilot-scale testing, amendments to two existing contracts (WQTS and CH2M agreements) are being recommended for the Phase IB-1 (Bench Testing) portion of the work. WQTS is the City's Water Treatment Advisory and Assistance consultant and is well qualified to perform bench-testing. WQTS has previously worked in this capacity with CH2M. CH2M will work closely with WQTS and continue to update the treatment process evaluations by integrating bench-scale testing results into the ongoing program. Pilot testing is planned under future contract amendment(s), Phase 1B-2, based on the outcome of the bench testing.

Respectfully:

Nicholas Graue, Water Project Engineer



City Council Staff Report

Subject: JUDGE AND SPIRO TUNNELS MINING-INFLUENCED-WATER TREATMENT EVALUATION
PROFESSIONAL SERVICES AGREEMENT-FIRST ADDENDUM
PHASE IB-1 ENGINEERING SERVICES, CH2M HILL ENGINEERS, INC.
QJWTP MODIFICATIONS WATER ADVISORY AND ASSISTANCE SERVICES
PROFESSIONAL SERVICES AGREEMENT – SECOND ADDENDUM PHASE
IB-1 ENGINEERING SERVICES, WATER QUALITY AND TREATMENT
SOLUTIONS, INC.

Author: Roger McClain, Water Engineer
Department: Public Utilities, Water
Date: July 30, 2015
Type of Item: Administrative

Summary Recommendations:

Summary Recommendation No. 1:

Staff recommends Council authorize the City Manager to execute the First Amendment to the Professional Services Agreement, in a form approved by the City Attorney, with CH2M Hill Engineers, Inc., for Judge and Spiro Tunnels Mining-Influenced-Water Treatment Evaluation Phase IB-1 Engineering Services and for an increase to the agreement in an amount not to exceed \$135,000.

Summary Recommendation No. 2:

Staff recommends Council authorize the City Manager to execute the Second Amendment to the QJWTP Modifications–Water Treatment Advisory and Assistance Services Professional Services Agreement, in a form approved by the City Attorney, with Water Quality and Treatment Solutions, Inc., for Judge and Spiro Tunnels Mining-Influenced-Water Treatment Evaluation Phase IB-1 and for an increase to the agreement in an amount not to exceed \$55,500.

Executive Summary:

This project is a progressive engineering study to develop alternatives to meet the Utah Pollutant Discharge Elimination Systems (UPDES) permits for water draining from the Judge and Spiro Tunnels. The original agreement with CH2M Hill Engineers (CH2M) consisted of Phase IA, (Desktop Evaluation). This work has recently been completed. The consultant has recommended treatment process alternatives and staff and the City's Advisory and Assistance consultant, Water Quality and Treatment Solutions, Inc. (WQTS), has reviewed these recommendations. Staff is now prepared to proceed with Phase IB: Bench and Pilot Testing.

Because of the complexities associated with water treatment process for metals removal and the associated bench and pilot-scale testing, planned amendments to two existing contracts (WQTS and CH2M agreements) are being recommended for the

Phase IB-1 (Bench Testing) portion of the work. WQTS is the City's Water Treatment Advisory and Assistance consultant and is well qualified to perform bench-testing. WQTS has previously worked in this capacity in partnership with CH2M. CH2M will work closely with WQTS and continue to update the treatment process evaluations by integrating bench-scale testing results into the ongoing project. Pilot testing is planned under future contract amendment(s), Phase 1B-2, based on the outcome of the bench testing.

Acronyms and Abbreviations in this Report:

The following acronyms and abbreviations have been used in this report:

CIP	Capital Improvement Project
City	Park City Municipal Corporation
CH2M	CH2M Hill Engineers, Inc.
DWQ	Utah Division of Water Quality
EPA	Environmental Protection Agency
M-I-W	Mining-Influenced-Water
PCMC	Park City Municipal Corporation
PSA	Professional Services Agreement
RFQ	Request for Qualifications
SCO	Stipulated Compliance Order
UPDES	Utah Pollutant Discharge Elimination System
Water	Park City Municipal Water Department
WQTS	Water Quality and Treatment Solutions, Inc.

Background:

In 2009, EPA Region 8 and the Utah Division of Water Quality (DWQ) directed Park City to obtain UPDES permits for the Judge Tunnel and Spiro Tunnel. Concurrent with the issuance of discharge permits for the tunnels DWQ and PCMC entered into a Stipulated Compliance Order (SCO). The SCO requires Park City to develop and implement a plan under an Integrated Framework, generally, by first addressing discharges at the Judge Tunnel, followed by Spiro Tunnel discharges at a later date.

To address the requirements of the SCO, Water Department staff developed a draft project charter which includes goals and guiding principles to meet the requirements outlined in the SCO. To achieve these goals and guiding principles, the project has been undertaken in multiple phases with each progressive phase more clearly defining the next.

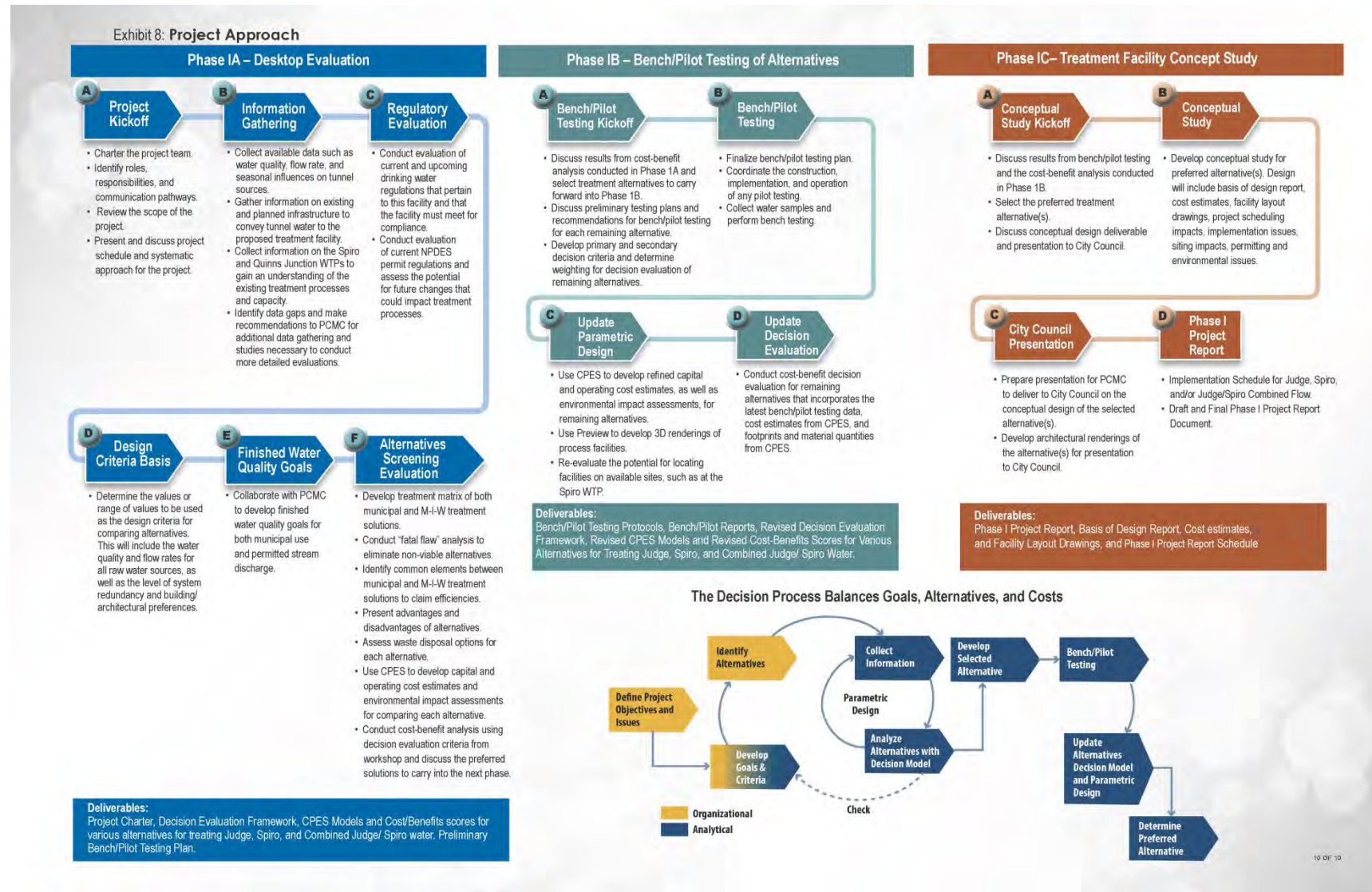
PHASE I (Treatment Process Evaluation)

Phase I of the Judge and Spiro Tunnels M-I-W Treatment Project has been identified as having the primary goal of; *Identify Viable Treatment Alternatives that reliably meet the UPDES permit limits and drinking water regulations for Judge, Spiro, and combined Judge/Spiro Mining-Influenced Waters.* The purpose of Phase I is to identify viable treatment process alternatives, identify 2 to 3 preferred alternatives, and advance the preferred alternatives to Phase II (Treatment Location and Siting Evaluation).

Phase I has been further divided into three segments, each of which is to be more completely defined by the previous segment. The segments: Phase IA – Desktop Evaluation; Phase IB – Bench/Pilot Testing of Alternatives; and Phase IC – Treatment Facility Concept Study are briefly described in the following graphical illustration.

Phase IA (Desktop Analysis) work has recently been completed and treatment process alternatives have been recommended by the consultant. Staff has reviewed these recommendations and is now prepared to proceed with Phase IB (Bench/Pilot Testing). The contract amendments included in this staff report will promote the Project into Phase IB.

The following illustration represents Phase I of the Project.



Proposed Phase IB Consultant Services

Phase IB – Bench/Pilot Testing of Alternatives will further refine and validate the preferred treatment alternatives, which were identified in Phase IA, through bench-scale and pilot-scale testing, analysis, and comparative evaluations. Evaluations will implement: the development of quantifiable performance measures; comparison of treatment alternatives in direct relation to the project goals and objectives; an approach that defines constraints to bound the problem and avoid consuming unnecessary time analyzing or debating alternatives that are physically, economically, environmentally, or even politically infeasible.

The complexities associated with metals removal in water treatment piloting testing efforts can be expensive and personnel intensive. To facilitate cost-effective decision making with regards to the Phase IB effort, the Phase IB pilot-scale testing work has been deferred until bench-scale testing has been completed. This bench-scale testing and associated pilot-scale protocol development work is scoped as Phase IB-1.

Staff has reviewed the scope of services required to address bench and pilot-scale testing for the recommended treatment process alternatives. Because of the complexities associated with metals removal in water treatment and the associated bench and pilot-scale testing it was determined that the bench-scale testing would most effectively and efficiently be performed utilizing two consultants, both of which are currently under contract with the City to support these efforts. Therefore, amendments to two existing contracts (WQTS and CH2M. agreements) are being recommended for the Phase IB-1 portion of the work. WQTS is the City's Water Treatment Advisory and Assistance Services consultant, and is well qualified to perform bench-testing. CH2M Hill will continue with the treatment process evaluations and integrate bench-scale testing into the ongoing program.

To meet milestones outlined in the SCO, the Phase IB (Bench and Pilot testing) schedule is planned to be completed by July 1, 2016.

Analysis

A Request for Qualifications (RFQ) was issued on December 8, 2014 for the purpose of obtaining professional engineering services to assist the City in meeting the SCO requirements and the City's long-term treatment requirements and goals for the tunnel waters. The RFQ anticipated that the City may choose to include Phase 1A, 1B, and/or 1C, work and/or add additional project phases to the scope of services. CH2M was selected as the project consultant.

WQTS was selected for the project through a similar but separate RFQ selection process. The RFQ was issued on September 19, 2012, and WQTS was selected to provide water treatment advisory and assistance services to the City to measure, plan, and meet treatment system performance initiatives, needs, programs, and goals. WQTS supports the City's personnel and resources to ensure projects are properly developed and that the proper level of professional review is provided to identify and address

issues during the pre-engineering and design process. This includes strategies related to water resource initiatives in the area of water quality and treatment to meet the City's overall system needs, goals, and objectives.

CH2M Addendum

The current Professional Services Agreement (PSA) with CH2M, in an amount of \$185,000, was approved by City Council on March 19, 2015. The staff report for the PSA can be found at:

<http://www.parkcity.org/Modules/ShowDocument.aspx?documentid=14558>

The (PSA) was based on an approach that, due to the complex and progressive nature of the project, anticipated future project phases would be presented to City Council as amendment(s) to the initial PSA and that the total contract amount, including amendments associated with future phases, would significantly exceed the initial PSA amount.

Following substantial completion of Phase IA, staff has developed and negotiated the scope of services and associated fee with CH2M, included as Exhibit A to this Staff Report. The scope of services and fee summary are to be included in the First Addendum to the Professional Services Agreement in an amount not-to-exceed of \$135,000.00. Staff feels that these fees are usual and customary with projects of this type, scope, and complexity.

WQTS Addendum

The current PSA with WQTS, in the amount of \$263,400, was approved by City Council on January 24, 2013. A First Amendment to the Agreement extending WQTS's contract term was executed by the City Manager on November 13, 2014.

This staff report addresses and recommends a Second Addendum to the Professional Services Agreement (PSA) for the Phase IB-1 Project related engineering services by WQTS. Following substantial completion of Phase IA, staff has developed and negotiated the scope of services and associated fee with WQTS, included as Exhibit B to the Staff Report. The scope of services and fee summary are to be included in the Second Addendum to the PSA in an amount not-to-exceed of \$55,500.00. Staff feels that these fees are usual and customary with projects of this type, scope, and complexity.

Other Phase IB-1 Project Costs

Certified laboratory testing will be in addition to the two contracts and will be paid for directly by the City.

Project Management

The City's project manager will continue to be Roger McClain working under the guidance of the Public Utilities Director. **Department Review:**

This report has been reviewed by representatives of Public Utilities, Legal, and the City Manager's Office and their comments have been integrated into this report.

Alternatives:

A. Approve:

Council could approve staff's recommendation.

B. Deny:

Council could deny staff's recommendation. Staff has developed an approach to studying, designing, and constructing a system that will ensure compliance with the UPDES permits for water draining from the Judge and Spiro Tunnels. Denying this approach would result in staff returning to Council with a request to modify current Council direction to comply with the UPDES permits. Staff would also need to modify our approach for the drinking water quality goals we have developed for this project including addressing the aging Spiro Water Treatment Plant.

C. Modify:

Council could modify the request for either or both agreement amendments. Modifying the request for either or both could result in a delay to the project as the impacts of the requested modifications on the planning, engineering and/or testing elements are evaluated.

D. Continue the Item:

Council could continue the request for either or both agreement amendments. Continuing the request for either or both agreement amendments could result in a delay to the project until key elements can be addressed.

E. Do Nothing:

Staff does not recommend this alternative. Doing nothing would delay treatment evaluations for the time-critical project and create a potential inability to meet existing water obligations, future water quality requirements, and compliance with the SCO.

Significant Impacts:

	Preserving & Enhancing the Natural Environment (Environmental Impact)	Responsive, Cutting- Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	+ Managed natural resources balancing ecosystem needs + Enhanced water quality and high customer confidence + Adequate and reliable water supply - Reduced municipal, business and community carbon footprints	+ Fiscally and legally sound + Well-maintained assets and infrastructure + Streamlined and flexible operating processes
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Positive 	Positive 

Funding Source:

The funding for the project is water service fees and is included in the approved 5-year Water CIP and long term costs of this project are included in the Water Department's long term comprehensive financial model.

Consequences of not taking the recommended action:

Delays in the treatment process evaluation will potentially impact the ability to meet the requirements of the Clean Water Act and/or deadlines related to the SCO for the Judge and Spiro Tunnel source water. This could potentially result in the inability to meet compliance obligations and/or result in fines.

Recommendations:

Summary Recommendation No. 1:

Staff recommends Council authorize the City Manager to execute the First Amendment to the Professional Services Agreement, in a form approved by the City Attorney, with CH2M Hill Engineers, Inc., for Judge and Spiro Tunnels Mining-Influenced-Water Treatment Evaluation Phase IB-1 Engineering Services and for an increase to the agreement in an amount not to exceed \$135,000.

Summary Recommendation No. 2:

Staff recommends Council authorize the City Manager to execute the Second Amendment to the QJWTP Modifications–Water Treatment Advisory and Assistance Services Professional Services Agreement, in a form approved by the City Attorney, with Water Quality and Treatment Solutions, Inc., for Judge and Spiro Tunnels Mining-Influenced-Water Treatment Evaluation Phase IB-1 and for an increase to the agreement in an amount not to exceed \$55,500.

Exhibits:

EXHIBIT A: Judge and Spiro Tunnels Mining-Influenced-Water Treatment Evaluation – Phase IB-1 Engineering Services, CH2M, Scope of Services and Fee Summary

EXHIBIT B: Judge and Spiro Tunnels Mining-Influenced-Water Treatment Evaluation – Phase IB-1 Engineering Services, WQTS, Inc., Scope of Services and Fee Summary

EXHIBIT A

**Judge and Spiro Tunnels Mining-Influenced-Water Treatment Evaluation –
Phase IB-1 Engineering Services**

CH2M HILL ENGINEERS, INC.
SCOPE OF SERVICES AND FEE SUMMARY

Exhibit A

CH2M First Addendum Scope of Services and Fee Summary

Park City Municipal Corporation

Engineering Services for Judge and Spiro Tunnels Mining- Influenced Water Treatment, Phase IB-1

This Scope of Services is to the SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT (AGREEMENT) between Park City Municipal Corporation (OWNER) and CH2M HILL ENGINEERS, Inc. (ENGINEER), dated April 2, 2015. The work covered under this Scope of Work includes engineering services to support the project including bench testing support, preparation and support for future pilot testing, and revisions to the alternatives screening evaluation completed in Phase 1A. This phase of work is designated as Phase IB-1.

Scope of Services

The services to be provided under this Scope of Services are categorized into the following tasks and subtasks.

Task 1—Project Management

The purpose of this task is to provide for the continuation and overall management of project activities. An overall schedule and work plan for this phase will be prepared and implemented so that work activities are completed in a properly integrated and timely manner. In addition, this task includes those elements necessary to properly manage, lead, and control the project.

Subtask 1.A - Project Planning: Update the project management plan (PMP) describing level-of-effort, schedule, deliverables, and quality reviewers for each activity and the project as a whole as needed for the additional work included in this Amendment. Execute the PMP, proactively identify potential deviations, and implement corrective actions as needed. Included in this subtask are the following activities to be completed by the ENGINEER:

- Staff management: identify and utilize the appropriate staff for each project activity. Supervise the project team and identify actions needed to maintain the project schedule
- Change management: plan for project changes as the work is executed. Changes in scope will be communicated to OWNER. ENGINEER will provide progress reports to OWNER's project manager, as necessary.
- Monitor progress, identify changes, and provide OWNER with proactive communications regarding changes.
- Develop a decision log for documenting decisions made during the project and an action item log with deadlines.
- Maintain the SharePoint site for use by the OWNER and ENGINEER project team.

- Schedule: prepare and provide periodic updates to the Project Schedule (in a bulleted Milestone list format) showing preliminary dates for deliverables and anticipated dates for workshops, quality control (QC) reviews, meetings, and submittals.

Subtask 1.B - Overall Project Coordination: Monitor and direct the work and track progress against project goals and requirements. Adjudicate approaches, goals, or constraints identified or faced by ENGINEER's team. Coordinate with PCMC to assess overall satisfaction and meeting goals.

Subtask 1.C - Progress Reports and Invoicing: Prepare monthly progress reports and invoices identifying work completed versus planned schedule and budget milestones. Respond to PCMC questions and address concerns. As requested, develop short (3-5 slides) summary PowerPoint presentation materials for PCMC use in informing City Council of activities.

Subtask 1.D - Quality Control Review, Coordination, and Response: Implement and carry out a quality assurance/quality control (QA/QC) program. ENGINEER will coordinate the participation of senior reviewers and perform internal QC review of work products at appropriate points in the project. Formal internal QC review of work products will be performed prior to sending deliverables to OWNER for review.

Midway through the phase of work (Phase IB-1) described in this scope of services, ENGINEER will develop the scope of services and budget for Phase IB-2, Pilot Testing.

Task 1 Deliverables

- Monthly milestone schedule and decision log updates
- Summary slides updating completed activities, on an as requested basis
- Monthly progress reports and Invoices
- Scope of Services and budget for Phase IB-2, Pilot Testing

Task 2 – Bench Testing Support

For this Task 2, the ENGINEER will complete bench testing support, as outlined in the following subtasks:

- Development of Testing Matrix
- Review of Experimental Test Plan
- Review of Test Results
- Review of Summary Technical Memorandum (TM)
- Regulatory Review Meeting

All bench testing will be performed by PCMC's WATER QUALITY ADVISORY CONSULTANT, Water Quality & Treatment Solutions (WQTS), under a separate agreement between PCMC and WQTS.

Subtask 2.A – Development of Testing Matrix: ENGINEER will provide input to WQTS to develop a draft matrix of bench scale water tests based on the data gaps identified in Phase IA. The ENGINEER's project team will have up to three conference calls with WQTS and provide input and comments to WQTS's treatment matrix and scope of work.

Throughout the duration of testing, PCMC, WQTS, and CH2M may revisit the matrix one additional time to address unforeseen conditions or conclusions drawn from preliminary tests.

Subtask 2.B – Review of Experimental Test Plan: ENGINEER will review WQTS's draft bench testing Experimental Test Plan. ENGINEER will provide written comments and participate in a conference call with PCMC and WQTS to adjudicate comments. It is anticipated that a second phase of bench testing

may be required. ENGINEER will repeat this review, comment, and conference call for a second phase of bench testing if needed.

Subtask 2.C – Review of Test Results: ENGINEER will provide regular review of bench testing performed by WQTS. The duration of bench testing is assumed to be three months, from August through October. ENGINEER will host bi-weekly conference calls with WQTS and PCMC to discuss results and to plan future testing. At the midpoint of the investigation, ENGINEER will attend one Bench Test Results Workshop in Park City, UT. The workshop will be attended by the ENGINEER's Project Manager and Project Engineer. Throughout the duration of the bench testing, ENGINEER will review and comment on bench testing results as provided by WQTS and PCMC.

Subtask 2.D – Review of Summary TM: ENGINEER will review WQTS's Bench Testing Summary TM. ENGINEER will provide written comments to PCMC and WQTS and participate in one conference call to discuss the Summary TM.

Subtask 2.E – Regulatory Review Meeting: ENGINEER will prepare for and attend one meeting with Utah Regulators (e.g., DDW and DWQ). PCMC will set the meeting and determine which agencies and individuals should attend. The goal of the workshop will be to update the regulators on the bench testing results. The meeting will be attended by the ENGINEER's Project Manager and Project Engineer.

Task 2 Deliverables

- Written comments on Testing Protocol
- Agenda and workshop summaries (minutes) for Bench Test Results Workshop and Regulatory Meeting, one (1) electronic copy each in Adobe PDF.
- Written comments on WQTS's Experimental Test Plan and Summary TM

Task 3 –Preparation and Support for Future Pilot Testing

For this Task 3, the ENGINEER will complete preparation and support for PCMC's planned future pilot testing, as outlined in the following subtasks:

- Develop Pilot Objectives and Experimental Plan Matrix
- Equipment Selection and Facility Layout
- Analytical Plan
- Staffing Plan
- Develop Pilot Protocol

Subtask 3.A – Develop Pilot Objectives and Experimental Plan Matrix: ENGINEER will develop an experimental plan matrix to help define the piloting objectives, the pilot tests required, their order, and the duration of each test. This plan will build on the results from the Bench Testing phase.

Subtask 3.B – Equipment Selection and Facility Layout: ENGINEER will provide a list of needed equipment to meet PCMC's piloting goals. ENGINEER will coordinate with vendors and suppliers and support the equipment procurement and/or leasing agreement effort to be led by PCMC. ENGINEER will work with PCMC to determine the pilot facility location and layout. This subtask will include coordination of raw water supplies from Spiro and Judge Tunnels, as well as power feeds and waste lines required. ENGINEER will develop a red-line hand mark up of existing Spiro WTP drawings to indicate how to accommodate pilot testing equipment. The level of effort is assumed to not exceed five total site civil drawings and/or interior mechanical/electrical drawings. The ENGINEER's Project Manager will visit the site once during this subtask for a meeting with PCMC, and the ENGINEER's Project Engineer will visit the site up to three times during this subtask.

Subtask 3.C – Analytical Plan: ENGINEER will develop an analytical plan for pilot testing. The analytical Plan will include the level of on-line instrumentation required and the data management framework for on-line instruments. The on-line instrument needs will be coordinated with Subtask 3.B for procurement or lease by PCMC. Additionally, the plan will include a detailed description of grab sample points, sampling methods, and frequency. For the grab samples that will be analyzed on site, the plan will provide a sampling schedule, testing methodologies, equipment required, and data management framework. For the samples that will be analyzed by a third party laboratory, a logistics plan for transporting samples to the laboratory and a data management framework will be developed. An analytical cost estimate will be provided for pilot planning purposes.

Subtask 3.D – Staffing Plan: ENGINEER will develop a staffing plan for pilot testing, based on the outcomes of discussion with PCMC. The plan will include the quantity of staff required and the shift schedule to facilitate continuous operations. The plan will also detail ENGINEER and PCMC resources and responsibilities during the piloting campaign.

Subtask 3.E – Piloting Protocol: ENGINEER will combine the work products of Subtask 3.A through Subtask 3.D into a Piloting Protocol. Additionally, the ENGINEER will prepare and attend one Piloting Kickoff Workshop with PCMC to charter the piloting team.

Task 3 Deliverables

- Five site and/or electrical/mechanical drawing redline hand markups.
- Technical Summary Memoranda excerpts for Tasks 3.A, 3.B, 3.C, and 3.D, each submitted electronically in Adobe PDF.
- Piloting Protocol submitted electronically in Adobe PDF
- Agenda and summaries (minutes), one (1) electronic copy in Adobe PDF.

Task 4 –Alternatives Screening Evaluation Revision

For this Task 4, Alternatives Screening Evaluation Revision, the ENGINEER will incorporate findings from the Bench Testing Phase and update the Alternative Screening Evaluation performed in Phase 1A of this Project. Activities for this task are outlined in the following subtasks:

- Revise Alternatives Screening Evaluation
- Summary Workshop and Revised TM
- Preliminary Site Modeling

Subtask 4.A – Revise Alternative Screening Evaluations: ENGINEER will utilize data gathered during the Bench Testing investigation to update the alternatives screening evaluation models. Additionally, ENGINEER will work with equipment vendors to refine design assumptions for titanium dioxide and zeolite adsorptive media to better refine the alternative screening evaluations.

Subtask 4.B – Summary Workshop and Revised Technical Memorandum: ENGINEER will prepare a TM consisting of a revised Executive Summary that summarizes the revisions to the Phase 1A Technical Memorandum, Desktop Evaluation Summary. ENGINEER will attend one workshop to discuss the results and conclusions.

Subtask 4.C – Preliminary Site Modeling: ENGINEER will prepare Google-Sketch Up block models for visualization of one alternative to be determined by PCMC. PCMC will provide a site size and parameters (e.g., 3 acres, length to width ratio of 2:1, access restrictions) to serve as the basis for the site layout. The site modeling will be presented to PCMC at the same workshop for Subtask 4.B. The workshop will be attended by the ENGINEER's Project Manager, Project Engineer, and Process Lead.

Task 4 Deliverables

- Technical Summary Memorandum for Subtask 4.B submitted electronically in Adobe PDF.
- Preliminary Site Layout in Adobe PDF and Google Sketch-Up

Task 5 –Allowance

Task 5 consists of a project allowance to be applied to any of the following activities, or any other activities as approved by PCMC's Project Manager, that may be required as part of this investigation:

- Additional Bench Testing Support not included in Task 2
- Additional Red-Line drawings required beyond the five site and electrical/mechanical drawing described in Task 3
- Additional procurement support for piloting/laboratory equipment described in Task 3
- Additional site models beyond the single site model described in Task 4
- Additional optimization of alternatives or site-specific analyses of options
- Additional workshops with PCMC during this Phase IB-i

Amendments

The OWNER may elect to amend the contract at a later date for the following tasks.

- Phase IB-ii: Pilot Testing of Alternatives
- Phase IC: Treatment Facility Concept Study

Assumptions

The following assumptions were used in developing this Scope of Services and fee for ENGINEER's services. These assumptions are in addition to the scope and additional services set forth in the preceding scope of services:

- OWNER and/or ENGINEER will give prompt notice whenever it is observed or becomes apparent that a development may affect the scope or timing of the Project.
- Aerial mapping and existing site and utility plans will be provided by PCMC. PCMC staff to provide other additional information as needed.
- Workshops will be conducted with PCMC key personnel at OWNER's office and be no longer than 4 hours in duration.
- OWNER will make its facilities accessible to ENGINEER, as required for ENGINEER's performance of its services.
- Cost estimates will be consistent with Class 5 estimates as defined by the Estimate Classification system of the American Association of the Advancement of Cost Engineering International (AACE International), formerly known as the American Association of Cost Engineers (AACE). The estimates will be developed without detailed engineering data and are considered approximate. Class 5 estimates are normally expected to be accurate within minus 50 percent to plus 100 percent. This range implies that there is a high probability that the final project cost will fall within the range.

Schedule

The activities associated with this Scope of Services will be completed in accordance with the following approximate schedule assuming Notice to Proceed authorizing the above described work is approved at the July 30, 2015, City Council meeting:

- All tasks – Completed by July 1, 2016

FIRST ADDENDUM FEE SUMMARY

EXHIBIT B-1:

Description	Fee
Time and Materials: Task 1 Project Management	\$ 12,488
Time and Materials: Task 2 Bench Testing Support	\$ 35,610
Time and Materials: Task 3 Preparation and Support for Future Pilot Testing	\$ 33,570
Time and Materials: Task 4 Alternatives Screening Evaluation Revision	\$ 33,240
Time and Materials: Task 5 Allowance	\$ 20,000
<i>Total Consultant (including sub consultants) Labor, including mark-ups</i>	<i>\$ 124,044</i>
<i>Total Direct Costs, including mark-ups</i>	<i>\$ 10,864</i>
TOTAL FEE	\$ 134,908

Note: Time and Materials based on EXHIBIT B-2

EXHIBIT B-2: PER DIEM RATE SCHEDULE AND DIRECT EXPENSES

Functional Category	Personnel	Hourly Rate
Senior Program Manager		\$ 298
Program Manager		\$ 280
Principal Project Manager/Principal Technologist	Paul Swaim, Hal Davis	\$ 225
Sr. Project Manager/Sr. Technologist	Joseph Zalla	\$ 195
Project Manager/Engineer Specialist		\$ 175
Associate Project Manager/Project Engineer	Brock Emerson	\$ 150
Associate Engineer		\$ 130
Staff Engineer 2		\$ 120
Staff Engineer 1		\$ 105
Engineering/Environmental Tech 5		\$ 140
Engineering/Environmental Tech 4		\$ 130
Engineering/Environmental Tech 3		\$ 115
Engineering/Environmental Tech 2		\$ 95
Senior Office Administration		\$ 102
Office/Clerical/Accounting		\$ 82

(1) Per diem rates include allowances for salary, payroll, taxes, fringe benefits, overhead, and profit, but do not include allowances for direct expenses.

(2) These rates are effective until December 31, 2015.

(3) Rate Schedule subject to annual revision to reflect current rates. Submittal of proposed ENGINEER rate schedule adjustments and associated contract impacts to occur 30 days minimum prior to each December 31 for review by the OWNER. OWNER authorized rate schedule adjustments to become effective the following January 1.

(4) Auto Mileage billed at Current IRS Rate. Auto Rentals, Other Travel, Equipment Rental, and Postage/ Freight billed at Actual Rate. Subcontractors and Outside Services Billed at Actual +10%.

EXHIBIT B

**Judge and Spiro Tunnels Mining-Influenced-Water Treatment Evaluation –
Phase IB-1 Engineering Services**

WATER QUALITY AND TREATMENT SOLUTIONS, INC.
SCOPE OF SERVICES AND FEE SUMMARY

Exhibit B

WQTS – Second Addendum

Scope of Services and Fee Summary

Park City Municipal Corporation

Engineering Services for Judge and Spiro Tunnels Mining-Influenced Water Treatment, Phase IB-1

Bench-Scale Testing of Treatment Alternatives for Mining-Influenced Water

Scope of Work

Water Quality & Treatment Solutions, Inc. (WQTS) is providing professional and technical services to the Park City Municipal Corporation (PCMC) in support of its overall program to implement full treatment of its mining-influenced water (MIW) supply from the Spiro Tunnel and the Judge Tunnel. PCMC retained the services of CH2M to evaluate alternative treatment scenarios and identify a short-list of viable treatment schemes that meet both the drinking water limits and stream discharge limits. WQTS was then tasked to develop and implement a bench-scale testing program to validate the effectiveness of the short-listed treatment schemes and identify chemical treatment needs under its existing contract for as-needed water quality services. The information gathered during bench-scale testing will assist in refining the full-scale cost projections and focus the subsequent pilot-scale testing planned for later this year.

SHORT-LISTED TREATMENT ALTERNATIVES

The treatment alternatives evaluation identified two treatment scenarios that have a high potential of meeting the treated water quality goals at a reasonable cost. These two treatment schemes are depicted schematically in Figure 1. The treatment schemes recognize that the two primary constituents in the MIW are suspended material and metals. The pre-treatment portion of each of the two trains is aimed primarily at removing suspended material, with the selection of chemical type and dose being optimized to maximize the removal of dissolved metals.

Under Alternative 1, which is a conventional filtration treatment train, ferric chloride is added as a coagulant for particulate removal, as well as partial metals removal (e.g., arsenic). Chlorine is added at the rapid mix primarily for Thallium oxidation as feasible and iron and manganese removal. Caustic may also be added at the rapid mix to increase the pH to approximately 9.0 for the purpose of improved zinc removal. If the pH is increased for zinc removal, an acid may need to be added after filtration to lower the pH to 7.5 or 8.0 before the water is fed to the distribution system.

Additional metals removal is viable with a post-filtration adsorption process that uses specialty resins (e.g., MetSorb®) or natural material (e.g., zeolite) for antimony, cadmium, zinc, and selenium.

Under Alternative 2, which is a conventional lime softening treatment train, lime and/or caustic soda are added to raise the pH to 10 or 11 to induce the precipitation of CaCO_3 and possibly $\text{Mg}(\text{OH})_2$, which then promote the co-precipitation of various metals. Ferric chloride is added to improve the removal of suspended material, and chlorine may be added to oxidize Thallium and improve its precipitation. After clarification, an acid is added (most likely CO_2) to reduce the pH and stop the precipitation of CaCO_3 before filtration. Similar to Alternative 1, if additional metals removal is required, it can be achieved with a post-filtration adsorption process that uses specialty resins (e.g., MetSorb®) or natural material (e.g., zeolite).

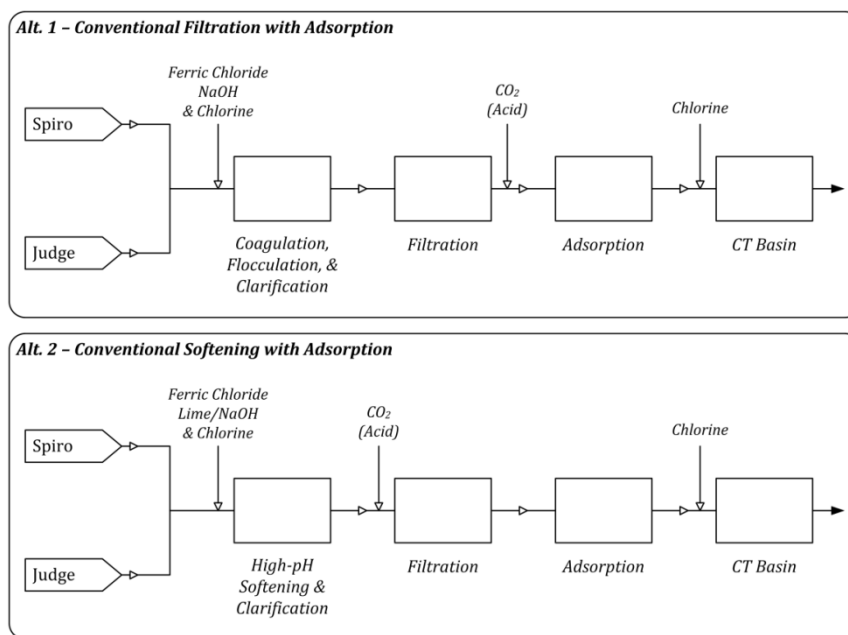


Figure 1 – Shortlisted Treatment Trains

BENCH-SCALE TESTING CONDITIONS

Bench-scale testing will be conducted on Judge water and on 100% Judge water and 100% Spiro water with the idea that a treatment system that is capable of treating each water source can also treat a blend of the two. Testing will focus on two parts of the treatment schemes: The first is the chemical pretreatment processes, including coagulation, flocculation, and sedimentation under

Alternative 1 discussed above, as well as lime softening and clarification under Alternative 2. The second is the metals removal process with the adsorption process. In all the bench-scale tests conducted in this effort, the removal of the following limited list of metals will be evaluated:

Antimony	Arsenic	Cadmium	Copper	Manganese
Lead	Zinc	Selenium	Iron	Thallium

Test 1 – Oxidation & Precipitation of Thallium. Thallium, Tl, is present at elevated levels in Spiro water, but not in Judge water. In the environment, Thallium typically exists as Tl^+ , which is a soluble form of Tl in water. However, the oxidized form of Thallium, Tl^{3+} , is insoluble in water and precipitates as $Tl_2O_3(s)$. Therefore, one of the effective Thallium removal approaches is to oxidize Tl^+ to Tl^{3+} and then capture the precipitate through downstream coagulation and filtration processes. Unfortunately, the rate of oxidation of Tl^+ to Tl^{3+} is slow and requires a high dose of a strong oxidant. This test will focus on evaluating the ability of different oxidants to oxidize Tl^+ to Tl^{3+} at ambient pH and at an elevated pH of ~9.0. The testing matrix is presented in Table 1 below. Oxidants to be evaluated include chlorine, chlorine dioxide, and hydrogen peroxide. In order to determine the extent of oxidation achieved, the oxidized waters will then undergo a coagulation, flocculation, and sedimentation test with and without ferric chloride addition. The settled waters will then be filtered through a 1 μm filter paper and analyzed for Thallium. The significance of this analysis is that the size of the precipitate is related to the efficiency of its removal with coagulation and filtration.

Table 1 – Preliminary Experimental Matrix for Test 1

Parameter	Level	Values
Water Sources	2	Spiro & Judge
Type of Oxidant	3	chlorine, chlorine dioxide, and hydrogen peroxide
Oxidant Dose	3	TBD
pH	2	ambient & 9.0
Ferric Chloride Dose	2	0 and TBD
Total Conditions	72	

Test 2 – Coagulation Jar Testing. This test will explore the effect of ferric chloride dose and water pH on the coagulation and clarification of suspended material, as well as dissolved metals. Table 2 includes a preliminary experimental matrix for this test. A range of 5 ferric chloride doses will be evaluated, along with two pH values: ambient and adjusted to a pH of ~9.0. The purpose of the high-pH test is to explore the potential improvement in removal of some metals, such as zinc, without compromising the effectiveness of the coagulation process for turbidity and metals removal (i.e. arsenic, lead). Special attention will also be given to the potential for calcium carbonate precipitation at the elevated pH. Based on the results of Test 1, pre-oxidation conditions will be selected and implemented during jar testing for the purpose of oxidizing and removing

Thallium. All settled waters will be filtered through a 1 µm filter paper to simulate media filtration after clarification.

Table 2 – Preliminary Experimental Matrix for Test 2

Parameter	Level	Values
Water Sources	2	Spiro & Judge
Type of Pre-Oxidant	1	TBD based on Test 1 Results
Pre-Oxidant Dose	1	TBD based on Test 1 Results
pH	2	ambient & 9.0
Ferric Chloride Dose	6	0, 5, 10, 20, 30, and 50 mg/L
Total Conditions	24	

Test 3 – High-pH Softening. This test will evaluate the removal of metals through high-pH lime softening. Table 3 includes a preliminary experimental matrix for this test. Based on the results of Test 1, a preoxidant type and dose will be selected and implemented. Multiple lime doses will be used to achieve pH values between 9.5 and 11, in conjunction with ferric chloride in a standard jar testing approach. The settled water will be acidified to pH 7.5, filtered through a 1-µm filter paper to simulate granular media filtration, and then analyzed for metals.

Table 3 – Preliminary Experimental Matrix for Test 3

Parameter	Level	Values
Water Sources	2	Spiro & Judge
Type of Pre-Oxidant	1	TBD based on Test 1 Results
Pre-Oxidant Dose	1	TBD based on Test 1 Results
Lime Dose	4	Target pH values of 9.5, 10, 10.5, and 11
Ferric Chloride Dose	6	0, 5, 10, 20, 30, and 50 mg/L
Total Conditions	48	

Test 4 – Metal Adsorption. This test will evaluate the adsorption of the metals present in the two water sources on multiple adsorbents: MetSorb® media and two natural zeolites, including clinoptilolite. While zeolites are expected to have a lower capacity for metals than MetSorb®, they are far less costly, which may offset their high(er) replacement frequency compared to that of MetSorb®. Two types of bench-scale tests are typically conducted: 1) batch adsorption isotherm tests and 2) column adsorption tests. While column adsorption tests are more representative of the dynamic conditions encountered during the operation of a full-scale adsorption process, they will not be conducted in this effort for several reasons: First, since breakthrough of the metals is expected to occur after several months of operation, it will take several weeks of bench-scale operation to reach the breakthrough time. This will require large volumes of water and high cost.

In addition, since the adsorption process is to be located downstream of chemical treatment, all water used for column testing will need to be chemically treated and filtered, which is very challenging at bench-scale. Finally, since pilot-scale testing of the adsorbents will be conducted, there is little added value by conducting column testing at the bench. Instead, adsorption isotherm tests will be used to provide preliminary information on the relative adsorption of metals on the various adsorbents. Isotherm tests can also be used to estimate the adsorbent replacement frequency, which will help in the planning of the pilot scale testing effort.

Adsorption isotherm tests involve the addition of multiple masses of an adsorbent to a set of bottles containing a fixed volume of the test water. The bottles will then be capped, set on a shaker table, and allowed to equilibrate for a period of time before they are opened and analyzed for dissolved metals. To help shorten the equilibration period, each adsorbent will be crushed to smaller size particles to expedite the adsorption kinetics. Table 4 includes a preliminary experimental matrix. The water used in bench-scale tests will undergo pre-treatment under conditions selected after the completion of Tasks 1 and 2. Jar testing and 1- μ m filtration will be conducted to collect sufficient volume for the adsorption tests. The filtered water will then be used in the adsorption testing.

Table 4 – Preliminary Experimental Matrix for Test 4

Parameter	Level	Values
Water Sources	2	Spiro & Judge
Type of Pre-Oxidant	1	TBD based on Test 1 Results
Pre-Oxidant Dose	1	TBD based on Test 1 Results
Ferric Chloride Dose	1	TBD based on Test 2 Results
Adsorbent Type	3	MetSorb® and two natural Zeolites
Adsorbent Dose	6	0, 10, 20, 40, 60, & 100 mg/L
Contact Time	1	14 days
Total Conditions	36	

SCOPE OF WORK

The following is a brief description of the tasks to be conducted under this effort.

Task 1 – Prepare an Experimental Test Plan

Prior to initiating the bench-scale testing, WQTS will prepare a detailed experimental test plan that defines the testing conditions, such as coagulant doses, contact times, oxidant doses, etc., as well as the specific analyses to be conducted on each treated water condition. The test plan will be reviewed by PCMC and CH2M. The plan will then be revised based on comments received before testing begins.

Task 2 – Conduct Bench-Scale Testing

WQTS will coordinate with PCMC staff to collect and ship a predetermined volume of each source water to WQTS Laboratory in Los Angeles. Each source will be analyzed for general water quality. WQTS will setup all the testing equipment and conduct the bench-scale testing in accordance with the test plan developed in Task 1. Samples collected during the testing will be sent to either EEA Laboratories in California, or to ChemTech Ford Laboratories in Utah, as desired by PCMC.

Task 3 – Prepare Technical Memorandum

Once the results are obtained from the laboratory, WQTS will prepare a Technical Memorandum (TM) that presents the details of the testing conducted, analyzes the testing results, and develops conclusions and recommendations for pilot testing. The TM will be submitted to PCMC and CH2M for review. WQTS will then revise the TM based on the comments received, and submit it to PCMC and CH2M.

ANTICIPATED COST & SCHEDULE

A breakdown of the bench-scale testing cost is presented in Table 5. The labor cost for completing all project activities is estimated at \$53,060. The non-labor costs are limited to \$1000 for shipping samples to the Laboratory for analysis, and \$1,000 for consumables. Per discussion with PCMC staff, the cost of shipping the water from PC to WQTS and the analytical cost will be paid for directly by PCMC. The resulting total WQTS cost is projected at \$55,260.

Table 5 – Breakdown of Bench-Scale Testing Cost

Task	Labor Cost	Other Direct Costs (ODCs)				Total Task
		Shipping	Supplies	Outside Lab	Total ODCs ⁽¹⁾	
Testing Plan, Lab Prep., Receive Water, & Closeout	\$12,330	\$0	\$1,000	\$0	\$1,100	\$13,430
Conduct Bench Testing	\$27,610	\$1,000	\$0	\$0	\$1,100	\$28,710
Data Analysis & Reporting	\$13,120	\$0	\$0	\$0	\$0	\$13,120
TOTAL	\$53,060	\$1000	\$1000	\$0	\$2,200	\$55,260

(1) Includes a 10% markup.

The overall effort should be completed within 3 to 4 months of receipt of notice to proceed from the City. One of the challenges facing the schedule is the fact that the results of some tests need to be received from the laboratory before the conditions can be set for other tests. The typical Turn-around-time (TAT) for a commercial laboratory is 2 to 3 weeks depending on workload and number of samples analyzed.



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

This agreement would authorize the City Manager to enter into a professional service provider agreement in a with Prothman, to conduct the Community Development Director search.

Respectfully:

Michael Sanchez,

City Council Staff Report



Author: Brooke Moss, HR Manager
Diane Foster, City Manager
Subject: Community Development Director Recruitment Professional Service
Provider Contract Award
Date: July 30, 2015
Type of Item: Administrative - Award of Contract

Summary Recommendation –

Authorize the City Manager to enter into a professional service provider agreement in a form approved by the City Attorney's Office with Prothman, in the amount of Twenty Thousand, Five Hundred Dollars (\$20,500) plus expenses for a total not to exceed \$30,000.

Topic: Recruitment firm Professional Service Provider contract award

Acronyms used in this report:

CDD Community Development Director
RFP Request for Proposal

Background:

Following the reorganization of Building, Planning, and Engineering, the City posted a request for proposals (RFP) on the City website for a recruitment firm to begin the process of finding a Community Development Director (CDD). Bids were submitted and examined by staff and Human Resources. Based upon the selection criteria, one firm was chosen for consideration of a Professional Service Provider Contract.

Analysis:

The RFP was posted on the City's website. Two bids were submitted from the following vendors:

Prothman
Search Group Partners

A selection committee was formed and included the following participants:

Diane Foster
Brooke Moss

Pursuant to Park City's purchasing policy, Professional Service Contracts are not awarded based upon costs/fees alone. After reviewing the proposals, the committee determined that The Grey Prothman Company was the most qualified and has been selected to assist the City with the recruitment of a CDD.

With the project budget of \$30,000, staff is anticipating funding this recruitment through existing recruitment funding that is available within the HR budget.

Department Review: This report has been reviewed by representatives of Legal and the City Manager's Office.

Alternatives:

- A. Approve the request: Authorize the City Manager to execute the service provider agreement in a form approved by the City Attorney's Office with The Grey Prothman Company, in the amount not to exceed of Thirty Thousand Dollars (\$30,000) (Staff recommendation).**
- B. Modify the request: Council could choose to modify the agreement or direct staff to reconsider the selection, which would likely delay the schedule of the recruitment.
- C. Deny the request: Reject all proposals. Council could choose to not continue with the project at this time. HR would perform the recruitment with internal resources which would adversely impact existing service levels and work load, particularly as we enter the annual staff review period.
- D. Continue the Item: Council may feel there is not enough information to make a decision, which will delay the project and the proposed schedule.
- E. Do Nothing: Same effect as continuance.

Significant Impacts:

Finalizing a contractual agreement with a selection firm will allow the recruitment for a CDD for Park City Municipal Corporation to begin as soon as possible.

Staff Recommendations:

Authorize the City Manager to enter into a professional service provider agreement in a form approved by the City Attorney's Office with The Grey Prothman Company, in the amount of Twenty, Five Hundred Dollars (\$20,500) plus expenses for a total not to exceed \$30,000.

Exhibits:

Exhibit A – Prothman Scope of Services

EXHIBIT A

RECRUITMENT PROCESS

Project Review

The first step will be to review the following topics:

- ◆Review the scope of work and project schedule
- ◆Identify the geographic scope of the search (local, regional or national)
- ◆Review the compensation package and decide if a salary survey is needed
- ◆Identify key stakeholders

Information Gathering and Research

We will travel to Park City and spend as much time as it takes to learn everything we can about your organization. Our goal is to thoroughly understand the values and culture of Park City, as well as the preferred qualifications you desire in your next Community Development Director. We will:

- ◆Meet with the City Manager
- ◆Meet with HR Manager
- ◆Meet with Staff as directed
- ◆Meet with community & business stakeholders as directed
- ◆Review all documents related to the position

Position Profile Development

We will develop a profile of your ideal candidate. Once the Position Profile is written and approved, it will serve as the foundation for our determination of a candidate's "fit" within the organization and community. Profiles include the following:

◆A description of the ideal candidate's qualifications

- ☐ Years of related experience and education required
- ☐ Ideal personality traits and work habits

◆Organization-specific information

- ☐ Description of the organization, position and key responsibilities
- ☐ Priorities and challenges facing the organization

◆Community-specific information

- ☐ Overview of the region
- ☐ Description of the environment and quality of life details

◆Compensation package details

◆Information on how to apply

Recruitment and Advertising Strategy

We recognize that often the best candidates are not actively looking for a new position--*this is the person we want to reach and recruit*. We have an aggressive recruitment strategy which involves the following:

◆**Print and Internet-based Ads** placed nationally in professional publications, journals and on related websites.

◆**Direct Mail Recruitment Brochures** sent directly to hundreds of highly qualified community development professionals who are not actively searching for a new position.

◆**Direct Contact Calls** placed directly to community development professionals.

◆**Posting the Position Profile on the Prothman Website**, which receives thousands of hits per month.

Candidate Screening

Once the application deadline has passed, we will conduct an extensive candidate review designed to gather detailed information on the leading candidates. The screening process has 4 key steps:

1) Application Review: Using the Position Profile as our guide, we will screen the candidates for qualifications based on the resumes, applications, and supplemental questions (to determine a candidate's writing skills, analytical abilities and communication style). After the initial screening, we take the yes's and maybe's and complete a second screening where we take a much deeper look into the training, work history and qualifications of each candidate.

2) Personal Interviews: We will conduct in-depth videoconference or in-person interviews with the top 8 to 15 candidates. During the interviews, we ask the technical questions to gauge their competency, and just as importantly, we design our interviews to measure the candidate's fit within your organization.

3) Internet Publication Background Search: We conduct an internet publication search on all semifinalist candidates prior to their interviews. If we find anything out of the ordinary, we discuss this during the initial interview and bring this information to you.

4) Work Session: We will prepare a detailed summary report which includes each candidate's application materials and the results of the personal interviews and publication search. **We will travel to Park City or meet with you via Skype (saves travel expenses)** and advise you of the candidates meeting the qualifications, our knowledge of them, and their strengths and weaknesses relative to fit within your organization. We will give you our recommendations and then work with you to identify the top 4 to 6 candidates to invite to the final interviews. We will discuss the planning and design of the final interview process during this meeting.

Final Interview Process

The design of the final interviews is an integral component towards making sure that all stakeholders have the opportunity to learn as much as possible about each candidate.

◆**Elements of the design process include:**

□ **Deciding on the Structure of the Interviews**

We will tailor the interview process to fit your needs. It may involve using various interview panels (which can include community stakeholders), an evening reception or just one-on-one interviews with the decision makers.

□ **Deciding on Candidate Travel Expenses**

We will help you identify which expenses your organization wishes to cover.

□ **Identifying Interview Panel Participants & Panel Facilitators**

We will work with you to identify the participants of different interview panels to ensure that all stakeholders identified have been represented.

◆**Background Checks**

Prior to the final interviews, we will conduct a background check on each of the finalist candidates. Background checks include the following:

□ **References**

We conduct 4-6 reference checks on each candidate. We ask each candidate to provide names of their supervisors, subordinates and peers for the last several years.

□ Education Verification, Criminal History, Driving Record and Sex Offender Check

We contract with Sterling for all driving record, education verification, criminal history, and sex offender checks. We will conduct a criminal history, driving record and sex offender check on each candidate in the states in which they have worked.

◆Candidate Travel Coordination

For those candidates who will be traveling to the final interviews, we work with the candidates to organize the most cost effective travel arrangements.

◆Final Interview Binders

We will provide Final Interview Binders. They are the tool that keeps the final interview process organized and ensures that all interviewers are “on the same page” when it comes to evaluating each candidate.

◆Final Interviews with Candidates

We will travel to Park City and facilitate the interviews. The interview process usually begins with a morning briefing where schedule and process will be discussed with all those involved in the interviews. Each candidate will then go through a series of one hour interview sessions, with an hour break for lunch.

◆Panelists & Decision Makers Debrief: After the interviews are complete, we will facilitate a debrief with all panel participants where the panel facilitators will report their panel's view of the strengths and weaknesses of each candidate interviewed. The decision makers will also have an opportunity to ask panelists questions.

◆Candidate Evaluation Session: After the debrief we will facilitate the evaluation process, help the decision makers come to consensus, discuss next steps, and organize any additional candidate referencing or research if needed.

◆Facilitate Employment Agreement: Once the top candidate has been selected, we will offer any assistance needed in developing a letter of offer and negotiating terms of the employment agreement.

Warranty

◆Repeat the Recruitment: Should a top candidate not be chosen, we will repeat the recruitment with no additional professional fee.



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

The City's Historic Grant Program has been on hold since summer 2014 due to changes in government accounting rules (GASB). As part of a grant policy adopted by City Council in January 2015, City Council limited the amount of funds the Historic Preservation Board (HPB) could award to \$25,000. City Council may award grants for amounts greater than \$25,000 upon a recommendation from the HPB.

The owners of 943 Park Avenue applied for a grant following the adoption of this policy; however, during HPB's review of the grants for 264 Ontario and 943 Park Avenue on March 4, 2015, the HPB brought up a number of issues and requested additional information in order to finalize their recommendation. There were additional internal delays with finalizing the mechanics and funding sources of the grant program and it was put on hold once again. Staff is continuing to working with City Council to restructure the grant program; however, this grant application remains active. These two (2) grant applications are now coming forward for the City Council to review prior to the City modifying our Historic District Grant program once again.

Respectfully:

Anya Grahn, Planner II



City Council Staff Report

Subject: Historic District Grant- 943 Park Avenue
Author: Anya Grahn, Historic Preservation Planner II
Department: Planning
Date: July 30, 2015
Type of Item: Historic District Grant for 943 Park Avenue
Project #: PL-15-02682

Summary Recommendations:

Staff recommends that City Council review the request for a historic district grant and consider awarding the applicant a portion of the costs up to \$39,760 associated with the renovation of a landmark historic structure located at 943 Park Avenue with a requirement that a preservation façade easement for the historic structure is dedicated in perpetuity.

Acronyms in this Report:

Historic Preservation Board	HPB
Government Accounting Rules	GASB
Capital Improvement Plan	CIP
Redevelopment Agency	RDA

Executive Summary:

The City's Historic Grant Program has been on hold since summer 2014 due to changes in government accounting rules (GASB). As part of a grant policy adopted by City Council in January 2015, City Council limited the amount of funds the Historic Preservation Board (HPB) could award to \$25,000. City Council may award grants for amounts greater than \$25,000 upon a recommendation from the HPB.

The owners of 943 Park Avenue applied for a grant following the adoption of this policy; however, during HPB's review of the grants for 264 Ontario and 943 Park Avenue on March 4, 2015, the HPB brought up a number of issues and requested additional information in order to finalize their recommendation. There were additional internal delays with finalizing the mechanics and funding sources of the grant program and it was put on hold once again.

Staff was directed to bring the two outstanding grant applications forward to City Council for review due to urgency on the part of the property owners. The Staff recommendation is based on the HPB direction provided at the March meeting, as well as revised estimates provided by the applicant.

Description:

Applicant: Cara Goodman & John Hutchings
Location: 943 Park Avenue – Landmark Site

Proposal:	Historic Grant
Zoning:	Historic Residential (HR-1) District
Adjacent Land Uses:	Single-family dwellings, multi-family dwellings
Redevelopment Area:	Not located in Main Street or Park Avenue RDA

Background:

With recent changes to government accounting rules (GASB), the City can no longer fund capital improvement projects with CIP funds for projects or assets the City does not own. Historic Preservation Grants fall into this category, and our grant program was on hold since summer 2014. As part of the grant policy adopted by City Council in January 2015, City Council limited the amount of funds the HPB could award to \$25,000, as consistent with the City's purchasing policy. Those grant amounts exceeding \$25,000 require that the HPB forward a positive recommendation to City Council. City Council also provided provisions regarding the reimbursable percentage of expenses:

- Houses lived in by primary residents (those houses in which the homeowner or a renter lives in full time) be awarded up to 50% of their eligible costs, while homes which are to be used as secondary homes or nightly rentals (i.e. not lived in by the primary residents) be awarded up to 40% of eligible costs.
- Commercial properties will continue to be eligible for up to 50% of construction costs regardless of ownership.
- An additional 10% may be awarded to those property owners committed to renovating a significant structure in order to elevate its status to landmark. Planning staff will work with the HPB to set required criteria for these unique cases.

The grant applications at 264 Ontario (also on the Council Agenda for this meeting) and 943 Park Avenue were reviewed by the Historic Preservation Board on March 4, 2015 (See Exhibit A); however, broader grant program questions brought up by the Historic Preservation Board regarding the criteria caused staff to put the grant program on hold once again. These two (2) grant applications are now coming forward for the City Council to review at Council's request. Staff will continue to work with City Council and the HPB to modify the Historic District Grant program policies. The HPB also discussed the general grant program on January 7, as well as on March 4 (see Exhibits C and D).

On March 4, 2015, the HPB requested that the applicant provide additional information, which is outlined in Exhibit B.

Analysis:

General eligible improvements and staff's analysis of the 943 Park Avenue grant are provided in Exhibit A, the HPB report from March 2015.

Currently, the grant program is funded through the Main Street and Lower Park Avenue Redevelopment Agencies (RDAs) and the General Fund. We currently have allocated:

Main Street RDA:	\$30,000 or as adjusted by City Council
Lower Park RDA:	\$50,000 or as adjusted by City Council
General Fund:	\$47,136

This project is not located in either the Main Street or Park Avenue Redevelopment Areas (RDA), and thus grant funds will come out of the Historic District Grant program non-departmental funds in the General Fund. This fund currently has \$47,136 allocated for the grant program. Each year, \$47,000 is allocated in the General Fund for the Historic District Grant program.

Any additional funding would require Council to approve a budget adjustment and complete a budget amendment or adoption process including public noticing and a public hearing. This is typically completed as part of the budget process at the end of the fiscal year, but it depends on the nature and size of the adjustment and the fund which is being adjusted. Allocating additional funds to the grant program may impact the availability of funds for other City projects.

The following table shows a breakdown of the expenses related only to renovation of the historic structure. These are based on revised estimates. The grant program does not permit the applicant to start construction prior to the grant being awarded, except in rare cases such as 264 Ontario. The table reflects direction provided by the HPB at the March 4, 2015 meeting and revised cost estimates provided by the applicant.

Projected Restoration Expenses:

Scope of Work	Owner's Portion (Total)	City's Possible Portion (50% of Estimated/Actual Cost)	Estimated Total Cost
<u>New Basement Foundation</u>			
Excavation	\$37,990	\$0	\$37,990
House Lifting	\$20,000	\$0	\$20,000
Foundation	\$9,500	\$9,500	\$19,000
Brace House Lift	\$5,000	\$0	\$5,000
<u>Structural Work</u>	\$4,250	\$4,250	\$8,500
<u>Porch Restoration</u>			
Front Porch Rebuild	\$5,000	\$5,000	\$10,000
New Porch Stairs	\$2,200	\$0	\$2,200
<u>Siding and Trim Repair</u>			
Repair Siding	\$7,500	\$7,500	\$15,000
Cornice Repair	\$2,750	\$2,750	\$5,500
Paint*	\$11,000	\$0	\$11,000
<u>Roofing**</u>	\$8,175	\$8,175	\$16,350
Physical Conditions Report &	\$2,585	\$2,585	\$5,170

Historic Preservation Plan***			
Total	\$115,950	\$39,760	\$155,710

**Staff finds that painting is maintenance and should not be considered as part of the eligible improvements as there is only minimal restoration work to be done on the historic siding. HPB concurred unless there was extensive siding repair and replacement or other unique circumstances when painting was an essential part of the renovation.*

*** Due to the substantial amount of work required to repair the roof sheathing and upgrades to the roof structure, the asphalt shingles have been included in the grant.*

****The guidelines allow and the HPB recommended reimbursing these reports up to 50%, or an amount of \$1,500 per report, not to exceed a total of \$3,000 for both reports.*

The Historic District Grant Program states that “funds shall be awarded to projects that provide a community benefit of preserving and enhancing the historic architecture of Park City.” Restoring the original porch and repairing historic siding will contribute to the continued preservation of the structure. Moreover, a new foundation and structural upgrades will extend the longevity of the structure.

Since the applicant is proposing a full basement addition, the HPB did not support funding the costs of excavation, raising the structure to facilitate excavation, or bracing the house to the extent necessary to construct a new basement. The grant applications for 335 Woodside (July 18, 2012) and 1049 Park Avenue (August 21, 2013) requested similar funding for these expenses; however, the Historic Preservation Board did not award funds for these items because the applicants proposed full basements. The grant application for 264 Ontario (ongoing) is only requesting a crawlspace foundation and the HPB provided direction that the excavation and foundation work should be covered.

Typically, a new roof is considered to be a maintenance item; however, this application requires upgrades to the roof structure including replacing plywood sheathing and decking. For that reason, the HPB provided direction to include the asphalt roofing expenses.

The applicant’s total work is estimated at \$155,710. Based on direction from the HPB and revised cost estimates (Exhibit B) the total eligible costs are \$79,520. As the program is a matching grant program, half (1/2) of the total cost as directed by the HPB is eligible to be granted, and the owners are eligible for up to fifty percent (50%) as they will continue to live in the house as primary residences following the renovation. Total estimated cost of the City’s half (1/2) of the proposed eligible work is \$39,760. A preservation façade easement for the historic structure is required to be dedicated in perpetuity if a grant is awarded.

This grant application was submitted after City Council adopted the grant policy in January, and is consistent with the grant requirements of that time. As seen in the HPB minutes of this meeting, the HPB did not make a recommendation on an amount for this grant application. Rather, they requested that the applicant submit the following information:

- Contractor bid for both separate basement and slab foundation expenses.
- Structural engineer's assessment justifying the structural improvements to the roof.
- More detail on siding and cornice repair.

The applicant was unable to receive a quote from his contractor for both a foundation and full basement addition. As indicated in the minutes, the HPB had a lengthy discussion as to what foundation costs should be covered by the grant program. They did not make a determination on this, and so staff is recommending utilizing the past policy in which the HPB did not cover excavating, house lifting, and structural bracing as was consistent with past grant applications.

The HPB was also not supportive of funding painting as they found this was a maintenance item. They also choose not to fund the new porch steps and railing, required by the International Building Code because the house would be raised two feet (2') above existing grade.

Department Review:

This report has been reviewed by the Planning, Budget, and Legal Departments.

Alternatives:

- A. Approve:** City Council may approve the 943 Park Avenue grant request in the amount of \$39,760; or
- B. Deny:** City Council may deny the 943 Park Avenue grant request; or
- C. Modify:** City Council may modify the 943 Park Avenue grant request to provide more than or less than staff's recommended \$39,760; or
- D. Continue the Item:** City Council may continue the item to a date certain; or
- E. Do Nothing:** City Council may choose to do nothing.

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	+ Accessible and world-class recreational facilities, parks and programs	+ Enhanced conservation efforts for new and rehabilitated buildings	+ Residents live and work locally + Preserved and celebrated history; protected National Historic District	+ Fiscally and legally sound + Well-maintained assets and infrastructure
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Positive 	Very Positive 	Positive 	Positive 
Comments:				

Funding Source:

This grant will be funded with General Fund. There is sufficient funding to cover this grant in FY 2016. This will leave \$7,376 available for additional grants not located in the Park City Redevelopment Authority Area. It is anticipated that the majority of historic grants will occur within one of the RDAs.

Consequences of not taking the recommended action:

The proposed grant would not be awarded and the City would not help fund the renovation of 943 Park Avenue, a landmark site. The applicant would be responsible for financing the renovation on his own. The City will forfeit the opportunity of obtaining a preservation easement in perpetuity on this historic building. To fund the grant at a higher level, the City Council would have to approve a budget adjustment.

Recommendation:

Staff recommends that City Council review the request for a historic district grant and consider awarding the applicant a portion of the costs up to \$39,760 associated with the renovation of a landmark historic structure located at 943 Park Avenue with a requirement that a preservation façade easement for the historic structure is dedicated in perpetuity.

Exhibits:

Exhibit A – Historic Preservation Board Grant Report, 3.4.15

Exhibit B – Additional Documentation, as requested by the HPB

Exhibit C – Minutes from the 3.4.15 HPB Meeting (last meeting held on grants)

Exhibit D- Minutes from the 1.7.15 City Council grant discussion

Historic Preservation Board Staff Report



Subject: 943 Park Avenue
Author: Anya Grahn, Planner
Date: March 4, 2015
Type of Item: Historic District Grant
Project Number: PL-15-02682

Summary Recommendations

Staff recommends that the Historic Preservation Board (HPB) review the request for a historic district grant and consider awarding the applicant a portion of the costs associated with the renovation of 943 Park Avenue.

Description

Applicant:	Cara Goodman & John Hutchings
Location:	943 Park Avenue – Landmark Site
Proposal:	Historic Grant
Zoning:	Historic Residential (HR-1) District
Adjacent Land Uses:	Single-family dwellings, multi-family dwellings
Redevelopment Area:	Not located in Main Street or Park Avenue RDA

Background

The house at 943 Park Avenue is a landmark structure constructed c.1900, per Sanborn Fire Insurance Map Analysis. The T-shaped cottage (also known as a “cross-wing”) had a number of side and rear additions constructed prior to 1900 that exist today. Sometime after construction, the house appears to have been modernized with Craftsman details such as the porch columns, low porch wall, and picture window styles depicted in the 1940s tax photograph. Tax cards from 1958 and 1968 indicate that the house was covered in asbestos shingles sometime after the 1940s tax photograph. A 1995 photograph shows the house clad in aluminum siding, an undivided light picture window in the front gable, and the loss of the brick chimney. C. 2000, the house went through an extensive renovation that restored many of the pre-1940s details including the wood siding, double-hung windows on the cross-wing and paneled doors. The house as it exists today retains the details of the last renovation. No additions have been added after the period of historical significance, and the house has retained its Essential Historic Form.

Design. The one-story frame cross-wing remains unchanged from the description provided in the Historic Site Inventory (HSI) form. The house is comprised of a one (1)-story cross-wing plan that was expanded during the Mature Mining Era (1894-1930) with side and rear additions. These additions have gained historical significance in their own right.

Setting. The setting remains unchanged from what is described in the HSI. The house remains on a narrow, flat lot. The most significant change to the site is the post-1995 single-car driveway leading to the front gable.

Workmanship. The physical evidence from the period that defines this as a typical Park City mining era house are the simple methods of construction, the use of non-beveled (drop-novelty) wood siding, the plan type, the simple roof form, the informal landscaping, the restrained ornamentation, and the plain finishes.

Feeling. Though altered, the physical elements of the site, in combination, convey a sense of life in a western mining town of the late nineteenth and early twentieth centuries. The changes to the site are minor and do not detract from the historic integrity of the site.

Association. The cross-wing was a common house type built in Utah during the Mature Mining Era (1894-1930).

The house is eligible for the National Register of Historic Places, but is not listed on the National Register of Historic Places. The site retains its historic integrity. Planning Staff has encouraged the current property owner to seek state preservation tax credits as part of this rehabilitation. The applicant would not be eligible for federal preservation tax credits unless the property was income producing.

Analysis

General eligible improvements for historic district grants include, but are not limited to:

- | | |
|---|---|
| ≠ Cladding Repair | ≠ Weatherization of Historic Windows and Doors |
| ≠ Siding | ≠ Porch Repair/Restoration |
| ≠ Masonry Repair | ≠ Foundation Repair/Restoration |
| ≠ Cornice Repair | ≠ Structural Stabilization |
| ≠ Architectural Ornamentation | ≠ Abatement of Hazardous Materials |
| Restoration/Repair | ≠ Stabilization/Preservation of Industrial Mine Sites |
| ≠ Exterior Trim Repair | ≠ Physical Conditions Report |
| ≠ Restoration of Historic Retaining Walls | ≠ Historic Preservation Plan |
| ≠ Restoration of Historic Windows and Doors | |

The purpose of the grant program is to incentivize property owners to maintain and preserve historic commercial and residential structures in Park City. In 1987, the Park City Historic District Commission and City Council identified the preservation of Park City's historic resources as one of their highest priorities. The grant program has operated continuously since that time with the full support of subsequent City Councils and Preservation Boards. On January 8, 2015, City Council approved changes to the Historic District Grant Program that would incentivize primary residents and provide up to 10% increased funding for those renovation projects that improved a site's

designation from “significant” to “landmark.” The adopted policy is attached as Exhibit D.

The purpose of the grant program is to assist in offsetting the costs of rehabilitation work. Funds are awarded to projects that provide a community benefit of preserving and enhancing the City’s historic architecture. Grants are to be used toward specific rehabilitation projects. Primary residents (either the homeowner or a full time renter) may be awarded up to fifty percent (50%) of total eligible construction costs, while homes which are used as a secondary-home or nightly rental may be awarded up to forty percent (40%) of total eligible construction costs. Commercial property owners are eligible for up to fifty percent (50%) total eligible construction costs. The Historic Preservation Board may award grants up to \$25,000. Grants exceeding \$25,000 will require the Historic Preservation Board to forward a positive recommendation to City Council. City Council will then review the grant application as part of their consent agenda. The grant for 943 Park Avenue will require City Council review prior to approval.

According to the HSI, the building is in “good” condition. The applicant submitted a Historic District Design Review (HDDR) application on October 24, 2014. The HDDR application was deemed complete October 29, 2014, and approved on December 1, 2014. The applicant proposes to renovate the historic one (1) story house, reconfiguring the interior and addressing much needed upgrades as well as adding a small two (2) story rear addition. A financial guarantee will be required at the time of the building permit; the applicant has not yet applied for a building permit.

The applicant has requested grant funds for the following improvements to the historic structure:

Foundation. The applicant’s Physical Conditions Report notes that there is currently no foundation under the home. There are some crumbling concrete footings beneath the rear additions; however, these are failing. The applicant is proposing to construct a new basement foundation in order to improve the structural support of the historic house above.

Structural Stabilization. The structural system of the house was upgraded during the c. 2000 renovation. The stud wall construction and floor framing will be upgraded and replaced, as necessary, in order to meet the International Building Code (IBC). The original skipped sheathing on the roof is overloaded with new plywood and roofing materials; the roof system today is undersized to support snow load requirements. The applicants intend to incorporate additional structural members to the interior of the roof framing in order to meet IBC requirements.

Siding & Trim. All exterior walls are currently clad in wood siding that was installed during the c. 2000 renovation. Though not historic, the wood siding is typical of historic siding profiles in Park City. Door and window frames are also not historic, but are comprised of two inch (2”) trim. The applicant will be

repairing any wood siding and trim damage and repainting the house. Staff finds that preserving the non-historic but period-appropriate wood siding is a sustainable approach, and much less costly than replacing the existing siding with new, custom-milled siding.

Roofing. The roof is asphalt shingle. There are no skylights or chimneys on the roof. The applicant is not proposing to change the form of the roof; however, they will be installing new decking and asphalt shingles after upgrading the roof structure.

Porch. The house features an open wrap-around porch. The concrete foundation of the porch was likely installed as part of the c. 2000 renovation. The porch roof is supported by non-historic pillars. The applicant intends to reconstruct the porch and add three (3) new porch steps to accommodate for the house being lifted two feet (2').

Because of the lifting of the house, the applicant is required to provide a railing on the porch. Staff has approved a simple, wood railing that is consistent in design to those seen historically; the applicant is not requesting grant funds for the new porch railing.

Finally, the applicant is asking for reimbursement on their Physical Conditions Report and Historic Preservation Plan.

The following table shows a breakdown of the eligible rehabilitation expenses related only to the historic structure. The applicants qualify for 50% reimbursement of their eligible expenses as this is their primary residence.

Scope of Work	Owner's Portion (total)	City's Portion	Estimated Total Cost
<u>New Basement Foundation</u>			
Excavation	\$18,995	\$18,995	\$37,990
House Lifting	\$10,000	\$10,000	\$20,000
Foundation	\$9,500	\$9,500	\$19,000
Brace House Lift	\$2,500	\$2,500	\$5,000
<u>Structural Work</u>	\$4,250	\$4,250	\$8,500
<u>Porch Restoration</u>			
Front Porch Rebuild	\$5,000	\$5,000	\$10,000
New Porch Stairs	\$1,100	\$1,100	\$2,200
<u>Siding and Trim Repair</u>			
Repair Siding	\$7,500	\$7,500	\$15,000
Cornice Repair	\$2,750	\$2,750	\$5,500
Paint	\$11,000	\$0*	\$11,000
<u>Roofing</u>	\$8,175	\$8,175*	\$16,350
Physical Conditions Report & Historic Preservation	\$2,585	\$2,585	\$5,170

Plan**			
Total	\$83,355	\$72,355	\$155,710

**Staff finds that painting is maintenance and should not be considered as part of the eligible improvements; however, the substantial amount of work required to repair the roof sheathing and asphalt shingles should be included in the grant.*

***HPB committed to reimbursing these reports up to an amount of \$1,500 per report, or total of \$3,000.*

The Historic District Grant Program states that “funds shall be awarded to projects that provide a community benefit of preserving and enhancing the historic architecture of Park City.” A new foundation and the upgraded structural work will extend the longevity of the structure. Restoring the front porch will improve the historic character of the structure. Repairing the siding, trim, and soffits will also improve the life of the existing exterior wood work. Finally, the applicant is requesting to be reimbursed for the Physical Conditions Report and Historic Preservation Plan submitted as part of their HDDR application.

Total estimated cost of the proposed eligible work is \$155,710, per the cost breakdown submitted by the applicant. As the program is a matching grant program, half (1/2) of the total cost is eligible to be granted. Therefore, the Board can consider granting the applicant one half (1/2) of the proposed cost of the eligible preservation work in the amount of \$72,355 (see table).

This project is not located in neither the Main Street Redevelopment Area (RDA) or Lower Park Avenue RDA. Typically, funding for this neighborhood would be deducted from the CIP General Fund. \$47,000 is put into this fund each fiscal year, beginning in July. If the funds are not used within the fiscal year, they are recycled back into the general fund and a new \$47,000 is awarded. This is a “use it or lose it” fund. The amount available in the budget is currently \$47,136. Any amount in addition to this amount would have to be funded through existing resources within the General Fund.

Staff is supportive of the renovation of this landmark structure. Staff finds that the renovation of this historic house will greatly contribute to the historic character of the neighborhood and continue the use of this property. Awarding a grant in this neighborhood continues to increase awareness of the Historic District Grant program and promotes greater historic preservation efforts.

The largest grant awarded by the Historic District Grant Program was in the amount of \$50,000 to 1280 Park Avenue in 2003; the second largest grant was awarded to 1049 Park Avenue in August 2013, totaling \$42,114.92. This grant request would become the largest grant request received by this matching grant program. In 2013, the HPB provided grants to 343 Park Avenue in the amount of \$30,000 and 1063 Norfolk in the amount of \$28,621. The grant program was on hold from the summer of 2014 through January 2015 due to changes to the program.

Recommendation

Staff recommends the Historic Preservation Board (HPB) review the request for a historic district grant and consider awarding the applicant a portion of the costs up to a

maximum of \$72,355 associated with the restoration work and new foundation for the existing historic structure located at 943 Park Avenue.

Alternatively, the HPB may:

1. Award the applicant the full amount of \$72,355.
2. Award the applicant a portion of the amount to be determined by the HPB upon review of the grant request.
3. Award nothing.

Exhibits

Exhibit A – Grant Proposal (including bids)

Exhibit B – Historic Sites Inventory (HSI) Form

Exhibit C – Approved HDDR

Exhibit D – Approved Historic District Grant Policy

PARK CITY MUNICIPAL CORPORATION
 PLANNING DEPARTMENT
 445 MARSAC AVE ° PO BOX 1480
 PARK CITY, UT 84060
 (435) 615-5060



HISTORIC DISTRICT GRANT APPLICATION

For Office Use Only

HISTORIC PRESERVATION BOARD

PROJECT PLANNER

APPLICATION # PL-15-02682

APPROVED _____

Anya GrahnDATE RECEIVED 2-5-15

AMOUNT _____

EXPIRATION _____

DENIED _____

BLDG PERMIT _____

PROJECT INFORMATION

NAME: _____

Cara Goodman

ADDRESS: _____

PO Box 681408943 PARK AVENUEPARK CITY, UT 84060

TAX ID: _____

943-PA-1

OR

SUBDIVISION: _____

943 PARK AVENUE REPIAT LOT

OR

SURVEY: _____

LOT #: _____

1 LOT 1
943 PA

BLOCK #: _____

3

APPLICANT INFORMATION

NAME: _____

Cara Goodman

MAILING

ADDRESS: _____

PO Box 681408Park City, UT # 84060

PHONE #: _____

(303) 947-2350

FAX #: _____

EMAIL: _____

Cara.rose.goodman@gmail.com

APPLICANT REPRESENTATIVE INFORMATION

NAME: _____

WASATCH Engineering Contractors, Inc. / David Baglino

PHONE #: _____

(435) 604-0000 cell # 435-640-5806

EMAIL: _____

david.baglino@msn.com, wecadmin@hotmail.com

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at (435) 615-5060 or visit us online at www.parkcity.org.



Application#:

Applicant Name:

Property Address:

Cara Goodman

943 Park Ave, PC UT 84068

BREAKDOWN OF ESTIMATED COSTS

SCOPE OF WORK	OWNER'S PORTION	CITY'S PORTION	ESTIMATED TOTAL COST
Excavation	\$18,994.50	\$18,994.50	\$37,989.00
House Lifting	\$10,000.00	\$10,000.00	\$20,000.00
Foundation	\$9,500.00	\$9,500.00	\$19,000.00
Exterior Windows/Doors	\$9,250.00	\$9,250.00	\$18,500.00
Roofing	\$8,175.00	\$8,175.00	\$16,350.00
Front Porch - Rebuild	\$5,000.00	\$5,000.00	\$10,000.00
Repair Siding	\$7,500.00	\$7,500.00	\$15,000.00
Brace House - Lift	\$2,500.00	\$2,500.00	\$5,000.00
Structural Work	\$4,250.00	\$4,250.00	\$8,500.00
Cornice Repair	\$2,750.00	\$2,750.00	\$5,500.00
Rebuild Stairs	\$1,100.00	\$1,100.00	\$2,200.00
Paint Preservation Siding	\$5,500.00	\$5,500.00	\$11,000.00
Physical Condition Report	\$2,584.92	\$2,584.93	\$5,169.85
Historic Preservation Plan			

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at (435) 615-5060 or visit us online at www.parkcity.org.

ACKNOWLEDGEMENT OF RESPONSIBILITY

This is to certify that I am making an application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application should be processed in my name and I am a party whom the City should contact regarding any matter pertaining to this application.

I have read and understood the instructions supplied by Park City for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I understand that my application is not deemed complete until a Project Planner has reviewed the application and has notified me that it has been deemed complete.

I will keep myself informed of the deadlines for submission of material and the progress of this application. I understand that a staff report will be made available for my review three days prior to any public hearings or public meetings. This report will be on file and available at the Planning Department in the Marsac Building.

I further understand that additional fees may be charged for the City's review of the proposal. Any additional analysis required would be processed through the City's consultants with an estimate of time/expense provided prior to an authorization with the study.

Signature of Applicant: _____

Name of Applicant: _____

Mailing Address: _____

Phone: (303) 947-2350

Fax: _____

Email: Cava.rose.goodman@gmail.com

Type of Application: _____

[Signature]

Cava Goodman

PRINTED

PO Box 681408

Park City, UT 84068

Historic District Grant Application

AFFIRMATION OF SUFFICIENT INTEREST

I hereby affirm that I am the fee title owner of the below described property or that I have written authorization from the owner to pursue the described action. I further affirm that I am aware of the City policy that no application will be accepted nor work performed for properties that are tax delinquent.

Name of Owner: _____

Mailing Address: _____

Street Address/ Legal Description of Subject Property: _____

943 Park Avenue

Park City, UT 84060

Signature: _____

Date: February 3, 2015

1. If you are not the fee owner attach a copy of your authorization to pursue this action provided by the fee owner.
2. If a corporation is fee titleholder, attach copy of the resolution of the Board of Directors authorizing the action.
3. If a joint venture or partnership is the fee owner, attach a copy of agreement authorizing this action on behalf of the joint venture or partnership.
4. If a Home Owner's Association is the applicant then the representative/president must attach a notarized letter stating they have notified the owners of the proposed application. A vote should be taken prior to the submittal and a statement of the outcome provided to the City along with the statement that the vote meets the requirements set forth in the CC&Rs.

Please note that this affirmation is not submitted in lieu of sufficient title evidence. You will be required to submit a title opinion, certificate of title, or title insurance policy showing your interest in the property prior to Final Action.

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at (435) 615-5060 or visit us online at www.parkcity.org.

John Hutchings
Cara Goodman
943 Park Ave
Park City, Utah 84060

Dear Anya Grahn, the Historic Preservation Board, and City Council:

We are the owners and full-time inhabitants of a landmark historic residence located at 943 Park Avenue in Park City. We are planning to undergo a rehabilitation project of this historic residence. For good reason, our home has been identified as one of the most historically significant residences in Park City. It is iconic of the mining era and contributes to Park City's historic character. We appreciate the opportunity to apply for grant funds for the rehabilitation project.

To preserve our home and ensure it continues to contribute to Park City's historic character, the rehabilitation project is necessary for several reasons. First, and perhaps most importantly, our home currently has unsafe radon levels as specified by the Environmental Protection Agency—a fact we discovered only after buying the home and living in it for the past several years. Because our home does not have a foundation (i.e. the home rests directly on the ground), there is no feasible way to mitigate the radon levels without constructing a foundation underneath the home. Next, as is typical of non-rehabilitated historic residences in Park City, our home is structurally deficient. Significant structural work needs to be performed (including building a proper foundation) to the home in order to ensure it stands for years to come.

Receiving grant funds for the project is critical to our ability to perform this rehabilitation project. We greatly appreciate your consideration of the realistic costs of qualifying expenses we have submitted. We respectfully request grant funds for fifty percent, or more at your discretion, of our costs of qualifying expenses – which appears to be typical of grant awards given in the past. Like Park City, our goal in designing the project was to preserve the historical character of the home and so we fully honored the City's Historical Guidelines. Our final plans successfully ensure the home will remain a historical icon in Old Town Park City. We worked closely with the Planning Department and appreciated their efforts and input into the final design.

We believe it is worth emphasizing that we are full-time Park City residents. Unlike most neighboring structures, our house is our home and not an investment property. Our motivation to undergo this significant rehabilitation project is so that we and our young child can live safely in our historic home for the foreseeable future.

Thank you for your close consideration of our grant application. Please don't hesitate to contact us if you require any further information.

Regards:


John Hutchings
Cara Goodman

Home History and Owners

Unfortunately, no one has recorded a complete accounting of the history of 943 Park Avenue—the structure or the owners. However, based on the site inventory, we do know something of the property's history.

- William Reich from Racine, Wisconsin purchased this lot for \$200 circa 1890 from Park City organizer David C. McLaughlin
- Between 1902 and 1969, the property was transferred multiple times, with owners including
 - Nan A. Love (1902)
 - Sarah Allgood (1904)
 - Fannie Stembridge (1907)
 - Alfred Baker (1909)
 - *Date of construction circa 1911*
 - Clemens Morbisraith (1913)
 - Julius Frankel (1915)
 - Maria Harris (1916)
 - Mary R. Hartwell (1917)
 - Deal J. Hartwell (1918)
 - H.E. Burbridge (1936, obtained a Warranty Deed in 1926)
 - Bheron Johnson (1946)
 - David and Hortense Eley (1969)
- Dick Peek owned the property and did some work on it around the turn of the 21st century. He sold the house to Jennifer Lewis, and she in turn sold it to John Hutchings and Cara Goodman in 2011.

It is estimated that the property was built around 1911 as an “L” or “T” cottage (one of the three most common house types during the mining era), and has undergone multiple changes since that time. The representative from the Utah Historical Society who visited the home in 2014 concluded that the house had undergone significant additions four times: First, Bedroom #1 and the Living Room were constructed. Second, the Dining Room and Porch were constructed. Third, the Kitchen and Bedroom #2 were constructed, and, last, the Mudroom and Laundry Room were constructed. The dates of these additions are not known.

Efforts were taken in 2006 to recreate porch supports closely resembling those found in the earliest tax photos. According to the site inventory, “Alterations [in 2006] from 1995 are significant and serve to re-establish the site’s original character.”









BHW Engineers, L.L.C.

December 31, 2014

Stoker Architecture, Inc.
1733 Sidewinder Drive
Park City, Utah 84060

Re: Building Condition Review
943 Park Avenue
Park City, Utah



Dear Mike,

At your request, I had examined the existing historic home in August prior to the anticipated remodel. The original portion of the building closest to Park Avenue appears to have been added to toward the rear with a one story structure.

Original Building

The original building is one story at the main level with steeply pitched gable roof. Framing generally consists of 2x4 roof joists at 24" o.c. spanning approximately 6 feet to a ridge board. Skipped sheathing is overlaid with plywood or oriented strandboard as a substrate for the asphalt shingles.



The main floor framing was not directly observed however there appears to be an intermittent concrete perimeter foundation.



The exterior porch appears to have a more recent concrete slab and footing which is poured flush with the main floor level. The slab edge appears to be at grade on the face toward Park Avenue.

Exterior grade along the Northwest property line appears to increase toward the rear. This may place the floor framing members below the exterior grade.

Addition

The rear addition framing was not directly observed.

The perimeter flat work appears flush with the floor framing. Concrete curbs were noted in some locations, however they did not appear to be sufficient to provide adequate separation for wood framing members.

Roof framing appears to be longer span, lower sloped members. The valley configuration between the original roof and the addition will produce higher snow loads.

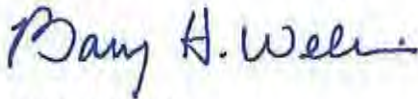
Structural Considerations

As noted above, the original building and addition appears to have inadequate foundation for both support of the structure and separation from the surrounding grade. Additionally, roof framing may be undersized to support the snow load requirements.

Given that the building is subject to significant snow loads and potential wind and earthquake loads, I would recommend that the structure be upgraded to current code level forces. This can be accomplished by use of the provisions of chapter 34 of the 2012 International Building Code or the appropriate chapters in the 2012 International Existing Building Code.

I trust this will provide you with the information you need at this time. Should you have additional questions, please let me know.

Sincerely,



Barry H. Welliver

Structural Engineer





STOKER ARCHITECTURE, INC.

www.stokerarch.com

INVOICE FOR PROFESSIONAL SERVICES RENDERED

INVOICE: 14-95
INVOICE DATE: 11/08/14
PROJECT: 481-1 Goodman- Hutchings Residence
CLIENT: Cara Goodman & John Hutchings
cara.rose.goodman@gmail.com
John.Hutchings@gmail.com
SERVICES FROM: 10/11/14 – 11/07/14

SERVICES:

Architectural Assistant	02.50 Hours @ \$ 50	\$ 125.00
Structural Engineer	00.00 Hours @ \$ 90	\$ 0.00
Principal Architect	31.50 Hours @ \$150	<u>\$4,725.00</u>

SERVICES TOTAL: \$4,850.00

REIMBURSABLE EXPENSES:

Postage	\$ 51.94
High Country Title	\$ 20.00
Supplies	\$ 14.35
Computer Plots	\$ 2.50
Photocopies	\$ 7.90
Reproductions	\$ 43.50
PC Printink	\$ 159.66
Blueprints	<u>\$ 20.00</u>

REIMBURSABLE EXPENSES TOTAL: \$ 319.85

INVOICE TOTAL DUE: \$5,169.85

DUE UPON RECEIPT

PAST DUE IF PAYMENT IS RECEIVED AFTER 12/05/14.

Please remit payment to: Stoker Architecture, Inc.
1733 Sidewinder Drive
Park City, UT 84060

Thank You.

COMMENTS:

- Billing through initial HDDR review submittal.
- To avoid a 2% late fee of \$103.40, payment must be received prior to the past due date.
- Initial retainer payment of \$1,000.00 to be credited to future/final invoices.

1733 Sidewinder Drive, 2nd Floor • Park City, UT 84060 • Phone: (435) 647-5876



HIGH COUNTRY TITLE

Invoice Date: 10/17/2014

*Paid 10-17-2014
#2036 \$20.00*

Invoice # : 26188

File Number: 1000

Property: 943 Park Ave.
UT

Property of:

To:

Michael J. Stoker

From:

HIGH COUNTRY TITLE
1729 SIDEWINDER DRIVE
P.O. BOX 714
PARK CITY, UTAH 84060

(435) 649-8777
(435) 649-4839 Fax

Description	Amount	Qty	Total
Owner/Address Labels	\$20.00		\$20.00
Grand Total			\$20.00

Thank you!

STOKER ARCHITECTURE INC 12/10 1733 SIDEWINDER DRIVE SUITE B PARK CITY, UT 84060		2036 31-297/1240 2798 2885032165
PAY TO THE ORDER OF	<i>High Country Title</i>	DATE <i>10-17-2014</i>
	<i>Twenty and 00/100</i>	\$ <i>20.00</i>
		DOLLARS
FOR <i>Hitchhike labels; inv. #26188</i>	<i>Catherine M. Stoker</i>	
⑈000000 2036⑈ ⑆124002971⑆ 2885032165⑈		



MICHAEL
STOKER ARCHITECTURE, INC.
1733 SIDEWINDER DRIVE
Park City UT 84060

Phone: (435) 647-5876

PC Printink

1733 Sidewinder Drive #A

Park City, UT 84060

435.649.7400 • fax 435.649.7439

info@pcprintink.com • www.pcprintink.com

Invoice

49967

No.

10/22/2014

Date:

P.O. No.

Due Date:

QUANTITY	DESCRIPTION	AMOUNT								
3	Hutchings, 24 x 36 Wht Bond-Whiteprint 24 x 36 20#, 17 sheets, copied on 1 side	96.90								
3	Copies, 11 x 17 WHITE Bond-Whiteprint 11x17 20#, 17 sheets, copied on 1 side	51.00								
PAID # 2046 \$159.66 11/04/14 <table><tr><th>PROOF</th><th>PICK-UP</th></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr></table> Signature:		PROOF	PICK-UP							
PROOF	PICK-UP									
Thank you for being loyal customers. All of us at PC Printink appreciate you.										
		147.90								
SUBTOTAL		11.76								
TAX		159.66								
TOTAL		159.66								
AMOUNT DUE										



STOKER ARCHITECTURE, INC.

www.stokerarch.com

STRUCTURAL
UPGRADES

INVOICE FOR PROFESSIONAL SERVICES RENDERED

INVOICE: 15-02
INVOICE DATE: 01/03/15
PROJECT: 481-1 Goodman- Hutchings Residence
CLIENT: Cara Goodman & John Hutchings
cara.rose.goodman@gmail.com
John.Hutchings@gmail.com

SERVICES FROM: 12/06/14 – 01/02/15

SERVICES:

Architectural Assistant	05.00 Hours @ \$ 50	\$ 250.00
Structural Engineer	47.00 Hours @ \$ 90	\$4,230.00
Principal Architect	12.25 Hours @ \$150	<u>\$3,337.50</u>

SERVICES TOTAL: \$7,817.50

REIMBURSABLE EXPENSES:

Computer Scans	\$ 30.00
Computer Plots	\$ 7.50
Photocopies	\$ 42.30
Supplies/Reproductions	\$ 111.47
Blueprints	<u>\$ 120.00</u>

REIMBURSABLE EXPENSES TOTAL: \$ 311.27

INVOICE TOTAL DUE:

\$8,128.77

DUE UPON RECEIPT

PAST DUE IF PAYMENT IS RECEIVED AFTER 01/30/15.

Please remit payment to: Stoker Architecture, Inc.
1733 Sidewinder Drive
Park City, UT 84060

Thank You.

COMMENTS:

- To avoid a 2% late fee of \$162.58, payment must be received prior to the past due date.
- Initial retainer payment of \$1,000.00 to be credited to future/final invoices.

1733 Sidewinder Drive, 2nd Floor • Park City, UT 84060 • Phone: (435) 647-5876

HISTORIC SITE FORM - HISTORIC SITES INVENTORY

PARK CITY MUNICIPAL CORPORATION (10-08)

1 IDENTIFICATION

Name of Property:

Address: 943 PARK AVE

AKA:

City, County: Park City, Summit County, Utah

Tax Number: 943-PA-1

Current Owner Name: LEWIS JENNIFER R

Parent Parcel(s): SA-16

Current Owner Address: PO BOX 932, PARK CITY, UT 84060-0932

Legal Description (include acreage): SUBD: 943 PARK AVENUE REPLAT LOT: 1LOT 1 943 PARK AVENUE SUBDIVISION; .07 AC

2 STATUS/USE

Property Category

- ☒ building(s), main
☐ building(s), attached
☐ building(s), detached
☐ building(s), public
☐ building(s), accessory
☐ structure(s)

Evaluation*

- ☒ Landmark Site
☐ Significant Site
☐ Not Historic

Reconstruction

- Date:
 Permit #:
☐ Full ☐ Partial

Use

- Original Use: Residential
 Current Use: Residential

*National Register of Historic Places: ☐ ineligible ☒ eligible
☐ listed (date:)

3 DOCUMENTATION

Photos: Dates

- ☒ tax photo:
☒ prints:
☐ historic: c.

Drawings and Plans

- ☐ measured floor plans
☐ site sketch map
☐ Historic American Bldg. Survey
☐ original plans:
☐ other:

Research Sources (check all sources consulted, whether useful or not)

- ☐ abstract of title
☒ tax card
☐ original building permit
☐ sewer permit
☒ Sanborn Maps
☐ obituary index
☐ city directories/gazetteers
☐ census records
☐ biographical encyclopedias
☐ newspapers
☒ city/county histories
☐ personal interviews
☐ Utah Hist. Research Center
☐ USHS Preservation Files
☐ USHS Architects File
☐ LDS Family History Library
☐ Park City Hist. Soc/Museum
☐ university library(ies):
☐ other:

Bibliographical References (books, articles, interviews, etc.) Attach copies of all research notes and materials.

Blaes, Dina & Beatrice Lufkin. "Final Report." Park City Historic Building Inventory. Salt Lake City: 2007.

Carter, Thomas and Goss, Peter. *Utah's Historic Architecture, 1847-1940: a Guide*. Salt Lake City, Utah:

University of Utah Graduate School of Architecture and Utah State Historical Society, 1991.

McAlester, Virginia and Lee. *A Field Guide to American Houses*. New York: Alfred A. Knopf, 1998.

Roberts, Allen. "Final Report." Park City Reconnaissance Level Survey. Salt Lake City: 1995.

Roper, Roger & Deborah Randall. "Residences of Mining Boom Era, Park City - Thematic Nomination." National Register of Historic Places Inventory, Nomination Form. 1984.

4 ARCHITECTURAL DESCRIPTION & INTEGRITY

Building Type and/or Style: "L" cottage or "T" cottage

No. Stories: 1

Additions: ☒ none ☐ minor ☐ major (describe below) Alterations: ☐ none ☒ minor ☐ major (describe below)

Number of associated outbuildings and/or structures: ☐ accessory building(s), # ____; ☐ structure(s), # ____.

General Condition of Exterior Materials:

Researcher/Organization: Dina Blaes/Park City Municipal Corporation

Date: November, 08

- ☒ Good (Well maintained with no serious problems apparent.)
- ☐ Fair (Some problems are apparent. Describe the problems.):
- ☐ Poor (Major problems are apparent and constitute an imminent threat. Describe the problems.):
- ☐ Uninhabitable/Ruin

Materials (The physical elements that were combined or deposited during a particular period of time in a particular pattern or configuration. Describe the materials.):

Foundation: Cement porch- remainder of foundation is not visible and therefore its materials cannot be verified.

Walls: Drop-novelty wood siding (unable to determine if materials are new, original, or a mix of both)

Roof: Asphalt shingle

Windows/Doors: Unable to determine based on photo alone- likely single hung vinyl windows with full screens. Door is wood with top half panel as glazing.

Essential Historical Form: ☒ Retains ☐ Does Not Retain, due to:

Location: ☒ Original Location ☐ Moved (date _____) Original Location:

Design (The combination of physical elements that create the form, plan, space, structure, and style. Describe additions and/or alterations from the original design, including dates--known or estimated--when alterations were made): Structure has retained its essential form since the earliest evidences given in the tax photo, with only material changes being made. Efforts have been taken in 2006 photo to recreate porch supports seen in tax photo that were removed and replaced with metal supports (seen in 1995 photo), although the low porch wall in tax photo was not reconstituted back in. Replacements have been made in window and door materials since the tax photo, but the 2006 materials are still reflective of the original character and style of the structure, and apparently have made efforts to rectify the outer appearance (as seen in the 1995 photo). 1995 photo also displays a possible aluminum siding adjustment that by 2006 has reverted back to the drop-novelty siding appearance. Efforts to restore original characteristics to the structure have been successful. The alterations from the 1995 are significant and serve to re-establish the site's original historic character.

Setting (The physical environment--natural or manmade--of a historic site. Describe the setting and how it has changed over time.): Narrow building lot on fairly flat terrain. House is recessed roughly 20 feet from the city roadway, with a planted lawn and vegetation organized throughout the visible landscape. A maturing evergreen tree is evident on the far left side of the front elevation. Most obvious site detail not within historic context (seen as early as the 1995 photo) is the single car driveway that leads up to the front gable end of the structure, distracting from the house's curb appeal and overall appearance. (There is possibility for a driveway width to continue behind structure on the far left of the property's front elevation, allowing for the current driveway setup to be replanted and reinstated as originally intended.)

Workmanship (The physical evidence of the crafts of a particular culture or people during a given period in history. Describe the distinctive elements.): The distinctive elements that define this as a typical Park City mining era house are the simple methods of construction, the use of non-beveled (drop-novelty) wood siding, the plan type ("L" cottage), the simple roof form, the informal landscaping, the restrained ornamentation, and the plain finishes.

Feeling (Describe the property's historic character.): Though the physical elements of the site that convey a sense of life in a western mining town of the late nineteenth and early twentieth century have been altered, the site retains its essential historical form.

Association (Describe the link between the important historic era or person and the property.): The "T" or "L" cottage (also known as a "cross-wing") is one of the earliest and one of the three most common house types built in Park City during the mining era.

5 SIGNIFICANCEArchitect: ☒ Not Known ☐ Known: (source:)Date of Construction: c. 1911¹Builder: ☒ Not Known ☐ Known: (source:)

The site must represent an important part of the history or architecture of the community. A site need only be significant under one of the three areas listed below:

1. Historic Era:

- ☐ Settlement & Mining Boom Era (1868-1893)
☒ Mature Mining Era (1894-1930)
☐ Mining Decline & Emergence of Recreation Industry (1931-1962)

Park City was the center of one of the top three metal mining districts in the state during Utah's mining boom period of the late nineteenth and early twentieth centuries, and it is one of only two major metal mining communities that have survived to the present. Park City's houses are the largest and best-preserved group of residential buildings in a metal mining town in Utah. As such, they provide the most complete documentation of the residential character of mining towns of that period, including their settlement patterns, building materials, construction techniques, and socio-economic make-up. The residences also represent the state's largest collection of nineteenth and early twentieth century frame houses. They contribute to our understanding of a significant aspect of Park City's economic growth and architectural development as a mining community.²

2. **Persons** (Describe how the site is associated with the lives of persons who were of historic importance to the community or those who were significant in the history of the state, region, or nation):

3. **Architecture** (Describe how the site exemplifies noteworthy methods of construction, materials or craftsmanship used during the historic period or is the work of a master craftsman or notable architect):

6 PHOTOS

Digital color photographs are on file with the Planning Department, Park City Municipal Corp.

Photo No. 1: East elevation (primary façade). Camera facing west, 2006.
Photo No. 2: East elevation (primary façade). Camera facing west, 1995.
Photo No. 3: East elevation (primary façade). Camera facing west, tax photo.

¹ Summit County Recorder.

² From "Residences of Mining Boom Era, Park City - Thematic Nomination" written by Roger Roper, 1984.

SERIAL NO.
RE-APPRAISAL CARD (1940 APPR. BASE)

Owner's Name _____

Owner's Address _____

Location _____

Kind of Building Res Street No. _____

Schedule 1 Class 3 Type 1-2-3-4 Cost \$ _____ X _____ %

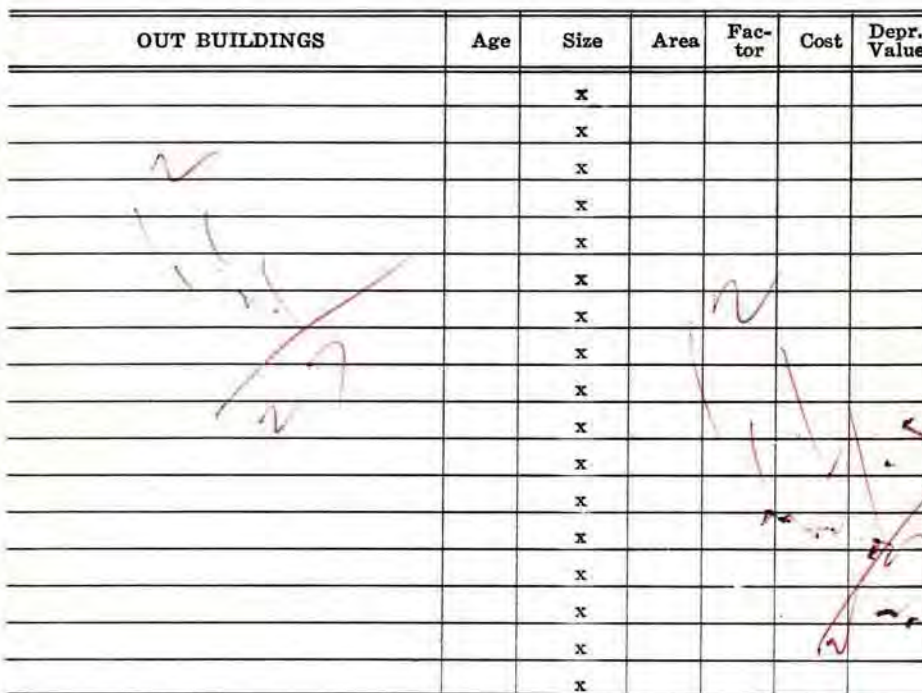
Stories	Dimensions	Cu. Ft.	Sq. Ft.	Actual Factor	Totals
<u>1</u>	x x		<u>1070</u>	\$ -	\$ <u>1884</u>
	x x			\$	\$
	x x			\$	\$

No. of Rooms 5 Condition _____

Description of Building	Add	Deduct
Foundation—Stone Conc. None ☒		<u>146</u>
Ext. Walls <u>Siding</u>		
Insulated—Floors Walls Clgs.		
Roof—Type <u>Gab</u> Mat. <u>Pt. Shg</u>		
Dormers—Small Med. Lg.		
Bays—Small Med. Lg.		
Porches—Front <u>108" @ 1.50</u>	<u>162</u>	
Rear @		
Cellar—Basmt— $\frac{1}{4}$ $\frac{1}{2}$ $\frac{3}{4}$ full-floor <u>Dirt</u>		
Basement Apts.—Rooms Fin.		
Attic Rooms Fin. Unfin.		
Plumbing— Class <u>1</u> Tub <u>1</u> Trays <u>1</u> Basin <u>1</u> Sink <u>1</u> Toilet <u>1</u> Urns <u>1</u> Ftns. <u>1</u> Shr. <u>1</u> Dishwasher Garbage Disp.	<u>350</u>	
Heat—Stove <u>H. A.</u> Steam <u>S.</u> Blr. <u>Oil</u> Gas <u>Coal</u>		
Air Conditioned Incinerators		
Radiant—Pipeless		
Finish— Hd. Wd. <u>✓</u> Floors <u>✓</u> Hd. Wd. <u>✓</u> Fir. <u>✓</u> Conc. <u>✓</u>		
Cabinets <u>1</u> Mantels <u>—</u>	<u>40</u>	
Tile— Walls <u>—</u> Wainscot. <u>—</u> Floors <u>—</u>		
Lighting—Lamp <u>✓</u> Drops <u>✓</u> Fix. <u>—</u>		
<u>Walbrd & Lumber Incl—5 @ 15"</u>		<u>75</u>
Total Additions and Deductions	<u>552</u>	<u>221</u>
Net Additions or Deductions	<u>-221</u>	<u>1884</u>

Age 38 Yrs. by { Est. Owner ☒ Tenant ☒ Neighbors ☒ Records ☒ } REPRODUCTION VALUE \$ 221.5
 Depr. 1-2-3-4-5-6 51/49 % \$ 1085
 Reproduction Val. Minus Depr. \$ 1085

Remodeled Est. Cost _____ Remodeling Inc. _____ %
 Garage—S 8 C 1 Depr. 2% 3% Obsolescence _____
 Cars 1 Walls Shg Out Bldgs. _____
 Roof Tin Size 16 x 18 Age 25 _____
 Floor Dirt Cost 153/25 Depreciated Value Garage \$ 38
 Remarks (30 yrs old 1940) Total Building Value \$ 1123



Serial No. 3716

Location Block 3 S.A. Plots 12+21 All Lot 11+21
 Kind of Bldg. 3 St. No. 943 PARK AVE
 Class 3 Type 1 2 3 4 4 Cost \$ 2016 X — %
 Stories 1 Dimensions x x Cu. Ft. 1070 Sq. Ft. 1070 Factor — Totals \$ 2016
 Gar.—Carport — x — Flr. — Walls — Cl. —
 Description of Buildings Additions
 Foundation—Stone — Conc. — None —
 Ext. Walls Asb Shale on Siding
 Insulation—Floors — Walls — Clgs. —
 Roof Type Gable Mtl. —
 Dormers—Small — Med. — Large —
 Bays—Small — Med. — Large —
 Porches—Front 108 @ 100 108
 Rear — @ —
 Porch — @ —
 Metal Awnings — Mtl. Rail —
 Basement Entr. — @ —
 Planters — @ —
 Cellar-Bsmt. — $\frac{1}{4}$ $\frac{1}{2}$ $\frac{3}{4}$ Full — Floor —
 Bsmt. Apt. — Rooms Fin. — Unfin. —
 Attic Rooms Fin. — Unfin. —
 Plumbing { Class 2 Tub — Trays —
 Basin — Sink — Toilet — 350
 Wtr. Sfr. — Shr. St. — O.T. —
 Dishwasher — Garbage Disp. —
 Built-in Appliances —
 Heat—Stove — H.A. — Steam — Stkr. — Blr. —
 Oil — Gas — Coal — Pipeless — Radiant —
 Air Cond. —
 Finish—Fir — Hd. Wd. —
 Floor—Fir — Hd. Wd. — Other —
 Cabinets — Mantels —
 Tile—Walls — Wainseot — Plastic Floors — 50
 Storm Sash—Wood D. — S. — Metal D. — S. — 60
 Total Additions 568
 Year Built — Avg. 47 Current Value \$ 2584
 Ave Age 1949-38 Age — Commission Adj. — %
 Inf. by { Owner - Tenant - Bldg. Value
 Neighbor - Record - Est. Depr. Col. 1 2 3 4 5 6 40 %
 Remodel Year — Est.-Cost — Current Value Minus Depr. \$ 1034
 Garage—Class — Depr. 2% 3% Carport—Factor —
 Cars — Floor — Walls Metal Roof Metal Doors —
 Size 7 x 5 Age 1967 Cost 2300 x — %
 Other —
 Total Building Value \$ 417

SA 16
Serial Number

OF
Card Number

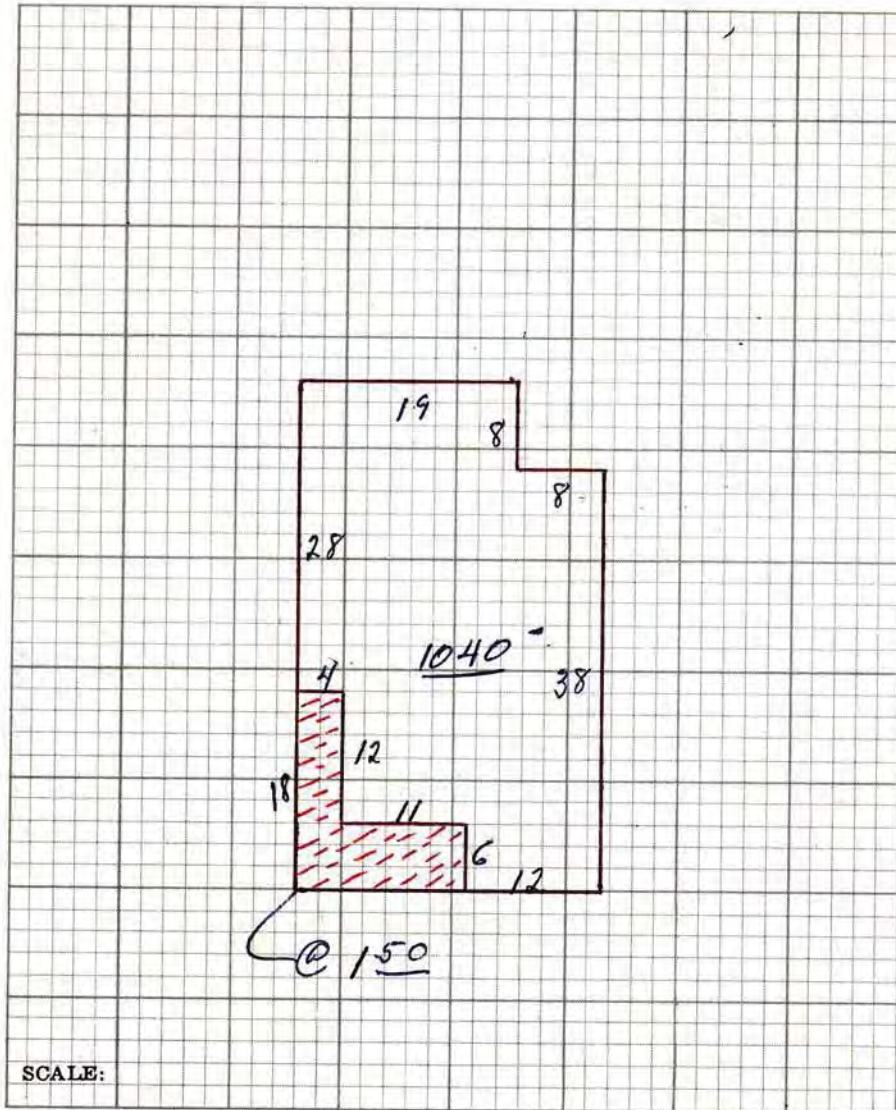
Owners Name Park City
Location Res St. No. 943 Park Ave
Class 3 Type 1 2 3 4. Cost \$ 4396 x 104.5%

Stories	Dimensions	Sq. Ft.	Factor	Totals	Totals
1	x x	1040		\$ 4593	\$
	x x				
	x x				

Att. Gar. — C.P. — x — Flr. — Walls — Cl. —
Description of Buildings Additions Additions

Foundation—Stone — Conc. — Silts —
Ext. Walls FBG Shake (out)
Roof Type gable Mtl. Asph
Dormers—Small — Med. — Large —
Bays—Small — Med — Large —
Porches—Front 138 @ 150 207
Rear — @ —
Porch — @ —
Planters — @ —
Ext. Base. Entry — @ —
Cellar-Bsmt. — 1/4 1/3 1/2 2/3 3/4 Full — Floor —
Bsmt. Gar. —
Basement-Apt. — Rms. — Fin. Rms. —
Attic Rooms Fin. — Unfin. —
Plumbing { Class 2 Tub. 1 Trays —
Basin 1 Sink 1 Toilet 1 650
Wtr. Sfr. — Shr. St. — O.T. —
Dishwasher — Garbage Disp. —
Heat—Stove — H.A. — FA ✓ HW — Stkr — Elec. — 393
Oil — Gas ✓ Coal — Pipeless — Radiant —
Air Cond. — Full — Zone —
Finish—Fir. — Hd. Wd. — Panel —
Floor—Fir. — Hd. Wd — Other —
Cabinets ✓ Mantels. —
Tile—Walls — Wainscot — Floors —
Storm Sash—Wood D. 1 S. 1; Metal D. 1 S. — 55
Awnings — Metal — Fiberglass —

Total Additions 130.5
Year Built 1911 Avg. 1. Replacement Cost 5898
Age 2. Obsolescence
Inf. by { Owner - Tenant -
Neighbor - Record - Est. Adj. Bld. Value
Conv. Factor x.47
Replacement Cost—1940 Base
Depreciation Column 1 2 3 4 5 6
1940 Base Cost, Less Depreciation
Total Value from reverse side Shed 103
Total Building Value \$



RESIDENTIAL OUT BUILDINGS	Age	Size	Area	Fac- tor	Cost	Conv. Cost	Adj. Cost	Depr. Value
<i>Shed</i>	<i>1967</i>	<i>7 x 5</i>	<i>35</i>	<i>30</i>	<i>105</i>	<i>2/47</i>	<i>88%</i>	<i>103</i>
		x				.47		
		x				.47		
		x				.47		
		x				.47		
		x				.47		

Garage — Class _____ Depr. 2% 3% _____

Cars _____ Floor _____ Walls _____ Roof _____ Doors _____

Size _____ x _____ Age _____ Cost _____ x 47% _____

1940 Base Cost _____ x _____ % Depr. _____

Total _____

REMARKS _____



Researcher: Philip F. Notarianni
Date: September, 1978

Site No. SU-10-584

Utah State Historical Society
Historic Preservation Research Office
Structure/Site Information Form

IDENTIFICATION

Street Address: 943 Park Ave. Plat SA Bl. 3 Lot S 1/2 11-22
Name of Structure: T. R. S. 12
Present Owner: David & Hartense N. eley UTM:
Owner Address: P.O. Box, Park City, Utah 84060 Tax #: SA-16

AGE/CONDITION/USE

Original Owner: Construction Date: @1910 Demolition Date:

Original Use: residential

Present Use:

- ☒ Single-Family ☐ Park ☐ Vacant
☐ Multi-Family ☐ Industrial ☐ Religious
☐ Public ☐ Agricultural ☐ Other
☐ Commercial

Occupants:

Building Condition:

- ☐ Excellent ☐ Site
☐ Good ☐ Ruins
☐ Deteriorated

Integrity:

- ☐ Unaltered
☐ Minor Alterations
☒ Major Alterations

STATUS

Preliminary Evaluation:

- ☐ Significant
☒ Contributory
☐ Not Contributory
☐ Intrusion

Final Register Status:

- ☐ National Landmark ☐ District
☐ National Register ☐ Multi-Resource
☐ State Register ☐ Thematic

DOCUMENTATION

Photography:

Date of Slides: 6/78

Views: Front ☒ Side ☐ Rear ☐ Other ☐

Date of Photographs:

Views: Front ☐ Side ☐ Rear ☐ Other ☐

Research Sources:

- ☐ Abstract of Title ☐ City Directories ☐ LDS Church Archives
☒ Plat Records ☐ Biographical Encyclopedias ☐ LDS Genealogical Society
☒ Plat Map ☒ Obituary Index ☒ U of U Library
☒ Tax Card & Photo ☐ County & City Histories ☐ BYU Library
☐ Building Permit ☐ Personal Interviews ☐ USU Library
☐ Sewer Permit ☒ Newspapers ☐ SLC Library
☒ Sanborn Maps 1889, 1900, ☒ Utah State Historical Society Library ☐ Other
1907.

Bibliographical References (books, articles, records, interviews, old photographs and maps, etc.):

Summit County Records.

Architect/Builder: unknown

Building Materials: wood

Building Type/Style: residential

Description of physical appearance & significant architectural features:

(Include additions, alterations, ancillary structures, and landscaping if applicable)

One story dwelling with a cross gable roof treatment. The front portion of the building consists of a picture window on the gable end (to the north) with a porch that runs to the south and extends around the southern portion of the structure. Two entries exist on the front, one to the north and another to the south, with another picture window between the two entries (windows were originally double-hung). Iron posts now support the porch.

The basic plan appears the same on 1900 and 1907 Sanborn maps.

Statement of Historical Significance:

- | | | | |
|---|---|--|---|
| ☐ Aboriginal Americans | ☐ Communication | ☐ Military | ☐ Religion |
| ☐ Agriculture | ☐ Conservation | ☒ Mining | ☐ Science |
| ☐ Architecture | ☐ Education | ☐ Minority Groups | ☐ Socio-Humanitarian |
| ☐ The Arts | ☐ Exploration/Settlement | ☐ Political | ☐ Transportation |
| ☐ Commerce | ☐ Industry | ☐ Recreation | |

Although altered, with siding and different window treatments, the structure contributes to the rest of Park City's historic residential district both in style and its history of ownership by various Park City merchants and miners.

William Reich acquired the land in 1890 from Park City organizer David C. McLaughlin. In 1902 to Nan A. Love; and in 1904, Sarah Allgood; then Mrs. Fannie Stembudge (Stembudge) in 1907. Alfred Baker acquired the lot in 1909; to Clemens Norbisraith in 1913, who also obtained Lot 22. Norbisraith mortgaged his property in 1915 for \$600 to Julius Frankel, apparently to build the home; however, in 1916 deeded to Mrs. Maria Harris; in 1917 to Mary R. Hartwell, later Harold W. Hartwell; and in 1918 to Deal J. Hartwell. Up for tax sale in 1923, 1930, to H. E. Burbidge in 1936 (redeemed) who had obtained a Warranty Deed in 1926 (H. Eugena Burbidge). Others: Bheron W. Johnson, 1946; and in 1969 David and Hortense Eley.

No information on Alfred Baker or Clemens Norbisraith.







December 1, 2014

John Hutchings and Cora Goodman
PO Box 81408
Park City, UT 84068

CC: Architect Michael Stoker

NOTICE OF PLANNING DEPARTMENT ACTION

<u>Project Address</u>	943 Park Avenue
<u>Description</u>	Historic District Design Review
<u>Date of Action</u>	December 1, 2014
<u>Project #</u>	PL-14-02339

Summary of Staff Action

Staff reviewed this project for compliance with the Historic District Design Guidelines, specifically with Specific Guidelines A. Site Design, B. Primary Structures, C. Park Areas, and D. Additions to Historic Structures. The applicant proposes to temporarily raise and construct a basement addition to the locally designated "Landmark" structure as well as construct a new rear addition. This letter serves as the final action letter and approval for the proposed renovation of 943 Park Avenue, as redlined subject to the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

Findings of Fact

1. The property is located at 943 Park Avenue.
2. The plat amendment was approved by City Council on September 3, 1998, as Ordinance 98-37. The amended plat created one new 2,813 square foot lot. The property is located in the Historic Residential-1(HR-1) District.
3. The site is a developed parcel with a historic structure, identified on the City's Historic Sites Inventory (HSI) as a "Landmark" site. Per the Historic Site Form, the one-story frame T-shaped cottage has retained its Essential Historical Form, with only alterations to its historic materials. In 2006, the house was renovated and the porch was restored. The 2006 materials are not original, but are reflective of the original character and style of the structure. Windows and doors were also replaced at this time.

4. The structure was built c. 1911 during the Mature Mining Era (1894-1930).
5. The applicant submitted a HDDR application to renovate the house on October 24, 2014. The application was deemed complete on October 29, 2014. A public hearing was held on November 13, 2014.
6. The main building (house) is approximately 1,065 square feet in size; of this, only approximately 909 square feet is the original historic structure.
7. The allowable footprint for a lot this size in the HR-1 Zoning District is approximately 1,201 square feet; however, the applicant is proposing a footprint of 1,195.5 square feet.
8. The required side yard setbacks for a lot this size in the HR-1 Zone is three feet (3'); the applicant is proposing a three foot (3') side yard on the north side and four and one-half on the south side (4'6"). The required front and rear yard setback for a lot this size in the HR-1 Zone is ten feet; the applicant is proposing a sixteen and one-half (16'6") front yard setback and a ten foot (10') rear yard setback.
9. The proposed complies with Historic District Design Guidelines, specifically with Specific Guidelines A. Site Design, B. Primary Structures, C. Park Areas, and D. Additions to Historic Structures.
10. The proposal complies with Universal Design Guideline #1 as the site will be used as it was historically—a residential, single-family home.
11. The proposal complies with Universal Design Guideline #2 as changes to a site or building that have acquired historic significance in their own right will be retained and preserved. The applicant is proposing to remove a non-historic rear addition in order to construct the new addition.
12. The proposal complies with Universal Design Guideline #3 as the historic exterior features of a building will be retained and preserved. The applicant does not intend to alter any of the renovations completed in 2006 that restored the original character of the home.
13. The proposal complies with Universal Guideline #4 as the distinctive materials, components, finishes, and examples of craftsmanship will be retained and preserved. The applicant does not intend to alter any of the renovations completed in 2006 that restored the original character of the home.
14. The proposal complies with Universal Guideline #5 as conditioned.
15. The proposal complies with Universal Guideline #6 as features that do not contribute to the significance of the site or building and exist prior to the adoption of these guidelines, such as incompatible windows, aluminum soffits, or iron porch supports, will be brought into compliance with these guidelines. The windows and doors are not original to the house; however, the applicant is not proposing to change these features.
16. The proposal complies with Universal Guideline #7 as the site will be recognized as a physical record of its time, place, and use. The applicant has not proposed to introduce architectural elements or details that visually modify or alter the original building design when no evidence of such elements or details exists.
17. Universal Guideline #8 is not applicable as the applicant has not proposed any chemical or physical treatments, or any treatments that cause damage to historic materials.

18. The proposal complies with Universal Guideline #9 as the new addition and exterior alterations will not destroy historic materials, features, and spatial relationships that characterize the site or building.
19. The proposal complies with Universal Guideline #10 as the new addition and related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment could be restored. The new addition will be constructed adjacent to a non-historic portion of the house.
20. The proposal complies with Specific Guideline A.1. Building Setbacks & Orientation. The applicant does not intend to relocate the home. The existing front and side yard setbacks will be retained. The applicant will also preserve the original location of the main entry.
21. Specific Guideline A.2. Stone Retaining Walls is not applicable as there are no historic stone retaining walls on the site. The non-historic stone retaining wall in the backyard will be maintained; the applicant has not proposed any changes to it.
22. Specific Guideline A.3. Fences and Handrails is not applicable as there are no historic fences or handrails.
23. Specific Guideline A.4 is not applicable as there are no historic hillside steps.
24. The proposal complies with Specific Guidelines A.5 Landscaping and Site Grading. There are no landscape features that contribute to the character of the site. The applicant has proposed to incorporate landscape treatments for driveways, paths, and the building in a comprehensive, complimentary, and integrated design. The historic character of the site will not be significantly altered by substantially changing the proportion of built or paved area to open space. The landscape plan will balance water efficient irrigation methods and drought tolerant native plant material. The landscape plan will also allow for snow storage from the driveway. A detailed landscape plan that respects the manner and materials used traditionally in the districts has been provided. Landscaped separations between parking areas, drives, and public use areas have been provided. The original grading of the site will be maintained when and where feasible.
25. The proposal complies with Specific Guidelines B.1. Roofs in that the original roof form will be maintained. The applicant does not propose any new roof features such as photovoltaic panels and/or skylights. No gutters or downspouts have been proposed.
26. The proposal complies with Specific Guideline B.2. Exterior Walls. The primary and secondary façade components, such as window/door configuration, wall planes, recesses, porches, and entryways will be maintained as existing. The applicant has not proposed any changes or repairs to the façade or side elevations of the house. The applicant is not proposing any interior changes that will affect the exterior appearance of the façade.
27. Specific Guidelines B.2.3 and B.2.5 are not applicable as the applicant did not propose disassembly of any historic elements or any new substitute materials.
28. The proposal complies with Specific Guideline B.3. Foundations. The new foundation will not raise or lower the historic structure generally more than two

feet (2') from its original floor elevation. The original orientation and grading of the historic building will be retained. The applicant will re-grade the site so that no more than two feet (2') of the new foundation will be visible above finished grade on the primary and secondary facades.

29. The proposal complies with Specific Guideline B.4 Doors. Historic door openings will be maintained, though the historic doors and trim have been lost. The applicant does not propose to change the existing front door, though it is not historic to the house.
30. The proposal complies with Specific Guideline B.5 Windows. Historic window openings will be maintained and restored. No historic windows exist, and no new windows are proposed on the historic house. No storm windows are proposed.
31. The proposal complies as conditioned with Specific Guidelines B.6. Mechanical Systems, Utility Systems, and Service Equipment.
32. The proposal complies as conditioned with Specific Guidelines B.7. Paint & Color.
33. The proposal complies with Specific Guidelines C.1. Off-Street Parking. The applicant has an existing parking pad on the northeast corner of the site that will remain. No new parking areas are proposed. The applicant will plant shrubs on the north and south side of this parking pad to provide a visual buffer from adjacent properties.
34. The proposal complies with Specific Guideline C.2. Driveways. The existing parking pad is twelve feet (12') in width, and no changes to the existing parking pad are proposed at this time.
35. Specific Guidelines C.3. Detached Garages is not applicable as the applicant is not proposing to construct a detached garage.
36. The proposal complies with Specific Guideline D.1. Protection for Historic Structures and Sites. The addition will be visually subordinate to the historic building when viewed from the primary public right-of-way. The addition will not significantly obscure historic material as the addition will be constructed adjacent to an existing non-historic addition.
37. The proposal complies with Specific Guideline D.2. General Compatibility. The addition complements the visual and physical qualities of the historic building. Building components and materials used on the addition will be similar in scale and size to those found on the original building. The window shapes, patterns, and proportions found on the historic building are reflected in the new addition. The applicant has not proposed an in-line addition.
38. The proposal complies with Specific Guidelines D.3. Scenario 1: Residential Historic Sites—Basement Addition without Garage. The addition will not raise the historic structure generally more than two feet (2') from its original elevation. In plan, the basement addition does not extend beyond the wall planes of the historic structure's primary or secondary facades.

Conclusion of Law

1. The proposal complies with the 2009 Park City Design Guidelines for Historic Districts and Historic Sites as conditioned.

2. The proposal complies with the Land Management Code requirements pursuant to the Historic Residential Low Density (HR-1) District (lot size, setbacks, etc.).
3. The proposed building meets the applicable Historic District Design Guidelines for Historic Sites in Park City, as well as applicable Universal Design Guidelines.

Conditions of Approval

1. Receipt and approval of a Construction Mitigation Plan (CMP) by the Building Department is a condition precedent to the issuance of any building permit. The CMP shall consider and mitigate impacts to the existing neighboring structures, and existing infrastructure/streets from the construction. All anticipated road closures shall be described and permitted in advance by the Building Department.
2. Final construction details shall reflect substantial compliance with the Preservation Plan and the Physical Conditions Report stamped in on October 24, 2014, redlined and approved by the Planning Department on November 25, 2014. Any changes, modifications, or deviations from the approved design shall be reviewed and approved by the Planning Director prior to construction. Any changes, modifications, or deviations from the approved work that have not been approved by the Planning and Building Departments may result in a stop work order.
3. The designer and/or applicant shall be responsible for coordinating the approved documents with the approved construction documents. Any discrepancies found among these documents that would cause a change in the approved construction shall be reviewed and approved prior to construction. Any changes, modifications, or deviations from the approved construction that have not been approved by the Planning and Building Departments may result in a stop work order.
4. The City Engineer shall review and approve all appropriate grading, utility installation, public improvements, drainage plans, and flood plain issues, for compliance with City and Federal standards, and this is a condition precedent to building permit issuance.
5. Should the applicant uncover any deteriorated or damaged historic features and elements while renovating the structure, these elements will be addressed in an updated Historic Preservation Plan submitted to the Planning Department. Where the severity of deterioration or existence of structural or material defects requires replacement, the feature, or element will match the original in design, dimension, texture, material, and finish.
6. Roof colors shall be neutral and muted, and materials shall not be reflective.
7. Mechanical equipment and utilities, including heating and air conditioning units, meters, and exposed pipes, shall be located on the rear façade or another inconspicuous location.
8. Ground-level equipment shall be screened from view using landscape elements such as fences, low stone retaining walls, or perennial plant materials.
9. Contemporary communication equipment such as satellite dishes or antennae shall be visually minimized when viewed from the public right-of-way.

10. Original materials such as brick and stone that were traditionally unpainted shall not be painted. Materials that are traditionally painted should have an opaque rather than transparent finish. A weather-protective finish should be applied to wood surfaces that were not historically painted. When possible, low VOC (volatile organic compound) paints and finishes shall be used.
11. Window or egress wells shall not be located on the primary façade, but in a location that is not visible from the primary public right-of-way.
12. Landscape elements shall be used to screen window/egress wells.
13. After construction of the basement, the site shall be re-graded to approximate grading prior to construction and to limit the visibility of the new foundation.
14. Approval of this HDDR was noticed on December 1, 2014, and any approval is subject to a ten (10) day appeal period.
15. If a building permit has not been obtained by December 1, 2015, this HDDR approval will expire, unless an extension is requested prior to the expiration date and granted by the Planning Department.
16. All standard conditions of approval shall apply (see attached).

If you have any questions about this approval, please do not hesitate to contact me. I can be reached at (435) 615-5067, or via e-mail at anya.grahn@parkcity.org.

Sincerely,



Anya E. Grahn
Historic Preservation Planner

PARK CITY MUNICIPAL CORPORATION
STANDARD PROJECT CONDITIONS

1. The applicant is responsible for compliance with all conditions of approval.
2. The proposed project is approved as indicated on the final approved plans, except as modified by additional conditions imposed by the Planning Commission at the time of the hearing. The proposed project shall be in accordance with all adopted codes and ordinances; including, but not necessarily limited to: the Land Management Code (including Chapter 5, Architectural Review); International Building, Fire and related Codes (including ADA compliance); the Park City Design Standards, Construction Specifications, and Standard Drawings (including any required snow storage easements); and any other standards and regulations adopted by the City Engineer and all boards, commissions, agencies, and officials of the City of Park City.
3. A building permit shall be secured for any new construction or modifications to structures, including interior modifications, authorized by this permit.
4. All construction shall be completed according to the approved plans on which building permits are issued. Approved plans include all site improvements shown on the approved site plan. Site improvements shall include all roads, sidewalks, curbs, gutters, drains, drainage works, grading, walls, landscaping, lighting, planting, paving, paths, trails, public necessity signs (such as required stop signs), and similar improvements, as shown on the set of plans on which final approval and building permits are based.
5. All modifications to plans as specified by conditions of approval and all final design details, such as materials, colors, windows, doors, trim dimensions, and exterior lighting shall be submitted to and approved by the Planning Department, Planning Commission, or Historic Preservation Board prior to issuance of any building permits. Any modifications to approved plans after the issuance of a building permit must be specifically requested and approved by the Planning Department, Planning Commission and/or Historic Preservation Board in writing prior to execution.
6. Final grading, drainage, utility, erosion control and re-vegetation plans shall be reviewed and approved by the City Engineer prior to commencing construction. Limits of disturbance boundaries and fencing shall be reviewed and approved by the Planning, Building, and Engineering Departments. Limits of disturbance fencing shall be installed, inspected, and approved prior to building permit issuance.
7. An existing conditions survey identifying existing grade shall be conducted by the applicant and submitted to the Planning and Building Departments prior to issuance of a footing and foundation permit. This survey shall be used to assist

the Planning Department in determining existing grade for measurement of building heights, as defined by the Land Management Code.

8. A Construction Mitigation Plan (CMP), submitted to and approved by the Planning, Building, and Engineering Departments, is required prior to any construction. A CMP shall address the following, including but not necessarily limited to: construction staging, phasing, storage of materials, circulation, parking, lights, signs, dust, noise, hours of operation, re-vegetation of disturbed areas, service and delivery, trash pick-up, re-use of construction materials, and disposal of excavated materials. Construction staging areas shall be clearly defined and placed so as to minimize site disturbance. The CMP shall include a landscape plan for re-vegetation of all areas disturbed during construction, including but not limited to: identification of existing vegetation and replacement of significant vegetation or trees removed during construction.
9. Any removal of existing building materials or features on historic buildings shall be approved and coordinated by the Planning Department according to the LMC, prior to removal.
10. The applicant and/or contractor shall field verify all existing conditions on historic buildings and match replacement elements and materials according to the approved plans. Any discrepancies found between approved plans, replacement features and existing elements must be reported to the Planning Department for further direction, prior to construction.
11. Final landscape plans, when required, shall be reviewed and approved by the Planning Department prior to issuance of building permits. Landscaping shall be completely installed prior to occupancy, or an acceptable guarantee, in accordance with the Land Management Code, shall be posted in lieu thereof. A landscaping agreement or covenant may be required to ensure landscaping is maintained as per the approved plans.
12. All proposed public improvements, such as streets, curb and gutter, sidewalks, utilities, lighting, trails, etc. are subject to review and approval by the City Engineer in accordance with current Park City Design Standards, Construction Specifications and Standard Drawings. All improvements shall be installed or sufficient guarantees, as determined by the City Engineer, posted prior to occupancy.
13. The Snyderville Basin Water Reclamation District shall review and approve the sewer plans, prior to issuance of any building plans. A Line Extension Agreement with the Snyderville Basin Water Reclamation District shall be signed and executed prior to building permit issuance. Evidence of compliance with the District's fee requirements shall be presented at the time of building permit issuance.

14. The planning and infrastructure review and approval are transferable with the title to the underlying property so that an approved project may be conveyed or assigned by the applicant to others without losing the approval. The permit cannot be transferred off the site on which the approval was granted.
15. When applicable, access on state highways shall be reviewed and approved by the State Highway Permits Officer. This does not imply that project access locations can be changed without Planning Commission approval.
16. Vesting of all permits and approvals terminates upon the expiration of the approval as defined in the Land Management Code, or upon termination of the permit.
17. No signs, permanent or temporary, may be constructed on a site or building without a sign permit, approved by the Planning and Building Departments. All multi-tenant buildings require an approved Master Sign Plan prior to submitting individual sign permits.
18. All exterior lights must be in conformance with the applicable Lighting section of the Land Management Code. Prior to purchase and installation, it is recommended that exterior lights be reviewed by the Planning Department.

April 2007

Historic Preservation Plan

1. Project Description: *Summarize the intent of the proposed project and describe the anticipated scope of work. For projects involving Historic Sites, the description should make known any intentions to remove, relocate, reorient, raise, disassemble/reassemble, and/or reconstruct all or part of the Historic Site.*

The project has two aspects. The first is to lift the historic home, excavate, and build a foundation for the house. The second is to construct an addition on the back of the home. The historic portions of the home will not be impacted. In fact, by building a foundation of the home, the home will be preserved for long than it would be without a foundation.

The intent of the project is give the house a foundation, which will preserve the existing historic home. The other intent of the home is to add square footage so the home can accommodate a family. We are full-time residence and recently our first child was born. We would like to stay in the home full-time and need to add square footage.

The house will be raised approximately four feet from during construction. When the house is placed on the foundation, it will be two feet higher than its existing location – which is permitted by the Historic Guidelines. On builder has expresses that it will be very difficult to lift the house with the large roof over the front porch. If that is the case, the roof over the front porch will be removed and reconstructed.

2. Design Issues:

Summarize the impacts the proposed project will have on the site's character-defining features. If the project proposes a negative impact on any character-defining feature, explain why it is unavoidable and what measures are proposed to mitigate the adverse effects.

The project will not have any negative effects on any character-defining feature of the site. In fact, it will help to preserve the historic home. The exterior of the historic home is not be altered in anyway except the raise the house two feet. I mitigate this effect, we have designed to use board form concrete to give the two feet of exposed concrete a wood look. Under the porch we will install vertical boards to keep the miner's cabin look and feel.

Summarize the design of proposed elements. Address compatibility with existing character-defining features and historic materials.

There will be an addition on the back of the home. This addition will not be visible from the front of the home and barely visible from the sites. The separate the historic home from the addition, we have designed clear transitions using different materials. The addition will have vertical siding which will clearly distinguish it from the historic home, which has horizontal siding. All the windows in the addition are in proportions that match the look and feel of Old



Town. We also designed the exterior walls to match existing homes and fit in with the neighborhood. The trim on the addition will have the same look and feel as miner's cabins in Old Town.

Summarize the location and placement of proposed elements. Address visibility from the primary public right of way, impact on historic building/structure, and impact on historic materials and design.

As discussed above, there will be an addition on the back of the house. The addition will not be visible from the front of the house. The addition will be slightly visible from the sides of the house. See above for materials and differentiation of the addition from the historic home. The home will be raised two feet. See above the mitigation measures taken because of the two feet raise.

3. Construction Issues: Following the format of the Physical Condition Report, summarize the work being proposed for each feature. Provide references to or excerpts from the Physical Condition Report if needed to supplement the work summaries. Address treatments being considered and the methods and techniques being proposed.

The treatment being used for all item listed below is **Preservation**.

Site Features

A.1. Topography – we will add a foot of fill to the back yard with the dirt from the basement excavation. We will also grade the property on the sides to mitigate the impact of raising the home two feet.

A.2 Landscaping – the property will be landscaped essentially the same as it is now. There will be grass in the front. There will be a planter in between the front walk and driveway. The front tree will remain. The north side and the south side of the property will have shrubs as it goes now. The back yard will also not change, except that it will be raise one foot.

A.3 – Retaining Walls – there is one retaining wall on the property in the back, which will remain.

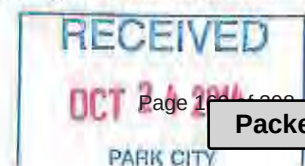
A.4 Exterior steps – there will be front steps from the walk to the front porch. These will be wood. Now there is one concrete step and there will be three wood steps because the house will be raised. There will be two exterior steps from the back door to the back yard. These will be wood. Currently there are no steps in the back yard.

A.5 – Fences – There is a fence in the back yard. There is also a fence in north side yard to completely fence in the back yard. This fence will be removed for construction and rebuild.

Main Building

B.1 Roof – There will no change to the existing roof over the historic portion of the home. The non-historic roof will be removed and reconstructed consistent with the addition.

B.2 – B.5 – Exterior Walls – the exterior walls will not change except that the non-historic portion of the home will be removed and reconstructed consistent with the design of the addition.



B.6 – Foundation – there is no existing foundation. A foundation will be constructed.

B.8 – Dormer – there are no existing dormers. There will be a dormer constructed on the upper floor of the addition in the master bedroom.

B.9 – Additions – there are existing additions on the home. An addition will be constructed on the back of the home.

B.10. Mechanical System – the house currently has forced air heat. After the project is complete, the house will continue to have forced air heat. It is possible that radiant will be installed in the basement.

B.11 Electric System – the electrical system in the house has been updated. No change is proposed to the existing electrical system.

B.12 Structural System – no modifications to structure of the existing home are proposed. The house was remodeled approximately 2000, with updated structural systems.

B.13 Hazardous Materials – there are no known hazardous materials in the home, except possibly lead paint. No modifications to the lead are proposed at this time because they are not currently necessary.

Main Building – Details

C.1 – Windows – there is no proposed change to existing windows.

C.2 – Doors – there is no proposed change to existing doors.

C.3 – Trim – there is no proposed change to existing trim.

C.4. – Architectural Ornamentation – there is no architectural ornamentation on the existing home.

Accessory Buildings

There are no accessory buildings and no proposed work to accessory buildings.

Structures

There are no other structures not described in this document and no additional proposed work on structures not already described in this document.

4. Project Team:

List the individuals and firms involved in designing and executing the proposed work. Include the names and contact information for the architect, designer, preservation professional, contractor, subcontractors, specialized craftspeople, specialty fabricators, etc...

The architect involved in the project is Mike Stoker of Stoker Architecture, Inc. Mike can be contact as indicated below:

Michael J. Stoker, AIA, NCARB - Architect
President, Stoker Architecture, Inc.
1733 Sidewinder Drive
Park City, UT 84060



943 Park Ave, Park City, Utah 84060

435.647.5876

<http://www.stokerarch.com/>

Although we have met with several builders, we have not selected one. We anticipate the contractor will subcontract as necessary. It is not planned that any other individuals will be involved in the project.

Provide a statement of competency for each individual and/or firm listed above. Include a list or description of relevant experiences and/or specialized training or skills.

Mike Stoker is a licensed architect and has worked in Park City, including Old Town for over 20 years. He has designed and worked on the historic properties in Old Town very similar to this project.

Mike is extremely qualified to design this project.

All the builders we have met with and are considering have constructed very similar projects on historic homes in Old Town. They have all successfully lifted historic homes, constructed foundations, and returned the homes to the foundations. Some of the builders we are considering are currently working on very similar projects in Old Town right now. They are all licensed contractors by the state of Utah.

5. Site History:

Provide a brief history of the site to augment information from the Historic Site Form. Include information about uses, owners, and dates of changes made (if known) to the site and/or buildings. Please list all sources such as permit records, current/past owner interviews, newspapers, etc...

943 Park Avenue is a landmark historic home. Please see the Historic Site Inventory for a complete history of the home available in Planning Department.

As far as is known, the property has always been used as a residence. Exact dates are not known, but local resident and Park City, City Council member Dick Peek owned the home in the early 2000s. It is believed he restored the home earning it a historical preservation award. After Dick a local resident Jennifer Lewis purchased the home in 2005 and sold it us in 2011. It is believed, but not known, she constructed the current landscaping.

6. Financial Guarantee

The Planning Department is authorized to require that the Applicant provide the City with a financial Guarantee to ensure compliance with the conditions and terms of the Historic Preservation Plan. Describe how you will satisfy the financial guarantee requirements.



943 Park Ave, Park City, Utah 84060

If required by the Planning Department, we will satisfy this requirement by permitting a lien to be placed on the property.



Physical Condition Report

A.1 Topography

The site is flat. There are no known unusual physical conditions.

A.2 Landscaping

The front yard is grass. There is a pine tree in the south-east corner of the lot. There is a planter on the north side of the walkway to the front entrance of the house. There is a planter on the north side of the driveway. There is a planter along the front half of the north side of the house. The backyard contains a flagstone patio and rock planter that outlines that extends the length of the backyard. Currently, there is grass in the backyard planter. There is a tree in the backyard in the northwest corner of the lot. There is an aspen tree near the south west corner of the lot. The south side of the house contains a flagstone walkway in the rear of the house with plants along side of it. The flagstone walkway extends almost to the front of the house there it is set in grass.

A.3 Retaining Walls

There are no retaining walls on the property, other than a small rock retaining wall along the west side of the property in back.

A.4 Exterior Steps

There is one exterior step on the front porch that leads to the front door. It is approximately 3 feet by 10 inches. It is made of concrete and was constructed around the year 2000.

A.5 Fences

There is a fence in the backyard that extends along the west side of the lot approximately 37 feet. There is a fence along the north side of the lot that extends east from the northwest corner of the lot approximate 20 feet. On the north side of the lot, there is a three foot fence that runs north-south beginning 20 feet from the east of the lot and extends until it reaches the house. The construction date of these fences is unknown. They all consist of wood. On the south side of the lot, there is a fence that runs north-south beginning approximately 20 feet from east of the lot and extents approximately 9 feet until it reaches the house. This fence was constructed of wood in 2011.

B.1 Roof

The roof is asphalt shingles. There is an east-west roof line that extends the length of the house. There is a north-south roofline that extends the south half of the house. There is a roof over the porch. The date of the roof is unknown.

There are no skylights, or chimneys. There are vents in the center of the east-west roofline.



B2. Exterior Wall –Primary Façade

All exterior walls have siding. All are the same. Although all the siding is not original, it is traditional historic miner's home siding. The door frames and the window frames are not historic, but have white 2 inch trim.

The date of construction is not known, but exists in the tax photo.

Exterior Wall – Rear Façade

The rear exterior wall is wood. A portion of the rear exterior extends 20 feet north from the south side of the house. This section consists of siding. It has two windows and contains the backdoor of the house.

The second portion of the rear exterior is on the north side and set back 8 feet from the southern portion. This portion contains a window on the main level and a door into the attic. This portion is also constructed of wood siding.

It is unknown then the rear façade was constructed, but it exists in the tax photo.

B.6 Foundation

There is no foundation under the home, that can be observed at this time. In the rear of the house there are some footings, which are crumbling.

B.7 Porch

The house has one wrap around porch on the front of the house. It is not the original porch. It is concrete and have pillars supporting the roof over the porch. The concrete sits on the ground.

Along the front of the house, the porch is approximately 16 feet x 6 feet. Along the side of the south side of the house, the porch is approximately 17 feet x 4 feet. The date of construction is unknown, but probably in the last 10 or 15 years.

B.8 Dormers/Bay

The house does not have dormers or bays.

B.9 Additions

The house was originally built in the 1890s. According to a Utah State historian (Ann, who works as a consultant for the Park City Planning Department), the house was added onto after it was originally build. During a site visit, Ann concluded there has been 5 additions. The original home is the living room and



bedroom 1. Then the dining room and the porch was added. Then the kitchen and the bedroom 1 closet was added. Then bedroom 2 was added. Last the mudroom and the laundry room was added.

Construction materials are not known. The wood floor is original and Douglas Fir. The dates of construction are also not known. The interior of the house has been remodeled, updated, and is not original.

B.10 Mechanical System

The mechanical system is good. The furnace is approximately 15 years old. The hot water heater is two years old. The plumbing is approximately 10-15 years old. There is no water softener.

B.11 Electrical System

The home was remodeled we estimate 10-15 years ago.

The electrical system has been updated and is approximately 10-15 years old. All these time period are based on the estimated time of the remodel.

B.12 Structural System

From what can be observed, the structural system is typical from the time period the original building (and additions) were constructed. Basic wood stick frame construction has been added where the original barn wood framing and siding existed. The roof appears to be wood rafters as is the main floor framing. The foundation at the perimeter is marginal at best...if it exists at all. The floor framing supports at the interior of the existing house are supported, somewhat, on wood posts with stones serving as footings in the crawlspace.

B.13 Hazardous Materials

There are no known hazardous materials in the home, except lead paint. Lead Paint is only assumed because the home is old. There is no actual known lead paint.

C.1 Windows

The windows are not historical. It is unknown when they were installed, but they are relatively new. There are 9 windows in the house: 1 in the living room (5.5ft x 5ft), 1 in the dining room (4.5ft x 3.5ft), 1 in the kitchen (5.5ft x 3.5 ft), 1 in the laundry room (2ft x 2ft), 1 in the mudroom (5.5ft x 3ft), 2 in bedroom 2 (3.5ft x 3.5ft), and 1 in bedroom 1 (3.5ft x 3.5ft). They are double pain and have 2 inch trim.

C.2 Doors



The house has three external doors. They are all wood. They all have 2ft x 2ft windows and exterior panels for texture. The date of installation is not known, but probably around the year 2000 – they are not original. The house has five interior doors. The door for bedroom is probably original and it is wood. The door for the bathroom is also probably original and is also wood. The door for bedroom two is not original and is hollow wood. The doors for the mudroom and laundry room are hollow wood and not original. All the doors are approximately 2.5ft x 6.75ft.

C.3 Trim

All the trim on the house is 2 inch trim. This includes corner trim, door trim, and window trim.

C.4 Architectural Ornamentation

There is no architectural ornamentation not described in other sections of this Existing Site Plan.

D.1 Accessory Buildings

There are no accessory buildings

E.1 Structures

There are no other structures on the property

Pictures

Front of the House





North Side of the House





South Side of the House and Porch





943 Park Ave, Park City, Utah 84060



West (back) Side of the House



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Page 1 of 1
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943 Park Ave, Park City, Utah 84060



Crawlspace (no foundation) (electrical)



INDEX TO DRAWINGS

SHEET	DESCRIPTION
C-1	COVER SHEET, STREETSCAPE ELEVATION (1/8" = 1'-0")
SP-1	PROPERTY SURVEY
SP-2	EXISTING SITE PLAN
SP-3	NEW SITE PLAN
L-1	LANDSCAPE PLAN
H-1	HISTORIC FLOOR PLAN & ELEVATIONS
H-2	STREETSCAPE ELEVATION (1/8" = 1'-0")
ED-1	EXISTING/DEMOLITION PLAN
A-1	LOWER LEVEL FLOOR PLAN
A-2	MAIN LEVEL FLOOR PLAN
A-3	UPPER LEVEL FLOOR PLAN
A-4	BUILDING SECTION
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GOODMAN-HUTCHINGS RESIDENCE

A Remodel & Addition For:
CARA GOODMAN & JOHN HUTCHINGS

943 PARK AVENUE
HISTORIC OLD TOWN
PARK CITY, UTAH

PARK CITY PLANNING DEPT.
APPROVED
Angela Stabin
DATE 10.1.14

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PARK AVENUE STREETSCAPE ELEVATION
1/8" = 1'-0"

STOKER ARCHITECTURE, INC.

1100 WEST 1000 SOUTH, SUITE 100

UTAH 84304

TEL: 435.633.1111

FAX: 435.633.1111

GOODMAN-HUTCHINGS RESIDENCE

A REMODEL & ADDITION FOR:

CARA GOODMAN & JOHN HUTCHINGS

943 PARK AVENUE

HISTORIC OLD TOWN - PARK CITY, UTAH

REVISIONS:

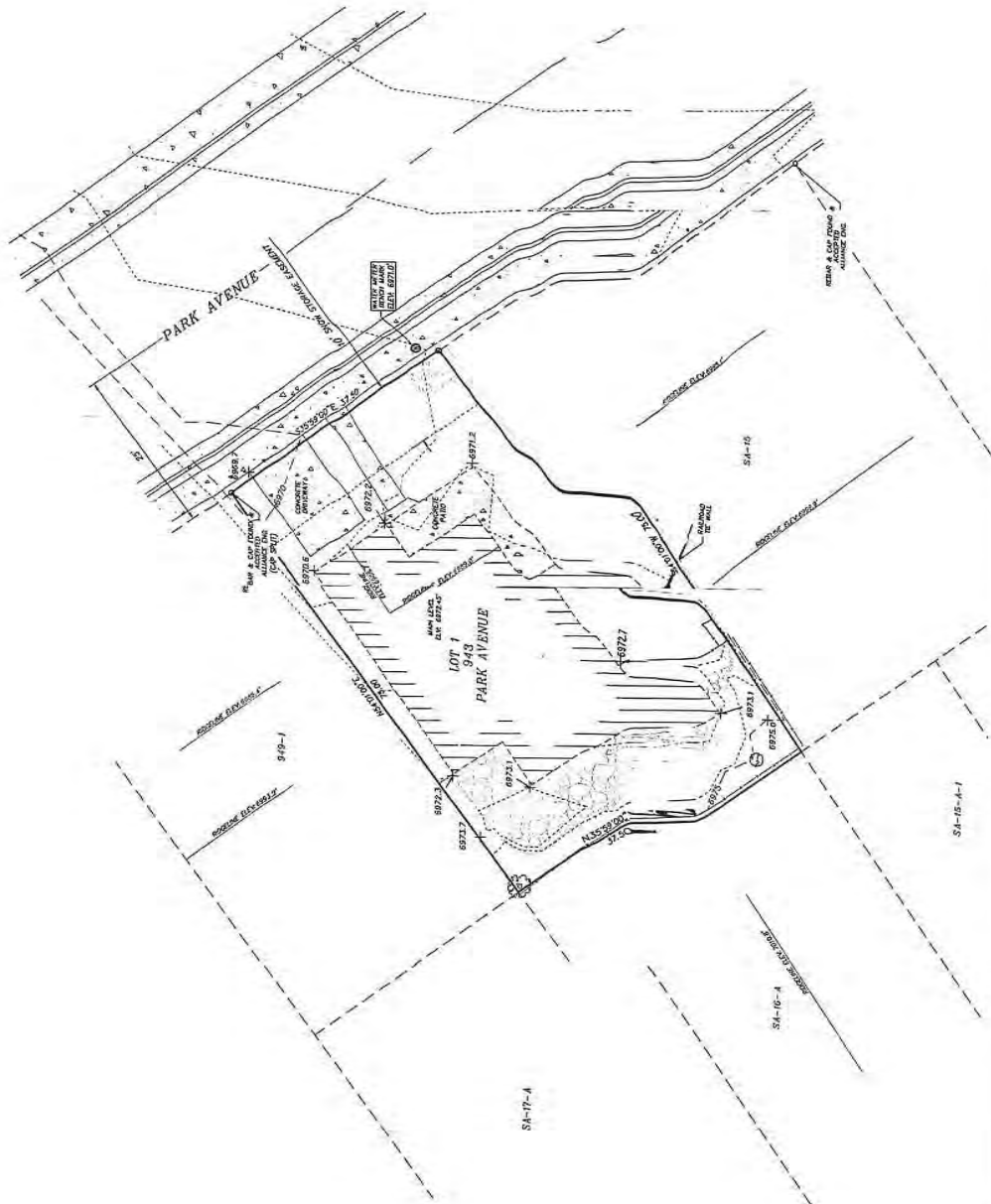
DATE: 10/24/14

SCALE: 1/8" = 1'-0"

DATE: 10/24/14

SHEET: 1

EXISTING CONDITIONS MAP
LOT 1
943 PARK AVENUE REPLAT
PARK CITY, SUMMIT COUNTY, UTAH



NARRATIVE:
THIS SURVEY OF THE PROPERTY WAS TO LOCATE THE HOUSE AND STRUCTURES
ON THE PROPERTY. THE PROPERTY IS 10 FEET WIDE AND 10 FEET DEEP.
THE PROPERTY IS 10 FEET WIDE AND 10 FEET DEEP.
THE PROPERTY IS 10 FEET WIDE AND 10 FEET DEEP.
THE PROPERTY IS 10 FEET WIDE AND 10 FEET DEEP.

LEGAL DESCRIPTION:
LOT 1, 943 PARK AVENUE REPLAT, ACCORDING TO THE OFFICIAL PLAT RECORD
OF THE CITY OF PARK CITY, THE SUMMIT COUNTY RECORDS.

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LYING WITHIN SECTION 16,
TOWNSHIP 36 NORTH, RANGE 11 EAST,
SALT LAKE MERIDIAN,
PARK CITY, SUMMIT COUNTY, UTAH

LEGEND
PROPERTY LINE
EASEMENT
ROAD CENTERLINE
SELECTED SURVEY POINTS
PROPERTY CORNER POINTS (AS NOTED)



THIS SURVEY WAS
PARK CITY, UTAH
(435) 533-0588

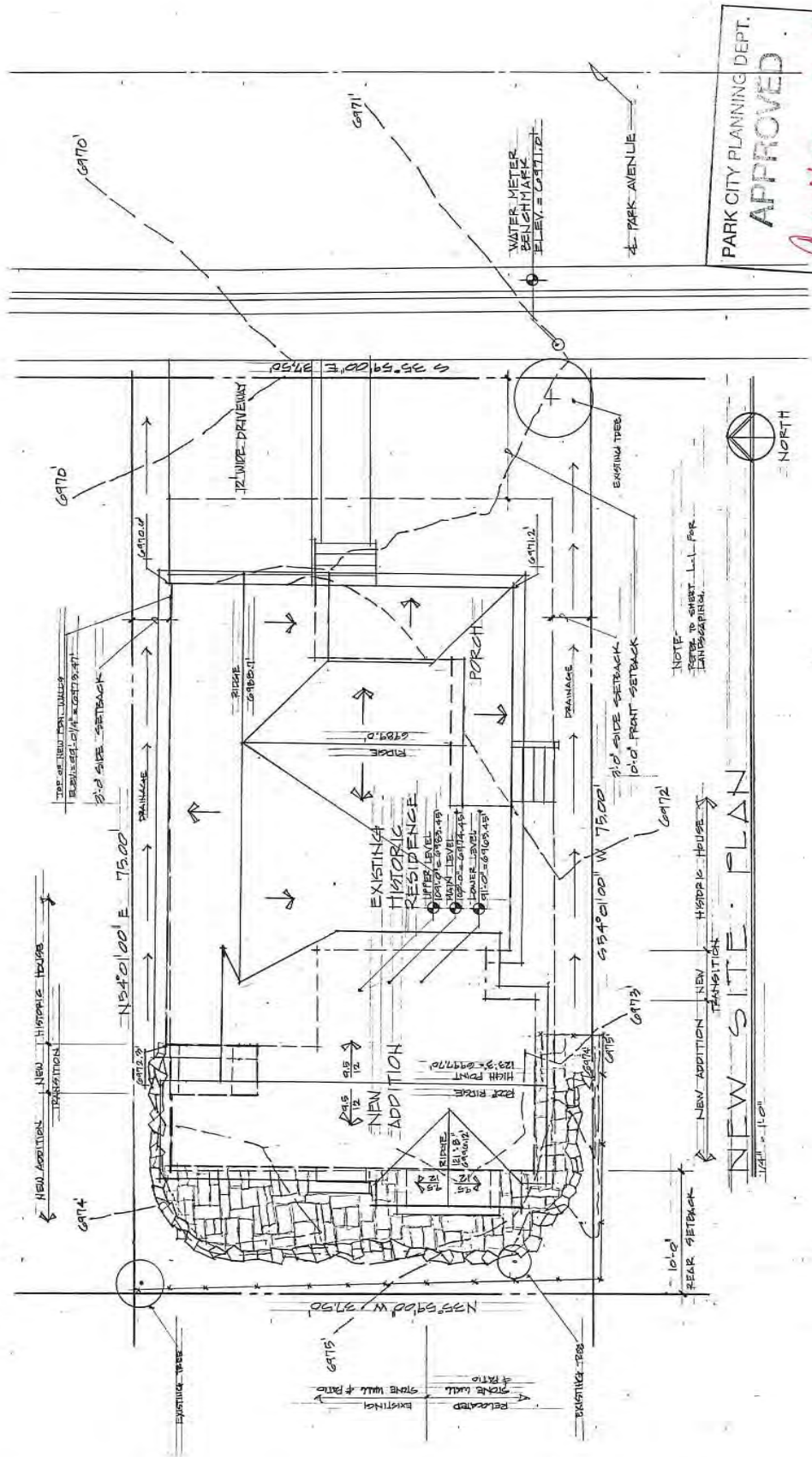
LOT 1
943 PARK AVENUE REPLAT
PARK CITY, SUMMIT COUNTY, UTAH

SURVEY PREPARED
FOR
JOHN HUTCHINGS

PROJECT NO.	000-01
DATE	10/24/14
BY	TEH
CHECKED BY	TEH
DATE	10/24/14



THE SHOWN LAYOUT AND DESIGN ON THIS SHEET ARE BASED ON INFORMATION PROVIDED BY THE CLIENT AND THE DESIGNER HAS NOT CONDUCTED A FIELD SURVEY TO VERIFY THE ACCURACY OF THE INFORMATION PROVIDED. THE DESIGNER ACCEPTS NO LIABILITY FOR ANY ERRORS OR OMISSIONS IN THIS DOCUMENT. THE DESIGNER'S RESPONSIBILITY IS LIMITED TO THE DESIGN AND CONSTRUCTION OF THE PROJECT AS SHOWN ON THIS SHEET. THE CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR VERIFYING THE ACCURACY OF THE INFORMATION PROVIDED. THE DESIGNER'S RESPONSIBILITY IS LIMITED TO THE DESIGN AND CONSTRUCTION OF THE PROJECT AS SHOWN ON THIS SHEET. THE CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR VERIFYING THE ACCURACY OF THE INFORMATION PROVIDED.



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Cara Goodman
SIGNATURE
DATE 12.1.14

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SALON EN JYSSANT

1. PRELIMINARY/SCHEDULED LANDSCAPING SHALL BE LIMITED TO PLANTS SUBMITTED BY CONTRACTOR TO BE REVIEWED BY THE CITY PLANNING DEPARTMENT, PRIOR TO INSTALLATION.
2. PLANTS SHALL BE LIMITED TO Brought, Tolerant Plants, Information Guidelines & Watering Requirements can be accessed from the Water Conservation Section at www.trick-city.org

STOKER ARCHITECTURE, INC.
1115 KENNEDY DRIVE
 PARK CITY, UTAH 84302
 PHONE: 435.243.4444
 FAX: 435.243.4444

PROJECT: MICHAEL J. STOKER, AIA - ARCHITECT

GOODMAN-HUTCHINGS RESIDENCE
A REPAIRS & ADDITION FOR
 CARA GOODMAN & JOHN HUTCHINGS
 943 PARK AVENUE
 HISTORIC OLD TOWN - PARK CITY, UTAH

REVISIONS

DATE: 10/26/14
 SCALE: 1/4" = 1'-0"
 SHEET: 1459
 10/26/14-48/11

HISTORIC RIGHT ELEVATION

HISTORIC FLOOR PLAN

HISTORIC LEFT ELEVATION

HISTORIC FRONT ELEVATION

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[Signature] DATE: 12.1.14

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GOODMAN-HUTCHINGS RESIDENCE

A REMODEL & ADDITION FOR
CARA GOODMAN & JOHN HUTCHINGS
943 PARK AVENUE
HISTORIC OLD TOWN - PARK CITY, UTAH

HISTORIC OLD TOWN • PARK CITY, UTAH

REVISIONS

DATE: 10/24/14

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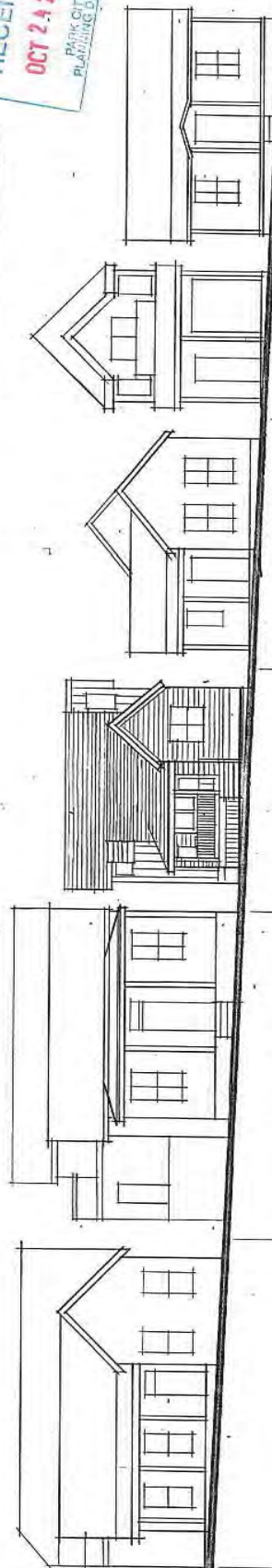


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PARK AVENUE STREETSCAPE ELEVATION

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1

WALL TYPES

NEW 8" CONCRETE FOUNDATION WALLS

NEW 2x4 / 2x6 STUD WALLS

THE DRAWING MATERIAL AND DESIGN ON THIS SHEET ARE THE PROPERTY OF STOKER ARCHITECTURE, INC. AND SHALL REMAIN THE PROPERTY OF STOKER ARCHITECTURE, INC. NO PART OF THIS DRAWING MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT PERMISSION IN WRITING FROM STOKER ARCHITECTURE, INC. ALL RIGHTS RESERVED.

STOKER ARCHITECTURE, INC.
1001 S. 1000 E. SUITE 100
SALT LAKE CITY, UT 84143
TEL: (801) 488-8888

MOORE, J. STOKER, J.A. - ARCHITECT

GOODMAN-HUTCHINGS RESIDENCE

A REMODEL & ADDITION FOR
CARA GOODMAN & JOHN HUTCHINGS
943 PARK AVENUE
HIGHTOWER OLD TOWN - PARK CITY, UTAH

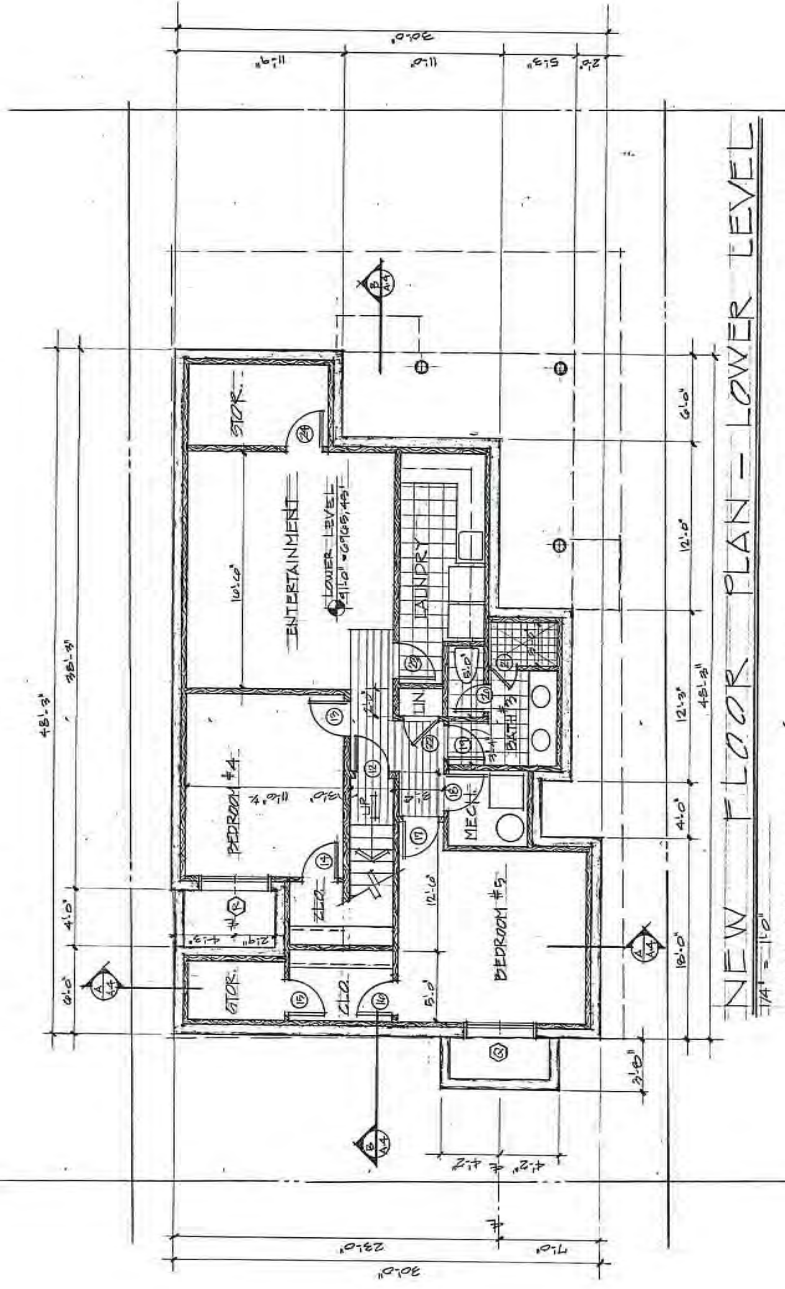
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SHEET 1

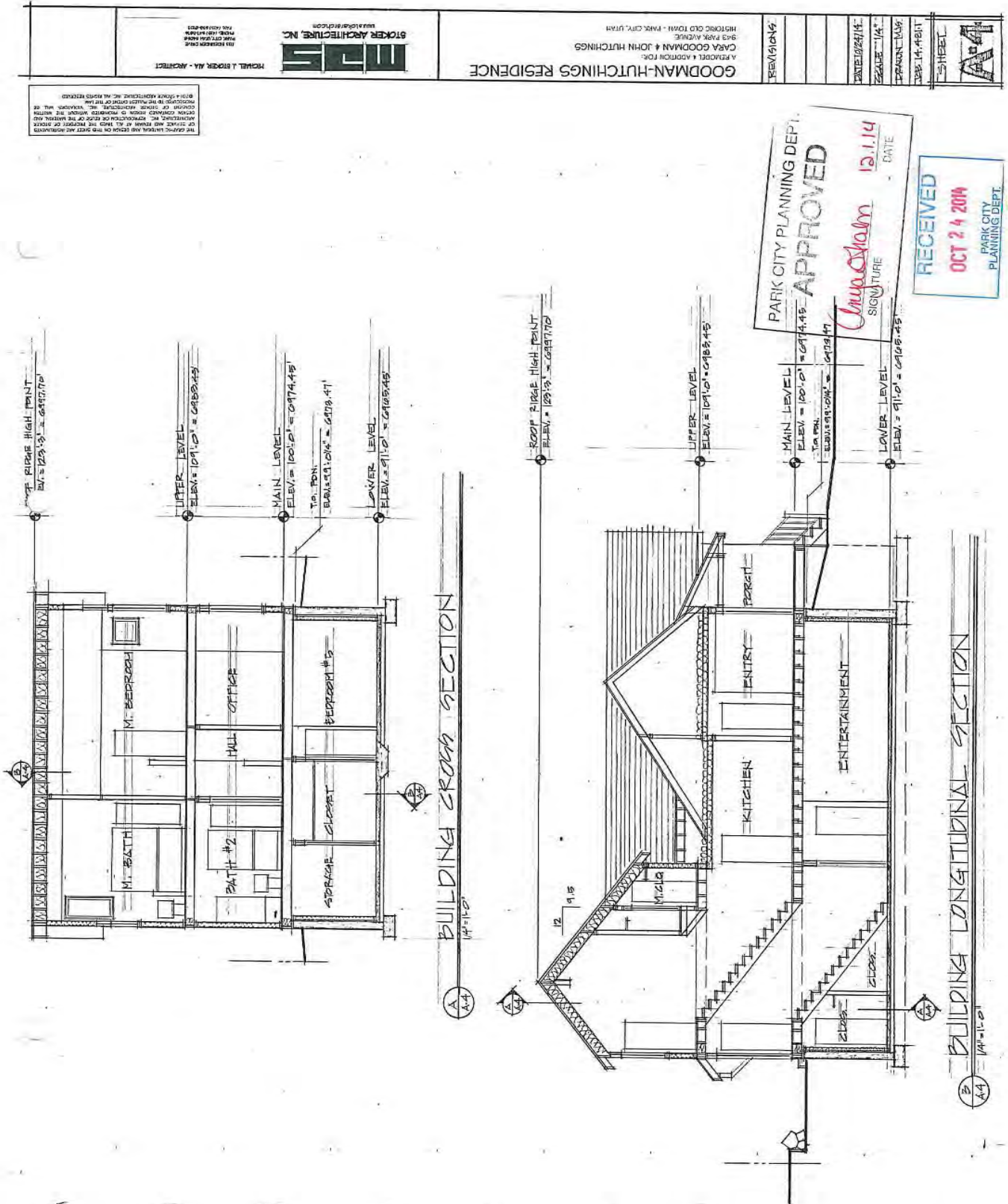
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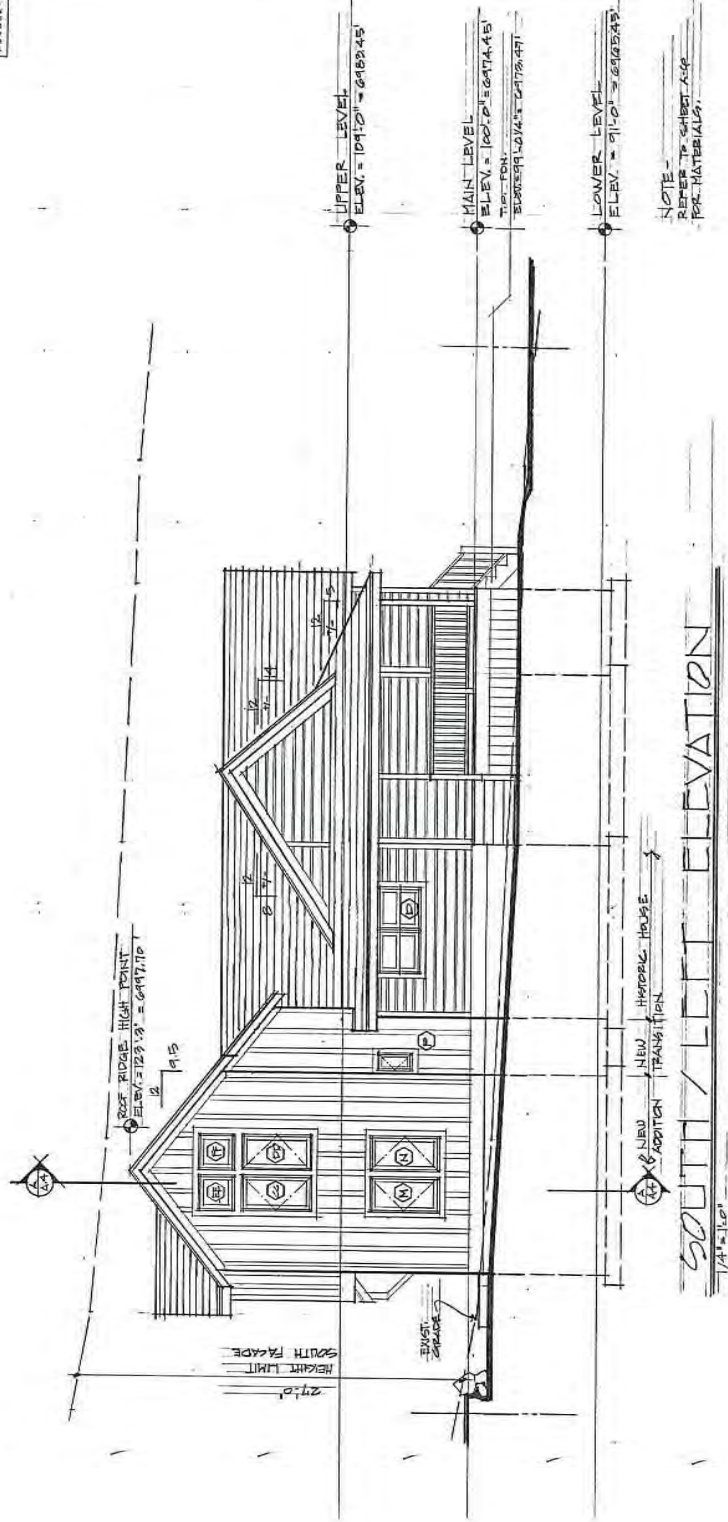


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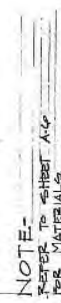




THE OWNER, ARCHITECT, AND DESIGNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE ARCHITECT AND DESIGNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE ARCHITECT AND DESIGNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.



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APPROVED
Angela Adams
 SIGNATURE
 DATE 12.1.14



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Part I: Historic District Grant Program

The Historic District Grant Program awards matching grants to assist property owners in maintaining and preserving their historic commercial and residential structures. Grant funds are applied to exterior improvements only, and all work must comply with the Design Guidelines for Historic Districts and Historic Sites. The policy outlines the many ways property owners and the City can work together to preserve Park City's historic sites and structures.

A. Goals

1. Offset the costs of rehabilitation work in the City's two (2) National Register Historic Districts
2. Provide funding to projects that provide a community benefit through historic preservation
3. Inspire greater preservation of Park City's historic sites and structures

B. Objectives

1. Inspire citizen involvement and appreciation for the historic preservation of Park City's sites and structures.
2. Encourage the preservation of historic sites and structures in the City's two (2) National Register Historic Districts.
3. Promote projects that preserve and enhance the historic architecture of Park City.
4. Further projects that meet the Design Guidelines for Historic Districts and Historic Sites

C. General Rules

1. The applicant must apply for a Historic District Grant prior to the start of any construction work. The application must include a written scope of work and specifications, cost estimate, drawings as they apply to the specific work, color photographs, and a brief history of the structure.
2. The Historic Preservation Board (HPB) will review grant applications on a "first come, first serve" basis. The HPB may award grants up to \$25,000. Those grants exceeding \$25,000 will require the HPB to forward a positive recommendation to City Council; these recommendations will be reviewed as part of the City Council consent agenda.
3. Any total grant awards greater than the budgeted amount allocated for the Lower Park Avenue and Main Street RDAs will be approved and adjusted as part of the year-end budget process.
4. Upon completion of the work and final inspections, the grant applicant will submit proof of payment to the Planning Department for disbursement of funds.
5. Following receipt of the grant funds, the grant recipient will sign a Historic Grant Program Agreement and Historic Preservation Agreement.

D. Eligibility

1. Applicant Eligibility
 - a. Houses lived in by primary residents (those houses in which the homeowner or a renter lives full-time) may be awarded up to fifty percent (50%) of their construction costs, while homes which are used as secondary homes or nightly

rental (i.e. not lived in by the primary resident) may be awarded up to forty percent (40%). Commercial property owners will be eligible to receive up to fifty percent (50%) of their construction costs. An additional ten percent (10%) may be awarded to property owners committed to renovating a Significant structure in order to elevate its status to Landmark.

2. Eligible Improvements

- a. Improvements shall be completed in compliance with the Secretary of the Interior's Standards for Rehabilitation and include exterior work such as siding, windows, foundation work, masonry repair, structural stabilization, exterior trim, exterior doors, cornice repair, porch repair, retaining walls, as well as historic steps and stairs. The Historic Preservation Board may identify additional eligible improvements (such as Physical Conditions Reports and Preservation Plans, etc.) as necessary; these improvements shall be noted on the Historic District Grant Application.

943 Park Avenue: EXAMPLES OF CURRENT CONDITIONS BENEATH HISTORIC HOME

943 Park Avenue is currently without a foundation. It lies directly on the ground along the perimeter and under most of the square footage of the historic home, while a low crawlspace ranging in height from inches to approximately five feet is dug out beneath about 25% of the square footage of the historic home (primarily beneath the kitchen). The supports holding up the home in this crawlspace vary from dirt and boulders to old wooden beams at various angles.

A foundation needs to be placed under the home in order to both a) stabilize the structure to make it safely habitable, b) ensure further settling does not occur, threatening the ability of the structure to keep standing over time, and c) to enable radon mitigation, which cannot be done unless there is a sealed space beneath the house in order to properly vent the hazardous gas outside. According to the structural engineer's analysis of the home, "the original building and addition appears to have inadequate foundation for both support of the structure and separation from the surrounding grade." Detailed drawings of the existing structure beneath the home can be found in this packet, as can the structural engineer's assessment.

It must be noted that in order to put a foundation under the home the front porch needs to be removed because it is a concrete slab, the historic home will have to be lifted, the grade underneath will need to be excavated, and a concrete foundation will need to be poured. In addition, the existing concrete porch will need to be removed and rebuilt. While the homeowners intend to make the excavation deep enough to have a full basement under the entire home, including the historic portion and the addition, **the costs requested are only what is necessary for a foundation.** However, the only way to create a foundation for the home is to perform the activities above. Any additional excavation, labor and materials to make the foundation height great enough for a full basement, and to extend the basement underneath the addition, are additional expenses which will be covered 100% by the homeowners and are not included here.



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943 Park Avenue: EXAMPLES OF DAMAGED SIDING HISTORICAL PORTION OF WEST ELEVATION

Siding on the historic portions of 943 Park Ave is historic, and much was repaired and restored by Peek Construction in 2000. However, siding across the historic portion of the house is in various stages of decay and disrepair, and requires repair in order to maintain the exterior of the home. Contractor anticipates additional damage will occur to siding when house is lifted in order to install foundation.



Siding is rotting across the historical portion of the West Elevation and needs to be repaired.

Any siding that cannot be made safe + serviceable through repair may be replaced in-kind.

Applicant shall coordinate with the Planning Dept. prior to removing + discarding any historic Siding.

OK 6.29.15



943 Park Avenue: EXAMPLES OF DAMAGED SIDING NORTH ELEVATION

Siding on the historic portions of 943 Park Ave is historic, and much was repaired and restored by Peek Construction in 2000. However, siding across the historic portion of the house is in various stages of decay and disrepair, and requires repair in order to maintain the exterior of the home. Contractor anticipates additional damage will occur to siding when house is lifted in order to install foundation.



Siding is rotting down the length of the North Elevation and needs to be repaired.

Any siding that cannot be made safe + workable through repair may be replaced in-kind.

Applicant shall coordinate with the Planning Dept. prior to removing + discarding any historic siding.

CTG 6.29.15



JUN 23 2015

PARA CITY
PLANNING DEPT.

943 Park Avenue: EXAMPLES OF DAMAGED SIDING SOUTH ELEVATION

Siding on the historic portions of 943 Park Ave is historic, and much was repaired and restored by Peek Construction in 2000. However, siding across the historic portion of the house is in various stages of decay and disrepair, and requires repair in order to maintain the exterior of the home. Contractor anticipates additional damage will occur to siding when house is lifted in order to install foundation.

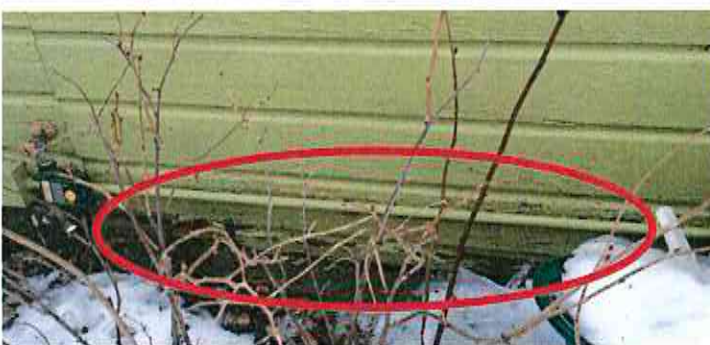
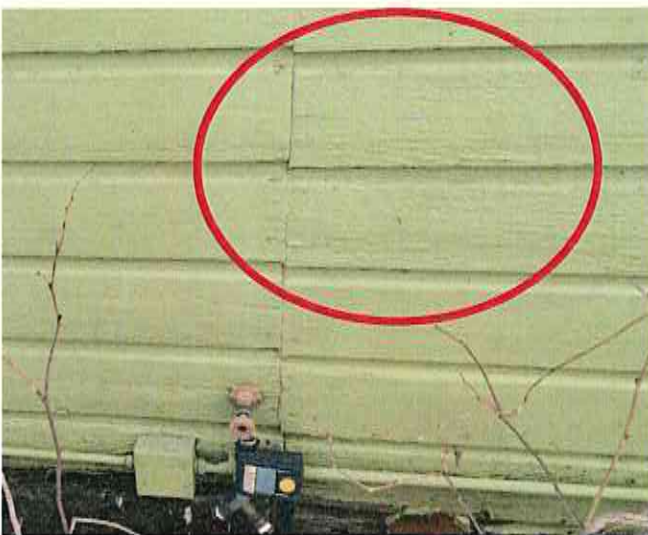
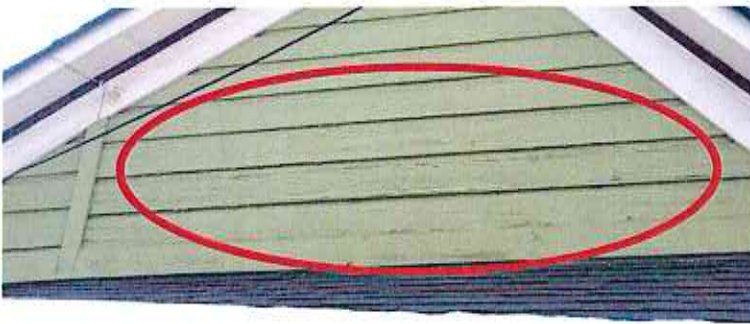


Siding is rotting down the length of the South Elevation and needs to be repaired.

Applicant shall coordinate with the Planning Dept. prior to removing + discarding any historic siding.

Any siding that cannot be made safe + serviceable through repair may be replaced in-kind.

UG 6.29.15



JUN 23 2015

PARK CITY
PLANNING DEPT.

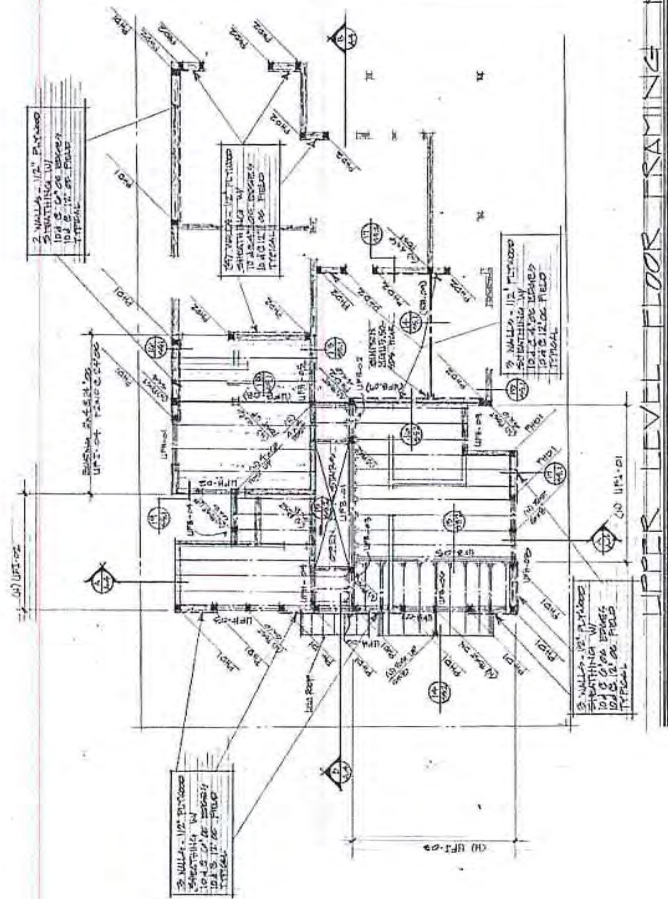
943 Park Avenue: EXAMPLES OF DAMAGED SIDING OF EAST ELEVATION

Siding on the historic portions of 943 Park Ave is historic, and much was repaired and restored by Peek Construction in 2000. However, siding across the historic portion of the house is in various stages of decay and disrepair, and requires repair in order to maintain the exterior of the home. Contractor anticipates additional damage will occur to siding when house is lifted in order to install foundation.

Siding is rotting in several places on the East Elevation and needs to be repaired. Specifically, above the front window.

Any siding that cannot be made safe + serviceable through repair may be replaced in-kind. Applicant shall coordinate with the Planning Dept. prior to removing + discarding any historic siding.
UG 6.29.15



[illegible]

peer level = 2000

- W. 101
NOTES —
1. REFER TO STREET S.S.D. FOR CONSTITUTIONAL CHANGES, NOTES & DETAILS.
2. WORK CONTINUING TO BE 50% WITH "A" & "B" POSTED IN SCHOLARSHIP INFORMATION, UNLESS NOTED OTHERWISE.
3. PH21 = 444 POST IN SCHOLARSHIP HOUSE
PH22 = 444 POST IN SCHOLARSHIP HOUSE

JUN 26 2015
CITY OF CHICAGO
BUILDING DEPT

GOODMAN HUTCHINGS REMODEL

3434 N. LAUREL AVE.

CHICAGO, IL 60641

PERMIT EXAMINER

DATE

REVISION

REFERENCE NOTES

1. SEE SHEET 101 FOR GENERAL NOTES AND SPECIFICATIONS.

2. SEE SHEET 102 FOR FOUNDATION AND RETENTION WALLS.

3. SEE SHEET 103 FOR ROOFING AND CLADDING.

4. SEE SHEET 104 FOR MECHANICAL, ELECTRICAL, AND PLUMBING.

5. SEE SHEET 105 FOR INTERIORS AND FINISHES.

6. SEE SHEET 106 FOR EXTERIORS AND LANDSCAPE.

7. SEE SHEET 107 FOR SPECIALTIES AND EQUIPMENT.

8. SEE SHEET 108 FOR SCHEDULE AND COSTS.

9. SEE SHEET 109 FOR ADDITIONAL NOTES.

10. SEE SHEET 110 FOR GENERAL NOTES AND SPECIFICATIONS.

STAMP

CHICAGO BUILDING DEPARTMENT

RECEIVED

DATE

REVISION

SCALE

1/8" = 1'-0"

1/4" = 1'-0"

1/2" = 1'-0"

3/4" = 1'-0"

1" = 1'-0"

55.0

TYPICAL STRUCTURAL DETAILS & NOTES

1. SEE SHEET 101 FOR GENERAL NOTES AND SPECIFICATIONS.

2. SEE SHEET 102 FOR FOUNDATION AND RETENTION WALLS.

3. SEE SHEET 103 FOR ROOFING AND CLADDING.

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1/4" = 1'-0"

1/2" = 1'-0"

3/4" = 1'-0"

1" = 1'-0"

55.0

TYPICAL STRUCTURAL DETAILS & NOTES

GOODMAN HUTCHINGS REMODEL

3434 N. LAUREL AVE.

CHICAGO, IL 60641

PERMIT EXAMINER

DATE

REVISION

REFERENCE NOTES

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1/4" = 1'-0"

1/2" = 1'-0"

3/4" = 1'-0"

1" = 1'-0"

55.0

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REVISION

SCALE

1/8" = 1'-0"

1/4" = 1'-0"

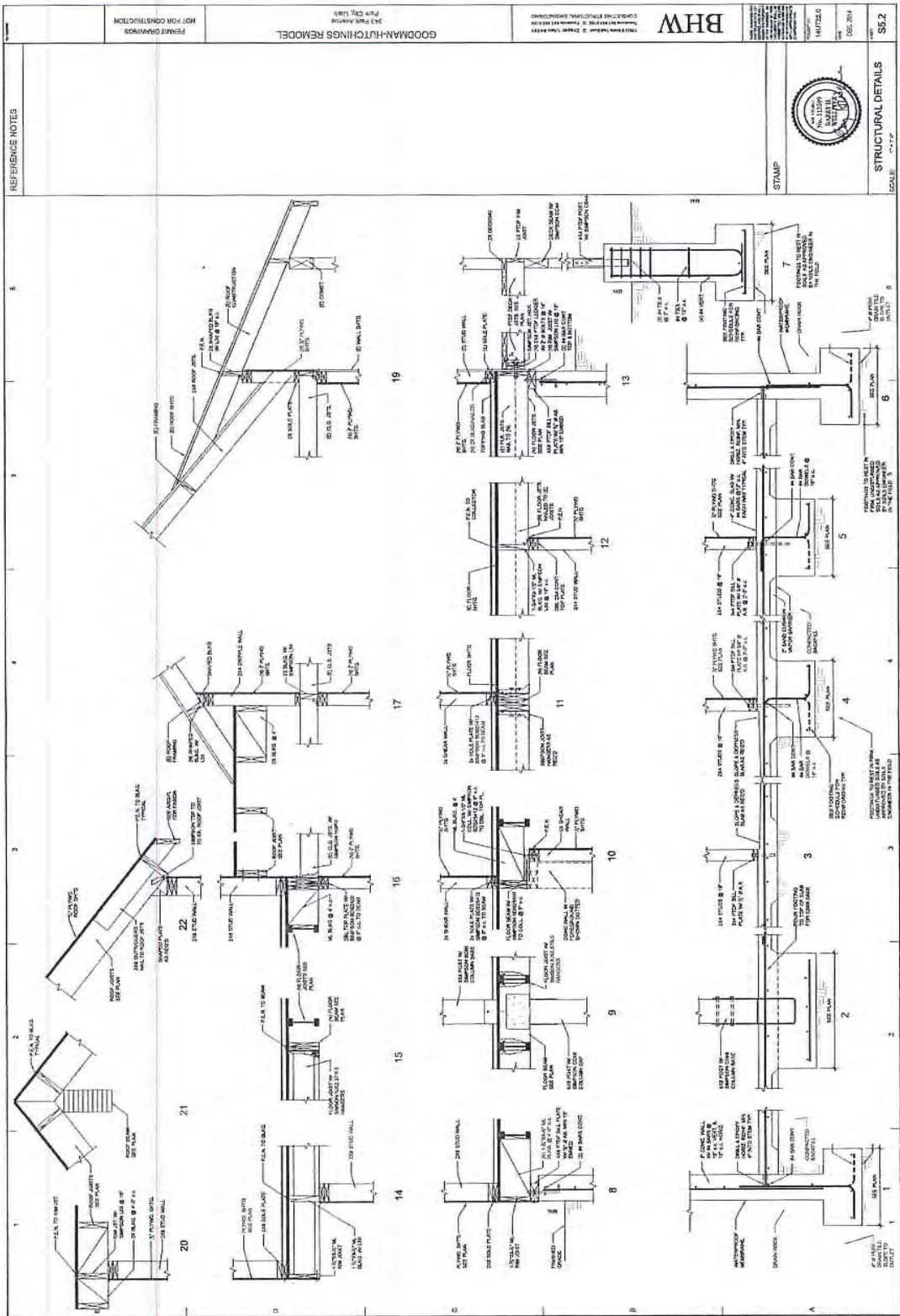
1/2" = 1'-0"

3/4" = 1'-0"

1" = 1'-0"

55.0

TYPICAL STRUCTURAL DETAILS & NOTES



REFERENCE NOTES

GOODMAN-HUTCHINGS REMODEL
 343 PINE AVENUE
 PINE CREEK, UTAH

PRINT DRAWINGS
 NOT FOR CONSTRUCTION

CONSULT THE ARCHITECT FOR ALL
 NOTES AND SPECIFICATIONS

BHW

SS2
 SCALE: 1/4" = 1'-0"

STRUCTURAL DETAILS



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 JUN 26 2015
 PARK CITY

Historic Preservation Board
March 4, 2015

with construction because the grant program was not available and they needed to start construction. However, the application for 943 Park Avenue came in after the grant program was approved by City Council and the policy was in place.

2. 943 Park Avenue – Historic District Grant (Application PL-15-02682)

Planner Grahm reviewed the grant application for a Landmark structure at 943 Park Avenue. The house was originally built around 1900 as T-shaped cottage. It was modernized sometime between 1900 and the Second World War. After the 1940's the house was covered in asbestos siding according to the tax cards. In the 1960's aluminum siding was added, the structure lost its chimney and the picture window was altered. In 2000 Dick Peek owned the house. He renovated it and restored many of the original details. The home is currently owned by John Hutchings and his wife Cara and they would like to renovate the house to make it a home for their family as their primary residence.

Planner Grahm stated that a new basement needs to be constructed. The structural stabilization that was done in 2000 is still in fairly good condition; however it needs to be upgraded and replaced as necessary. The roof structure also needs to be upgraded. Mr. Peek informed her that the siding and trim was the historic siding that he uncovered and repaired in 2000. New siding was mixed in which is to be expected. This applicant plans to repair and paint the siding.

Due to the amount of work necessary to restructure the roof and the fact that the plywood sheathing and the decking need to be replaced, Planner Grahm recommended that the grant also help them fund the asphalt shingles. She explained that typically new shingles is considered maintenance. However, this situation was different because with this amount of structural work something has to go on top of the roof sheathing. Planner Grahm stated that the porch would be reconstructed and brought back to more of the mining era and less reminiscent of the 1920 details.

Planner Grahm presented the approved plans which were attached to the Staff report. She reviewed that the cost breakdown and noted that repair to the trim and siding was included in the grant, but not painting the siding. The physical conditions report and the preservation plan were included as a reimbursable expense. They did not have a breakdown cost for each report but the total cost of both reports was more than \$3,000.

Planner Grahm stated that if approved, this would be the largest grant ever awarded by the City.

Assistant City Attorney McLean pointed out that this house would have a new basement. She recalled past discussions where the Board had allowed for a new foundation, but she wanted to know if there was any distinction between the types of work for the foundation itself versus work that is done in order to have a basement, such as excavation.

Planner Grahn stated that previously before the grant program came back, the Staff always said that if someone put in a basement they would deduct the excavation, house lifting and other associated costs to keep the amount awarded similar to those who only put in a slab foundation. When the City Council discussed the new grant program, the Staff explained why they have always tried to separate a basement from a slab foundation. The City Council did not share their view and they did not see a difference between the two.

John Hutchings, the applicant, stated that they purchased the house in 2011 and they were excited about this project. They have a family and need more square footage and they worked hard to do the addition in a way that is separated from the historic house and is not visible from the street. Mr. Hutchings noted that they had the house tested for Radon and the levels were high. After consulting with a number of radon mitigation companies the only way to mitigate the radon is to lift the house, build a foundation and create a seal to keep the radon gas outside of the house. That was another reason for doing this project. Mr. Hutchings and his wife like living in Old Town and they are happy to be raising their family in Old Town. They are vested in the community and plan to stay in Park City for the foreseeable future.

Mr. Hutchings noted that the costs were higher because of the amount of square footage being restored. The historic home itself is approximately 900 square feet, which is larger than most historic homes.

Chair Kenworthy opened the public hearing.

Ruth Meintsma, a resident at 305 Woodside, stated that she had gone in depth on both of these projects. She believes that if the grant money is going to be productive in accomplishing what the City wants to accomplish they need to get down to the nitty-gritty. Ms. Meintsma had made some comparatives and she thought they were both great projects to come up at the same time. Ms. Meintsma stated that she was in the process of doing a physical conditions report and a preservation plan for a neighbor. She was doing it herself but she did have volunteers for some of the certification. She assumed that the City's offer to help pay for the report and the preservation plan was not a matching grant but actually a gesture to help offset the costs because they are expensive but required. She explained why she thought that was attractive and helped the owner.

Ms. Meintsma stated that she also went into in-depth detail because she felt like she was speaking to the HPB and the City Council because of the size of the grants. Ms. Meintsma commented on the scope of work costs for 943 Park Avenue and presented her analysis. In terms of structural work, she could find nothing on the physical conditions report or the preservation plan about structural failure. There were no photos or descriptions about where the structure needed work. Ms. Meintsma believed that needed to be verified and documented before any grant money can be awarded for structural work. She found the same lack of evidence for siding repair in both reports. In terms of the roof, the only mention she could find was on the historic preservation plan, which talks about main building B.1, roof, where it says no change to roof over historic portion. It makes no mention of anything failing. Regarding the issues of basement vs. foundation, Ms. Meintsma had compared the two projects. One was a 900 square foot footprint and the other was approximately 740 square feet. Both structures were the same T/L cottage type. She handed out an exhibit she had prepared comparing the two applications. In looking at the comparison and the numbers for excavation and house lifting and foundation, the excavation was \$26,000 more than just the foundation. In her opinion, the \$26,000 appears to represent the basement portion. She pointed out that the Ontario project lot is not flat and it is very difficult to access. She has watched the crews do a lot of carrying and moving because it is not directly off the street, which increases the cost of the foundation. The project on Park Avenue is available and easy to access which should lower the cost. Ms. Meintsma understood that the excavation was not only for the original historic house but also for non-contributing additions being lifted for the foundation. She commented on the disparity in numbers between the two projects. She thought the Ontario project should definitely receive 50% of the total cost for excavation, house lifting and foundation. However, she thought the grant for Park Avenue should be a lower percentage based on the disparity between the two projects.

In looking at the brace for lifting, Ms. Meintsma noted that the Ontario project was more expensive, but the structure of the house has been compromised in many ways. The floor needs to be corrected. The back needs to be taken care of and, most recently, the roof needs to be replaced. It will require significant shoring before it can be lifted. On that issue she believed it was appropriate for the Ontario project to be requesting more than what was being requested for the Park Avenue project. Ms. Meintsma clarified that she was not suggesting that the items mentioned should not be funded, but she was suggesting that they look at a more proportional percentage between the two projects.

Ms. Meintsma commented on the porch restoration. In her opinion it was more of a reconstruction than a restoration, which is the fourth and least desirable method of saving history. She noted that removing the non-historic porch would make it easier to lift the house, and that should also reduce the expense. Regarding the Ontario project, Ms. Meintsma thought there was conflicting information as to

whether or not the porch would stay. If the Ontario house is raised with the porch, that would increase the expense. She was unsure whether re-building the front porch on the Park Avenue house justified the amount proposed in the scope of work. She agreed that it needed to be done because it saves historic form and historic character, but there is no historic material. Ms. Meintsma thought the front porch rebuild should be lower than 50%. She found it strange that the new porch stairs were part of the grant request because the stairs were only added because of the new basement. If it was only a foundation the stairs would not be necessary. She believed the owner should be 100% responsible for building the steps. Ms. Meintsma reiterated that neither the physical conditions report nor the historic preservation plan identifies any siding that is in bad condition and needs to be replaced. She questioned how they could justify giving money for something that is not documented. In terms of cornice repair, she pointed out that there were no pictures or descriptions to give any indication of needing repair. She questioned why they would award \$5,500 to do that work when it did not appear to be necessary.

Ms. Meintsma believed the request for painting on the Park Avenue project was different than the Ontario project. The Park Avenue house has been painted many times and that affords protection. In her opinion, painting the siding would only be for a new color. If there are places where the paint is failing, it should be described, recorded and justified; but she found nothing to indicate that condition. Ms. Meintsma found the same lack of justification for the roof. She noted that the preservation plan states that there is no change to the roof. If conditions need to be improved to protect the house, it should be listed, photographed, and described in detail.

In terms of reimbursing the physical conditions report and the preservation plan, Ms. Meintsma thought 50% of the cost was extreme and recommended a gesture of \$1,000.

Chair Kenworthy closed the public hearing.

Board Member Crosby understood from Ms. Minima's comment that the preservation report and the physical conditions report did not support what the applicant for 943 Park Avenue was requesting for the grant. She thought Ms. Meintsma had raised some good points and she was interested in hearing from her fellow Board members on the issue.

Chair Kenworthy remarked that Ms. Meintsma has more experience than most of the applicants who come before them. However, he believed these applicants would be leaning on their hired professionals. In past discussions the Board considered a fair price for the physical conditions report and the historic preservation plan.

Board Member White stated that the reports cost much more than what the HPB allows for reimbursement. He remarked that when he does a project he includes the cost of the physical conditions report and the historic preservation plan in his fee. Chair Kenworthy asked Mr. White to estimate an average cost for the reports based on his experience. Mr. White replied that Ms. Meintsma was being extremely thorough in the how doing the reports for her neighbor, and he would not belittle her thoroughness in any way. He suggested that the HPB should discuss this further.

Chair Kenworthy asked if Mr. White was comfortable with the current policy of reimbursing up to \$1,500 for each report. Board Member White thought it was a reasonable amount. The work he does preparing the reports is worth more, but he believed the reimbursed amount was fair.

Board Member Melville understood that Ms. Meintsma was saying that when she read the conditions report she did not find documentation of things that needed to be repaired. Therefore, the request for money for that repair was not justified.

Board Member White asked the Board to keep in mind that the costs submitted for the two projects were not from the same contractor. In addition, the two sites are different and one site is more difficult than another site. One project restores the footing and foundation and the other project is excavating for a basement, which results in a cost difference.

Board Member Melville stated that she definitely favors these types of projects and awarding as much as possible for historic preservation grants. When a foundation needs to be put in to stabilize the house and the house has to be lifted, that is one cost. However, digging out a basement is different and requires additional excavation and foundation costs; and she did not believe that falls under the venue of historic preservation. Ms. Melville recognized that basements are allowed, but it cannot be justified as part of the grant program. In the past the grants have been based on the cost to raise a house and put in a foundation. That would be the reimbursable cost, but not the additional cost to finish the basement.

Planner Grahn asked what the Board would consider a good policy for the Staff to have when assessing grant applications. She asked if they wanted to fund specific items or whether they should put a cap on the reimbursable amount regardless of whether it is a slab foundation or a new basement.

Board Member Holmgren felt strongly that the grant portion should be for the foundation. A basement is completely different and the owner should have to pay that additional cost.

Board Member White stated that they would have to either get a price from a contractor or say that any footing and foundation that has a basement would only be funded for half of the cost. He recalled that the Board has done that in the past.

Board Member Holmgren stated that knowing that the grant is based only on a slab foundation, if the owner wants to dig for a basement the contractor would know to bid the two separately.

Planner Grahn stated that this application was typical for people putting in a basement. She wanted to know which parts should be eliminated to keep a level playing field. Mr. White pointed out that a basement required more excavation so that percentage should be reduced as well. He suggested reducing the amount to half of the 50% paid by the City for foundation and excavation work.

Chair Kenworthy noted that they were looking at variables in terms of contractors and sites, but also variables with timing and construction costs. Board Member Beatlebrox remarked that they were also looking at livable space in the basement at 943 Park Avenue compared to the livable space at 264 Ontario being behind the house. She believed it was comparing apples to oranges.

Board Member Melville asked what they had done in the past when basements were put in to determine the appropriate grant amount. Chair Kenworthy recalled basing it on the contractor's bid. Director Eddington stated that they tried to separate the basement from the foundation via a percentage, but there was never a specific formulate to do it. He remarked that another alternative would be to look at these from a percent perspective. One alternative would be to get very specific in the grant request and require a proposal for just a foundation, even if a basement was proposed. Board Member Melville was concerned about putting additional burdens on people. Director Eddington agreed, which left them with the other alternative of determining a percentage. Board Member White stated that they did it by percentage in the past. He noted that regardless of whether it is a slab foundation or a basement the house has to be lifted. Ms. Melville pointed out that the foundation cost would be different in terms of a slab foundation versus a foundation for a basement; and the excavation would also be different.

Planner Grahn reviewed a grant application from two years ago for 1049 Park Avenue. At that time the HPB could award funds without sending it to the City Council. She pointed out that the only covered cost was the foundation work. The excavation, house lifting and bracing the house was done at the full expense of the applicant. That project put in a full livable basement under the house. Planner Grahn recalled that the justification for only paying for the foundation was that the additional excavation, the bracing of the house and lifting the house was more substantial because of the basement.

Board Member Holmgren assumed the porch restoration in the grant request would return the porch to what was shown in the photo on page 154 of the Staff report but with new porch stairs. Ms. Holmgren stated that she questioned the porch before Ms. Meintsma made her comments. In terms of siding and trim repair, she also had looked for details and found nothing. Ms. Holmgren clarified that her position has always been that paint is maintenance.

Planner Grahn commented on the porch from the standpoint of the HDDR. She stated that when the Staff met with the preservation consultant they looked at the historic photograph from the 1940's. They visited the site several times and tried to figure out which parts were built when. They concluded that the T-shape cottage was built originally with a simple miners' era porch. Sometime in the 1920's or 1930's the porch was changed to look more like a craftsman. Planner Grahn stated that the Staff asked the applicants which era they wanted to take the porch back to and they chose the mining era. She noted that the porch stairs are needed because of the basement. Planner Grahn remarked that the railings and the stairs are required because of Building Code, but the HPB has the purview to decide whether or not those elements should be included in the grant.

Chair Kenworthy stated that since they have new guidelines and new procedures with City Council approval above \$25,000; having two grant requests with record amounts at the same time, he was concerned about forwarding these grant requests to the City Council for these significant amounts. He remarked that the City Council wholeheartedly supports the HPB and the Mayor and the Council are passionate about preservation. However, he was still uncomfortable forwarding these first two projects with record amounts. Chair Kenworthy clarified that the HPB wants to do whatever they can to promote preservation and it is an economic driver in so many ways. They want to reach out to the homeowners who have historic homes, but the question is what direction they want to take with this new process. He believed the City Council had limited the HPB approval to \$25,000 for a reason.

Board Member Beatlebrox had attended the City Council meeting when they discussed the guidelines. One Council Member was in favor of the HPB promoting the grants and awarding the money, and letting the Council decide whether or not to pay that amount. The message she heard from the City Council was that the HPB should not hold back. Ms. Beatlebrox was excited when she saw these grants with record amounts because awarding money is part of their role as the HPB.

Board Member White commented on roofs and porches. He stated that a lot of roofs are just 2 x 4's at 2 feet on center, which does not come close to the structural requirements. Porch floors are 2 x 4's laid on the dirt with a wood porch material laid over that. He was unsure how those could be saved or

replaced without restructuring it entirely. If they put a footing and foundation underneath it will raise the porch slightly and the floor structure will be new. Mr. White agreed that the porch would be new, but if they keep the posts the same with the same spacing and the porch roof has the same slope, it would still look historic even though the material is new. The existing material is mostly rotten and there was no other way to restore the porch.

Board Member Melville asked if the house would retain its current Landmark status when the project is complete. Planner Grahn answered yes. The applicants had done a good job incorporating the non-historic but contributing addition that was added in the 1930's or 1940's and using it as a transition element. The new addition will be set back from the house and it will not be visible from the street.

Board Member Melville asked Mr. Hutchings if the house would still look historic when the project is completed. She commented on a previous grant that was awarded for a house, but when the work was completed the house has a number of modern elements and it no longer looks historic. She wanted to make sure that would not happen again.

Mr. Hutchings stated that the intention is to keep the house looking exactly as it looks today. They would pull off the doors and windows during construction but they will be put back. They were considering changing the paint color to a darker green. The driveway and walkway will remain in their current locations and the shrubs in between the walkway and driveway will remain. Ms. Melville asked about the colorful trim elements. Mr. Hutchings stated that the trim would be the same. He noted that the yellow trim shown on the picture would be painted white. He believed the reconstructed porch will look more historic than the existing porch. The grass will be replanted and there are no plans to take out the tree shown on the right side of the photo. Mr. Hutchings clarified that this project was a necessity to accommodate their family. They love the historic house and want to keep it exactly as it looks today except for a different color.

Board Member Melville understood that the City does not regulate color, but she asked if the applicant intended to paint the new part a different color than old part. When that has been done on other structures it makes the historic house stand out. She acknowledged that it may not make a difference in this project because the addition will not be seen from the street. Mr. Hutchings stated that he and his wife had not had that discussion; however, it probably would not make a difference in this circumstance. Mr. Hutchings stated that in an effort to distinguish the addition from the historic house is to reverse the siding by keeping the horizontal siding on the historic house and putting vertical siding on the addition. He remarked that he and his wife believe it is important to distinguish the historic home from the addition. He was not opposed to different paint colors if it was preferred by the Board.

Mr. Hutchings commented on items in the requested grant that they felt were not supported in the reports. He stated that the work needs to be done and he was willing to provide as much information as necessary to support that. A structural engineer did a full structural assessment of the home and determined that it needs work on the roof, the ceiling, the floor, and the walls. He was happy to provide that assessment. In terms of the basement, Mr. Hutchings thought a better calculation for the percentage would be to seek a bid from a builder. In his research, the cost difference between a slab foundation and a basement is not a 50/50 split. They chose to do a full basement because the incremental costs were not that much different. He agreed that a basement costs more but it does not cost twice as much.

Chair Kenworthy asked if the Board was prepared to make a final decision on a grant amount for 943 Park Avenue; or whether they needed more documentation. A raise of hands showed that four Board members wanted additional documentation. Chair Kenworthy asked what specific documentation they would need before making a final decision.

Board Member Holmgren wanted to see the difference between a slab foundation and a basement. She also would like more details about the roof expense.

Board Member Beatlebrox noted that the siding and the cornice were mentioned and whether or not painting is required in order to maintain and protect what already exists. Board Member Holmgren stated that she has been in the home and it is well painted. For that reason, she also questioned the need for painting. Ms. Beatlebrox thought Ms. Meintsma had raised valid issues that require documentation.

Board Member Melville understood that the HPB awards the grant up to a maximum amount, but the applicant would have to submit actual receipts to the Planning Department before any money is paid. Planner Grahm replied that this was correct. She stated that the HPB could continue this item and ask the applicant to bring back everything and they can look at all the totals; or they can take out the parts the Board was not comfortable with this evening and have the applicant come back with a request for a second grant on those items.

MOTION: Board Member Holmgren moved to CONTINUE the Historic District Grant for 943 Park Avenue to the next meeting. Board Member White seconded the motion.

VOTE: The motion passed unanimously.

Historic Preservation Board Meeting
January 7, 2014

look of the architecture. She asked if they had consulted with the Historical Consultant to see if it would affect their designation as a Historic District. Planner Grahm stated that she spoke with Corey Jensen and the State Historic Preservation Office and he told her that if it is temporary it would not impact the National Register. Ms. Melville stated that temporary was one thing in terms of the Building Code definition of less than six months. However, temporary in terms of built upon standards and the majority of the visitors who come in the winter seeing a permanent structure attached to the outside of buildings changing the look of the architecture is a different issue. She pointed out that if the structures were permanent it would jeopardize the National Register; therefore it is an architectural change.

Chair Kenworthy personally preferred something closer to 120 days rather than 180 days.

Board Member Holmgren stated that when the City discussed outdoor dining decks guidelines were written on how they should be built. Ms. Holmgren was excited about the decks and she was excited about this next step. She remarked that Park City is historic but they also needed to be realistic.

Board Member Hewett liked the fact that the ceilings would be clear. She thought the timing was good and she had no concerns.

Given the late hour, Planner Grahm suggested that the discussion regarding changes to the LMC and the Design Guidelines for temporary winter balconies enclosures be continued to another meeting. The Board concurred.

Historic District Grant Program – Policy Review

Board Member Crosby returned to the meeting.

Planner Grahm stated that the goal for establishing guidelines is to give the HPB some criteria as a basis for deciding whether a project qualifies for going from Significant to a Landmark status. She reminded the Board that Landmark means the site is National Register eligible and it must be pristine.

Planner Grahm reviewed each guideline.

1. The building shall not have been reconstructed, panelized, relocated, or re-oriented.

In speaking with Ms. Meintsma this evening, Planner Grahm believed there were unique circumstances such as High West where this works and it can remain National Register eligible. However, in the majority of cases it is very rare for a structure to remain on the National Register if it is reconstructed or relocated.

Board Member Melville asked Ms. Meintsma and Board Member White for their suggestions based on their research and experience. She was unsure if the proposed guidelines would work when put into practice.

Ms. Meintsma noted that there was a footnote in the packet that explained the high West situation. It was unique because it was panelized, but they went to great lengths to keep the historic material and the interior, which the National Register is particularly interested in.

Board Member Melville understood that a site would not have to meet the National Register in order to go back to Landmark status. Planner Grahn replied that Landmark is a local designation. However, one of the criteria for being Landmark is eligibility for the National Register. It is a current criteria and that would not change.

Board Member White pointed out that restoration does not necessarily mean that the interior floor plan has to be historic. Planner Grahn stated that from the standpoint of the Planning Department they could not monitor interiors. However, a site that they believe is Landmark Status could be reviewed by Utah State History and they could say that because the interior was changed the site would not be eligible. She could not be able to make that determination but the State could. Mr. White stated that in all of the historic homes he worked on, they never worried about the interior.

Board Member Melville pointed out that there are Landmark structures on the HSI that she assumed had altered interiors. Planner Grahn stated that there are situations where a site could be eligible for the National Register because the exterior contributes to a district as a whole; or it could be eligible because individually the site is in pristine condition. She noted that the surveyors do not look at the interiors but they do look at the form of the building and how the interior has been altered. For example, if a structure was historically a hall-parlor and the walls were removed to make one room, it is no longer a hall-parlor design and it would not be eligible for the National Register.

Director Eddington clarified that the local criteria for a Landmark designation are looser than the National criteria. He believed they were equal to the National criteria for exteriors, but the criteria differs for interiors and that is where a structure designated Landmark by Park City could lose its National Register eligibility when reviewed by the State.

Board Member Melville recalled that the Board has looked at giving incentives for those who take their buildings from Significant to Landmark. Ms. Meintsma commented on two specific applicants to help put the criteria into perspective. She believed the limitations for reconstruction were clear because there is no

historic material. Panelization does not seem to work because too much material is lost. However, High West went to such extremes to save the materials and the interior in the process of panelization that they remained on the list. Ms. Meintsma did not believe an owner should be given the 10% for panelization, but it could be considered on a case by case basis for situations where extreme measures are taken. She liked the notation on the panelization and suggested that it should also apply to relocation.

The Board was comfortable with reviewing unique circumstances on a case by case basis.

2. If a new basement addition is constructed, no more than six inches (6") of the new foundation should be visible from the public right-of-way. If a historic foundation previously existed, then any new foundation shall match the historic in material, texture, composition, and color. The height of the original foundation above Existing Grade shall be retained—the new foundation shall not be shorter or taller above Finished Grade than what previously existed. No new underground garages are permitted.

Planner Grahn noted that currently basement additions are allowed to be raised two feet. The problem is when too much of the foundation is visible. She presented two scenarios. One showed a basement addition that was low to the ground and less visible. The second had added a basement but it was easy to see how much it was significantly raised and how much of the foundation was visible.

The Board was comfortable with Criteria 2 as proposed.

3. The transitional element used to connect the historic house to the new addition shall not consume more than twenty-five percent (25%) of the length of the historic wall. The length of the transitional element shall be fifty percent (50%) of the length of the two (2) sides of the historic building.

Planner Grahn stated that the Preservation Brief that talks about what additions to National Register listed buildings are, talks about making a clear transition and keeping the new addition subordinate. Planner Grahn remarked that the Staff suggests that instead of losing the entire rear wall, the transitional element should be limited to 25% of the length of the historic wall. That would allow more of the historic material to remain intact. Planner Grahn referred to the length of the transitional elements and provided an example to support the Staff suggestion for the criteria.

Board Member White stated that the transitional element needs to be visible and separate. He concurred with the Staff.

Ms. Meintsma liked the concept of the guidelines but she suggested removing the wording “of the length” and just say, “....25% of the historic wall.” If it is a two-story building they could make it a half-story and the entire connecting feature would be 25% total and not just the length. She also changed the wording from “historic wall” to “connecting wall”, because if the sidewalls and the façade are all historic but the back wall is new, the language “historic wall” would not work.

Planner Grahm stated that her concern is that sometimes the materials of the historic wall has changed and she would not want there to be any confusion as to when the rule should be followed.

Board Member Crosby used the Kimball Arts Center as an example and the plans of the previous drawings. She noted that the connector was relative small. However, now there is an empty lot with a new developer. If they propose to develop the plaza and lot adjacent to the historic portion on the corner, she asked if 75% of that wall would be undevelopable due to the connector. Planner Grahm replied that it would only be applied to grant applications. Ms. Crosby clarified that the criteria would not be part of the HDDR. Planner Grahm stated that it is only if an applicant wants the extra 10% boost. The reason for being so strict is to make sure the 10% is only given to those who make the extra effort to preserve the historic material.

The Board was comfortable with the language as written by Staff. For clarification, Planner Grahm suggested changing the language to read, “...the historic connecting wall”.

4. The footprint of the addition should not exceed fifty percent (50%) of the historic footprint.

Planner Grahm clarified that only the grant applicants who want the 10% boost would have to meet this criteria. It only addressed footprint and not height. It is an effort to keep the addition smaller and more subordinate. It would only apply to the footprint of the addition. Ms. Meintsma pointed out that the structure could be three or four stories and it could also have a basement

Board Member White thought 75% was more reasonable. Planner Grahm pointed out that if someone came in with a grant application, they could deny giving the extra 10% if they thought the mass and scale had been maximized.

The Board was comfortable increasing the percentage to 75%.

5. The addition should not be visible from the primary right-of-way unless the property is a corner lot.

Planner Grahn suggested changing the language to read, "The visibility of the addition should be minimized from the primary public right-of-way." Side additions could be reviewed on a case by case basis. The Board concurred.

6. Any later additions to the roof form such as dormers, sky lights, or changes to roof pitch must be removed and the historic roof form restored.

The Board concurred with the criteria as written.

7. Porch posts, railings, and materials shall be restored based on sufficient documentation.

The Board concurred with the criteria as written.

8. Window and door openings and configurations on primary and secondary facades shall be restored based on sufficient documentation.

The Board concurred with the criteria as written.

9. The existing grade shall be substantially unchanged following the project.

The Board concurred with the criteria as written.

10. Following completion of the project and issuance of a Certificate of Occupancy, but prior to grant payout, staff will return to the Historic Preservation Board with a Determination of Significance to ensure that the project meets the criteria in which to be designated a Landmark Structure

The Board concurred with the criteria as written.

Board Member Melville noted that 1063 Norfolk was one of the last houses that received a grant. She walked by the house the other day and notice a very modern front door and a very modern garage door. The retaining wall is metal rather than stone. She believed the owners had done the house correctly, but these visibly modern elements distract from the historic and they should not have been approved under the grant application. Ms. Melville asked Planner Grahn to look at the structure. If those elements are acceptable, she suggested that the Board should review what they were allowing with historic grants.

The meeting adjourned at 9:55 p.m.

Approved by _____

Historic Preservation Board Meeting
January 7, 2014

John Kenworthy Chair
Historic Preservation Board

PARK CITY COUNCIL MEETING MINUTES

SUMMIT COUNTY, UTAH,

January 8, 2015

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City member Henney attended the Recreation Advisory Board meeting where they discussed off-leash dog areas and a second sheet of ice.

Mayor Thomas attended the Black Diamond Awards Ceremony for the Lodging Association. Thomas recognized the award recipients: Lodging for Front of House: Connie Williams, Park City Lodging, Back of House: Nora Lucero, Montage, Food and Beverage Front of House: Dean Seaberson, Canyons, Food and Beverage Back of House: Nick Lees, Edge Steak House at Westgate, Manager of the Year: Claudia Reese, Newpark and Vendor of the Year: All Resorts Group. The Double Black Diamond award winner for inspiration to the Community was Bob Wheaton. He also attended the Board of Realtors lunch which went very well until he opened it for Q & A discussing traffic.

Ann Ober, Sustainability, inquired if the Council would be interested in sending a member to participate in the School Board Master plan meetings. Council concurred that Ober should attend.

Matt Cassel stated that the Rio Grande building will be moved at 7 am on Tuesday, Jan 13th

Mayor Thomas invited Kraig Powell, State Representative to speak to the Council. Powell stated that he likes to insure that he has open lines of communication with the local officials prior to the legislature. He told a great story about using campaign financials to purchase the Park Record. Stated that he is going to be a Vice Chair of Political Subdivisions where he will be directly involved with municipalities and the issues they face. Discussed the hot items upcoming, changes to election laws, transportation, prison relocation and Medicare expansion. He promised to keep in touch during the session and will keep the City informed.

Mayor Thomas thanked Powell for his dedication to Park City.

Consideration of the Mountain Accord Ramp Strategies

Ann Ober, Sustainability, inquired if Council felt comfortable with the outline that has been circulating regarding the exit ramps for Mountain Accord. Foster clarified that Council does not need to make a decision tonight; they will have exit ramps in March. Council concurred they were comfortable with the plan.

Historic District Grant Policy

Planner Grahn and Planning Director Thomas Eddington discussed the proposed changes to the grant policy to include Up to 50% for primary residence, 40% secondary residence and the HPB have come up with new criteria, for an additional 10% in grant funding, to elevate a structure from significant to landmark. Discussed a preservation agreement as well as a Historic agreement to make sure the resident completes the project as they have stipulated in the application process.

Gantt Chart update

Eddington discussed the Gantt chart speaking to the Ski Era update, and LMC updates. Council member Simpson informed the Council and staff about an article in the Mountain Times where Aspen has purchased "Air Rights"

Housing Resolution

Rhoda Stauffer, Sustainability, stated that she has been working with team members from transportation and legal on updating our Housing Resolution. The amendment brings the Housing resolution in line with the interlocal agreement with Wasatch County. Added a few strikeouts throughout the document for consistency and added in additional language amending section 6- fees in lieu. Harrington clarified section 6 should also read "collective funds may be expended"



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

Executive Summary:

The City's Historic Grant Program has been on hold since summer 2014 due to changes in government accounting rules (GASB). As part of a grant policy adopted by City Council in January 2015, City Council limited the amount of funds the Historic Preservation Board (HPB) could award to \$25,000. City Council may award grants for amounts greater than \$25,000 upon a recommendation from the HPB.

The owners of 264 Ontario Avenue applied for a grant on June 25, 2014, prior to adoption of this policy but at a time when there was no money in the grant fund. Therefore, their request for \$51,844 was put on hold until more grant money could be allocated and new guidelines were put in place.

During HPB's review of the grant on March 4, 2015, the HPB brought up a number of issues and requested additional information in order to finalize their recommendation to grant approximately \$46,000. There were additional internal delays with finalizing the mechanics and funding sources of the grant program and it was put on hold once again.

Staff was directed to bring the two outstanding grant applications forward to City Council for review due to urgency on the part of the property owners. The staff recommendation is based on the HPB recommendation, as well as revised estimates and actual costs provided by the applicant. However, there are limited funds in funding source, the Main Street RDA and in order to grant more than \$30,000, the City Council would have to approve a budget adjustment. Staff continues to work with City Council to restructure the grant program.

Staff recommends that City Council review the current request for a historic district grant and consider awarding the applicant a portion of eligible costs, up to \$30,000 of the eligible \$67,928, associated with the renovation of a landmark historic structure located at 264 Ontario, with a requirement that a preservation façade easement for the historic structure is dedicated in perpetuity.

Respectfully:

Kirsten Whetstone, Senior Planner

City Council Staff Report



Subject: Historic District Grant- 264 Ontario Avenue
Author: Kirsten Whetstone, MS, AICP- Senior Planner
Department: Planning
Date: July 30, 2015
Type of Item: Historic Preservation Grant
Project #: PL-14-02418

Summary Recommendations:

Staff recommends that City Council review the request for a historic district grant and consider awarding the applicant a portion of eligible costs, up to \$30,000 of the eligible \$67,928, associated with the renovation of a landmark historic structure located at 264 Ontario, with a requirement that a preservation façade easement for the historic structure is dedicated in perpetuity.

Acronyms in this Report:

Historic Preservation Board	HPB
Historic Residential Low Density	HRL
Government Accounting Rules	GASB
Capital Improvement Plan	CIP
Redevelopment Agency	RDA

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The owners of 264 Ontario Avenue applied for a grant on June 25, 2014, prior to adoption of this policy but at a time when there was no money in the grant fund. Therefore, their request for \$51,844 was put on hold until more grant money could be allocated and new guidelines were put in place.

During HPB's review of the grant on March 4, 2015, the HPB brought up a number of issues and requested additional information in order to finalize their recommendation to grant approximately \$46,000. There were additional internal delays with finalizing the mechanics and funding sources of the grant program and it was put on hold once again.

Staff was directed to bring the two outstanding grant applications forward to City Council for review due to urgency on the part of the property owners. The staff recommendation is based on the HPB recommendation, as well as revised estimates and actual costs provided by the applicant. However, there are limited funds in funding source, the Main Street RDA and in order to grant more than \$30,000, the City Council would have to

approve a budget adjustment. Staff continues to work with City Council to restructure the grant program.

Description:

Applicant:	Patricia and David Constable
Location:	264 Ontario – Landmark Site
Proposal:	Historic Grant
Zoning:	Historic Residential Low Density (HRL) District
Adjacent Land Uses:	Historic and non-historic single-family dwellings
Redevelopment Area:	Main Street RDA

Background:

With recent changes to government accounting rules (GASB), the City can no longer fund capital improvement projects with CIP funds for projects or assets the City does not own. Historic Preservation Grants fall into this category, and our grant program was on hold since summer 2014. As part of the grant policy adopted by City Council in January 2015, City Council limited the amount of funds the HPB could award to \$25,000, as consistent with the City's purchasing policy. Those grant amounts exceeding \$25,000 require that the HPB forward a positive recommendation to City Council. City Council also provided provisions regarding the reimbursable percentage of expenses as follows:

- Houses lived in by primary residents (those houses in which the homeowner or a renter lives in full time) be awarded up to 50% of their eligible costs, while homes which are to be used as secondary homes or nightly rentals (i.e. not lived in by the primary residents) be awarded up to 40% of eligible costs.
- Commercial properties will continue to be eligible for up to 50% of construction costs regardless of ownership.
- An additional 10% may be awarded to those property owners committed to renovating a significant structure in order to elevate its status to landmark. Planning staff will work with the HPB to set required criteria for these unique cases.

The grant applications at 264 Ontario and 943 Park Avenue (also on the Council agenda for this meeting) were reviewed by the Historic Preservation Board on March 4, 2015 (See Exhibits A-C); however, broader grant program questions brought up by the Historic Preservation Board regarding the criteria that caused staff to put the grant program on hold once again. These two grant applications are now coming forward for the City Council to review at the Council's request. Staff will continue to work with City Council and the HPB to modify the Historic District Grant program policies. The HPB also discussed the general grant program on January 7 as well as on March 4 (See Exhibits C and C-2). Staff will discuss the structure of the Historic District Grant Program with City Council on July 30, 2015

On March 4, 2015, the HPB requested that the applicant provide additional information, which is outlined in Exhibit B. See attached Exhibit C, minutes of the March 4, 2015 HPB meeting.

Analysis:

General eligible improvements and staff's analysis of the 264 Ontario Avenue grant are provided in Exhibit A, the HPB report from March 4, 2015. A revised expense estimate was submitted following the HPB meeting, and recently updated with actual construction cost information (Exhibit B). Minutes of the HPB meeting are attached as Exhibit C. Based on the discussion; the HPB discussed providing a grant up to approximately \$46,000.00, which was approximately \$2,300 more than the maximum amount recommended by staff at that time (\$43,744.5), to include the cost of the preservation plan and existing conditions report, as well as a portion of the paint and roofing.

Currently, the grant program is funded through the Main Street and Lower Park Avenue Redevelopment Agencies (RDAs) and the General Fund. We currently have allocated:

Main Street RDA:	\$30,000 or as adjusted by City Council
Lower Park RDA:	\$50,000 or as adjusted by City Council
General Fund:	\$47,136

The historic house at 264 Ontario Avenue is located within the Main Street RDA. Any additional funding over the amount in the RDA (\$30,000) would require City Council to approve a budget adjustment and complete a budget amendment or adoption process including public noticing and a public hearing. This is typically completed as part of the budget process at the end of the fiscal year, but it depends on the nature and size of the adjustment and the fund which is being adjusted. Allocating additional funds to the grant program may impact the availability of funds for other City projects.

Due to delays in resolving the Grant Program, including funding mechanisms, the applicant was allowed to pull a building permit and begin construction in order to stabilize the house and construct the foundation prior to the on-set of winter last fall. Timing was also critical due to expiration issues with the Historic District Design Review and Steep Slope Conditional Use Permit application approvals. A building permit was issued on August 13, 2014, for the renovation and an addition.

The home has been a primary residence in the past. Currently the home is unoccupied due to construction. The owners of the home intend it to be their primary residence once construction is complete.

The applicant initially requested \$51,844.5 to cover 50% of the estimated eligible costs. Staff recommended \$43,774 based on 50% of eligible costs that did not include siding, roofing or paint, based on policies of the Historic District Grant Program. Based on information presented by the applicant at the March HPB meeting, the HPB was in agreement that siding, roofing, and paint should be included in this instance due to unique circumstances with this property. The HPB also recommended that up to \$3000 for the historic reports should be included. The HPB provided direction to grant approximately \$46,000. Since the March meeting, the applicants provided a revised cost estimate based on actual construction costs for certain items, as well as the cost of

the historic reports. Staff used this revised cost estimate to come up with the current figure of \$67,928.00, which is 50% of the maximum eligible costs.

The following table shows a breakdown of the expenses related only to renovation of the historic structure. These are based on revised estimates and actual construction costs. The historic renovation is currently on-going with an active building permit. The table reflects the direction provided by the HPB at the March 4, 2015 meeting.

Projected Restoration expenses

Scope of Work	Owner's Portion (Total)	City's Potential Portion (50% of Estimated/Actual Cost)	Estimated or Actual Total Cost
<u>New Foundation</u>			
Excavation	\$ 7,754.50	\$ 7,754.50	\$15,509
Backfill/Drain/gravel	\$ 2,450	\$ 2,450	\$ 4,900
House Lifting	\$ 6,750	\$ 6,750	\$13,500
Demo shed addition, brace and shore house up	\$ 4,505	\$ 4,505	\$ 9,010
Footings and Foundation	\$ 6,830	\$ 6,830	\$13,660
<u>Structural Work</u>			
Rough lumber - framing of floor, walls, roof structure.	\$ 7,228.50	\$ 7,228.50	\$14,457
Labor- framing of floor, walls, roof structure.	\$ 8154	\$ 8154	\$16,308
<u>Siding and Trim repair</u> materials (\$10,000) labor (\$16,276) paint (\$7000)*	\$16,638	\$16,638	\$ 33,276
<u>Historic Porch Restoration</u>	\$1,175	\$1,175	\$ 2,350
<u>Window & Door Restoration/Replacement</u>	\$2,443	\$2,443	\$ 4,886
<u>Roofing (shingles)*</u>	\$2,350	\$2,350	\$4,700
Physical Conditions Report & Historic Preservation Plan**	\$1,650	\$1,650	\$3,300
Total	\$67,928	\$67,928	\$135,856

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**The grant guidelines indicate that painting is typically a maintenance item. In this case because of extensive repair work and instances where the underlying historic siding was unpainted due to construction of a non-historic shed that enclosed it within the structure, the HPB recommended that paint should be considered as part of the eligible improvements. Additionally, a substantial amount of work is required to repair the roof structure due to a previous fire. HPB requested an estimate for the roof structure work and HPB supported roof structure, sheathing and asphalt shingle roofing as part of the eligible expenses for the grant.*

***HPB committed to reimbursing these reports up to 50%, or an amount of \$1,500 per report, not to exceed a total of \$3,000 for both reports.*

The Historic District Grant Program states that “funds shall be awarded to projects that provide a community benefit of preserving and enhancing the historic architecture of Park City.” Restoring the structure and porch and repairing historic siding will contribute to the continued preservation of the structure. Moreover, a new foundation and structural upgrades to the walls and roof will extend the longevity of the structure.

The applicant is not adding a basement. The structure does not have a foundation and the renovation work includes providing a complete crawl space foundation. In this case, staff and the HPB support funding costs of the excavation, raising the structure to facilitate construction of a foundation, and bracing the house to complete the foundation work. Grant applications for 943 Park Avenue (under current review), 335 Woodside (July 18, 2012) and 1049 Park Avenue (August 21, 2013) requested funding for these expenses related to construction of a full basement; however, the Historic Preservation Board did not award funds for these items because the applicants proposed full basements.

Typically, a new roof (roofing) is considered to be a maintenance item; however, this application requires upgrades to the entire roof structure including replacing plywood sheathing and decking, due to the existing condition of the roof. For that reason, staff and the HPB included roofing expenses as an eligible expense.

The applicant’s total eligible work is estimated at \$135,856. As the program is a matching grant program, up to half (1/2) (50%) of the total cost (\$67,928) is eligible to be granted. In this case, the owners are eligible for up to fifty percent (50%) as they anticipate the house becoming their primary residence upon completion of the renovation and addition. A preservation façade easement for the historic structure is required to be dedicated in perpetuity if a grant is awarded.

Department Review:

This report has been reviewed by the Planning, Budget, and Legal Departments.

Alternatives:

- A. Approve:** City Council may approve the 264 Ontario Avenue grant request in the amount of \$30,000 and require a preservation façade easement ; or
- B. Deny:** City Council may deny the 264 Ontario Avenue grant request; or
- C. Modify:** City Council may modify the 264 Ontario Avenue grant request to provide more than or less than staff’s recommended \$30,000 (to a maximum of

\$67,928 based on 50% of eligible costs) and require a preservation façade easement; or

D. Continue the Item: City Council may continue the item to a date certain; or

E. Do Nothing: City Council may choose to do nothing.

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	+ Accessible and world-class recreational facilities, parks and programs	+ Enhanced conservation efforts for new and rehabilitated buildings	+ Residents live and work locally + Preserved and celebrated history; protected National Historic District	+ Fiscally and legally sound + Well-maintained assets and infrastructure
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Positive 	Very Positive 	Positive 	Positive 

Comments:

Funding Source:

This grant will be funded with Main Street RDA Funds. There is sufficient funding to cover this grant up to the Staff recommendation of \$30,000. To fund the HPB recommendation of approximately \$46,000, or the applicant's current request of \$67,928, the City Council would have to approve a budget adjustment for any amount greater than \$30,000.

Consequences of not taking the recommended action:

The proposed grant would not be awarded and the City would not help fund the renovation of 264 Ontario Avenue, a landmark site. The applicant would be responsible for financing the renovation on his own. The City will forfeit the opportunity of obtaining a preservation easement in perpetuity on this historic building. To fund the grant at a higher level, the City Council would have to approve a budget adjustment.

Recommendation:

Staff recommends that City Council review the request for a historic district grant and consider awarding the applicant a portion of eligible costs, up to \$30,000 of the eligible \$67,928, associated with the renovation of a landmark historic structure located at 264 Ontario, with a requirement that a preservation façade easement for the historic structure is dedicated in perpetuity.

Exhibits:

Exhibit A – Historic Preservation Board Grant Report, 3.4.15

Exhibit B – Additional documentation and estimates as requested by the HPB

Exhibit C – Minutes from the 3.4.15 HPB Meeting
Exhibit C2- Minutes from the 1.7.14 HPB Meeting

Historic Preservation Board Staff Report

Subject: 264 Ontario Avenue
Author: Kirsten Whetstone, Sr. Planner
Date: March 4, 2015
Type of Item: Historic District Grant
Project Number: PL-14-02418



Summary Recommendations

Staff recommends that the Historic Preservation Board (HPB) review the request for a historic district grant and consider awarding the applicant a portion of the costs associated with the restoration of 264 Ontario Avenue.

Description

Applicant:	Patricia and David Constable, owners
Location:	264 Ontario Avenue – Landmark Site
Proposal:	Historic Grant
Zoning:	Historic Residential Low Density (HRL) District
Adjacent Land Uses:	Single-family dwellings
Redevelopment Area:	Main Street RDA

Background

The house at 264 Ontario is a landmark structure built circa 1890. According to the 2009 Park City Historic Sites Inventory (HSI), the house is a one (1)-story frame T/L-shaped cottage with a gable roof. According to the HSI form it is a T/L-shaped cottage because of a cross-wing added to an existing hall and parlor structure. The T/L-shaped style of house is one of the earliest and one of the three most common house types built in Park City during the mining era. The cross-wing addition appears to have been constructed early in the historic period (prior to 1900) and according to the 1984 Site Form this type of addition was a “common method of expansion” and the structure “maintains its integrity as a T/L cottage by addition”.

This site was nominated to the National Register of Historic Places in 1984 as part of the Park City Mining Boom Era Residences Thematic District, but was not listed because of the owner’s objections, according to the HSI form. The site has seen minor alterations, including the addition of extra porch posts (three to six), a small “lean-to” addition of plastic (green house type of material) on the south side, and a shed addition on the east side (rear). These additions are proposed to be removed as part of the restoration. A three-story addition is proposed to the rear of the house with a one story connector element attaching the addition to the historic house. Due to the steep slope of the lot and large setback from Ontario Avenue, the historic house is prominent when viewed from Ontario Avenue. The historic house has retained its Essential Historic Form.

Design. The one-story frame structure remains largely unchanged from the description provided in the 1984 National Register nomination form. Subsequent alterations include the addition of extra porch posts since the tax photo date. Otherwise the alterations are minor and the structure retains its original character. Windows and doors are in their original locations, however, it appears upon closer review that the actual windows and one door are not original; these were likely replaced circa 1960's or 70's. Original trim elements will be retained.

Setting. The setting of the historic structure remains unchanged from what is described in the Historic Sites Inventory form; however a significant addition has been proposed to the rear of the building. The addition is proposed to be connected to the historic house with a single story connector element. The house sits above paved Ontario Avenue and below paved McHenry. Access to the site is via stone steps on grade leading from Ontario Avenue to the front door. Landscaping is informal and includes a low stone wall in front of the house that will remain.

Workmanship. The physical evidence from the period that defines this as a typical Park City mining era house are the simple methods of construction, the use of non-beveled (drop-novelty) wood siding, the plan type, the simple roof form, the informal landscaping, the restrained ornamentation, and the plain finishes.

Feeling. The physical elements of the site, in combination, convey a sense of life in a western mining town of the late nineteenth and early twentieth centuries.

Association. The T/L-shaped cross wing cottage is one of the earliest and most common house types constructed in Park City during the mining era. The site retains its historic integrity and is considered eligible for the National Register of Historic Places. The site was nominated to the National Register in 1984 as part of the Park City Mining Boom Era Residences Thematic District. The site was designated as a Landmark Site as it meets criteria set forth in LMC Chapter 15-11 for such designation. The owners could seek state preservation tax credits as part of this rehabilitation, however they would not be eligible for federal preservation tax credits unless the property was income producing.

Analysis

General eligible improvements for historic district grants include, but are not limited to:

- Cladding Repair
- Siding
- Masonry Repair
- Cornice Repair
- Architectural Ornamentation
- Restoration/Repair
- Exterior Trim Repair
- Restoration of Historic Retaining Walls
- Restoration of Historic Windows and Doors
- Weatherization of Historic Windows and Doors
- Porch Repair/Restoration
- Foundation Repair/Restoration

- Structural Stabilization
- Abatement of Hazardous Materials
- Stabilization/Preservation of Industrial Mine Sites
- Physical Conditions Report
- Historic Preservation Plan

The purpose of the grant program is to incentivize property owners to maintain and preserve historic commercial and residential structures in Park City. In 1987, the Park City Historic District Commission and City Council identified the preservation of Park City's historic resources as one of their highest priorities. The grant program has operated continuously since that time with the full support of subsequent City Councils and Preservation Boards.

On January 8, 2015, City Council approved changes (summarized below) to the Historic District Grant Program that would incentivize primary residents and provide up to 10% increased funding for those renovation projects that improved a site's designation from "significant" to "landmark." See Exhibit F- Park City Historic Grant Policy.

The purpose of the grant program is to assist in offsetting the costs of rehabilitation work. Funds are awarded to projects that provide a community benefit of preserving and enhancing the City's historic architecture. Grants are to be used toward specific rehabilitation projects. Primary residents (either the homeowner or a full time renter) may be awarded up to fifty percent (50%) of total eligible construction costs, while homes which are used as a secondary-home or nightly rental may be awarded up to forty percent (40%) of total eligible construction costs. Commercial property owners are eligible for up to fifty percent (50%) total eligible construction costs. The Historic Preservation Board may award grants up to \$25,000. Grants exceeding \$25,000 will require the Historic Preservation Board to forward a positive recommendation to City Council. City Council will then review the grant application as part of their consent agenda.

According to the HSI, the building is in "good" condition. The applicant submitted a Historic District Design Review (HDDR) application on May 31, 2013. The HDDR application was deemed complete July 5, 2013. The applicant proposes to renovate the 1890 one (1) story house, reconfiguring the interior and addressing much needed upgrades. The proposed work was approved as part of a Historic District Design Review (HDDR) on August 16, 2013. A financial guarantee of \$169,362.00 was required at the time of the building permit. On August 11, 2014, an encumbrance and agreement for historic preservation for 264 Ontario Avenue was recorded at Summit County along with a Lien Agreement Trust Deed and Trust Deed note.

A building permit for the proposed work was issued on August 13, 2014, due to expiration date of the HDDR and work has begun. Due to the delay in resolving the grant policy and procedure and the approaching winter season, the applicant was approved to begin construction in order to lift the house, pour the foundation, and reset

the house on the foundation before the winter set in. This work has been accomplished, as well as excavation for the addition.

On June 25, 2014, the applicant submitted a Historic District Grant application which was put on hold by the Planning Department to allow the Council to approve a revised historic grant policy due to changes in funding options. The applicant has requested grant funds for the following improvements to the historic structure:

Foundation. The applicant's Physical Conditions Report notes that the existing foundation is wood and "totally rotten". There are stones around the porch and base of house and portions of the house are supported on concrete blocks, however, there is no evidence of any concrete foundation. The applicant is proposing to raise the house intact, excavate for footings and foundation, and pour a concrete foundation meeting current building codes. Only the foundation for the historic portion of the house is included in the cost estimates for the grant. No basement is proposed.

Structural Stabilization. The walls are comprised of two 1" by 12" pine boards. The layers run perpendicular to each other. The entire building has been furred on the inside to facilitate the addition of insulation, wiring, and sheetrock over time. The rear (east) wall, where it was not replaced by the newer shed addition, is in good condition. The east wall of the shed addition is in poor condition due to the steep bank of earth that partially covers it. This wall has severe weather damage. Wood joists (2" by 4") that sit on or slightly above the dirt, support the main floor. Most of the joists are partially rotted and deteriorated due to exposure to the elements. The existing floor is not level. The floor has many layers and it appears that portions of the original floor still exist. The roof is supported by 2" by 4" trusses at 24" on center (oc) with 1" by 8" sheathing above. The current roofing is asphalt shingles. The applicant is proposing to upgrade and replace, as necessary, the entire structural system of the house in order to meet the International Building Code (IBC). The roof is proposed to be structurally enhanced by adding new supports between the existing trusses

Windows. The Physical Condition Report notes that there are two wood double hung windows on the west gable and three wood casement windows on the west side of the porch. The north gable has a small wood fixed window. There are no windows on the east side and the south side has one wood fixed window with two horizontal mullions. According to photographs and inspection these windows appear to be in their original locations, however, the windows appear to have been replaced and are not historic. The windows are not in good condition. The applicant is proposing to replace these windows with wood windows that meet current energy code.

Doors. There are two existing doors. One is an historic wood door with large glazed opening above the three lower panels on the west elevation of the porch. The owner plans to restore this door. The other door is a wood door on the porch

that faces north. This door is not historic and the owner plans to replace this door with a wood door that matches the historic door. Trim surrounding the windows and door openings will be retained and repaired where necessary.

Siding, roofing, and painting. Included in the cost estimate are line items for siding to replace damaged siding and to patch the elevations when non-historic additions are removed, to re-roof with asphalt shingles after structurally stabilizing the roof, and for exterior painting of the repaired siding, trim, soffits, etc.

The following table shows a breakdown of the rehabilitation expenses related only to the historic structure. The home has been a primary residence in the past. It has not been a nightly rental property. Currently the home is unoccupied due to construction. The owners of the home intend it to be their primary residence once construction is complete.

Scope of Work	Owner's Portion (total owner portion- possible grant plus siding, roofing, painting)	City's Portion (excluding siding, roofing, painting) is 50% due to primary residence status	Estimated Total Cost – (excludes profit /overhead and roofing, paint)
<u>New Foundation</u>			
Excavation	\$ 5,767	\$ 5,767	\$11,534
Backfill/Drain/gravel	\$ 2,450	\$ 2,450	\$ 4,900
House Lifting	\$ 6,750	\$ 6,750	\$13,500
Demo addition, brace for lifting, shore up	\$ 4,505	\$ 4,505	\$ 9,010
Footings and Foundation	\$ 6,830	\$ 6,830	\$13,660
<u>Structural Work</u>			
Framing and structural stabilization of floor assembly, walls, roof including materials and labor	\$12,224.5	\$12,224.5	\$24,449
<u>Siding Repair materials and labor*</u>	\$1600	\$1600	\$ 3,200
<u>Historic Porch Restoration</u>	\$1,175	\$1,175	\$ 2,350
<u>Window & Door Restoration/Replacement</u>	\$2,443	\$2,443	\$ 4,886
<u>Roofing *</u>	\$4,700	\$0	(\$ 4,700)

<u>Exterior Painting*</u>	\$1,800	\$0	(\$ 1,800)
Total	\$51,844.5	\$43,744.5 (50% of \$87,489)	\$87,489 excludes (paint and roofing) (\$93,989 is total including paint and roofing and 50% is \$46,994.5)

***Staff does not recommend these items be included in the total and requests discussion from the HPB as outlined in this report.**

The Historic District Grant Program states that “funds shall be awarded to projects that provide a community benefit of preserving and enhancing the historic architecture of Park City.” Restoring the historic structure and providing a new foundation will extend the longevity of the structure.

Since the applicant is not proposing a full basement, Staff supports funding the costs of excavation (under the historic house), raising the structure to facilitate excavation, and constructing the new footings and foundation, including installation of a French drain to ensure that the structure is protected from future degradation.

Staff recommends discussion regarding the requested grant amount. Total estimated cost of the proposed work is \$103,388 according to the Gardner Boswell Construction cost estimate provided by the applicant. This total includes \$9,399 for profit and overhead. The estimate for total eligible work is \$93,989. As the program is a matching grant program, half (1/2) of the total cost is eligible to be granted; however, staff finds that the costs for new siding (materials and labor), roofing, and painting should not be included. The significant restoration work for this structure is the new foundation, structural work, and restoration of the porch. The siding, roofing, and painting are typical maintenance items. Due to the large amount of grant requested, Staff finds that the focus of this grant should be for the foundation, structural work, and porch restoration. Staff finds that the total cost of the restoration work is \$87,489 (excluding new roofing and exterior paint). The Board should discuss whether to include the cost of roofing and exterior paint. The total cost with these items would be \$93,989.

Staff recommends the Board consider granting the applicant one half (1/2) of the proposed cost of the eligible preservation work (minus roofing and paint) in the amount of \$43,744.5 (see table above). The owners have stated that the house will be a

primary residence. They are therefore eligible for 50% of eligible preservation work. If the total were to include the roofing and exterior paint then the 50% amount would be \$46,994.5.

This project is in the Main Street RDA. The direction provided by City Council is that Historic Preservation Grants are a high priority for the City and the RDA. As part of the FY2015 budget, Council approved funding within the Main Street RDA at \$30,000 per year. It was recommended that total annual expenditures within the RDA's could exceed the budgeted amount only after approval by City Council. Any adjusted budgeted amount within the RDA would be approved as part of the year-end budget adjustment process. If the total amount of the awards (within the 3 GL codes) goes over the Council-approved allocated budget then it needs to go back to Council for approval. Normally, we adjust the budget at the end of the fiscal year where we provide a public hearing.

Staff is supportive of the restoration of this site. Staff finds that the rehabilitation of this site will greatly contribute to the historic character of the neighborhood and continue the use of this property. In the past, the Main Street RDA neighborhood has received the greatest number of grants; however, in the past year, there have been three (3) grant requests for the Park Avenue RDA. Awarding a grant in this neighborhood continues to increase awareness of the Historic District Grant program and promotes greater historic preservation efforts.

The largest grant awarded by the Historic District Grant Program was in the amount of \$50,000 to 1280 Park Avenue in 2003; the second largest grant was awarded to 1049 Park Avenue in August 2013, totaling \$42,114.92. At \$43,744.5, this grant request would become the second largest grant request received by this matching grant program. In 2013, the HPB provided grants to 343 Park Avenue in the amount of \$30,000 and 1063 Norfolk in the amount of \$28,621. The grant program was on hold from the summer of 2014 through January 2015 due to changes to the program.

Staff recommends that the HPB consider awarding a portion of the amount based on the estimated breakdown for proposed work to restore the historic structure, up to \$43,744.5. According to the revised Grant Program, a grant of this amount will require a separate review and approval from the City Council.

Recommendation

Staff recommends the Historic Preservation Board (HPB) review the request for a historic district grant and consider awarding the applicant a portion of the total costs up to a maximum of \$43,744.5 for restoration work and a new foundation for the existing historic structure located at 264 Ontario Avenue.

Alternatively, the HPB may:

1. Award the applicant the amount of \$43,744.5.
2. Award the applicant a portion of the amount to be determined by the HPB upon review of the grant request.

3. Award nothing.
4. Continue the item for further discussion.

Exhibits

Exhibit A – Grant proposal
Exhibit B – Artist rendering of proposed addition
Exhibit C – HDDR Approval letter
Exhibit D – Preservation Plan
Exhibit E – HDDR Approved plans
Exhibit F – Grant Policy

PARK CITY MUNICIPAL CORPORATION
 PLANNING DEPARTMENT
 445 MARSAC AVE ° PO BOX 1480
 PARK CITY, UT 84060
 (435) 615-5060



HISTORIC DISTRICT GRANT APPLICATION

For Office Use Only

HISTORIC PRESERVATION BOARD	PROJECT PLANNER	APPLICATION #	PL-14-02418
APPROVED	Mrs. Kirsten Whetstone	DATE RECEIVED	6/25/14
AMOUNT		EXPIRATION	
DENIED		BLDG PERMIT	

PROJECT INFORMATION

NAME: DAVID & PATRICIA CONSTABLE

ADDRESS: 264 ONTARIO AVE, PARK CITY, UT

TAX ID: _____ OR

SUBDIVISION: 264 ONTARIO AVENUE SUBDIVISION OR

SURVEY: RECORDED # 966131 LOT #: _____ BLOCK #: _____

APPLICANT INFORMATION

NAME: DAVID & PATRICIA CONSTABLE

MAILING ADDRESS: P.O. Box 864, PARK CITY, UT, 84060

PHONE #: (435) 487-1024 FAX #: ()

EMAIL: decptc49@MSN.COM

APPLICANT REPRESENTATIVE INFORMATION

NAME: DAVID WHITE

PHONE #: (435) 649-8379

EMAIL: dgwarch@xmission.com

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at (435) 615-5060 or visit us online at www.parkcity.org.

RECEIVED

JUN 25 2014

PARK CITY
PLANNING DEPT

Application#:

Applicant Name:

Property Address:

BREAKDOWN OF ESTIMATED COSTS

SCOPE OF WORK

OWNER'S PORTION

CITY'S PORTION

ESTMATED TOTAL COST

SEE ATTACHED COST ESTIMATE SHEET

SCOPE OF WORK

OWNER'S PORTION

CITY'S PORTION

ESTMATED TOTAL COST

Excavation	500	500	1000
Doors (Exterior)	425	425	850
Windows	1000	1000	1000
Siding	1500	1500	1500
Total Cost	3425	3425	6850

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at (435) 615-5060 or visit us online at www.parkcity.org.



SUBMITTAL REQUIREMENTS – All of the following items must be included in order for the Planning Department to take the application.

- ✓ 1. Completed and signed application form.
- ✓ 2. Written project description describing the proposed scope of work and specifications. Include a detailed scope of work as well as the anticipated start date and completion date.
- ✓ 3. Submittal of a cost estimate for the proposed work.
- ✓ 4. Completed Breakdown of Estimated Costs of the proposed eligible improvements (page 2). *See separate*
- ✓ 5. Schematic, conceptual drawings as they apply to the proposed project. This will include site plans, elevations, and floor plans.
 NOTE: your project will require the submittal of a Design Review application and approval by the Park City Planning Department prior to building permit issuance. At the time of application for the building permit, detailed construction plans prepared by a licensed architect, engineer, and/or building contractor will be required.
- ✓ 6. Color photographs of existing conditions. Include a general view of the building and setting; the front; perspective view showing front facade and one side, and rear facade and one side; detailed view of affected work area.

*✓ HARRIS
✓ plans*

We intend to restore the landmark HISTORIC house at 264 Ontario Ave and add on an additional living area and garage spaces. The restored historic area will be approximately 600 sq ft after removal of a non-historic addition. The new living area will be approximately 2770 sq ft with another 690 sq ft of garage. A complete set of plans is currently with the Park City Planning Dept. Our anticipated start date is late August or Sept. 2014.

HISTORIC pictures are at back of plans w/pictures of entry doors to save & replace
See also Historic Preservation Plan attached



ACKNOWLEDGEMENT OF RESPONSIBILITY

This is to certify that I am making an application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application should be processed in my name and I am a party whom the City should contact regarding any matter pertaining to this application.

I have read and understood the instructions supplied by Park City for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I understand that my application is not deemed complete until a Project Planner has reviewed the application and has notified me that it has been deemed complete.

I will keep myself informed of the deadlines for submission of material and the progress of this application. I understand that a staff report will be made available for my review three days prior to any public hearings or public meetings. This report will be on file and available at the Planning Department in the Marsac Building.

I further understand that additional fees may be charged for the City's review of the proposal. Any additional analysis required would be processed through the City's consultants with an estimate of time/expense provided prior to an authorization with the study.

Signature of Applicant: David Constable Patricia Constable
 Name of Applicant: DAVID CONSTABLE / PATRICIA CONSTABLE
 Mailing Address: PO BOX 864, PARK CITY, UT 84060
 Phone: 435-487-1024 Fax: _____
 Email: decptc49@msn.com
 Type of Application: HISTORIC GRANT

AFFIRMATION OF SUFFICIENT INTEREST

I hereby affirm that I am the fee title owner of the below described property or that I have written authorization from the owner to pursue the described action. I further affirm that I am aware of the City policy that no application will be accepted nor work performed for properties that are tax delinquent.

Name of Owner: _____
 Mailing Address: _____
 Street Address/ Legal Description of Subject Property: _____

Signature: _____ Date: _____

1. If you are not the fee owner attach a copy of your authorization to pursue this action provided by the fee owner.
2. If a corporation is fee titleholder, attach copy of the resolution of the Board of Directors authorizing the action.
3. If a joint venture or partnership is the fee owner, attach a copy of agreement authorizing this action on behalf of the joint venture or partnership.
4. If a Home Owner's Association is the applicant then the representative/president must attach a notarized letter stating they have notified the owners of the proposed application. A vote should be taken prior to the submittal and a statement of the outcome provided to the City along with the statement that the vote meets the requirements set forth in the CC&Rs.

Please note that this affirmation is not submitted in lieu of sufficient title evidence. You will be required to submit a title opinion, certificate of title, or title insurance policy showing your interest in the property prior to Final Action.

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at (435) 615-5060 or visit us online at www.parkcity.org.





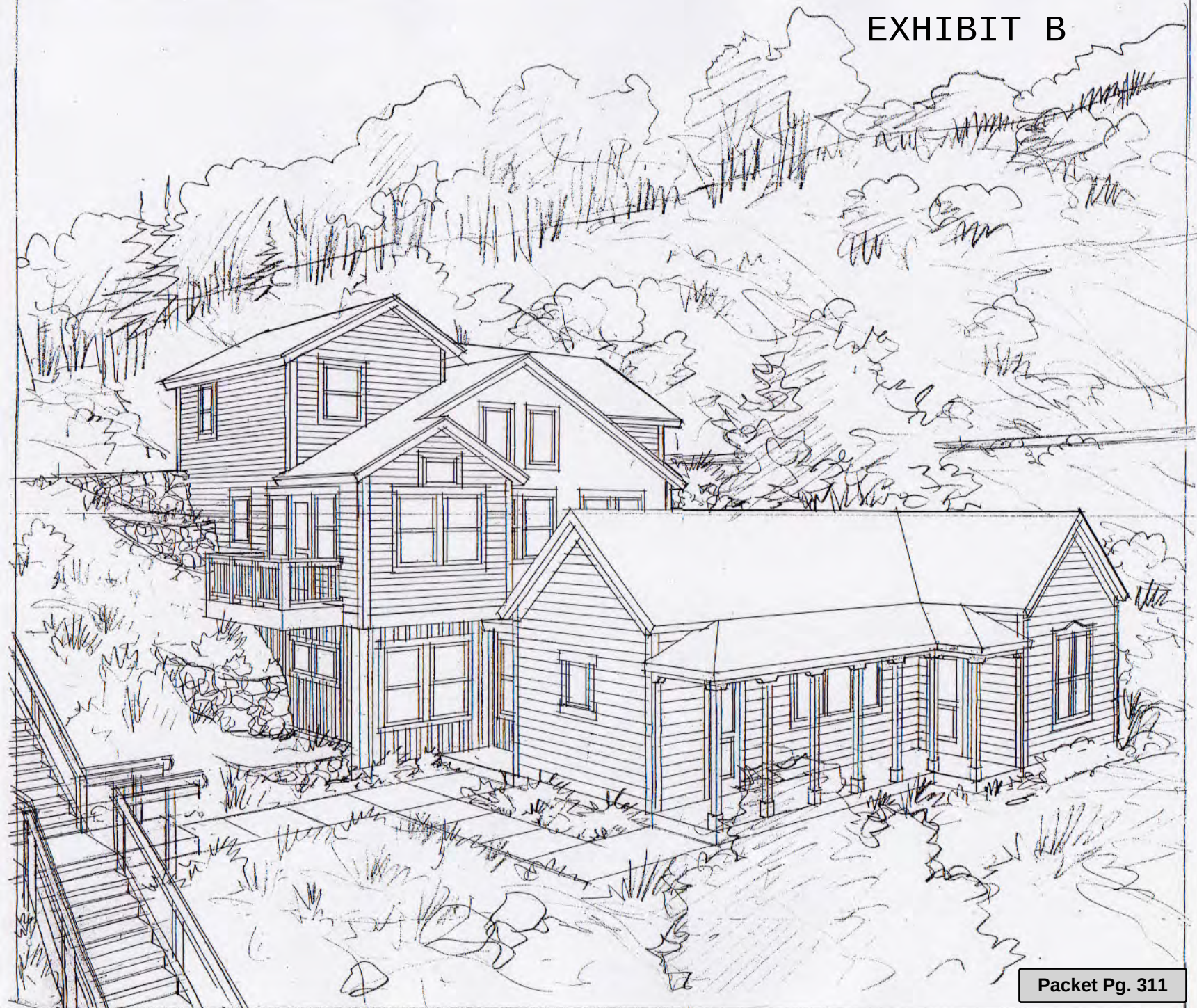
GARDNER & BOSWELL CONST.
P.O. BOX 307
PARK CITY, UT 84060
COST ESTIMATE
6/23/14

ATTN: David and Patricia Constable
RE: Break Down For Historic Grant
ADDRESS: 264 Ontario Ave.

Code	Item	Remarks	Amount
01.0.	General Conditions	House Lifting	13,500.00
03.b.	Excavation	For New Footings and Foundation.	11,534.00
03.c.	Backfill		4,000.00
03.g.	French Drain & Or Gravel		900.00
04.a.	Footings Labor and Materials		3,270.00
04.b.	Foundation Wall Labor and Materials		6,560.00
04.f.	Rebar		2,420.00
04.h.	Concrete Pump		1,410.00
08.0	Rough Lumber	New Floor, Walls, and Roof Framing Materials.	11,489.00
09.0	Rough Framing Labor	New Floor, Walls, and Roof Framing Labor.	12,960.00
09.b	Demolition Labor & Materials	Labor and Materials to remove non historic additions, shore, brace and prepare historic structure to lift.	9,010.00
10.0.	Window Package	New Wood/Wood Windows to replace Existing.	2,846.00
11.a.	Exterior Doors Labor & Materials	Rehabilitation and or Replacement	2,040.00
12.c.	Decks & Rails Labor	Historic Front Porch.	1,400.00
12.d.	Decks & Rails Materials	Historic Front Porch	950.00
15.0.	Roofing		4,700.00
18.b.	Exterior Painting		1,800.00
21.a.	Siding Materials		2,400.00
21.b.	Siding Labor		800.00
31.0.	Profit & Overhead		9,399.00
TOTAL			103,388.00



EXHIBIT B





PCMC Planning Department, PO Box 1480, Park City, UT 84060

August 16, 2013

David and Patricia Constable
375 Deer Valley Drive
Park City, UT 84060

David White, Architect
PO Box 1313
Park City, UT 84060

NOTICE OF PLANNING STAFF ADMINISTRATIVE ACTION

<u>Project Address:</u>	264 Ontario Avenue
<u>Project Description:</u>	This is a request for a Design Review for an addition to an historic house.
<u>Date of Action:</u>	August 16, 2013
<u>Project Number:</u>	PL-12-01711
<u>Project Planner:</u>	Kirsten A Whetstone, MS, AICP, Senior Planner

Summary of Staff Action

Staff reviewed this project for compliance with the Historic District Design Guidelines; specifically with 1) Universal Guidelines for Historic Sites and 2) Specific Guidelines for Historic Sites as follows:

A. Site Design- including maintaining setbacks, retaining walls, fences and handrails and landscape features and providing final grading to manage storm drainage on subject lot. Final Site Plan, including Landscape Plan, Grading Plan and Drainage plan to be submitted with Building Permit application consistent with the approved HDDR Site Plan.

B. Primary Structures- including maintaining the original roof form and primary historic façade, avoiding the removal and obscuring of significant historic elements, maintaining new foundation within 2' of historic location, maintain historic window and door openings, and using paints that are opaque rather than transparent;

C. Parking Areas- regarding new garages including providing elements to reduce the visual impact of garages and new driveways to not exceed 12' in width;

D. Additions to Historic Structures- including not obscuring or causing a loss of significant historic elements or materials, complementing the visual and physical qualities of the historic house, using components that are in scale with historic, using clear transitional elements between old and new, minimize the vertical wall area of basement addition that is visible from the primarily public ROW, locate window wells so they are not visible from the public ROW, re-grade site to be approximately as it was prior to construction, and use garage doors that don't exceed 9' wide by 9' in height;

F. Disassembly/Reassembly- a panelization of part of the Historic Structure is

not proposed;

J. Exterior lighting to be provided with the building plan set and shall comply with the City's lighting ordinances and policies; and

L. Sustainability including conditions to recycle removed materials and if solar panels are proposed they will be located on the roof towards the rear of the house.

Staff finds that as conditioned the proposed design complies with all applicable Guidelines for construction on a Historic Site. This letter serves as the final action letter and approval for the Historic District Design Review for the addition and remodel of an historic structure located at 264 Ontario Avenue per the HDDR plans redlined and dated May 31, 2013, with certain sheets revised on July 11, 2013 and August 12, 2013 and stamped approved on August 16, 2013. The HDDR approval is subject to the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

Findings of Fact

1. The property is located at 264 Ontario Avenue.
2. The property is located in the Historic Residential Low Density (HRL) District.
3. There is an historic house located on the property that is listed as a "Landmark" site on the Park City Historic Sites Inventory. The house was constructed at the turn of the century during Park City's mining era. The small existing rear addition was constructed post mining era and was determined during the Sites Inventory to be out of period and does not contribute to the buildings association with the past.
4. The property consists of Lot 1 of the 264 Ontario Avenue Subdivision recorded on March 22, 2013.
5. The lot contains 0.13 acres (5662 sf). The minimum lot size in the HRL District is 3,750 sf.
6. The existing lot is 75' in width and 69.8' in depth.
7. Minimum front and rear setbacks for a lot of this depth are ten (10') feet. Minimum side yard setbacks for a lot of this width are five (5') feet with a combined total minimum of eighteen feet (18').
8. The existing historic structure encroaches over the front lot line onto platted Ontario Avenue. An encroachment agreement with the City was recorded at Summit County prior to recordation of the plat.
9. The proposed building footprint is 2002 square feet, and includes removal of non-significant additions and construction of a new rear addition. The LMC allows a building footprint of 2045.6 sf for a lot of this size.
10. All new construction will meet current LMC required setbacks and new non-complying setbacks will result from the new addition.
11. The proposed plans indicate a building height of 27' or less from existing grade for all roof ridges and the flat roof connector element. The plans indicate no change in final grade around the perimeter of the house exceeds four (4') feet. The third story steps more than 10' back from the front façade. All final heights will be verified at the time of the Building Permit application.
12. Historic door and window openings will be maintained, and/or taken back to the historic openings/locations. The proposed garage doors do not exceed 9' wide by 9' in height. The proposed driveways do not exceed 12' in width.
13. A portion of the lot where construction is proposed exceeds 30% slope for the required 15' of distance. Therefore a Steep Slope CUP is required prior to issuance of a building permit.

14. Changes to the existing grading and landscaping are documented on the preliminary landscape plan. A final grading and landscape plan, consistent with the preliminary plat, will be submitted with the building permit application
15. The landscape plan indicates a significant clump of oak shrubs on the property behind the historic house to the south, will remain.
16. The proposed design complies with the Universal Guidelines for Construction on Historic Sites.
17. The proposed design complies with the Specific Guidelines for Construction on Historic Sites.
18. The proposed addition complements the historic structure and follows the predominant pattern of buildings along the street, maintaining traditional setbacks, orientation, alignment, and simplicity of architectural detailing. Lot coverage, site grading, and steep slope issues are also compatible with neighboring sites. The size and mass of the addition is compatible with surrounding sites, as are details such as the foundation, roofing, materials, windows, and door openings.
19. On November 30, 2012, a pre-HDDR application meeting with the Design Review Team was held and the applicant was provided with information regarding applicable guidelines and LMC requirements to take into consideration when preparing the Historic Design Review application.
20. On May 31, 2013, a HDDR application was submitted to the Planning Department. The application was deemed complete on July 5, 2013.
21. On July 5, 2013, the Planning Staff posted the property and sent out notice letters to affected property owners, per the requirements of the LMC.
22. Upon final review of the plans the Planning Staff determined that the proposed project complies with the Historic District Guidelines and on August 16, 2013 Staff posted the property and provided written notice to the neighborhood regarding Staff's approval of the final HDDR plans.

Conclusions of Law

1. The proposal complies with the 2009 Park City Design Guidelines for Historic Districts and Historic Sites as conditioned.
2. The proposal complies with the Land Management Code requirements pursuant to the HRL District.
3. The proposal complies with the Non-complying Structure standards listed in Section 15-9-6(A), in that the existing structure is historic and extends into the front yard setbacks.
4. The proposed construction will not create any new non-compliance with the HRL requirements.
5. The proposed new construction complies with the Land Management Code requirements pursuant to the HRL zoning district.
6. The proposed work is consistent with Park City General Plan.

Conditions of Approval

1. Receipt and approval of a Construction Mitigation Plan (CMP) by the Building Department is a condition precedent to the issuance of any building permits for this property. The CMP shall consider and mitigate impacts to the existing historic home, adjacent structures, and existing infrastructure/streets from the construction. All anticipated road closures shall be described and permitted in advance by the City.

2. Final building plans and construction details shall reflect substantial compliance with the drawings stamped in on May 31, 2013, with certain sheets modified on July 11 and August 12, 2013 and stamped approved on August 16, 2013.
3. Any changes, modifications, or deviations from the approved design shall be reviewed and approved by the Planning Director prior to construction. Any changes, modifications, or deviations from the approved design that have not been approved by the Planning and Building Departments may result in a stop work order.
4. The designer and/or applicant shall be responsible for coordinating the approved architectural drawings/documents with the approved construction drawings/documents. The overall aesthetics of the approved architectural drawings/documents shall take precedence. Any discrepancies found among these documents that would cause a change in appearance to the approved architectural drawings/documents shall be reviewed and approved prior to construction.
5. All standard conditions of approval shall apply (see attached).
6. If a building permit has not been obtained by August 16, 2014, then this HDDR approval will expire, unless an extension is requested in writing prior to the expiration date and an extension is granted by the Planning Department, with notice given according to the Land Management Code.
7. Any area disturbed during construction shall be brought back to its original state or landscaped according to an approved Landscape Plan, prior to issuance of a Certificate of Occupancy.
8. A final Landscape Plan shall be submitted with the building permit submittal and shall be reviewed in conjunction with the building permit and shall include irrigation details for the new landscape area, plantings and mulch materials, and materials and locations and materials proposed for all hard surfaced areas and retaining walls.
9. Construction waste should be diverted from the landfill and recycled when possible. Any proposed roof mounted solar panels shall be shown on the plans submitted for building permit review.
10. Lighting fixture details have not been submitted, included or reviewed as part of this application. All exterior lighting cut sheets and locations shall be submitted to the Planning Department for review and approval prior to installation. All exterior lighting shall meet Park City's lighting ordinance and be downward directed and shielded.
11. City Engineer review and approval of all grading, utility installation, public improvements, drainage plans, and flood plain issues, for compliance with City and Federal standards, is a condition precedent to building permit issuance.
12. All electrical service equipment and sub-panels and all mechanical equipment, except those owned and maintained by public utility companies and solar panels, shall be painted to match the surrounding wall color or painted and screened to blend with the surrounding natural terrain. Roof mounted equipment and vents shall be painted to match the roof and/or adjacent wall color and shall be screened or integrated into the design of the structure.
13. As noted on the plans, exterior wood surfaces shall be solid-stained and must have an opaque rather than transparent finish. Provide a weather protective finish to wood surfaces that were not historically painted. Low VOC paints and paints are recommended to be used.

14. The proposed porch posts, railings, trim, siding, soffits, etc. including dimensions, shall be shown on the final building permit application plans, consistent with the HDDR plans.
15. Historic doors and windows shall be salvaged, repaired, and restored whenever possible. Planning Department approval shall be granted prior to replacement of historic windows and doors, based on inspection of the existing condition and review by the Design Review Team.
16. All exterior materials shall be identified on the final building plan set, consistent with the approved HDDR plans.
17. Approval of this HDDR was noticed on August 16, 2013 and is subject to a 10 day appeal period.
18. A preservation guarantee shall be calculated by the Chief Building Official and all paper work and documentation regarding the preservation guarantees shall be executed and recorded at Summit County recorder's office prior to issuance of any building permits for construction on this property.
19. If you have any questions about this approval, please do not hesitate to contact me. I can be reached at (435) 615-5066, or via e-mail at Kirsten@parkcity.org

Exhibit A

STANDARD PROJECT CONDITIONS

1. The applicant is responsible for compliance with all conditions of approval.
2. The proposed project is approved as indicated on the final approved plans, except as modified by additional conditions imposed by the Planning Commission at the time of the hearing. The proposed project shall be in accordance with all adopted codes and ordinances; including, but not necessarily limited to: the Land Management Code (including Chapter 5, Architectural Review); International Building, Fire and related Codes (including ADA compliance); the Park City Design Standards, Construction Specifications, and Standard Drawings (including any required snow storage easements); and any other standards and regulations adopted by the City Engineer and all boards, commissions, agencies, and officials of the City of Park City.
3. A building permit shall be secured for any new construction or modifications to structures, including interior modifications, authorized by this permit.
4. All construction shall be completed according to the approved plans on which building permits are issued. Approved plans include all site improvements shown on the approved site plan. Site improvements shall include all roads, sidewalks, curbs, gutters, drains, drainage works, grading, walls, landscaping, lighting, planting, paving, paths, trails, public necessity signs (such as required stop signs), and similar improvements, as shown on the set of plans on which final approval and building permits are based.
5. All modifications to plans as specified by conditions of approval and all final design details, such as materials, colors, windows, doors, trim dimensions, and exterior lighting shall be submitted to and approved by the Planning Department, Planning Commission, or Historic Preservation Board prior to issuance of any building permits. Any modifications to approved plans after the issuance of a building permit must be specifically requested and approved by the Planning Department, Planning Commission and/or Historic Preservation Board in writing prior to execution.
6. Final grading, drainage, utility, erosion control and re-vegetation plans shall be reviewed and approved by the City Engineer prior to commencing construction. Limits of disturbance boundaries and fencing shall be reviewed and approved by the Planning, Building, and Engineering Departments. Limits of disturbance fencing shall be installed, inspected, and approved prior to building permit issuance.
7. An existing conditions survey identifying existing grade shall be conducted by the applicant and submitted to the Planning and Building Departments prior

to issuance of a footing and foundation permit. This survey shall be used to assist the Planning Department in determining existing grade for measurement of building heights, as defined by the Land Management Code.

8. A Construction Mitigation Plan (CMP), submitted to and approved by the Planning, Building, and Engineering Departments, is required prior to any construction. A CMP shall address the following, including but not necessarily limited to: construction staging, phasing, storage of materials, circulation, parking, lights, signs, dust, noise, hours of operation, re-vegetation of disturbed areas, service and delivery, trash pick-up, re-use of construction materials, and disposal of excavated materials. Construction staging areas shall be clearly defined and placed so as to minimize site disturbance. The CMP shall include a landscape plan for re-vegetation of all areas disturbed during construction, including but not limited to: identification of existing vegetation and replacement of significant vegetation or trees removed during construction.
9. Any removal of existing building materials or features on historic buildings shall be approved and coordinated by the Planning Department according to the LMC, prior to removal.
10. The applicant and/or contractor shall field verify all existing conditions on historic buildings and match replacement elements and materials according to the approved plans. Any discrepancies found between approved plans, replacement features and existing elements must be reported to the Planning Department for further direction, prior to construction.
11. Final landscape plans, when required, shall be reviewed and approved by the Planning Department prior to issuance of building permits. Landscaping shall be completely installed prior to occupancy, or an acceptable guarantee, in accordance with the Land Management Code, shall be posted in lieu thereof. A landscaping agreement or covenant may be required to ensure landscaping is maintained as per the approved plans.
12. All proposed public improvements, such as streets, curb and gutter, sidewalks, utilities, lighting, trails, etc. are subject to review and approval by the City Engineer in accordance with current Park City Design Standards, Construction Specifications and Standard Drawings. All improvements shall be installed or sufficient guarantees, as determined by the City Engineer, posted prior to occupancy.
13. The Snyderville Basin Water Reclamation District shall review and approve the sewer plans, prior to issuance of any building plans. A Line Extension Agreement with the Snyderville Basin Water Reclamation District shall be signed and executed prior to building permit issuance. Evidence of compliance with the District's fee requirements shall be presented at the time of building permit issuance.

14. The planning and infrastructure review and approval are transferable with the title to the underlying property so that an approved project may be conveyed or assigned by the applicant to others without losing the approval. The permit cannot be transferred off the site on which the approval was granted.
15. When applicable, access on state highways shall be reviewed and approved by the State Highway Permits Officer. This does not imply that project access locations can be changed without Planning Commission approval.
16. Vesting of all permits and approvals terminates upon the expiration of the approval as defined in the Land Management Code, or upon termination of the permit.
17. No signs, permanent or temporary, may be constructed on a site or building without a sign permit, approved by the Planning and Building Departments. All multi-tenant buildings require an approved Master Sign Plan prior to submitting individual sign permits.
18. All exterior lights must be in conformance with the applicable Lighting section of the Land Management Code. Prior to purchase and installation, it is recommended that exterior lights be reviewed by the Planning Department.
19. All projects located within the Soils Ordinance Boundary require a Soil Mitigation Plan to be submitted and approved by the Building and Planning departments prior to the issuance of a Building permit.

September 2012

PARK CITY MUNICIPAL CORPORATION
 PLANNING DEPARTMENT
 445 MARSAC AVE ° PO BOX 1480
 PARK CITY, UT 84060
 (435) 615-5060



(08-09)

HISTORIC PRESERVATION PLAN

For use with the *Historic District/Site Design Review* Application



PROJECT INFORMATION

☒ LANDMARK SITE ☐ SIGNIFICANT SITE DISTRICT: _____

NAME: HISTORIC REHAB & ADDITION

ADDRESS: 264 ONTARIO AVE
PARK CITY, UT 84060

TAX ID #: _____ OR

SUBDIVISION: 264 ONTARIO AVE. SUBDIVISION OR

SURVEY: _____ LOT #: _____ BLOCK #: _____

APPLICANT INFORMATION

NAME: DAVID & PATRICIA CONSTABLE

PHONE #: 435 640 0597 FAX #: _____

EMAIL: decpjc49@msn.com

Instructions for Completing the HISTORIC PRESERVATION PLAN

The purpose of the HISTORIC PRESERVATION PLAN is to provide a detailed description of the proposed project, including the scope of work, methods/techniques being considered, and the potential impacts and/or benefits to Park City's historic resources. The Planning Department is authorized to require a Historic Preservation Plan as a condition of approving an application for a building project that affects a historic structure, site or object. The Planning Director and the Chief Building Official, or their designees, must approve the Historic Preservation Plan.

Your Historic Preservation Plan must include this cover page and the information noted below:

- Prior to you Pre-Application Conference with the Design Review Team, complete only section 1. PROJECT DESCRIPTION.
- To accompany your HISTORIC DISTRICT/SITE DESIGN REVIEW application, complete all sections of the form.

If you have questions regarding the requirements for completing the HISTORIC PRESERVATION PLAN, please contact a member of the Park City Planning Staff at (435) 615-5060.



SEE ATTACHED -

HISTORIC PRESERVATION PLAN

Instructions: When preparing your Historic Preservation Plan, please reply to each section in the order listed. Please restate each section in full followed by your response.

1. PROJECT DESCRIPTION (This section must be completed prior to your Pre-Application Conference).

Summarize the intent of the proposed project and describe the anticipated scope of work. For projects involving Historic Sites, the description should make known any intentions to remove, relocate, reorient, raise, disassemble/reassemble, and/or reconstruct all or part of the Historic Site.

2. DESIGN ISSUES

Summarize the impacts the proposed project will have on the site's character-defining features. If the project proposes a negative impact on any character-defining feature, explain why it is unavoidable and what measures are proposed to mitigate the adverse affects.

Summarize the design of proposed elements (additions, materials, etc...). Address compatibility with existing character-defining features and historic materials.

Summarize the location and placement of proposed elements (additions, materials, etc...). Address visibility from the primary public right-of-way, impact on historic building/structure, and impact on historic materials.

For projects involving ADA compliance, explain how the proposed design solution minimizes adverse impacts on the original materials and design.

3. CONSTRUCTION ISSUES

Following the format of the Physical Condition Report, summarize the work being proposed for each feature. Provide reference to or excerpts from the Physical Condition Report if needed to supplement the work summaries. Address the treatments being considered and the methods and techniques being proposed. (See Page 6 of the *Design Guidelines for Historic Districts and Historic Sites* for a list of the four treatments for historic sites).

SITE FEATURES: Describe the proposed scope of work to be performed.

- A.1. Topography -
- A.2. Landscaping -
- A.3. Retaining Wall(s) -
- A.4. Exterior Steps -
- A.5. Fence(s) -
- A.6. Other -

MAIN BUILDING: Describe the proposed scope of work to be performed.

- B.1. Roof -
- B.2. - B.5. Exterior Walls -
- B.6. Foundation -
- B.7. Porch(es) -
- B.8. Dormer(s)/Bay(s) -
- B.9. Additions -
- B.10. Mechanical System -
- B.11. Electrical System -
- B.12. Structural System -
- B.13. Hazardous Materials -
- B.14. Other -

If you have questions regarding the requirements for completing the PRESERVATION PLAN, please contact a member of the Park City Planning Staff at (435) 615-5060.

MAIN BUILDING - DETAILS: Describe the proposed scope of work to be performed.

- C.1. Windows - REPLACE W/ ENERGY EFF. - MATCH EXIST. - WOOD
 C.2. Doors - EXIST. - REUSE
 C.3. Trim - EXIST. - REUSE
 C.4. Architectural Ornamentation - NONE
 C.5. Other - UPON REVIEW BY ART. KRW

ACCESSORY BUILDINGS(S): Describe the proposed scope of work to be performed.D.1 NONE**STRUCTURE(S):** Describe the proposed scope of work to be performed.E.1 SEE ATTACHED**4. PROJECT TEAM**

List the individuals and firms involved in designing and executing the proposed work. Include the names and contact information for the architect, designer, preservation professional, contractor, subcontractors, specialized craftspeople, specialty fabricators, etc...

Provide a statement of competency for each individual and/or firm listed above. Include a list or description of relevant experience and/or specialized training or skills.

Will a licensed architect or qualified preservation professional be involved in the analysis and design alternatives chosen for the project? Yes or No. If yes, provide his/her name.

DAVID G. WHITE, ARCHITECT

Will a licensed architect or other qualified professional be available during construction to ensure the project is executed according to the approved plans? Yes or No. If yes, provide his/her name.

DAVID G. WHITE, ARCHITECT**5. SITE HISTORY**

Provide a brief history of the site to augment information from the Historic Site Form. Include information about uses, owners, and dates of changes made (if known) to the site and/or buildings. Please list all sources such as permit records, current/past owner interviews, newspapers, etc. used in compiling the information.

6. FINANCIAL GUARANTEE

The Planning Department is authorized to require that the Applicant provide the City with a financial Guarantee to ensure compliance with the conditions and terms of the Historic Preservation Plan. (See Title 15, LMC Chapter 11-9) Describe how you will satisfy the financial guarantee requirements.

7. ACKNOWLEDGEMENT OF RESPONSIBILITY

I have read and understand the instructions supplied by Park City for processing this form as part of the Historic District/Site Design Review application. The information I have provided is true and correct to the best of my knowledge.

Signature of Applicant: Patricia Constable Date: 6-13-13
 Name of Applicant: DAVID & PATRICIA CONSTABLE

PARK CITY MUNICIPAL CORPORATION
PLANNING DEPARTMENT
445 MARSAC AVE ° PO BOX 1480
PARK CITY, UT 84060
(435) 615-5060



(08-09)

PHYSICAL CONDITION REPORT

For use with the *Historic District/Site Design Review Application*

PROJECT PLANNER: <u>DAVID & PATRICIA CONSTABLE</u>	APPLICATION: <u>HR L</u>
DATE RECEIVED: <u>5/31/13</u>	

PROJECT INFORMATION

HISTORIC SITE? ☒ NO ☒ YES: ☒ LANDMARK ☐ SIGNIFICANT DISTRICT: HR L
NAME: HISTORIC REHAB & ADDITION
ADDRESS: 204 ONTARIO AVE
PARK CITY, UTAH 84060
TAX ID #: _____ OR
SUBDIVISION: 204 ONTARIO AVE. SUBDIVISION OR
SURVEY: _____ LOT #: _____ BLOCK #: _____

CONTACT INFORMATION

NAME: DAVID & PATRICIA CONSTABLE
PHONE #: 435 640 0597 FAX #: _____
EMAIL: decpc49@msn.com

Instructions for Completing the PHYSICAL CONDITION REPORT

The purpose of the PHYSICAL CONDITION REPORT is to document the existing conditions of the site, its buildings and structures. All sites, historic or otherwise, that are the subject of a Historic District/Site Design Review application are required to complete a PHYSICAL CONDITION REPORT. This form should be completed and submitted to the Planning Department prior to your Pre-Application Conference.

WRITTEN DESCRIPTION

The features listed below, if extant on your site, must be described in full. If the scope of your project is limited (window replacement, porch rehabilitation, etc.) describe only those elements directly impacted by your proposal and write "not applicable" in other sections. Descriptions should be concise and detailed and should include materials, dimensions, present condition, and approximate date (if known). If your descriptions require additional space, please attach a continuation sheet OR you may create a separate document by restating each numbered item followed by your full response. Documentation from a licensed professional must be submitted to support claims regarding severely deteriorated or defective conditions.

PHOTOGRAPHS

Digital photographs must be included with this report. Specifications and a template for organizing and labeling photographs are provided on the last page of this report.

If you have questions regarding the requirements for completing the PHYSICAL CONDITION REPORT, please contact a member of the Park City Planning Staff at (435) 615-5060.



SEE ATTACHED

SITE FEATURES

A.1. TOPOGRAPHY - Describe the topography of the site, including any unusual conditions.
Describe the existing feature(s) and condition:

A.2. LANDSCAPING - Describe the natural and/or planted materials, paths, decks, patios or other elements that are part of the existing landscaping scheme, including approximate dates.
Describe existing feature(s) and condition:

A.3. RETAINING WALL(S) - Describe any functional or decorative walls on the site, including approximate dates of construction.
Describe the existing feature(s) and condition:

A.4. EXTERIOR STEPS - Describe any exterior steps on the property including location, dimensions, materials, and approximate dates of construction.
Describe the existing feature(s) and condition:

If you have questions regarding the requirements for completing the PHYSICAL CONDITION REPORT, please contact a member of the Park City Planning Staff at (435) 615-5060.

STRUCTURE(S)

E.1. STRUCTURE(S) - Mark all the boxes below that apply to your property. Describe each structure including location on the site (should correspond to the existing site plan), materials and approximate dates.

Type(s): ☐ Tram Tower ☐ Animal Enclosure ☐ Other (specify):

Describe existing structure(s) and condition:

ACKNOWLEDGEMENT OF RESPONSIBILITY

I have read and understand the instructions supplied by Park City for processing this form as part of the Historic District/Site Design Review application. The documents and/or information I have submitted are true and correct to the best of my knowledge.

Signature of Applicant: Patricia Constable Date: 6-13-13

Name of Applicant: PATRICIA E. DAVID Constable

If you have questions regarding the requirements for completing the PHYSICAL CONDITION REPORT, please contact a member of the Park City Planning Staff at (435) 615-5060.

PHYSICAL CONDITION REPORT - PHOTOS

CONTACT SHEETS (sample shown at right)

Digital photographs illustrating the descriptions provided in this report must be presented on contact sheets that accommodate two photos with captions per page. A template of the contact sheet is provided on the following page.

- Each feature described in this report must include *at least* one corresponding photograph. More than one photograph per description is encouraged.
- Contact sheets should be printed in color on high-quality paper (photo paper is preferred).
- To avoid creating a large and unmanageable file, it is recommended that you use an image file compressor when importing images into the contact sheets.
 - Microsoft offers a free download of Image Resizer for Windows XP at www.microsoft.com.
 - iPhoto provides the option to resize an image (while maintaining the aspect ratio) when the image is exported from the photo library.
 - Other resizing options are available in Adobe Photoshop or in a free download from VSO Software at www.vso-software.fr
- The photograph contact sheets should be organized in the same order as the written descriptions above; beginning with TOPOGRAPHY, LANDSCAPING, RETAINING WALLS, continuing with each of the features listed and finally ending with STRUCTURES.



IMAGES ON DISC

Digital copies of photographs used in the contact sheets that accompany this report should be saved separately on a CD-R and submitted to the Planning Staff with the report. Do not submit a disc with original images. Materials submitted with the form will not be returned to the applicant.

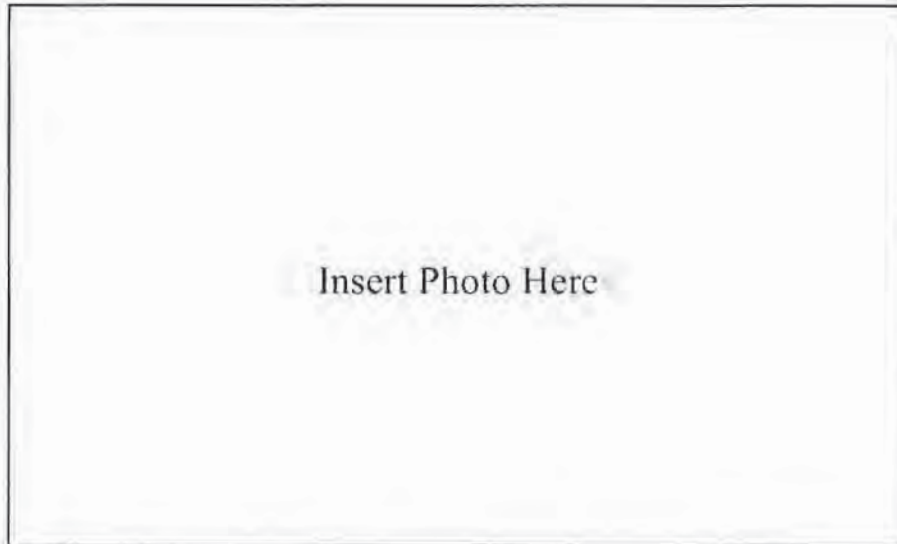
- The image size should be at least 3,000 x 2,000 pixels at 300 ppi (pixels per inch) or larger (if possible).
- It is recommended that digital images be saved in 8-bit (or larger) format.
- TIFF images are preferred, but JPEG images will be accepted.
- The CD-R should be labeled as follows: **PCR Form "Property Address" "Date"**.

If you have questions regarding the requirements for completing the PHYSICAL CONDITION REPORT, please contact a member of the Park City Planning Staff at (435) 615-5060.

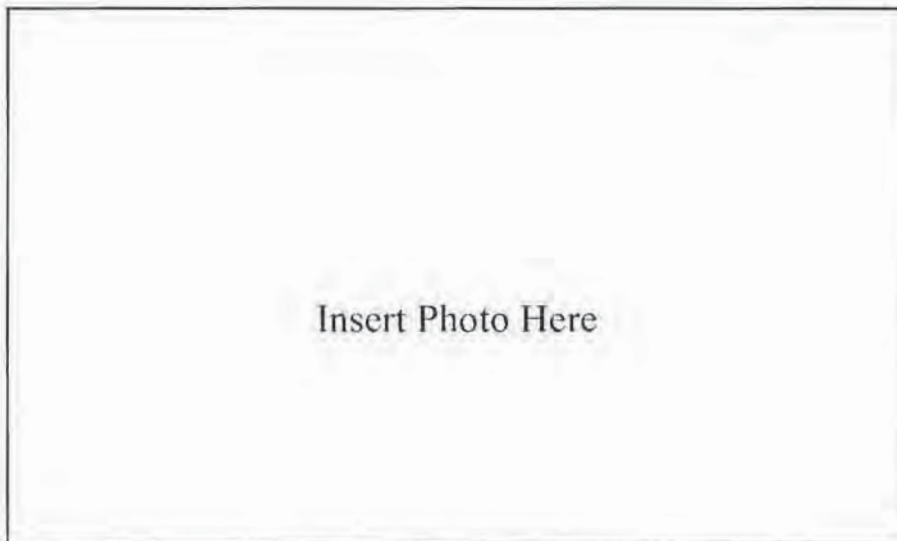
See separate Photos

PHYSICAL CONDITION REPORT - PHOTOS

<FEATURE NAME>



<FEATURE NAME>



If you have questions regarding the requirements for completing the PHYSICAL CONDITION REPORT, please contact a member of the Park City Planning Staff at (435) 615-5060.

PHISICAL CONDITIONS REPORT

264 Ontario Ave

SITE FEATURES

TOPOGRAPHY

The Site is situated on the East side of Ontario Ave. The Site rises from the East curb of Ontario Ave. at a slope of approximately 44%. This steep rise goes through the platted Ontario Ave. R.O.W., which is not used. Actual Ontario Ave. is just west of its R.O.W. The property at 264 Ontario has gone through a Plat Amendment which combined three lots. The lot now is approximately 75' x 75'. See the accompanying Plat Amendment and Site Plan for precise dimensions. The Northwest corner of the lot is 47' East of the Ontario Ave curb and the Southwest corner of the lot is 60' East of the Ontario Ave. curb. The East lot line is bordered by McHenry Ave. The North lot line is bordered by the Third Street R.O.W. which is 30' wide and contains a City owned stairway in the center. The South lot line is a common property line between 264 and another private lot. At the center of the West property line exists a Historic home that has deemed this property a "Landmark" site. The structure encroaches to the West over the property line by as much as 8'-6". See the Survey and Site Plans. From the West Property line, the Site slopes up moderately to the East property line at McHenry Ave. At the rear of the House, there exists man-made dug-out approximately 15' x 13' with stone rip-rap retaining on three sides. This area was probably used for coal storage. Besides this described dug-out, the topography is pretty consistent across the site North to South and East to West. Access to the Site at the present time is accomplished from both Ontario Ave. and McHenry Ave. via the City stairway.

LANDSCAPING

There is no existing formal landscaping. There presently exists behind the existing historic house a mature stand of oak brush approximately 20 feet in diameter. The balance of the site is covered with over grown natural vegetation.

RETAINING WALLS

The only retaining existing on the site at this time is an old open dugout area behind the house that was probably used for coal storage.

EXTRIOR STEPS

There are existing stone steps on grade that are situated to lead from the street (Ontario Ave) up to the front porch and the front door of the house. Adjacent to the property on the North side, there exists the Third Street right-of-way with a City built stairway. This stairway connects Ontario Ave. on the West with McHenry Ave. on the East.



FENCES

There are no existing fences on this site.

OTHER SITE FEATURES

None

MAIN BUILDING

ROOF

The plan of the existing house is a "T" shaped cottage. There is a main gable running East and West. The remaining portion of the "T" is gabled on the North and runs South to the ridge of the main gable running East and West. There is a front porch on the West side of the house facing Ontario Ave. The roof over the porch slopes toward the street with a very shallow slope. The existing roof covering on the main roof is non-historic asphalt shingles. The main roof structure consists of 2"x4" trusses at 24" oc. Above the joists is 1"x8" skip sheathing running perpendicular to the joists. Through the years someone has installed an OSB sheathing layer above the skip sheathing on South side only, probably to give the building a little stability and to help with the installation of the asphalt shingles. There is an addition approximately 6'-6"x 24'-6" on the back side of the house which is not visible from the street. It has a shallow shed roof which slopes to the East. This roof is also covered with asphalt shingles.

EXTERIOR WALL- PRIMARY FAÇADE 1

This façade, facing West, is wood siding. It is 1"x7" pine drop siding in fairly good condition. The trim at the building corners and around the windows and front door is 1"x4" pine. The fascia at the roof is 1"x7" pine. All gable ends have under the soffit a 1"x10" freeze board. The condition of these trim materials is in fairly good condition. I think a good portion of it can be re-habilitated and re-used. The wall structure is of the typical historic construction seen in Park City. It consists of two layers of 1"x12" pine boards. The layers run perpendicular to each other. The entire building, however, has been furred on the inside to facilitate the addition of insulation, electrical wiring and sheetrock.

EXTERIOR WALL- SECONDARY FAÇADE 2

The North and South facades are also of 1"x7" pine drop siding. The trim around the windows are of the same 1"x4" pine as the front façade. There is a trim board just below the soffit along the rake of the roof. This trim consists of 1"x8" pine with a 3" crown mold. The soffits are 9" wide and are 1" pine painted and recessed ½". The condition of the material is fair. The wall structure is the same as described in Primary Façade 1. The siding on the addition is also a 1"x7" drop siding but does not match the main part of the house. It is a different profile and you can tell where the addition begins by the existence of a piece of vertical trim. (See photo of the North elevation)

EXTERIOR WALL- REAR FAÇADE

This façade is mainly covered up by the addition. It is in very poor condition because a steep bank of earth comes right down to it. Its proximity to the earth and many winters or deep snow against it has rotted much of the material. This wall is scheduled to be removed because it has been judged to be part of a non-contributory addition. The East wall of the original house is intact and can be seen from inside the addition and is in fairly good shape.

FOUNDATION

The building's existing foundation is of wood on earth and is totally rotten. The existing foundation is a non-issue because of stabilization requirements, the house will receive a new concrete foundation.

PORCH(ES)

The existing front porch is 4'-6" wide and extends across the front façade to the main gable running East and West. The surface of the porch is 1"x4" wood planks on 2'X4" framing below. The roof above the porch is supported by shaped wood columns that look to be historic and will be rehabilitated and reused.

DORMERS

None

ADDITIONS

The Sanborn maps of 1900 and 1907 show that the original building had no additions. The existing building does have a rear addition that is not related to the Sanborn maps. The addition is about 6'-6" in depth and extends across the rear of the building terminating where it meets the main gable running East and West. The construction of this addition is totally different from that of the main building. The walls are of 2"x4" studs at 24"oc with tar paper on the outside and wood siding over. See photos provided for this area.

MECHANICAL SYSTEM

There is presently a minimal forced air system. .

ELECTRICAL SYSTEM

The house has some newer wiring in the furred walls and old knob and tube wiring in the attic space.

STRUCTURAL SYSTEM

The structure above ground seems to be on fair shape. The exterior walls are typical wood construction used in Park City historically. This construction is described above in the Exterior wall- Primary Façade section.

The existing roof structure is 2"x4" trusses at 24" oc with 1"x8" skip sheathing above.

The foundation is wood on dirt. There are some portions that are supported on conc. block but the house will receive a new reinf. concrete foundation.

The existing floor has many layers, and in spots, the original floor is still present. The original is 1"x4" fir. The structure below the floor surface is 2"x4" joists that either sit on dirt or rest slightly above the dirt. Most of the joists are experiencing rot. The floor is very much out of level.

HAZARDOUS MATERIAL

The paint on the existing siding is probably lead based.

MAIN BUILDING DETAILS

WINDOWS

West Gable- 2 windows 2- 24" w x 66" h wood double hung, single pull.

3 windows at porch 32" w x 40" h wood casement .

North Gable- 1 window 1- 25" w x 28" h wood, fixed .

East Side- None

South Side- 1- 28" w x 56 ¾" h wood fixed with two horiz. mullions.

DOORS

South Side- None

East Side- None.

West Side- 1 door 30" x 6'-6 1/2" two panel wood.

Main Gable North Side at porch- 28" x 6'-6 1/2" two panel wood.

TRIM

All of the exterior trim around the doors and windows and building corners are very simple 1"x4" pine and void of any ornamentation. Everything is square cut and painted. There are window sills at all operating windows. The building corners at the addition are 1"x6".

Porch Soffit: The existing porch soffit is 2 ¼" v-board. This layer seems to be original.

House Soffit: 1"x10" rough cut fir.

All trim is judged to be in fair condition, possible for rehabilitation and reuse.

ARCHITECTURAL ORNAMENTATION

The only ornamentation that exists is the 3" crown molding at the top of the fascia board all around and a 3" crown molding at the top of the trim band just below the fascia all around.

OTHER

None

ACCESSORY BUILDINGS

None

STRUCTURES

None







264









REMOVE PLASTIC GREENHOUSE
& PRICK CHIMNEY



REMOVE THIS ADDITION & CHIMNEY
NON CONTRIBUTORY
NOT SHOWN ON S&SBORN MAP



PARK CITY PLANNING DEPT
APPROVED

SIGNATURE DATE

APPROVED:
PARK CITY MUNICIPAL CORP.
JUL 18 2014
BUILDING DEPT

RECEIVED
PARK CITY MUNICIPAL CORP
JUN 18 2014
BUILDING DEPT



HISTORIC PRESERVATION PLAN - PHOTOS

DAVID G. WHITE, ARCHITECT
 P.O. BOX 1313 • 2703 ESTATES DRIVE
 FARM CITY, UTAH 84020
 (435) 643-0378 Fax: (435) 625-0045
 EMAIL: dwhite@earthlink.com

DAVID G. WHITE, ARCHITECT

Date 5-5-14

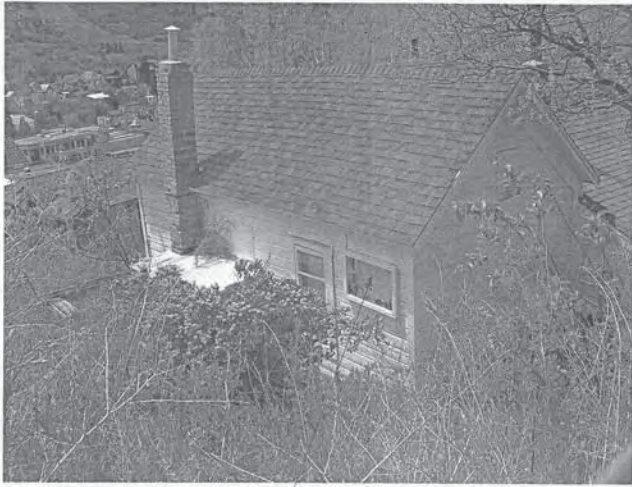
Scale

Copyright

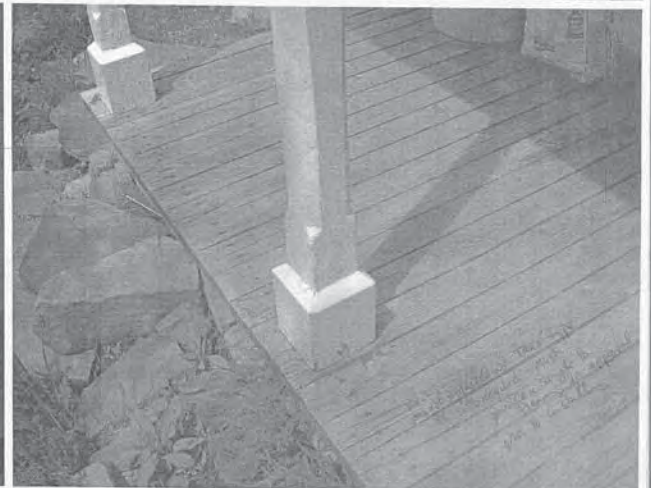
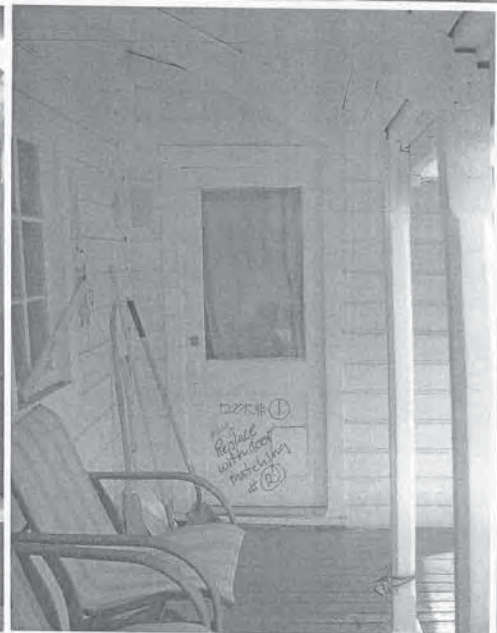
400204-NTBKL

Blood

三、



REMOVE THIS WINDOW



TOP

BASE

PRG 10035
REHABILITATE + REUSE

PARK CITY PLANNING DEPT.
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DATE 3.18.14

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PARK CITY MUNICIPAL CORP.
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JUN 18 2014
BUILDING DEPT



REVISIONS	BY

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435-644-2079
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HISTORIC PRESERVATION PLAN - PHOTOS

Sheet 2 of 5 - 14
Scale
Drawn
Job 2014-017A512
Sheet HPP-3
City

HISTORIC SITE FORM - HISTORIC SITES INVENTORY

PARK CITY MUNICIPAL CORPORATION (10-08)

1 IDENTIFICATION

Name of Property: **Vincent A. Smith House**

Address: 264 ONTARIO AVE

AKA:

City, County: Park City, Summit County, Utah

Tax Number: PC-502

Current Owner Name: CONSTABLE DAVID E & PATRICIA J H/W (JT) Parent Parcel(s):

Current Owner Address: PO BOX 864, PARK CITY, UT 84060-0864

Legal Description (include acreage): LOTS 14 & 15 BLK 60 PARK CITY SURVEY, 0.09 AC

2 STATUS/USE

Property Category

- ☒ building(s), main
- ☐ building(s), attached
- ☐ building(s), detached
- ☐ building(s), public
- ☐ building(s), accessory
- ☐ structure(s)

Evaluation*

- ☒ Landmark Site
- ☐ Significant Site
- ☐ Not Historic

Reconstruction

- Date:
- Permit #:
- ☐ Full ☐ Partial

Use

Original Use: Residential
Current Use: Residential

*National Register of Historic Places: ☐ ineligible ☒ eligible
☐ listed (date:)

3 DOCUMENTATION

Photos: Dates

- ☒ tax photo: c. 1940
- ☒ prints: 1983 & 2006
- ☐ historic: c.

Drawings and Plans

- ☐ measured floor plans
- ☐ site sketch map
- ☐ Historic American Bldg. Survey
- ☐ original plans:
- ☐ other:

Research Sources (check all sources consulted, whether useful or not)

- ☐ abstract of title
- ☒ tax card
- ☐ original building permit
- ☐ sewer permit
- ☒ Sanborn Maps
- ☐ obituary index
- ☐ city directories/gazetteers
- ☐ census records
- ☐ biographical encyclopedias
- ☐ newspapers
- ☒ city/county histories
- ☐ personal interviews
- ☐ Utah Hist. Research Center
- ☐ USHS Preservation Files
- ☐ USHS Architects File
- ☐ LDS Family History Library
- ☐ Park City Hist. Soc/Museum
- ☐ university library(ies):
- ☐ other:

Bibliographical References (books, articles, interviews, etc.) Attach copies of all research notes and materials.

Blaes, Dina & Beatrice Lufkin. "Final Report." Park City Historic Building Inventory. Salt Lake City: 2007.

Carter, Thomas and Goss, Peter. *Utah's Historic Architecture, 1847-1940: a Guide*. Salt Lake City, Utah: University of Utah Graduate School of Architecture and Utah State Historical Society, 1991.

McAlester, Virginia and Lee. *A Field Guide to American Houses*. New York: Alfred A. Knopf, 1998.

Roberts, Allen. "Final Report." Park City Reconnaissance Level Survey. Salt Lake City: 1995.

Roper, Roger & Deborah Randall. "Residences of Mining Boom Era, Park City - Thematic Nomination." National Register of Historic Places Inventory, Nomination Form. 1984.

4 ARCHITECTURAL DESCRIPTION & INTEGRITY

Building Type and/or Style: T/L cottage / vernacular style

No. Stories: 1

Additions: ☐ none ☐ minor ☐ major (describe below) Alterations: ☐ none ☒ minor ☐ major (describe below)

Number of associated outbuildings and/or structures: ☐ accessory building(s), # ____; ☐ structure(s), # ____.

General Condition of Exterior Materials:

Researcher/Organization: Preservation Solutions/Park City Municipal Corporation Date: Dec. 2008

- ☒ Good (Well maintained with no serious problems apparent.)
- ☐ Fair (Some problems are apparent. Describe the problems.):
- ☐ Poor (Major problems are apparent and constitute an imminent threat. Describe the problems.):
- ☐ Uninhabitable/Ruin

Materials (The physical elements that were combined or deposited during a particular period of time in a particular pattern or configuration. Describe the materials.):

Site: Because the house is raised significantly from the finished road grade, there are stone steps leading to the entry porch from the north.

Foundation: The full foundation is not visible in the 2006 photographs, but the porch appears to have been upgraded from the typical wooden sills to cinderblock. The extent to which the foundation has been upgraded is not clear.

Walls: The exterior walls are clad in a non-beveled (drop-novelty) wood siding, painted a pale yellow, with white corner boards. A rear shed extension is clad in sheet siding. The front porch is an L tucked into the L plan of the house with a dropped hip roof and square porch posts.

Roof: The roof is a cross-wing form sheathed with asphalt shingles and is penetrated by several vents. A brick chimney projects through the eave on the south side of the gable bay. Also, the rear extension has a shed roof form.

Windows/Doors: Windows include single and paired double-hung sash units and single square casement units. The windows appear to be original and have simple trim casing. The paired double-hung windows on the gable end have a pediment header. The door is a panel-and-frame wooden door.

Essential Historical Form: ☒ Retains ☐ Does Not Retain, due to:

Location: ☒ Original Location ☐ Moved (date _____) Original Location:

Design (The combination of physical elements that create the form, plan, space, structure, and style. Describe additions and/or alterations from the original design, including dates--known or estimated--when alterations were made): The house remains largely unchanged from the description provided in the 1984 National Register nomination form (see Utah State Historical Society, Structure/Site Form, 1984.)

Subsequent alterations include the addition of extra porch posts--the tax photo indicates three posts along the span of the porch, but photographs taken since then show six. Otherwise, the alterations have been minimal and the structure retains its original character.

Setting (The physical environment--natural or manmade--of a historic site. Describe the setting and how it has changed over time.): The house sits on approximately 0.09 acres. The building pad is narrow and sits up quite a distance from the finished road grade. The site itself rises sharply from the road to a ridge at the rear of the house. The site is informally landscaped with lawn and shrubs. The tax photograph shows a dry-stacked stone wall in front of the house, but the overgrowth of vegetation makes it impossible to verify if it still exists. If it is present, it should be preserved as it is an important site feature. Like many of the historic houses in Park City, this home is surrounded by homes of similar scale and size. Also similar to so many historic houses in Park City, the challenging topography of the site dictates where the house is situated.

Workmanship (The physical evidence of the crafts of a particular culture or people during a given period in history. Describe the distinctive elements.): The distinctive elements that define this as a typical Park City mining era house are the simple methods of construction, the use of non-beveled (drop-novelty) wood siding, the plan type, the simple roof form, the informal landscaping, the restrained ornamentation, and the plain finishes.

Feeling (Describe the property's historic character.): The physical elements of the site, in combination, convey a sense of life in a western mining town of the late nineteenth and early twentieth centuries.

Association (Describe the link between the important historic era or person and the property.): The "T" or "L" cottage (also known as a "cross-wing") is one of the earliest and one of the three most common house types built in Park City during the mining era.

This site was nominated to the National Register of Historic Places in 1984 as part of the *Park City Mining Boom Era Residences Thematic District*, but was not listed because of the owner's objection. It was built within the historic period, defined as 1872 to 1929 in the district nomination. The site retains its historic integrity and would be considered eligible for the National Register as part of an updated or amended nomination. As a result, it meets the criteria set forth in LMC Chapter 15-11 for designation as a Landmark Site.

5 SIGNIFICANCE

Architect: ☒ Not Known ☐ Known: (source:)

Date of Construction: c. 1890¹

Builder: ☒ Not Known ☐ Known: (source:)

The site must represent an important part of the history or architecture of the community. A site need only be significant under one of the three areas listed below:

1. Historic Era:

- ☒ Settlement & Mining Boom Era (1868-1893)
- ☐ Mature Mining Era (1894-1930)
- ☐ Mining Decline & Emergence of Recreation Industry (1931-1962)

Park City was the center of one of the top three metal mining districts in the state during Utah's mining boom period of the late nineteenth and early twentieth centuries, and it is one of only two major metal mining communities that have survived to the present. Park City's houses are the largest and best-preserved group of residential buildings in a metal mining town in Utah. As such, they provide the most complete documentation of the residential character of mining towns of that period, including their settlement patterns, building materials, construction techniques, and socio-economic make-up. The residences also represent the state's largest collection of nineteenth and early twentieth century frame houses. They contribute to our understanding of a significant aspect of Park City's economic growth and architectural development as a mining community.²

2. Persons (Describe how the site is associated with the lives of persons who were of historic importance to the community or those who were significant in the history of the state, region, or nation):

3. Architecture (Describe how the site exemplifies noteworthy methods of construction, materials or craftsmanship used during the historic period or is the work of a master craftsman or notable architect):

6 PHOTOS

Digital color photographs are on file with the Planning Department, Park City Municipal Corp.

Photo No. 1: Southwest oblique. Camera facing northeast, 2006.

Photo No. 2: North elevation. Camera facing south, 2006.

Photo No. 3: West elevation (primary façade). Camera facing east, 2006.

Photo No. 4: West elevation (primary façade). Camera facing east, 1983.

Photo No. 5: West elevation (primary façade). Camera facing east, c. 1940 tax photo.

¹ Utah State Historical Society, Structure/Site Form, 1984.

² From "Residences of Mining Boom Era, Park City - Thematic Nomination" written by Roger Roper, 1984.

SERIAL NO. RE-APPRAISAL CARD (1940 APPR. BASE)

Owner's Name _____

Owner's Address _____

Location _____

Kind of Building Res Street No. 264 Rossie Hill

Schedule	Class	Type	1-2-3-4	Cost	\$	X	%
Stories	Dimensions	Cu. Ft.	Sq. Ft.	Actual Factor	Totals		
1	x x		744	\$ -	\$ 1534		
	x x			\$	\$		
	x x			\$	\$		

No. of Rooms 4 Condition _____

Description of Building	Add	Deduct
Foundation—Stone Conc. None ☒		120
Ext. Walls <u>24 Siding 4-8 ft</u>		20
Insulated—Floors Walls Clgs.		
Roof—Type <u>Gob.</u> Mat. <u>T.P.</u>		22
Dormers—Small Med. Lg.		
Bays—Small Med. Lg.		
Porches—Front <u>135' @ .60</u>	81	
Rear <u>@</u>		
Cellar—Basm't— $\frac{1}{4}$ $\frac{1}{2}$ $\frac{3}{4}$ full-floor <u>No</u>		40
Basement Apts.—Rooms Fin.		
Attic Rooms—Fin. Unfin.		
Plumbing— Class <u>1</u> Tub <u>1</u> Trays <u>1</u> Basin <u>1</u> Sink <u>1</u> Toilet <u>1</u> Urns <u>1</u> Ftns. <u>1</u> Shr. <u>1</u> Dishwasher <u>1</u> Garbage Disp. <u>1</u>	315	
Heat—Stove <u>H. A.</u> Steam <u>S.</u> Blr. <u>Oil</u> Gas <u>Coal</u>		
Air Conditioned Incinerators		
Radiant—Pipeless		
Finish— Hd. Wd. <u>1</u> Floors <u>1</u> Hd. Wd. <u>1</u> Fir. <u>1</u> Fir. <u>1</u> Conc. <u>1</u>		
Cabinets Mantels		
Tile— Walls <u>1</u> Wainscot. <u>1</u> Floors <u>1</u>		
Lighting—Lamp <u>1</u> Drops <u>1</u> Fix. <u>1</u>		
<u>Lumber Lined 4 @ 25'</u>		100
Total Additions and Deductions	396	302

Net Additions or Deductions -302 1534 + 94

Age 48 Yrs. by ☒ Est. Owner ☐ Tenant ☐ Neighbors ☐ Records **REPRODUCTION VALUE** \$ 1628
 Depr. 2-3-4-5-6 61/39 % \$ 635
 Reproduction Val. Minus Depr. \$ 635

Remodeled _____ Est. Cost _____ Remodeling Inc. _____ %
 Garage—S 8 C _____ Depr. 2% 3% _____ Obsolescence _____
 Cars _____ Walls _____ Out Bldgs. _____
 Roof _____ Size x Age _____
 Floor _____ Cost _____ Depreciated Value Garage _____
 Remarks _____ **Total Building Value** \$ _____

Appraised 10/1/1949 By C.A.O. & A.F.

PC 502

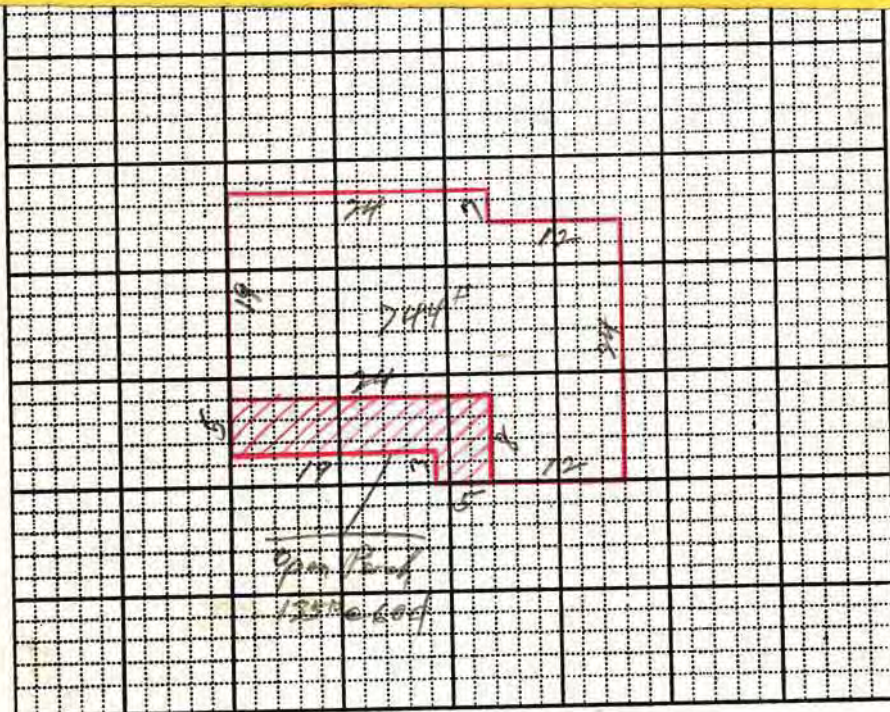
COUNTY

SERIAL NO. # 179

Ruben Garbett

Park City

Lots 14 & 15, Blk 60, P. C. Sur.

[illegible]

Do. 502.

Location <u>Block 60 PC</u>		Lots <u>14 + 15</u>		(Rossie Hill)	
Kind of Bldg. <u>RES</u>		St. No. <u>264</u>		<u>Ontario Ave</u>	
Class <u>3</u>		Type <u>1 2 3 4</u>		Cost \$ <u>X 100 %</u>	
Stories	Dimensions	Cu. Ft.	Sq. Ft.	Factor	Totals
<u>1</u>	<u>x x</u>		<u>744</u>		<u>\$ 1560</u>
	<u>x x</u>				
	<u>x x</u>				
Gar.—Carport <u>x</u> Flr. <u>—</u> Walls <u>—</u> Cl. <u>—</u>					
Description of Buildings				Additions	
Foundation—Stone <u>—</u> Conc. <u>—</u> None <u>✓</u>					
Ext. Walls <u>Siding</u>					
Insulation—Floors <u>—</u> Walls <u>—</u> Clgs. <u>—</u>					
Roof Type <u>Gab</u> Mtl. <u>Pat</u>					
Dormers—Small <u>—</u> Med. <u>—</u> Large <u>—</u>					
Bays—Small <u>—</u> Med. <u>—</u> Large <u>—</u>					
Porches—Front <u>135'</u> @ <u>.80</u>				<u>108</u>	
Rear <u>—</u> @ <u>—</u>					
Porch <u>—</u> @ <u>—</u>					
Metal Awnings <u>—</u> Mtl. Rail <u>—</u>					
Basement Entr. <u>—</u> @ <u>—</u>					
Planters <u>—</u> @ <u>—</u>					
Cellar-Bsmt. — $\frac{1}{4}$ $\frac{1}{2}$ $\frac{3}{4}$ Full <u>—</u> Floor <u>—</u>					
Bsmt. Apt. <u>—</u> Rooms Fin. <u>—</u> Unfin. <u>—</u>					
Attic Rooms Fin. <u>—</u> Unfin. <u>—</u>					
Plumbing	Class <u>1</u> Tub <u>1</u> Trays <u>—</u>				
	Basin <u>1</u> Sink <u>1</u> Toilet <u>1</u>				
	Wtr. Sfr. <u>—</u> Shr. St. <u>—</u> O.T. <u>—</u>				
	Dishwasher <u>—</u> Garbage Disp. <u>—</u>			<u>350</u>	
Built-in-Appliances <u>—</u>					
Heat—Stove <u>✓</u> H.A. <u>—</u> Steam <u>—</u> Stkr. <u>—</u> Blr. <u>—</u>					
Oil <u>—</u> Gas <u>—</u> Coal <u>✓</u> Pipeless <u>—</u> Radiant <u>—</u>					
Air Cond. <u>—</u>					
Finish—Fir <u>✓</u> Hd. Wd. <u>—</u>					
Floor—Fir <u>✓</u> Hd. Wd. <u>—</u> Other <u>—</u>					
Cabinets <u>1</u> Mantels <u>—</u>					
Tile—Walls <u>—</u> Wainscot <u>—</u> Floors <u>—</u>					
Storm Sash—Wood D. <u>—</u> S. <u>—</u> ; Metal D. <u>—</u> S. <u>—</u>					
Total Additions				<u>458</u>	
Year Built <u>57</u>		Avg. Age	Reproduction Value		<u>\$ 2018</u>
Inf. by { Owner — Tenant —			Obsol. or Rem. %		
{ Neighbor — Record — Est.			Bldg. Value		
			Depr. Col. <u>1 2 3 4 5 6</u> <u>30 %</u>		
Remodel Year		Est. Cost	Repr. Val. Minus Depr.		<u>\$ 605</u>
Garage — Class <u>—</u> Depr. 2% 3% Carport — Factor <u>—</u>					
Cars <u>—</u> Floor <u>X</u> Walls <u>—</u> Roof <u>—</u> Doors <u>—</u>					
Size — <u>x</u> Age <u>—</u> Cost <u>—</u> x <u>—</u> %					
Other <u>—</u>					
Total Building Value				<u>\$</u>	
Appraised <u>5-22-58</u> By <u>1302</u>				<u>1332</u>	



Property Type:

Historic Preservation Research Office

Structure/Site Information Form

Street Address: 264 Ontario
Park City, Summit County, Utah

UTM: 12 458420 4499000

Name of Structure: Vincent A. Smith House

T. R. S.

Present Owner: Selmer Iverson

Owner Address: 2331 Greenwood, Wilmette, IL 60091

Year Built (Tax Record):
Legal DescriptionEffective Age:
Kind of Building:

Tax #: PC 502

Lots 14 and 15 Block 60 Park City Survey
Less than one acre.

STATUS/USE 2

Original Owner: Unknown

Construction Date: c. 1890 Demolition Date:

Original Use: Residence

Present Use:

Building Condition:

Integrity:

Preliminary Evaluation:

Final Register Status:

☐ Excellent☐ Site☐ Unaltered☒ Significant☐ Not of the☐ National Landmark☐ District☒ Good☐ Ruins☐ Minor Alterations☐ Contributory

Historic Period

☐ National Register☐ Multi-Resource☐ Deteriorated☒ Major Alterations☐ Not Contributory☐ State Register☐ Thematic

DOCUMENTATION 3

Photography:

Date of Slides: 1983

Slide No.:

Date of Photographs: 1983

Photo No.:

Views: ☐ Front ☐ Side ☐ Rear ☐ OtherViews: ☐ Front ☐ Side ☐ Rear ☐ Other

Research Sources:

☒ Abstract of Title☒ Sanborn Maps☒ Newspapers☐ U of U Library☒ Plat Records/Map☐ City Directories☐ Utah State Historical Society☐ BYU Library☒ Tax Card & Photo☐ Biographical Encyclopedias☐ Personal Interviews☐ USU Library☐ Building Permit☒ Obituary Index☐ LDS Church Archives☐ SLC Library☐ Sewer Permit☒ County & City Histories☐ LDS Genealogical Society☒ Other Census Records

Bibliographical References (books, articles, records, interviews, old photographs and maps, etc.):

1900 Census Records. Summit County, Park City Precinct, p. 158-B (Felix Trainor) and
p. 178-A (Simon Hilstrom).

Researcher:

Roger Roper

Architect/Builder: Unknown

Building Materials: Wood

Building Type/Style: T/L Cottage by Addition

Description of physical appearance & significant architectural features:
(Include additions, alterations, ancillary structures, and landscaping if applicable)

This house is a one story frame T/L cottage with a gable roof. It is a T/L cottage by addition. A cross-wing was added to an existing hall and parlor house to form a T/L cottage. This was a common and acceptable method of expanding and at the same time updating a small house. The hall and parlor house, the older folk type, was effectively changed to resemble the popular T/L cottage. The arrangement of openings on the original hall and parlor section has been altered, but it originally had a door centered or slightly off-center between two windows, as was typical of Park City's hall and parlor houses. The door was enclosed, the north window was made into a door, and the south window was expanded from a long narrow double hung sash window to a large horizontal multi-pane window. Although the openings were changed, the house is still easily identifiable as a T/L cottage by addition because the proportions of the stem-wing are more comparable with a hall and parlor house than with an original T/L cottage. The cross-wing was built of the same type of drop siding as the rest of the house. A pair of double hung sash windows topped by a pedimental window head is centered in the gable end of that section. A porch spans the length of the stem-wing and turns at the intersection of the stem-wing and cross-wing. There is a shed extension across the back of the house. In-period rear extensions are part of Park
(See continuation sheet)

Statement of Historical Significance:

Construction Date:

Built c. 1890, the Vincent A. Smith House at 264 Ontario is architecturally significant as one of about 34 extant T/L cottages by addition in Park City, 11 of which are included in this nomination. The T/L cottage was one of three popular Park City house forms that was built in the late nineteenth century. T/L cottages by addition make up 9% of the total number of in-period buildings in Park City, and represent 30% of the total number of houses with T/L plans. The T/L cottage resulted from the addition of a cross-wing to an existing hall and parlor house, and is significant because it documents the most common and acceptable major method of expanding a small mining town cottage.

Judging from its appearance, this house was probably built in the early 1890s. The exact date of its construction and the name of its original owner are not known. The first record of ownership of this property was in 1900, when Vincent A. Smith granted at least a portion of this property, which probably included this house, to Felix Trainor. It is not known how long Smith owned this property, whether or not he built this house, and, if so, whether or not he ever lived here.

Felix Trainor, who had gotten married in 1899, was probably buying his first house when he purchased this property in 1900. He was born in 1873 and immigrated to Utah from his native Iceland in 1890. He worked as a miner in Park City.

At an undetermined date the property was sold to Simon Hillstrom. Uncertainty over the ownership of the property led to the issuance of a warranty deed in 1916 to Simon Hillstrom by the Park City Townsite Corporation as part of their effort to clear up the "extensive property muddle" which had persisted in Park City for over forty years. The property muddle came about because many early settlers opposed the townsite proposal, and refused to follow legal procedures

264 Ontario

Description continued:

City's architectural vocabulary. Although in many cases an extension represents a major alteration of the original house, it usually contributes to the significance of a house because it documents the most common and acceptable method of expansion of the small Park City house. This house was built of single wall construction, having exterior walls 2-3 inches thick, and interior partitions one inch thick. The house does not maintain its original integrity as a hall and parlor house, but judging from the style of the cross-wing, it was altered early within the historic period, probably prior to 1900. It therefore documents a common method of expansion, the change of a hall and parlor house to a T/L cottage by the addition of a cross-wing, and maintains its integrity as a T/L cottage by addition.

History continued:

for owning property. Simon Hillstrom, a native of Finland (b. 1843) who immigrated to the U.S. in 1880, was a "stationary engineer" with one of the mining companies in the Park City area. He and his Finnish wife, Katrina, whom he had married in 1890, had at least four children.





EXHIBIT E



TOTAL LIVING	3370.0 SQ. FT.
TOTAL GARAGE	690.5 SQ. FT.

1995 38. FT
LOWER LEVEL
PLAN
1/4" = 1'-0"



PARK CITY PLANNING DEPT.
APPROVED

DATE

APPROVED
PARK CITY MUNICIPAL CORP
JUL 18 2014
BUILDING DEPT

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PARK CITY MUNICIPAL CORP
JUN 18 2004
BUILDING DEPT

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APPROVED
PARK CITY MUNICIPAL CORP
JUL 18 2014
BUILDING DEPT

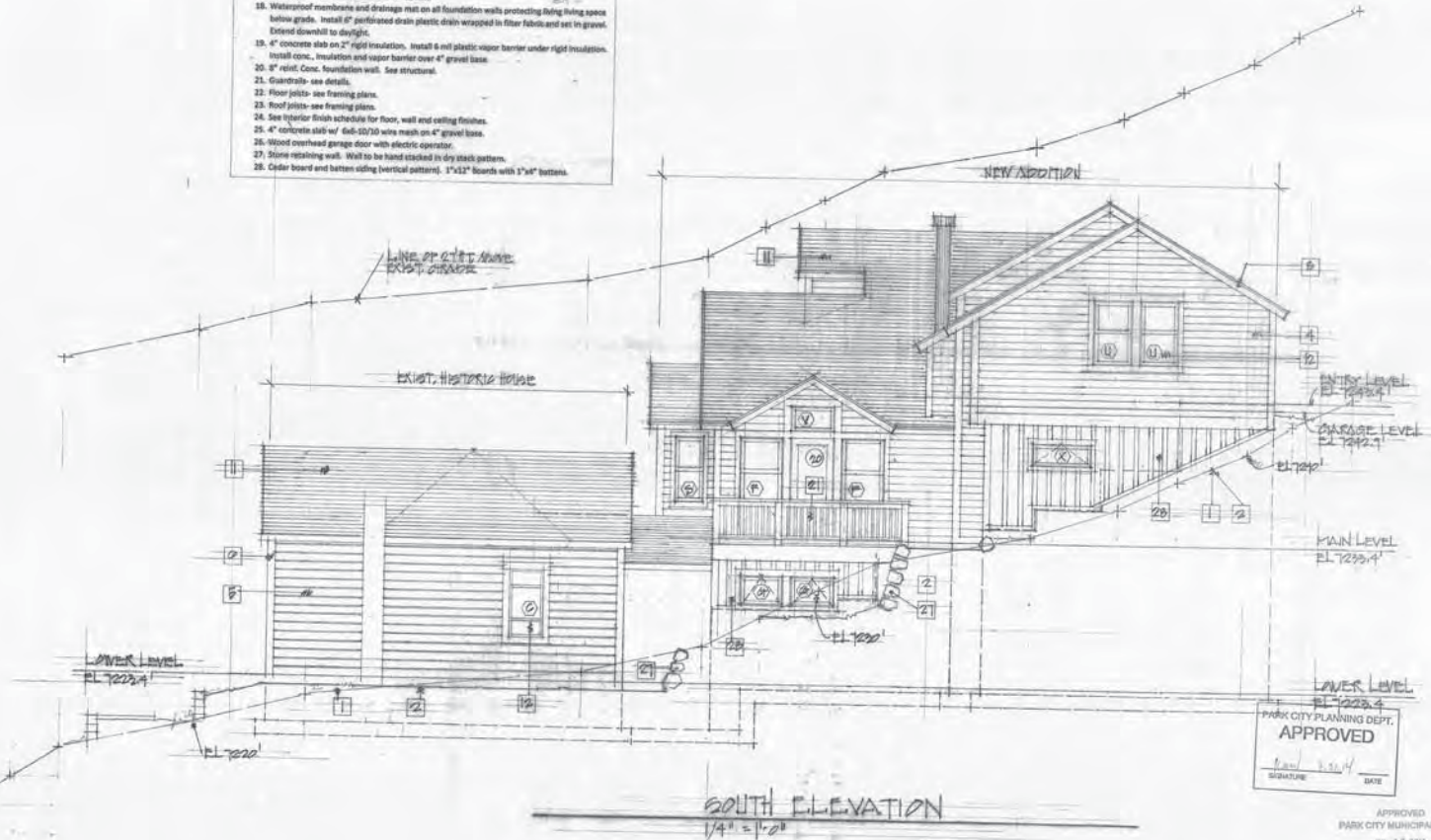
Date	3-5-14
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Job	269 ANTARU
Sheet	A-3
Of	Sheets

[illegible]

DAVID G. WHITE, ARCHITECT

REFERENCE NOTES

- Existing grade shown dashed.
- New finish grade.
- Glue-laminated beam-See framing plans. 1" chamfer all exposed ends. All Glue-lam beams to be smooth finish.
- 1"x6" beveled Cedar siding. (New addition portion).
- Historic structure- Existing horizontal siding. Replace unusable siding with new siding milled to match existing exactly. See Preservation drawing for exact profile.
- 2"x Cedar corner trim. (New addition only). All corner, window and door trim that needs to be replaced on Historic building shall be 1"x material.
- Exterior door and window trim- 2"x cedar jambs, 3"x heads and sills for windows and 3"x heads for doors. (New addition structure only).
- 1"x Cedar fascia. (New piece) See detail.
- 1"x6" Cedar soffit with vent.
- Roof to wall surface- extend lip and water shield over entire roof deck except top two feet @ ridges. Where vertical walls intersect roof, extend ice and water shield up wall min. 18" behind exterior siding material.
- Roof Covering- Asphalt shingles, 50 yr rating.
- Aluminum clad insulated wood windows and doors (New addition portion). Windows in the Historic structure shall be primed wood exterior and interior frames. Use 0.38 or better. See Window and Door Schedule. See also Preservation drawing for existing window sizes.
- Galvalume metal building.
- 3" R" blown and batted insulation. R= 13 min.
- 5" R" blown and batted insulation. R= 19 min.
- 12" blown and batted insulation. R= 38 min.
- 12" blown and batted insulation. R= 32 min.
- Waterproof membrane and drainage mat on all foundation walls protecting living space below grade. Install 6" perforated drain plastic drain wrapped in filter fabric and set in gravel. Extend downhill to daylight.
- 4" concrete slab on 2" rigid insulation. Install 6 mil plastic vapor barrier under rigid insulation. Install conc. insulation and vapor barrier over 4" gravel base.
- 8" rigid Conc. foundation wall. See structural.
- Guardrail- see details.
- Floor joists- see framing plans.
- Roof joists- see framing plans.
- See interior finish schedule for floor, wall and ceiling finishes.
- 4" concrete slab w/ 6d-10/10 wire mesh on 4" gravel base.
- Wood overhead garage door with electric operator.
- Stone retaining wall. Wall to be hand stacked in dry stack pattern.
- Cedar board and batten siding (vertical pattern). 1"x12" boards with 1"x6" battens.



REVISIONS

NO.	DATE	BY

DAVID G. WHITE, ARCHITECT

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EMAIL david@whitearch.com

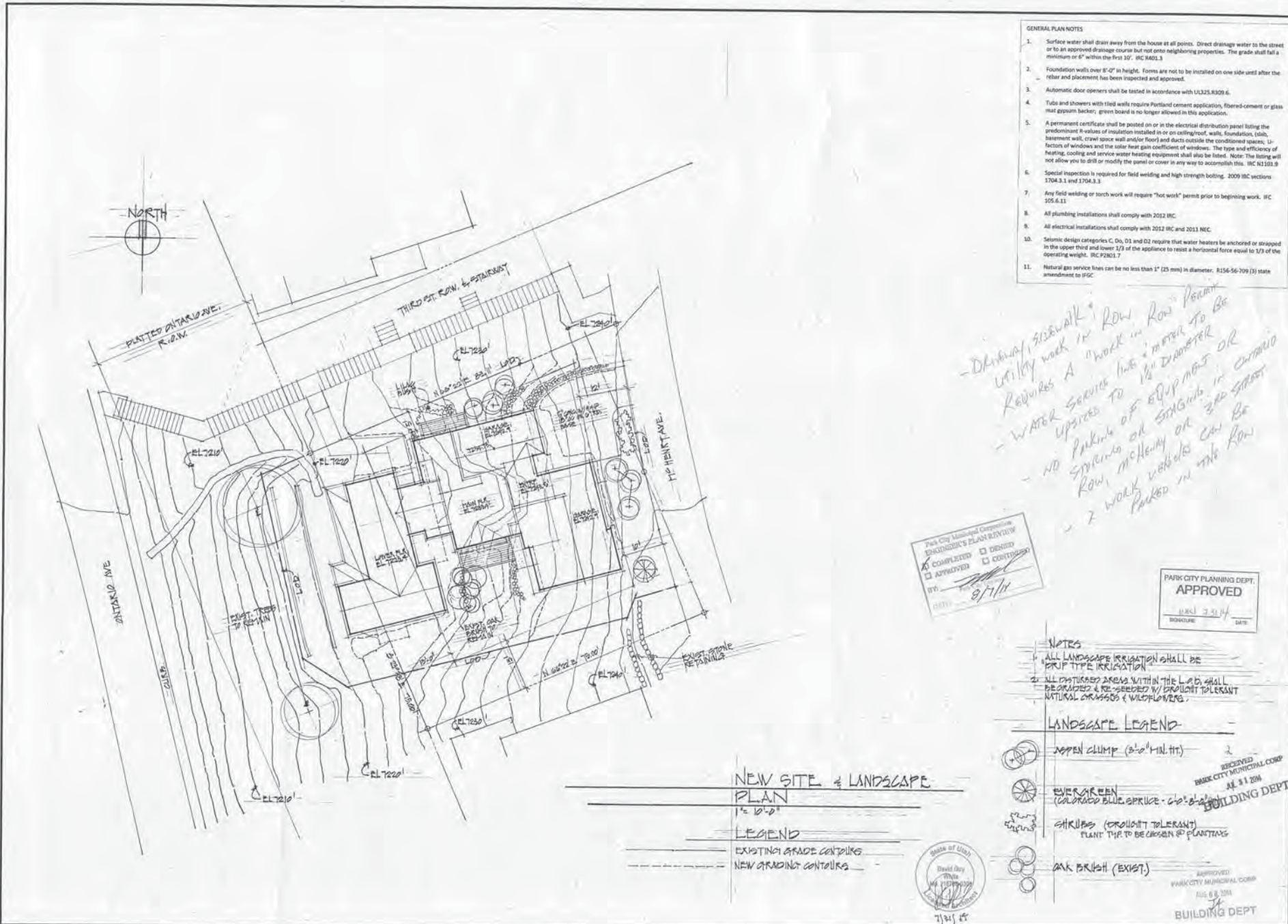
APPROVED
SIGNATURE DATE

APPROVED
PARK CITY MUNICIPAL CORP
JUN 18 2014
BUILDING DEPT



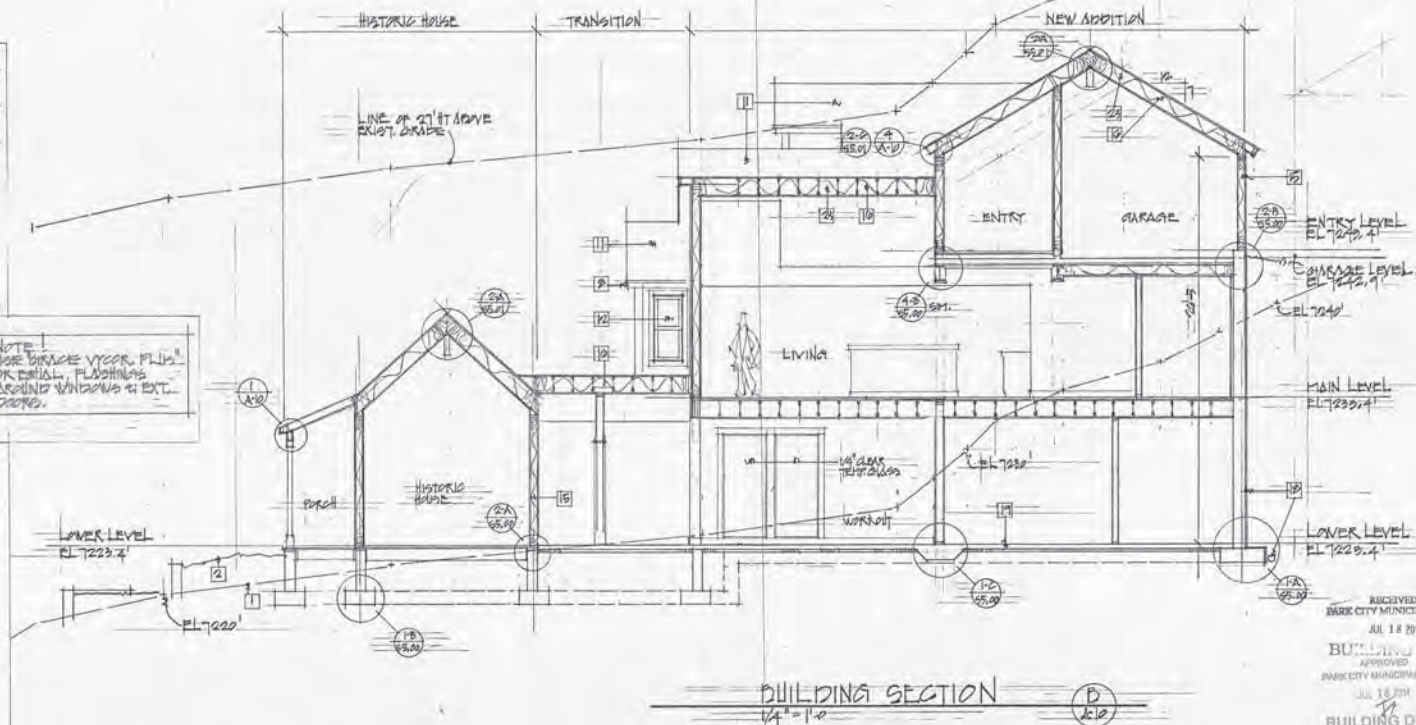
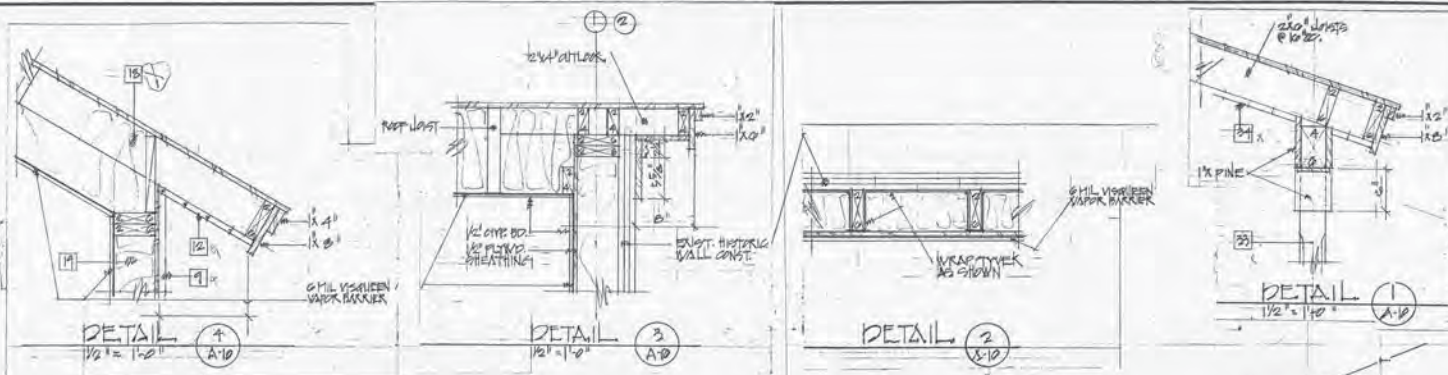
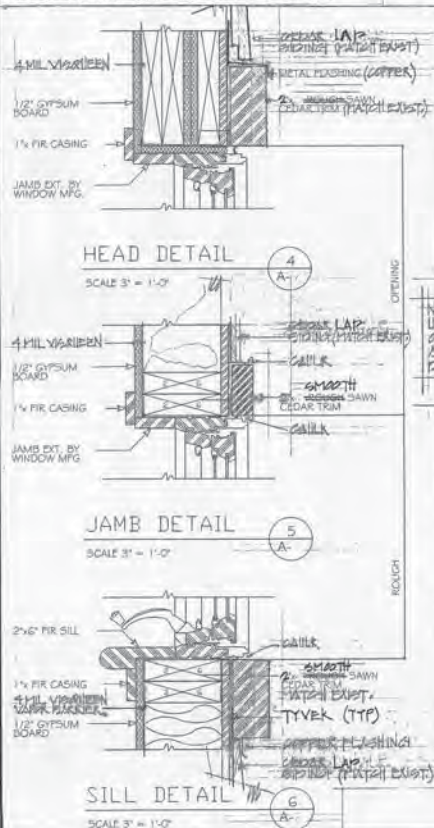
RECEIVED
PARK CITY MUNICIPAL CORP
JUN 18 2014
BUILDING DEPT

Date 7-5-14
Scale
Drawn
As Shown
Sheet
Of 1



REFERENCE NOTES

- Existing grade shown dashed
- New finish grade
- Glue-laminated beam- See framing plans. 1" chamfer all exposed ends. All Glue-lam beams to be smooth finish.
- 1"x6" beveled Cedar siding. (New addition portion).
- Historic structure- Existing horizontal siding. Replace unusable siding with new siding milled to match existing exactly. See Preservation drawing for exact profile.
- 2"x Cedar corner trim. (New addition only) All corner, window and door trim that needs to be replaced on historic building shall be 1"x material.
- Exterior door and window trim- 2"x cedar jambs, 3"x heads and sills for windows and 3"x heads for doors. (New addition structure only).
- 1"x Cedar fascia. (two piece) See detail
- 1"x6" Cedar soffits with vents
- Roof to wall surface- extend ice and water shield over entire roof deck except top two feet @ ridges. Where vertical walls intersect roof, extend ice and water shield up wall min. 18" behind exterior siding material.
- Roof Covering- Asphalt shingles, 50 yr rating
- Aluminum clad insulated wood windows and doors (New addition portion). Windows in the Historic structure shall be primed wood exterior and interior frames. U= 0.36 or better. See Window and Door Schedule. See also Preservation drawing for existing window sizes.
- Galvanized metal flashing
- 3"10" blown and lobbed insulation. R= 13 min.
- 3"10" blown and lobbed insulation. R= 13 min. R= 21
- 12" blown and lobbed insulation. R= 38 min. R= 47
- 10" blown and lobbed insulation. R= 31 min.
- Waterproof membrane and drainage mat on all foundation walls protecting living space below grade. Install 4" perforated drain plastic drain wrapped in filter fabric and set in gravel. Extend downhill to daylight.
- 4" concrete slab on 2" rigid insulation. Install 6 mil plastic vapor barrier under rigid insulation. Install conc., insulation and vapor barrier over 4" gravel base.
- 8" reinf. Conc. foundation wall. See structural.
- Guardrail- see details
- Floor joists- see framing plans.
- Roof joists- see framing plans.
- See interior finish schedule for floor, wall and ceiling finishes.
- 4" concrete slab w/ 400-1210 wire mesh on 4" gravel base.
- Wood overhead garage door with electric operator.
- Stone retaining wall. Wall to be hand stacked in dry stack pattern.
- Cedar board and batten siding (vertical pattern). 1"x12" boards with 1"x6" battens.



RECEIVED
PARK CITY MUNICIPAL CORP
AUG 18 2014
BUILDING DEPT
PARK CITY MUNICIPAL CORP
AUG 18 2014
BUILDING DEPT

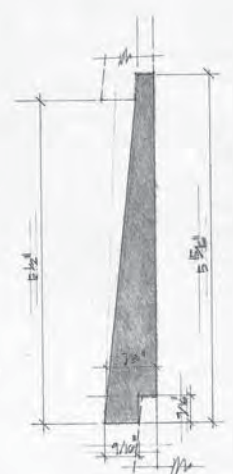


Date 3-5-14
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Job
Sheet
A-10

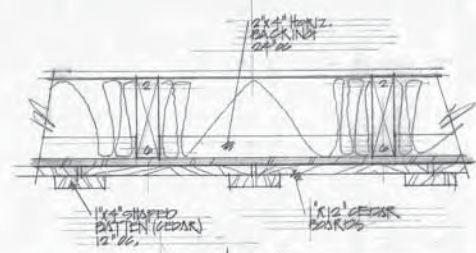
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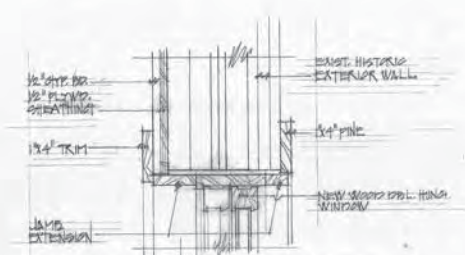
DAVID G. WHITE ARCHITECT
258 W. 25th St. #200
Salt Lake City, UT 84111
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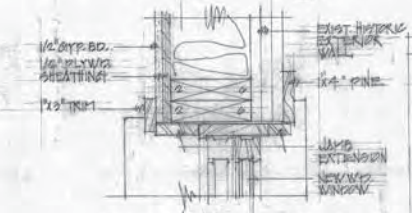
PROFILE
6" LAP (BEVELED)
SIDING
FULL SCALE



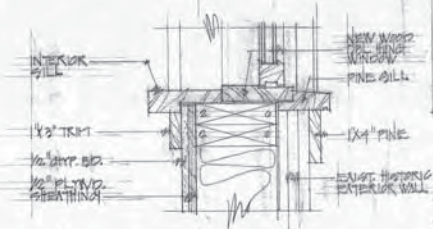
DETAIL 2
3" x 12" x 12"
BATTEN & BATT
SIDING



HEAD
3 1/2\"/>

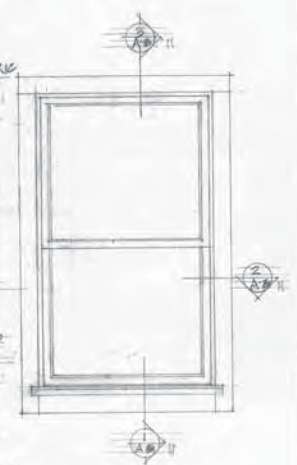


JAMB
3\"/>



SILL
3\"/>

NOTE:
ALL EXPOSED WOOD PARTS
OF WINDOW & TRIM
TO BE PAINTED (PAPA STAIN)



APPROVED
PARK CITY MUNICIPAL CORP
JUN 18 2014
BUILDING DEPT

RECEIVED
PARK CITY MUNICIPAL CORP
JUN 18 2014
BUILDING DEPT



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Sheet	A-11
Of	Sheets

DOOR SCHEDULE					WINDOW SCHEDULE				
MARK	SIZE	DESCRIPTION	HOW	REMARKS	MARK	SIZE	DESCRIPTION	HOW	REMARKS
1					A	MATCH EXIST.	REPLACE EXIST. WINDOWS W/ NEW WOOD/ WOOD VINYL W/ INSUL. GLASS		MATCH EXIST.
2					B				
3	2'-0" x 7'-0" x 13/4"	PK PANEL DOOR/ UPPER 1/2 WOOD, LOWER 1/2 (TEMPERED)		MIL. THRESH. WEATHERSTRIP	C				
4	2'-0" x 7'-0" x 13/4"				D				
5	2'-0" x 7'-0" x 13/4"	2 PANEL PK			E	2'-0" x 3'-0"	EXT. ALUM. GLAZ. WOOD WINDOW DOUBLE HUNG		
6	2'-0" x 7'-0" x 13/4"				F	2'-0" x 3'-0"			
7	2'-0" x 7'-0" x 13/4"				G	2'-0" x 2'-0"	EXT. ALUM. GLAZ. WOOD WINDOW SINGLY		
8	2'-0" x 7'-0" x 13/4"				H	3'-0" x 4'-0"	EXT. ALUM. GLAZ. WOOD WINDOW DOUBLE HUNG		
9	3'-0" x 7'-0" x 13/4"				I	3'-0" x 3'-0"			
10	2'-0" x 7'-0" x 13/4"				J	2'-4" x 4'-0"			
11	2'-0" x 7'-0" x 13/4"				K	2'-4" x 4'-0"	EXT. ALUM. GLAZ. WOOD WINDOW SINGLY		
12	2'-0" x 7'-0" x 13/4"				L	2'-0" x 4'-0"			
13	2'-0" x 7'-0" x 13/4"				M	2'-0" x 4'-0"			
14	2'-0" x 7'-0" x 13/4"				N	2'-0" x 4'-0"			
15	2'-0" x 7'-0" x 13/4"				O	2'-0" x 4'-0"	EXT. ALUM. GLAZ. WOOD WINDOW DOUBLE HUNG		
16	2'-0" x 7'-0" x 13/4"				P	2'-0" x 4'-0"			
17	2'-0" x 7'-0" x 13/4"				Q	2'-0" x 4'-0"			
18	2'-0" x 7'-0" x 13/4"				R	2'-0" x 4'-0"			
19	2'-0" x 7'-0" x 13/4"				S	2'-0" x 4'-0"			
20	2'-0" x 7'-0" x 13/4"				T	2'-0" x 4'-0"			
21	2'-0" x 7'-0" x 13/4"				U	2'-0" x 4'-0"			
22	2'-0" x 7'-0" x 13/4"				V	2'-0" x 4'-0"	EXT. ALUM. GLAZ. WOOD WINDOW FIXED TRANSLUM		
23	2'-0" x 7'-0" x 13/4"				W	2'-0" x 4'-0"			
24	2'-0" x 7'-0" x 13/4"				X	4'-0" x 1'-0"	EXT. ALUM. GLAZ. WOOD WINDOW SINGLY		
25	2'-0" x 7'-0" x 13/4"	2 PANEL PK			Y				
26	2'-0" x 7'-0" x 13/4"				Z				
27	2'-0" x 7'-0" x 13/4"				AA				
28	2'-0" x 7'-0" x 13/4"				AB				
29	2'-0" x 7'-0" x 13/4"				AC				
30	2'-0" x 7'-0" x 13/4"				AD				
31	2'-0" x 7'-0" x 13/4"				AE				
32	2'-0" x 7'-0" x 13/4"				AF				
33	2'-0" x 7'-0" x 13/4"				AG				
34	2'-0" x 7'-0" x 13/4"				AH				
35	2'-0" x 7'-0" x 13/4"				AI				
36	2'-0" x 7'-0" x 13/4"				AJ				
37	2'-0" x 7'-0" x 13/4"				AK				
38	2'-0" x 7'-0" x 13/4"				AL				
39	2'-0" x 7'-0" x 13/4"				AM				
40	2'-0" x 7'-0" x 13/4"				AN				
41	2'-0" x 7'-0" x 13/4"				AO				
42	2'-0" x 7'-0" x 13/4"				AP				
43	2'-0" x 7'-0" x 13/4"				AQ				
44	2'-0" x 7'-0" x 13/4"				AR				
45	2'-0" x 7'-0" x 13/4"				AS				
46	2'-0" x 7'-0" x 13/4"				AT				
47	2'-0" x 7'-0" x 13/4"				AU				
48	2'-0" x 7'-0" x 13/4"				AV				
49	2'-0" x 7'-0" x 13/4"				AW				
50	2'-0" x 7'-0" x 13/4"				AX				
51	2'-0" x 7'-0" x 13/4"				AY				
52	2'-0" x 7'-0" x 13/4"				AZ				
53	2'-0" x 7'-0" x 13/4"				BA				
54	2'-0" x 7'-0" x 13/4"				BB				
55	2'-0" x 7'-0" x 13/4"				BC				
56	2'-0" x 7'-0" x 13/4"				BD				
57	2'-0" x 7'-0" x 13/4"				BE				
58	2'-0" x 7'-0" x 13/4"				BF				
59	2'-0" x 7'-0" x 13/4"				BG				
60	2'-0" x 7'-0" x 13/4"				BH				
61	2'-0" x 7'-0" x 13/4"				BI				
62	2'-0" x 7'-0" x 13/4"				BJ				
63	2'-0" x 7'-0" x 13/4"				BK				
64	2'-0" x 7'-0" x 13/4"				BL				
65	2'-0" x 7'-0" x 13/4"				BM				
66	2'-0" x 7'-0" x 13/4"				BN				
67	2'-0" x 7'-0" x 13/4"				BO				
68	2'-0" x 7'-0" x 13/4"				BP				
69	2'-0" x 7'-0" x 13/4"				BQ				
70	2'-0" x 7'-0" x 13/4"				BR				
71	2'-0" x 7'-0" x 13/4"				BS				
72	2'-0" x 7'-0" x 13/4"				BT				
73	2'-0" x 7'-0" x 13/4"				BU				
74	2'-0" x 7'-0" x 13/4"				BV				
75	2'-0" x 7'-0" x 13/4"				BW				
76	2'-0" x 7'-0" x 13/4"				BX				
77	2'-0" x 7'-0" x 13/4"				BY				
78	2'-0" x 7'-0" x 13/4"				BZ				
79	2'-0" x 7'-0" x 13/4"				CA				
80	2'-0" x 7'-0" x 13/4"				CB				
81	2'-0" x 7'-0" x 13/4"				CC				
82	2'-0" x 7'-0" x 13/4"				CD				
83	2'-0" x 7'-0" x 13/4"				CE				
84	2'-0" x 7'-0" x 13/4"				CF				
85	2'-0" x 7'-0" x 13/4"				CG				
86	2'-0" x 7'-0" x 13/4"				CH				
87	2'-0" x 7'-0" x 13/4"				CI				
88	2'-0" x 7'-0" x 13/4"				CJ				
89	2'-0" x 7'-0" x 13/4"				CK				
90	2'-0" x 7'-0" x 13/4"				CL				
91	2'-0" x 7'-0" x 13/4"				CM				
92	2'-0" x 7'-0" x 13/4"				CN				
93	2'-0" x 7'-0" x 13/4"				CO				
94	2'-0" x 7'-0" x 13/4"				CP				
95	2'-0" x 7'-0" x 13/4"				CQ				
96	2'-0" x 7'-0" x 13/4"				CR				
97	2'-0" x 7'-0" x 13/4"				CS				
98	2'-0" x 7'-0" x 13/4"				CT				
99	2'-0" x 7'-0" x 13/4"				CU				
100	2'-0" x 7'-0" x 13/4"				CV				
101	2'-0" x 7'-0" x 13/4"				CW				
102	2'-0" x 7'-0" x 13/4"				CX				
103	2'-0" x 7'-0" x 13/4"				CY				
104	2'-0" x 7'-0" x 13/4"				CZ				
105	2'-0" x 7'-0" x 13/4"				DA				
106	2'-0" x 7'-0" x 13/4"				DB				
107	2'-0" x 7'-0" x 13/4"				DC				
108	2'-0" x 7'-0" x 13/4"				DD				
109	2'-0" x 7'-0" x 13/4"				DE				
110	2'-0" x 7'-0" x 13/4"				DF				
111	2'-0" x 7'-0" x 13/4"				DG				
112	2'-0" x 7'-0" x 13/4"				DH				
113	2'-0" x 7'-0" x 13/4"				DI				
114	2'-0" x 7'-0" x 13/4"				DJ				
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144	2'-0" x 7'-0" x 13/4"				EN				
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146	2'-0" x 7'-0" x 13/4"				EP				
147	2'-0" x 7'-0" x 13/4"				EQ				
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149	2'-0" x 7'-0" x 13/4"				ES				
150	2'-0" x 7'-0" x 13/4"				ET				
151	2'-0" x 7'-0" x 13/4"				EU				
152	2'-0" x 7'-0" x 13/4"				EV				
153	2'-0" x 7'-0" x 13/4"				EW				
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172	2'-0" x 7'-0" x 13/4"				FP				
173	2'-0" x 7'-0" x 13/4"				FQ				

STAIR NOTES

UNENCLOSED FLOOR AND ROOF OPENINGS, OPEN AND GLAZED SIDES OF STAIRWAYS, LANDINGS AND RAMPS, BALCONIES OR PORCHES, WHICH ARE MORE THAN 30 INCHES (762 mm) ABOVE GRADE OR FLOOR BELOW, AND ROOFS USED FOR OTHER THAN SERVICE OR THE BUILDING SHALL BE PROTECTED BY A GUARDRAIL. THE TOP OF THE GUARDRAILS SHALL NOT BE LESS THAN 42 INCHES (1067 mm) IN HEIGHT. THE TOP OF THE GUARDRAILS IN GROUP "C", DIVISION 3 OCCUPANCIES MAY BE 36 INCHES (914 mm) IN HEIGHT. OPEN GUARDRAILS SHALL HAVE INTERMEDIATE RAILS OR AN ORNAMENTAL PATTERN SUCH THAT A SPHERE 4 INCHES (102 mm) IN DIAMETER CANNOT PASS THROUGH.

THE TOP OF HANDRAILS AND HANDRAIL EXTENSIONS SHALL BE PLACED NOT LESS THAN 34 INCHES (864 mm) OR MORE THAN 38 INCHES (965 mm) ABOVE THE TOSING OF TREADS AND LANDINGS. HANDRAILS SHALL BE CONTINUOUS THE FULL LENGTH OF THE STAIRS AND, EXCEPT FOR PRIVATE STAIRWAYS, AT LEAST ONE HANDRAIL SHALL EXTEND IN THE DIRECTION OF THE STAIR RUN NOT LESS THAN 12 INCHES (305 mm) BEYOND THE TOP RISKER NOR LESS THAN 12 INCHES (305 mm) BEYOND THE BOTTOM RISKER. ENDS SHALL BE RETURNED OR TERMINATE IN NEWEL POSTS OR SAFETY TERMINALS. THE HAND GRIP PORTION OF HANDRAILS SHALL NOT BE LESS THAN 1 1/4 INCHES (31 mm) HIGH NOR MORE THAN 2 INCHES (51 mm) IN CROSS SECTIONAL DIMENSION OR THE SHAPE SHALL PROVIDE AN EQUIVALENT GRIPPING SURFACE. THE HAND GRIP PORTION OF HANDRAILS SHALL HAVE A SMOOTH SURFACE WITH NO SHARP CORNERS. HANDRAILS PROJECTING FROM A WALL SHALL HAVE A SPACE NOT LESS THAN 1 1/2 INCHES (38 mm) BETWEEN THE WALL AND THE HANDRAIL. ALL STAIRS, LANDINGS, RAILINGS, GUARDRAILS ETC. SHALL BE IN ACCORDANCE WITH THE INTERNATIONAL RESIDENTIAL CODE 2012.

PROVIDE A MINIMUM OF THREE 2" x 12" STAIR STRINGERS ON EACH FLIGHT OF STAIRS, IF TREADS ARE MADE OF PARTICLE BOARD.

ELECTRICAL/MECHANICAL/PLUMBING GENERAL NOTES

1. PROVIDE EXHAUST FANS CAPABLE OF 3 AIR CHANGES PER HOUR IN ALL BATHROOMS, UTILITY VESTIBLES AND CLOTHES DRESSERS TO OUTSIDE.
2. PROVIDE 30" CLEARANCE ABOVE RANGE TO COMBUSTIBLE MATERIALS.
3. ALL OUTLETS TO BE 12" ABOVE FINISHED FLOOR U.N.O. ALL OUTLETS IN THE GARAGE SHALL BE 18" ABOVE FINISHED FLOOR.
4. ALL SWITCHES TO BE 42" ABOVE FINISHED FLOOR U.N.O. ALL OUTLETS @ COUNTERTOPS TO BE 42" ABOVE FINISHED FLOOR.
5. ALL SWITCHES AND OUTLETS @ BATHROOM & KITCHEN COUNTERTOPS, GARAGE & EXTERIOR OF BUILDING TO BE G.I.F.A. EQUIPPED.
6. ALL SMOKE DETECTORS SHOWN ON PLANS SHALL BE HARDWIRED, WITH EMERGENCY BACKUP, AND INTERCONNECTED.
7. ALL ELECTRIC PANELS SHALL COMPLY WITH 110 V. G.N.E.C. 307 CLEAR WIDTH & 30" CLEAR TO THE HEAD.
8. VERIFY ALL ELECTRIC FIXTURES WITH OWNER PRIOR TO ORDER & INSTALLATION. SUBMIT FUTURE TO ARCHITECT FOR APPROVAL.
9. ALL ELECTRICAL/MECHANICAL/PLUMBING WORK SHALL COMPLY WITH ALL LOCAL AND NATIONAL CODES, PER LOCAL UTILITY COMPANY.
10. PROVIDE COMBUSTION AIR OPENINGS COVERED WITH 1/4" CORROSION RESISTANT SCREEN.
11. PROVIDE COMBUSTION AIR FOR ALL GAS APPLIANCES AT A RATE OF 1/2" SQ. PER 1000 BTU. COMBUSTION AIR SHALL BE OBTAINED FROM OUTDOORS OR FROM SPACES FREELY COMMUNICATING WITH THE OUTDOORS. PROVIDE AND DETAIL COVER FOR ALL OUTLETS OF 1/4" SCREEN. COMBUSTION AIR SHALL BE PROVIDED AS PER ABOVE REQUIREMENTS AND THE INTERNATIONAL MECHANICAL CODE 2012.
12. AIR SUPPLY & RETURN AIR GRILL LOCATIONS INDICATED ARE SCHEMATIC ONLY. MECHANICAL CONTRACTOR SHALL VERIFY AIR SUPPLY & RETURN GRILL LOCATIONS W/ ARCHITECT PRIOR TO INSTALLATION. MECHANICAL CONTRACTOR SHALL SUBMIT SHOP DRAWINGS & CALCULATIONS VERIFYING ALL AIR SUPPLY & RETURN GRILL REQUIRED CAPACITIES.
13. PROVIDE A U-FRAME GROUND E3508.12, NEC E3530.

14. PROPERTY USE REQUIREMENTS:
VENTING OF APPLIANCES: NOT WITHIN 4' OF PROPERTY LINE.
VENTING OF DUCTS: NOT WITHIN 3' OF PROP. LINE.
VENTING OF PLUMBING: NOT WITHIN 3' OF PROP. LINE.
15. DRYER VENT DUCT SHALL NOT EXCEED 1/4" RUN TOTAL TO THE EXTERIOR OF THE BUILDING NOR MORE THAN 20 90 DEGREE BENDS.
16. ALL FURNACES OR BOILERS SHALL BE MIN 90 % EFFICIENT.
17. MECHANICAL CONTRACTOR SHALL SUBMIT HEAT LOSS/GAIN CALC. FOR ARCHITECT/ENGINEER'S OFFICIAL REVIEW & APPROVAL PRIOR TO INSTALLATION.
18. WATER HEATER TO BE PROVIDED WITH SEISMIC TIE DOWN PER BLDG. OFFICIAL REQUIREMENTS. PROVIDE FLOOR DRAIN ADJACENT TO ALL WASHING MACHINES & WATER HEATERS AND SINKS.
19. GENERAL CONTRACTOR SHALL COORDINATE THE LOCATION OF ALL UTILITY METERS. ALL METERS SHALL BE LOCATED IN AN AREA THAT IS PROTECTED FROM SNOW & ICE WITH 3'-0" MIN. OF SEPARATION FROM EXTERIOR WALLS WITH ARCHITECT/ENGINEER'S OFFICIAL PRIOR TO INSTALLATION.
20. PROVIDE INSULATION @ ALL HEATING TRUNKS AND BRANCH SUPPLY DUCTS IN UNFINISHED AREAS, CRAWL SPACES, ATTICS, GARAGES, ETC.
21. ALL WATER CLOSETS SHALL HAVE A FLOW RATE OF 1.6 GALLONS OR LESS PER FLUSH.
22. ALL SHOWER HEADS WILL HAVE A FLOW RATE OF 2.5 GALLONS PER MIN. OR LESS.
23. PLUMBING VENTS PENETRATING THE ROOF SHALL BE A MINIMUM OF 3" IN DIAMETER.
24. ROOF RISER SHALL BE NON-FREEZE TYPE BACK FLOW PREVENTER.
25. CO-ORDINATE THE LOCATION OF A CULINARY WASTE SYSTEM EXPANSION TANK WITH ARCHITECT/ENGINEER'S OFFICIAL PRIOR TO ORDER INSTALLATION.
26. ALL ELECTRICAL SWITCHES AND OUTLETS SHALL BE "DECORA".
27. ALL DOWN LIGHTS TO HAVE A DIMMER CAPABILITY.
28. ALL BRANCH CIRCUITS FOR RECEPTACLES IN BEDROOMS SHALL HAVE ARC-FAULT PROTECTION. NEC 210-12.

ELECTRICAL LEGEND

	DUPLEX RECEPTACLE OUTLET		SPACE MOUNTED FLUORESCENT CEILING FIXTURE
	DUPLEX RECEPTACLE OUTLET SPLIT WIRED		FORESEEN CLOSET FIXTURE WITH JAM SWITCH
	RANGE OUTLET 220 VOLTS		FORESEEN UNDER COUNTER FIXTURE
	FLOOR DUPLEX RECEPTACLE OUTLET		JUNCTION BOX
	WEATHER PROOF GROUND FAULT INTERRUPTER		EXHAUST FAN
	WALL SWITCH		SMOKE DETECTOR
	RECESSED CAN FIXTURE		HOSE BIB
	SURFACE MOUNTED CEILING FIXTURE		GAS LINE
	SURFACE MOUNTED WALL FIXTURE		DE-HUMIDISTAT
	VERTICAL MOUNTED BAR LIGHT		PANEL BOX FLUSH MOUNTED
	HORIZONTAL MOUNTED BAR LIGHT		PHONE JACK
	HOT AND COLD HOUSE BIB		CABLE T.V. JACK
	DOOR BELL SWITCH		EXIT SIGN & EMERGENCY LIGHT
	DOOR BELL CHIME		FIRE EXTINGUISHER

DAVID G. WHITE, ARCHITECT
P.O. BOX 1313
Park City, Utah 84060
(435) 649-8379

Specifications

1. Excavation:
A. Soil Bearing:
1500 psf granular. All stumps and roots shall be removed from the soil to a depth of at least 12" below surface of the ground in the area to be occupied by the building.
2. Foundation:
A. Footings:
5 bag transit mix with reinforcing as called for in the general structural notes.
Min. depth 42" from finish grade to bottom, of footing.
B. Foundation walls:
12" or 16" concrete walls with reinforcing as called for in the structural drawings. Top of foundation walls shall be min. 6" above finished grade.
C. Anchorage:
58 plates and all wood contacting concrete shall be Douglas fir (pressure treated) or redwood. Provide 3/4" diameter x 12" dia. anchor bolts at 24" o.c. unless noted otherwise. Use 3"x3"x1/2" sq. pi. washers. Two bolts per piece min. See shear wall schedule.
3. Exterior walls:
2" x 6" studs no. 2 or better @ 16" o.c.
4. Wall Sheathing:
3/4" OSB 40/20 throughout. Nailing as called for in the General Structural Notes or drawings. Plywood shall be placed @ inside face of studs in historic structure. See Details SH, A-10.
5. Moisture Protection:
Use 6 mil. visqueen vapor barrier over interior face of exterior studs and roof joists at exterior walls and where ceiling finish is applied directly over roof joists. Use Tyvek house wrap on exterior walls under wood siding where shown. See Details on SH: A-10 for house wrap installation on historic house. Asphalt emulsion water proofing on perimeter foundation where conc. is below grade. Use Tuft-n-Dry on conc. walls where living space is below grade. Install perimeter foundation drain surrounded by 18" of gravel. Use 6 mil visqueen vapor retarder under all concrete slabs in living areas.
6. Siding:
1"x6" beveled Cedar on new Addition and Transition. Horizontal pattern. Reuse existing siding on historic portion. Mill new siding as required to match existing.
A. Facia:
1" x cedar-see details, (two piece)
B. Soffits:
1" x cedar T & G (new addition)-see details. 3/4" cedar faced plywood on main historic roof. 1"x4" fir (butt joint) under porch roof.
C. Misc. Window & Corner trim: 1" x 4" pine.
All exterior wood shall be given 2 coats Cupernel stain (Oxygate). New siding to be pre-stained.
7. Floor Framing:
1) 7/8" TJI as called for or framing plans. Use double joists under all partitions that parallel joists. Solid block at all bearing points for floor joists.
8. Sub-flooring:
Typical floor construction: 3/4" plywood sub floor over joists installed. Gue and nail as per general structural notes.
See General Structural Notes for floor sheathing and nailing requirements.
9. Partition Framing:
Douglas fir No. 2 or better 2"x4" or 2"x6" @ 16" o.c. cross blocked above 8'-0" in height.
10. Roof Framing:
T.J.I., 1" joists and/or dimension lumber Douglas fir No. 2 or better unless noted otherwise. Spans and spacing as called for on drawings. Block full depth with 2" x blocking both ends and over all supports.
Use Simpson H-1 framing anchors at 16'-0" o.c. for joists that bear on exterior walls.
11. Roof Sheathing:
See General Structural notes for roof sheathing and nailing requirements.
12. Roofing:
Asphalt Shingle roofing (50 year rating) over new addition and historic structure and historic porch roof. Provide slope.
13. Gypsum boards:
1/2" gypsum board walls and ceilings finished smooth or textured as per finish schedule requirements. Use water-proof gypsum board in high moisture areas such as around tubs and showers. Use 5/8" fire code gypsum board on garage walls and under stairs. Use 1 layer 5/8" fire code gypsum board on ceiling in garage. Shall comply with IRC R309.2.
14. Decorating:
A. Interior Walls:
One coat P.V.A. primer and one coat semi-gloss or flat paint. Walls to receive wall covering shall have one coat of primer. See finish schedule.
B. Interior floors, base and casing:
See door schedule.
15. Windows:
Wooden windows, exterior (primed) as called for on the historic structure. Wood exterior alum. clad window on the new addition. 3/4" insulating glass unless noted otherwise. Glazing shall be tempered where required. See window schedule.
16. Shower Doors:
Shower doors shall have anodized aluminum frames and approved safety glass or tempered glass.
17. Cabinets:
See owner. Allowance.
18. Appliances:
See owner. Allowance.
19. Floor coverings:
See finish schedule.
20. Heating:
Design-shed system by mech. contractor. Gas fired. Radiant in-floor heat. Apply 1 1/2" Light x/c conc. topping to wood floor structure. Provide specs and take layout.
21. Electrical:
Provide a U-FRAME ground E3508.1, 2, NEC 250.50. Install new outlets, switches and lighting as shown on plans in accordance with latest local and national electrical code. See electrical fixture schedule.
22. Insulation:
A. Ceiling: Use blown in batt insulation.
12" Blown in R-49 min.
10" Blown in R-38 min.
B. Walls: 5-1/2" Blown in R=21 min.
23. Decks:
Front Porch to be 1"x4" Fir.
Supports as shown on drawings. Use pressure treated if wood framing is closer than 18" to the ground.
Deck railings to be cedar, match house trim.
24. Sprinklers:
Fire suppression system to be design build by sub-contractor. System to be designed to comply with and in accordance with modified NFPA 13-3 code requirements for old town.
25. All prefabricated trusses require shop drawings. See Structural.
26. Fire block:
Stud spaces @ soffits floor & ceiling joist lines @ 10'-0" vertical & horizontal @ 8" spacing between attic spaces & chimney spaces for factory built chimneys, and other locations not specifically mentioned which could afford passage for flames IRC R602.6.

RECEIVED
PARK CITY HISTORICAL CODE
JAN 18 2014
BUILDING DEPT



DATE: 2-5-14
SCALE: 1/8"
DRAWN BY: SAA
JOB: 254 ONTARIO AVENUE
SHEET: A-15
OF SHEETS

DAVID G. WHITE ARCHITECT
P.O. BOX 1313 - 2705 Estates Drive
PARK CITY, UTAH 84060
(435) 649-8379

SPECIFICATIONS
HISTORIC RESTORATION & REAR ADDITION FOR
254 ONTARIO AVENUE
PARK CITY, UTAH 84060

Part I: Historic District Grant Program

The Historic District Grant Program awards matching grants to assist property owners in maintaining and preserving their historic commercial and residential structures. Grant funds are applied to exterior improvements only, and all work must comply with the Design Guidelines for Historic Districts and Historic Sites. The policy outlines the many ways property owners and the City can work together to preserve Park City's historic sites and structures.

A. Goals

1. Offset the costs of rehabilitation work in the City's two (2) National Register Historic Districts
2. Provide funding to projects that provide a community benefit through historic preservation
3. Inspire greater preservation of Park City's historic sites and structures

B. Objectives

1. Inspire citizen involvement and appreciation for the historic preservation of Park City's sites and structures.
2. Encourage the preservation of historic sites and structures in the City's two (2) National Register Historic Districts.
3. Promote projects that preserve and enhance the historic architecture of Park City.
4. Further projects that meet the Design Guidelines for Historic Districts and Historic Sites

C. General Rules

1. The applicant must apply for a Historic District Grant prior to the start of any construction work. The application must include a written scope of work and specifications, cost estimate, drawings as they apply to the specific work, color photographs, and a brief history of the structure.
2. The Historic Preservation Board (HPB) will review grant applications on a "first come, first serve" basis. The HPB may award grants up to \$25,000. Those grants exceeding \$25,000 will require the HPB to forward a positive recommendation to City Council; these recommendations will be reviewed as part of the City Council consent agenda.
3. Any total grant awards greater than the budgeted amount allocated for the Lower Park Avenue and Main Street RDAs will be approved and adjusted as part of the year-end budget process.
4. Upon completion of the work and final inspections, the grant applicant will submit proof of payment to the Planning Department for disbursement of funds.
5. Following receipt of the grant funds, the grant recipient will sign a Historic Grant Program Agreement and Historic Preservation Agreement.

D. Eligibility

1. Applicant Eligibility
 - a. Houses lived in by primary residents (those houses in which the homeowner or a renter lives full-time) may be awarded up to fifty percent (50%) of their construction costs, while homes which are used as secondary homes or nightly

rental (i.e. not lived in by the primary resident) may be awarded up to forty percent (40%). Commercial property owners will be eligible to receive up to fifty percent (50%) of their construction costs. An additional ten percent (10%) may be awarded to property owners committed to renovating a Significant structure in order to elevate its status to Landmark.

2. Eligible Improvements

- a. Improvements shall be completed in compliance with the Secretary of the Interior's Standards for Rehabilitation and include exterior work such as siding, windows, foundation work, masonry repair, structural stabilization, exterior trim, exterior doors, cornice repair, porch repair, retaining walls, as well as historic steps and stairs. The Historic Preservation Board may identify additional eligible improvements (such as Physical Conditions Reports and Preservation Plans, etc.) as necessary; these improvements shall be noted on the Historic District Grant Application.

GARDNER & BOSWELL CONST.
P.O. BOX 307
PARK CITY, UT 84060
COST ESTIMATE
6/23/14

HISTORIC GRANT
EST.

ATTN: David and Patricia Constable
RE: Break Down For Historic Grant
ADDRESS: 264 Ontario Ave.

Code	Item	Remarks	Amount
01.0.	General Conditions	House Lifting	13,500.00
03.b.	Excavation <i>ACTUAL</i>	For New Footings and Foundation.	11,534.00 15509
03.c.	Backfill		4,000.00
03.g.	French Drain & Or Gravel		900.00
04.a.	Footings Labor and Materials		3,270.00
04.b.	Foundation Wall Labor and Materials		6,560.00
04.f.	Rebar		2,420.00
04.h.	Concrete Pump		1,410.00
08.0	Rough Lumber	New Floor, Walls, and Roof Framing Materials.	11,489.00 14457
09.0	Rough Framing Labor	New Floor, Walls, and Roof Framing Labor.	12,960.00 16308
09.b	Demolition Labor & Materials	Labor and Materials to remove non historic additions, shore, brace and prepare historic structure to lift.	9,010.00
10.0.	Window Package	New Wood/Wood Windows to replace Existing.	2,846.00
11.a.	Exterior Doors Labor & Materials	Rehabilitation and or Replacement	2,040.00
12.c.	Decks & Rails Labor	Historic Front Porch.	1,400.00
12.d.	Decks & Rails Materials	Historic Front Porch	950.00
15.0.	Roofing		4,700.00
18.b.	Exterior Painting		1,800.00 7000
21.a.	Siding Materials		2,400.00 10000
21.b.	Siding Labor		800.00 16276
31.0.	Profit & Overhead	EXISTING COND. & HPB REPORT	9,399.00 3300
TOTAL			103,388.00 12780
			135,856

REPLACEMENT SIDING: CLEAR, MILLED, POPULAR \$5100
SOFT & FACIA \$4900
\$10,000

















PARK CITY MUNICIPAL CORPORATION
HISTORIC PRESERVATION BOARD
MINUTES OF MARCH 4, 2015

BOARD MEMBERS IN ATTENDANCE: John Kenworthy, Lola Beatlebrox, Marian Crosby, Puggy Holmgren, Hope Melville, David White

EX OFFICIO: Thomas Eddington, Kirsten Whetstone, Anya Grahn, Hannah Turpen, Polly Samuels McLean, Makena Hawley

ROLL CALL

Chair Kenworthy called the meeting to order at 5:00 p.m. and noted that all Board Members were present except Cheryl Hewett who was excused.

ADOPTION OF MINUTES – January 7, 2015

MOTION: Board Member Holmgren moved to ADOPT the minutes of January 7, 2015 as written. Board Member Crosby seconded the motion.

VOTE: The motion passed unanimously.

PUBLIC COMMUNICATIONS

Jennifer Gardner had read about this meeting in the Park Record but she did not see the topic of anti-idling on the agenda. Director Eddington informed Ms. Gardner that the City Council would be discussing that topic the following afternoon. Assistant City Attorney McLean suggested that Ms. Gardner look online to find the approximate time that item would be discussed.

STAFF/BOARD COMMUNICATIONS AND DISCLOSURES

Planner Grahn thanked everyone who attended the open house. The attendance surpassed their expectations. She believed the actual attendance was higher than the 75 people signed in.

Planner Grahn reported that the Utah Heritage foundation was doing the Annual Preservation Conference next Friday in Salt Lake. The Planning Staff would be attending. She would be giving a presentation regarding mine structures.

Board Member Crosby asked for an update on the status of selecting the artist for the HPB award. Planner Grahn stated that the Planning Department put out a Request for Proposal in February and only one applicant applied. The Staff had concerns that the requirements were too stringent. Therefore, instead of asking that the artist submit a sketch of their actual proposal, they changed it to request a portfolio of some of their best work. The deadline for that submittal was Friday,

March 6th. The Staff hoped to get at least one more applicant and then schedule a meet with the subcommittee to choose an artist. The plan is to move forward in time to present the award in May during Preservation Month. Planner Grahn stated that the RFP could be found online. It was also advertised in terms of sending it out to a list of artists that might be interested or ones they have worked with in the past.

Board Member Crosby could not recall who had volunteered to be on the selection committee. She thought she had but could not remember. Director Eddington recalled that it Marian Crosby, Lola Beatlebrox and John Kenworthy.

Board Member White disclosed that he would be recusing himself from the Historic Grant for 264 Ontario Avenue since he is the project architect.

Board Member Melville asked if Mr. White had to be recused from the discussion because she and others may have questions regarding the project. Assistant City Attorney McLean assumed that someone else would be representing the applicant and could answer their questions. Mr. White pointed out that both applicants were in attendance and they were very knowledgeable and capable of answering questions. Ms. McLean explained that as a Board member it would be a conflict for him to present or to answer questions. The only exception would be if it was Mr. White's personal house.

Board Member Crosby disclosed that she would be recusing herself from the work session discussion regarding temporary winter balcony enclosures based on a working relationship with The Riverhorse. Chair Kenworthy asked if it was necessary for Ms. Crosby to be recused since it was only a work session item. Assistant City Attorney McLean replied that was Ms. Crosby's, but because the Code is tied to The Riverhorse application she recommended that recusal. Chair Kenworthy noted that he has a balcony on Main Street and he did not feel the need to be recused. Ms. McLean pointed out that it would primarily be a policy discussion, but it was also tied to a specific application. There was no reason for Chair Kenworthy to recuse himself but she suggested that he make a disclosure.

Chair Kenworthy disclosed that his building at 438 Main Street has a balcony. He did not have any type of relationship with The Riverhorse and believed he could keep an open mind during the discussion.

Board Member Holmgren disclosed that she was on the Executive Committee for the HPCA. Chair Kenworthy stated for the record that his balcony was a visual element and could not be occupied.

REGULAR MEETING – Discussion, Public Hearing and Possible Action

1. 264 Ontario Avenue – Historic District Grant (Application PL-14-02418)

David White recused himself and left the room

Planner Whetstone reported that the applicants, Patricia and David Constable, were the owners of the house at 264 Ontario Avenue. The home was built in 1890. It is a one-story frame T/L shaped cottage with a gable roof. According to the HSI it is T/L shaped because a cross wing was added to an existing hall-parlor structure. It is one of the earliest styles and one of three of the most common styles built in Park City during the Mining Era. The structure maintains its integrity of a T/L style because the additions have been minor. Planner Whetstone noted that the structure was nominated to the National Register in 1984 as part of the Park City Mining Boom area residence thematic district. However, it was never listed due to objections by the owners.

Planner Whetstone stated that minor additions included extra porch posts, a small lean to addition on the south side that was more of a greenhouse material, and a more recent shed addition on the east side of the rear. The additions are proposed to be removed as part of the restoration.

Planner Whetstone reported that in August of 2014 a Historic District Design Review was approved for the restoration of the historic cottage and an addition to the rear. There was plat amendment prior to the HDDR. The house originally sat on several Old Town lots and portions of other lots. The plat amendment created a large lot in the HRL District, which exceeds the required 3,750 square feet for a single family home.

Planner Whetstone stated that the grant application was submitted on June 25th, 2014. However, it was delayed because the City Council was considering a different policy for funding grants. The owners needed to get the historic house lifted and placed on a new foundation before winter. She clarified that there is no basement. The owners made an agreement with the Planning Director and they were allowed to continue with that work because the City had delayed the grant. Planner Whetstone noted that the policy issue had been resolved and the grant application was before the HPB for review.

Planner Whetstone reported that in addition to the foundation, the applicants had also done some stabilization to the walls, roof and porch. They were proposing siding and trim repair. The roof would be asphalt shingles. The applicants were also proposing to reconstruct the porch and bring back some of the historic elements.

Planner Whetstone reviewed a plan of the proposed addition. She indicated the two garages on the upper level on the McHenry side. Access to the garages and a front entrance to the house would be on McHenry. The historic structure was

the lower portion with a connector element that goes back three stories with two single car garages at the top floor.

Planner Whetstone referred to the table on page 57 of the Staff report showing the scope of work, which included the new foundation, structural work, siding repair, the historic porch, window and door replacement and roofing and exterior paint.

The Staff recommended that the Historic Preservation Board review this request and consider awarding the applicant a portion of the total cost up to a maximum of \$43,744. The applicants are the primary owners and they intend to make it their primary residence once the restoration is completed.

Planner Whetstone noted that the largest grant ever awarded by the program was \$50,000 for 1280 Park Avenue in 2003. The second largest grant was \$42,000 plus. If awarded, this would become the second largest grant received from the Matching Grant Program. She pointed out that any grant awarded over \$25,000 must go to the City Council for review.

Planner Whetstone requested that the HPB discuss the grant application and either consider awarding the amount of \$43,744, award a portion of that amount, deny the grant request entirely, or continue the item for additional information.

David Constable introduced himself and his wife Patricia. They have lived in Park City for 43 and they have owned the property at 264 Ontario for 14 years. Mr. Constable clarified that it was a previous owner in 1984 who objected to the National Register nomination. He remarked that they were anxious to use the house as their primary residence.

Mr. Constable stated that the structure is basically a shell currently, but it has been stabilized from the inside to support it. When they gutted the inside they discovered that at some point in the past there was a major fire in the home. They were unaware of the fire until then because it had been concealed with sheet rock and the roof. Mr. Constable noted that they also discovered that the roof has been compromised and would probably need to be replaced.

Assistant City Attorney McLean clarified the alternatives. If the amount is over \$25,000 they HPB would not award the grant but instead would forward a recommendation to the City Council to award that amount. She noted that the revised grant policy was attached to the Staff report as Exhibit F. Item 2 was a list of what the HPB had previously decided were eligible improvements during the grant update process. She suggested that the Board review that list. Ms. McLean noted that the list of eligible improvements talks about exterior work such as siding; however, in her report Planner Whetstone had not recommended including the siding.

Planner Whetstone clarified that they included siding but not roofing because at the time the roof was going to be new shingles. The Staff later decided to make it consistent and added roofing to the list. Ms. McLean pointed out that the Staff report showed an asterisk next to siding and roofing in the Scope of Work. Planner Whetstone replied that it was an error and the asterisks should be removed.

Board Member Melville stated that the HPB had said that additional eligible improvements were the physical conditions report and the preservation plan because both were expensive but required. Those items were not listed in the scope of work that was being requested. Planner Whetstone replied that the physical conditions report and the preservation plan were completed before the applicants submitted for the grant. Therefore, it was not requested as part of their application. Ms. Melville asked if it could still be added to help the applicants recoup the cost. Planner Whetstone answered yes.

Chair Kenworthy clarified that \$43,744.50 was 50% of the total and did not include the cost of siding, roofing and painting. Planner Whetstone replied that the siding was included in the \$43,744 amount, but roofing and exterior painting were not included in the total amount of \$87,489.

Board Member Melville noted that the applicants have since discovered that the roofing needed to be replaced; and she asked whether the roof would have been included if the application was submitted today. Planner Whetstone stated that they could have requested the structural part of the roof in the grant application. Typically new shingles are not an eligible expense because it is considered a maintenance item. Ms. Melville asked if the expense shown for the roofing was what the applicants initially thought they needed to do or what they have to do now in replacing it.

Mr. Constable stated that due to evidence of a fire, at least one half of the roof on the historic structure would have to be replaced. It was an open question as to whether or not to replace the entire roof. Ms. Melville thought the roofing should be included in the grant since there is evidence that it needs to be replaced. The preservation plan and the physical conditions report should also be included.

Board Member Beatlebrox noted that the HPA had agreed to cover up to \$3,000 for the preservation plan and the physical conditions report. Board Member Holmgren pointed out that paying for those reports was a reimbursement and not part of the grant.

Board Member Melville asked about the procedure for approving the reimbursement since the report and the preservation plan was already done. Planner Whetstone stated that they could include it their motion to the City

Council as part of their recommendation. Director Eddington suggested that they specify up to a certain amount to make it clear to the City Council.

Board Member Crosby understood that only half of the roof was destroyed in a fire. Mr. Constable replied that it was the southerly T-portion. Ms. Crosby asked if the \$4,700 for the roof shown in the Scope of Work reflected the replacing the entire roof or just a portion. Ms. Melville clarified that the \$4,700 was the cost for minor repairs and replacing the shingles. Ms. Constable remarked that they would most likely replace the entire roof.

Board Member Holmgren was uncomfortable just saying “up to” a certain amount. If they intend to include roofing or other items in the grant, she thought they needed to see it again with concrete numbers.

Chair Kenworthy asked for the size of the roof that needed to be repaired. Mr. Constable stated that that portion of the building is 12' x 24', but it would be on an angle. Planner Whetstone calculated 188 square feet. Chair Kenworthy thought \$4,700 was a high cost for 300 square feet. Board Member Crosby stated that they would still need documentation to support structural roof repair and a cost estimate from the contractor. Mr. Constable stated that Gardner Boswell was his contractor and they could provide that information.

Planner Whetstone suggested that the HPB should discuss the full grant amount before they ask the applicants to come back with further information. She pointed out that the grant request was already a significant amount before adding additional items.

Board Member Holmgren referred to the Scope of Work table on page 57 of the Staff report and the reference to “labor”. She assumed they were not paying for labor because it is not an eligible expense. Planner Whetstone replied that labor was included in both the structural work and siding repair because it is part of the cost to do the work.

Chair Kenworthy asked the Board to provide input on the grant and the three items in question.

Board Member Beatlebrox stated that the entire application was well-done and straightforward and detailed. She was familiar with the property and it will enhance the town if it can be renovated and preserved. Ms. Beatlebrox was in favor of granting the original amount requested. In terms of the roof, because it is a new item she agreed that the Board needed to see actual numbers if they intend to include it in the grant. Regarding the exterior painting, Ms. Beatlebrox asked if the siding was original. Mr. Constable stated that it is original; however, where the non-historic addition was removed, that portion clearly needs to be painted. He remarked that at least one-third of the building is raw wood. It is the

original siding but it will need to be painted in order to preserve it. Ms. Beatlebrox stated that siding will deteriorate if it is not painted regularly. As part of the preservation she thought they should support exterior painting.

Board Member Crosby concurred with Ms. Beatlebrox. She would also like clarification on the roof repair and she was not opposed to giving grant money to help with the roof expense. Ms. Crosby complimented the applicants on the level of detail in their application. She asked for clarification on the preservation plan and whether the cost is reimbursable up to \$3,000.

Board Member Holmgren recalled the discussion but she could not remember the exact amount. Planner Grahn recalled that they were willing to reimburse up to \$1,500 per report for a total of \$3,000.

Assistant City Attorney McLean noted that the policy comes from the HPB and they can be living documents. As they define the policy it should be updated to so the expectations are clear to everyone. It should be outlined in the policy and not just based on memory or minutes. Board Member Holmgren clarified that Ms. McLean was suggesting that Exhibit F should be updated if they include additional improvements. Director Eddington agreed that the HPB should update the policy as the grant program evolves.

Director Eddington commented on the \$3,000 amount for the physical conditions report and the preservation plan. He noted that \$3,000 is the typical cost for each one and the HPB had decided to reimburse 50% of the cost up to \$1500 for each. However, it would not be part of the grant. Chair Kenworthy asked how it would be paid. Board Member Holmgren stated that the applicant would apply for a reimbursement separate from the grant. Board Member Melville stated that the HPB needs to authorize the funding before any work could be started; except for the physical conditions report and the preservation plan because those need to be done first.

Board Member Holmgren reiterated her understanding that the reimbursement was not part of the grant. Director Eddington understood that the reimbursement was part of the grant because it is the only funding source available. He recalled that timing was the issue because the physical conditions report and the preservation plan need to be done first to understand the proposal for the grant.

Assistant City Attorney McLean thought it was unfortunate that this item was scheduled first because this was a broader policy discussion that was taking place without Board Member White. She suggested that the HPB could briefly continue this item until later in the meeting and bring back Mr. White to participate in the discussion so they have a clear policy with his input.

Board Member Holmgren suggested that the HPB continue this item to the next meeting to allow the applicants to obtain information and a cost estimate for the roof. Assistant City Attorney McLean commented on the important of being consistent with the grant program. If the HPB decides that every historic house being renovated deserves to have roofing, the policy should be updated to include roofing. Their original intent was not to include roofing, but that can change because it is a living document. However, if they were only considering awarding the roofing amount for this application because they assume that the roofing amount will be less than the cost of the structural, and the amount can go towards the structural, the Board can make that decision but it has to be made with distinction to avoid setting a precedent.

Chair Kenworthy agreed that consistency was important. He also agreed that it was important to have David White's opinion on the physical conditions report and the preservation plan; and for that reason he favored a continuance until later in the evening.

Ruth Meintsma asked if the HPB could take public input before they continue because there were more questions regarding the policy that refer to the next application. Assistant City Attorney McLean stated that the Board could decide whether or not to take public input at this time. She thought the better question was whether or not public input would relate specifically to this application. If public comment was more about the policy in general, it might be better to hear those comments when David White was in the room.

Chair Kenworthy preferred to continue and asked for a motion to continue until later in the evening. Board Member Holmgren stated that she still had questions regarding the labor situation, windows, siding and repair materials. Planner Whetstone thought the HPB needed to address those issues now so the Staff and the applicant would know what to bring back in terms of addressing the issues raised by the Board and the public. Chair Kenworthy pointed out that if they still have unanswered questions they could continue it again to the next meeting.

MOTION: Board Member Beatlebrox made a motion to temporarily CONTINUE this discussion until after the 943 Park Avenue item on the agenda. Board Member Holmgren seconded the motion.

VOTE: The motion passed unanimously.

David White returned to the meeting.

Chair Kenworthy called for a policy discussion regarding the physical conditions report and the preservation plan. He briefly updated David White on why the Board temporarily continued the grant request for 264 Ontario Avenue.

Planner Grahm explained that the way the City was funding the grant program had become illegal per State law. Therefore, they looked at other ways to create a policy to guide the grant program. The Staff initially met with the City Council, and came before the HPB. At that time the HPB discussed possibly putting a cap on the total amount of a grant; but that was not supported. The HPB talked about allowing people to apply grant funds to be reimbursed for the physical conditions report and preservation plan. Planner Grahm pulled up the minutes from that meeting to recall their discussion. The minutes reflect that Chair Kenworthy had asked about the cost of a physical conditions report and preservation plan. The Staff estimated approximately \$2,000. According to the minutes, the HPB decided on reimbursing a maximum of \$1500 for the physical conditions report and \$1500 for the preservation plan. The applicant could be reimbursed for each report up to that amount for a total reimbursement of \$3,000.

Board Member White stated that he was not aware of that discussion or the decision to reimburse for those reports.

Planner Grahm stated that the Staff understood that if someone came in with a physical conditions report that cost \$3,000, the HPB and the City Council could reimburse them for up to \$1500, which is the half. Board Member White understood that both the report and the preservation plan were part of the HDDR. Planner Grahm replied that they are; however, the HPB had expressed interest in helping applicants pay for those reports because it was an additional burden of owning and restoring a historic home.

Board Member Melville believed the Staff correctly understood the Board's intent. Board Member Crosby clarified that the reimbursement request would be submitted with the grant application. Planner Grahm replied that the physical conditions report and the preservation plan are required as part of the Historic District Design Review process, and they are approved as part of the HDDR. She understood that timing was a concern and it was agreed that reimbursement for the report and the preservation plan would be reimbursed at the time of the grant and it would be combined into one application.

Board Member Beatlebrox stated that when they were reviewing the application for 264 Ontario and there was no mention of the preservation or physical conditions report, it seemed unfair not to bring it up because it was being requested in the next application for 943 Park Avenue.

Board Member White stated that for 264 Ontario Avenue, the grant money requested was completely for construction and reconstruction, but nothing prior. Planner Grahm explained that Mr. and Mrs. Constable set up their grant application that way because the grant program had been on hold since they applied last July. They were unique in that they were allowed to move forward

with construction because the grant program was not available and they needed to start construction. However, the application for 943 Park Avenue came in after the grant program was approved by City Council and the policy was in place.

2. 943 Park Avenue – Historic District Grant (Application PL-15-02682)

Planner Grahm reviewed the grant application for a Landmark structure at 943 Park Avenue. The house was originally built around 1900 as T-shaped cottage. It was modernized sometime between 1900 and the Second World War. After the 1940's the house was covered in asbestos siding according to the tax cards. In the 1960's aluminum siding was added, the structure lost its chimney and the picture window was altered. In 2000 Dick Peek owned the house. He renovated it and restored many of the original details. The home is currently owned by John Hutchings and his wife Cara and they would like to renovate the house to make it a home for their family as their primary residence.

Planner Grahm stated that a new basement needs to be constructed. The structural stabilization that was done in 2000 is still in fairly good condition; however it needs to be upgraded and replaced as necessary. The roof structure also needs to be upgraded. Mr. Peek informed her that the siding and trim was the historic siding that he uncovered and repaired in 2000. New siding was mixed in which is to be expected. This applicant plans to repair and paint the siding.

Due to the amount of work necessary to restructure the roof and the fact that the plywood sheathing and the decking need to be replaced, Planner Grahm recommended that the grant also help them fund the asphalt shingles. She explained that typically new shingles is considered maintenance. However, this situation was different because with this amount of structural work something has to go on top of the roof sheathing. Planner Grahm stated that the porch would be reconstructed and brought back to more of the mining era and less reminiscent of the 1920 details.

Planner Grahm presented the approved plans which were attached to the Staff report. She reviewed that the cost breakdown and noted that repair to the trim and siding was included in the grant, but not painting the siding. The physical conditions report and the preservation plan were included as a reimbursable expense. They did not have a breakdown cost for each report but the total cost of both reports was more than \$3,000.

Planner Grahm stated that if approved, this would be the largest grant ever awarded by the City.

for rest of 943 Park Ave
discussion see 943 Park Staff
report. 10

Planner Grahn summarized the items that the applicant should provide: 1) the cost difference between the slab foundation and the basement; 2) more detail regarding the roofing expenses; 3) more detail about the siding and cornice repair; 4) whether or not paint is required to maintain the siding.

The Board concurred. Chair Kenworthy recommended that Mr. Hutchings also provide the backup showing what he paid for all the reports.

Board Member Melville thought it was right to request the documentation, but she wanted to make sure that they did not put additional requirements and burdens on the applicant because they intent is to encourage people to do preservation and to seek grant funds. She asked Mr. Hutchings if the documentation requested was something he could easily provide or whether it would be a burden. Mr. Hutchings stated that he has all the information and could easily provide whatever they needed.

Board Member Crosby noted that their request added another level of detail to the physical conditions report and the preservation plan. Planner Grahn stated that it could be addressed through an amended report or by adding exhibits to the existing report. She would work with the applicant to determine the best way to handle it.

3. 264 Ontario Avenue (Continued Discussion)

Board Member White recused himself and left the room.

Director Eddington informed Planner Whetstone that the HPB clarified that their previous decision was to reimburse up to \$1500 for the physical conditions report and \$1500 for the preservation plan, for a total not to exceed \$3,000. The reimbursement is included as part of the grant and the reports can be done prior to awarding the grant.

Chair Kenworthy opened the public hearing.

Ruth Meintsma stated that comments on this project were more optimistic. However, she suggested conditions instead of a straight 50% of cost. She understands roofing enough to know what it takes to keep the roof and reinforce it. She thought the proposed expense for the roofing was a small amount and believed that it should be included in the grant. Ms. Meintsma reviewed the scope of work listed and thought the excavation should be 100%. For backfill, drain and gravel, she thought the drain was definitely necessary to keep water off the house. In terms of backfill and gravel, Ms. Meintsma noted that the equipment would already be on-site for the addition and she asked if that was considered in the amounts or if the cost was representative of a segment of the entire operation.

Mr. Constable explained that the house lifting and the excavation under the house, as well as the backfill, drainage and gravel would occur independent of the excavation for the addition.

Based on that explanation Ms. Meintsma thought it should be funded the full 50%. Regarding the porch, Ms. Meintsma quoted language from the preservation plan that she believed was conflicting information. One quote stated that the existing porch will remain the same. The second quote stated that the porch would be rebuilt, posts would be reused. A third quote was note on the architectural drawing stating that the porch roof will be braced back to the house during construction.

Mr. Constable explained that they had braced the roof and removed the non-historic porch floor. The posts were saved and will be re-used. The actual roof of the porch will also be reused.

Ms. Meintsma stated that if the owner intended to reuse the porch roof, she believed they should be awarded all the funding. Ms. Meintsma reiterated her earlier comment that restoration of the porch was the wrong term. Ms. Meintsma commented on the asterisks next to siding materials and labor with the question of whether or not it should be included. She stated that with this structure most of the siding is in good condition and according to the physical conditions report only a small amount at the base need to be replaced. Based on the work and labor required to scrape, fill and replace to save the siding, as well as the small amount of new material, she thought the \$32,000 looked like a small figure and suggested funding 100%. Ms. Meintsma commented on the restoration of windows and doors. She pointed out that the window shown in the drawings was different from the actual window in the house.

Mr. Constable stated that in looking at historic photos, the window was changed at some point. Ms. Meintsma agreed, but noted that the changed window became historic in its own right. That window was changed again on the plans. He remarked that the preservation plan states that all the doors and windows would stay the same.

Mr. Constable replied that she was correct. Ms. Meintsma believed that the window she mentioned was different on the plans. Mr. Constable disagreed. All the windows and doors in the historic house will remain exactly the same in style and size. He pointed out that they will be new windows and the doors will be refinished.

Ms. Meintsma believed the measurements on the drawings for the front porch casement window was different from the size identified on the existing conditions report.

Ms. Constable informed Ms. Meintsma that the windows contractor came and measured every window to make sure the new windows would be the same size. Planner Whetstone confirmed that the windows would be the same. Ms. Meintsma conceded that the discrepancy was with the drawings.

Ms. Meintsma noted that the windows would be replaced with new energy efficient windows, which is a factor for replacement, but it is not supposed to dominate. She read from the guidelines, a historic window with a storm window could actually be better. In her opinion, replacing the existing windows with new windows was not the first best option. She thought the people who take the extra effort to renovate everything they possibly can and take the least evasive approach by adding the storm window should receive 50% of the cost. Replacing the windows with new windows is easy and fast, and most people do even though it is not the best for historic preservation. Her recommendation would be to award 40% for those who completely replace the windows.

Ms. Meintsma found conflicting information regarding the trim. She asked if all the trim around the window would be saved.

Mr. Constable stated that the trim around the double-hung window would be saved. Ms. Meintsma asked about the other windows. Planner Whetstone recalled that after they went back and looked at the windows they went inside and determined that they were not historic. Ms. Meintsma clarified that she was talking about the trim. The preservation plan indicated that all the trim would be saved but the windows would be replaced.

Mrs. Constable stated that their intent is to use whatever trim they can, and any damaged trim would be reconstructed to look exactly the same.

Ms. Meintsma commented on the asterisk for exterior painting. Since priming is the part of the major protection, she suggested approving the amount for work up to and including the priming at 50%, but not awarding money for the paint color. Ms. Meintsma questioned whether the walls should be awarded a 50% grant. The structure in the house is described many times in both the physical conditions report and the preservation plan indicating that and the structure from the ground up is in good condition, except for the issue with the roof. She noted that for the walls the applicants want to put 2 x 6's for environmental reasons. She thought that made sense, but it comes under a different purview and moves into a different category. Ms. Meintsma thought those with structural unsound walls should be eligible for 50%. In her opinion that did not apply in this case.

Ms. Meintsma commented on the roof. She has been evaluating different structures around town, but in particular the garage on Woodside that was renovated and no longer has the feeling of a historic garage. Ms. Meintsma

stated that when a roof is unsound and needs to be replaced, the first place the contractors go to is TJI, which is a brand name for I-beams. They are fast, easy and cheap and they make a good strong roof to Code, but they alter the historic look. She consulted a structural engineer who said a lower mass profile roof can be done, but it takes a different level of designing and engineering. Ms. Meintsma believed the Constable's would have to replace the entire roof rather than just a portion. If they have their contractor build a low profile roof, she thought the City should award 100% of the amount for the grant because that type of roof is expensive.

Chair Kenworthy closed the public hearing.

Mr. Constable commented on the 2 x 6 walls and the \$24,000 budget and the City paying for half of that amount. He agreed that maybe the house could remain standing in its current condition since it has for 130 years, but at some point it will not. He believed that if they expend the time, money and effort to go through this process, they should do what they can to make sure the structure lasts another 100 years. Mr. Constable stated that their plan for the walls has the energy efficient component, but the primary intent is to make the house safe and sound and able to withstand snow loads and other elements. He did not believe that awarding \$12,000 to shore up the house was an inordinate amount of money for the City to pay.

Mrs. Constable commented on raising the house. She was unable to watch it because it was so intense to see the house lifted seven feet in the air and coming back down square on to the foundation. She noted that one of the walls Ms. Meintsma mentioned as being structurally sound was a shaped wall and they are all different levels of the interior of the house. She felt strongly that the house needed a lot of support. Mrs. Constable appreciated the fact that the Board takes the time to contemplate everything and to even consider awarding money to help maintain the structure. She assured them that they would do the best job possible to make this home a beautiful place. She also thought it would be unique in terms of historic preservation because of the circumstances of entering the house from McHenry due to the Ontario right-of-way which is not their property. Mrs. Constable complimented David White on doing an incredible job of co-joining the new part with the historic. She was very proud of it.

Board Member Holmgren was happy with everything on this project. She would like the amount of the historical forms officially put into the grant request. If they are looking at roofing she also wanted that officially in the request. She was pleased with the work that was already done and thought the rest of the project would be very cool.

Chair Kenworthy clarified that Ms. Holmgren was asking that the physical conditions report and the preservation plan be included in the grant up to \$3,000,

providing that Mr. White submits his invoice, and that the amount for those reports would be added to the amount of \$43,744.

Board Member Holmgren clarified that she was also asking the applicant to find out the exact cost of the roof so the amount would not be based on guessing. She suggested that they obtain that cost prior to the next meeting so they could move this forward. Ms. Holmgren recommended a continuance to allow the Applicant the time needed to provide the necessary information.

Board Member Melville preferred to make a decision this evening. She asked if it was possible to award an amount this evening and to review a separate request for the roof. Planner Whetstone noted that some roof work was already included in the structural work. She understood that the remaining cost of the roof was for new shingles.

Director Eddington recommended that the Board keep it as one grant. It would be easier for the City Council to review and for the Staff to follow the grant and make the payouts. He concurred with Ms. Holmgren's recommendation to continue the item until they have an exact cost for the roof repairs as well as the preservation plan and the physical conditions report.

Board Member Beatlebrox asked if those costs would be added to the matrix or whether they would be separate. Director Eddington replied that it would be added to keep it one grant.

Mr. and Mrs. Constable were comfortable with a continuation.

Board Member Beatlebrox stated that in addition to knowing the cost, she would like to know exactly what they intend to do with the roof, given the concern that was raised earlier about making sure a new roof still looks old. Ms. Beatlebrox also requested that they identify the materials they propose to use on the roof.

Board Member Melville agreed with the comment to update the grant with preservation plan and the physical conditions report request. She personally favored including the exterior painting in this case because of the old wood that is being maintained.

MOTION: Board Member Melville moved to CONTINUE the grant request for 264 Ontario Avenue to the next meeting to consider the applicant's resubmission of the Scope of Work Summary, which will now include the preservation plan and physical conditions report, as well as the proposed repairs to the roof and the associated costs. Board Member Crosby seconded the motion.

VOTE: The motion passed unanimously.

Historic Preservation Board Meeting
January 7, 2014

look of the architecture. She asked if they had consulted with the Historical Consultant to see if it would affect their designation as a Historic District. Planner Grahm stated that she spoke with Corey Jensen and the State Historic Preservation Office and he told her that if it is temporary it would not impact the National Register. Ms. Melville stated that temporary was one thing in terms of the Building Code definition of less than six months. However, temporary in terms of built upon standards and the majority of the visitors who come in the winter seeing a permanent structure attached to the outside of buildings changing the look of the architecture is a different issue. She pointed out that if the structures were permanent it would jeopardize the National Register; therefore it is an architectural change.

Chair Kenworthy personally preferred something closer to 120 days rather than 180 days.

Board Member Holmgren stated that when the City discussed outdoor dining decks guidelines were written on how they should be built. Ms. Holmgren was excited about the decks and she was excited about this next step. She remarked that Park City is historic but they also needed to be realistic.

Board Member Hewett liked the fact that the ceilings would be clear. She thought the timing was good and she had no concerns.

Given the late hour, Planner Grahm suggested that the discussion regarding changes to the LMC and the Design Guidelines for temporary winter balconies enclosures be continued to another meeting. The Board concurred.

Historic District Grant Program – Policy Review

Board Member Crosby returned to the meeting.

Planner Grahm stated that the goal for establishing guidelines is to give the HPB some criteria as a basis for deciding whether a project qualifies for going from Significant to a Landmark status. She reminded the Board that Landmark means the site is National Register eligible and it must be pristine.

Planner Grahm reviewed each guideline.

1. The building shall not have been reconstructed, panelized, relocated, or re-oriented.

In speaking with Ms. Meintsma this evening, Planner Grahm believed there were unique circumstances such as High West where this works and it can remain National Register eligible. However, in the majority of cases it is very rare for a structure to remain on the National Register if it is reconstructed or relocated.

Board Member Melville asked Ms. Meintsma and Board Member White for their suggestions based on their research and experience. She was unsure if the proposed guidelines would work when put into practice.

Ms. Meintsma noted that there was a footnote in the packet that explained the high West situation. It was unique because it was panelized, but they went to great lengths to keep the historic material and the interior, which the National Register is particularly interested in.

Board Member Melville understood that a site would not have to meet the National Register in order to go back to Landmark status. Planner Grahn replied that Landmark is a local designation. However, one of the criteria for being Landmark is eligibility for the National Register. It is a current criteria and that would not change.

Board Member White pointed out that restoration does not necessarily mean that the interior floor plan has to be historic. Planner Grahn stated that from the standpoint of the Planning Department they could not monitor interiors. However, a site that they believe is Landmark Status could be reviewed by Utah State History and they could say that because the interior was changed the site would not be eligible. She could not be able to make that determination but the State could. Mr. White stated that in all of the historic homes he worked on, they never worried about the interior.

Board Member Melville pointed out that there are Landmark structures on the HSI that she assumed had altered interiors. Planner Grahn stated that there are situations where a site could be eligible for the National Register because the exterior contributes to a district as a whole; or it could be eligible because individually the site is in pristine condition. She noted that the surveyors do not look at the interiors but they do look at the form of the building and how the interior has been altered. For example, if a structure was historically a hall-parlor and the walls were removed to make one room, it is no longer a hall-parlor design and it would not be eligible for the National Register.

Director Eddington clarified that the local criteria for a Landmark designation are looser than the National criteria. He believed they were equal to the National criteria for exteriors, but the criteria differs for interiors and that is where a structure designated Landmark by Park City could lose its National Register eligibility when reviewed by the State.

Board Member Melville recalled that the Board has looked at giving incentives for those who take their buildings from Significant to Landmark. Ms. Meintsma commented on two specific applicants to help put the criteria into perspective. She believed the limitations for reconstruction were clear because there is no

historic material. Panelization does not seem to work because too much material is lost. However, High West went to such extremes to save the materials and the interior in the process of panelization that they remained on the list. Ms. Meintsma did not believe an owner should be given the 10% for panelization, but it could be considered on a case by case basis for situations where extreme measures are taken. She liked the notation on the panelization and suggested that it should also apply to relocation.

The Board was comfortable with reviewing unique circumstances on a case by case basis.

2. If a new basement addition is constructed, no more than six inches (6") of the new foundation should be visible from the public right-of-way. If a historic foundation previously existed, then any new foundation shall match the historic in material, texture, composition, and color. The height of the original foundation above Existing Grade shall be retained—the new foundation shall not be shorter or taller above Finished Grade than what previously existed. No new underground garages are permitted.

Planner Grahn noted that currently basement additions are allowed to be raised two feet. The problem is when too much of the foundation is visible. She presented two scenarios. One showed a basement addition that was low to the ground and less visible. The second had added a basement but it was easy to see how much it was significantly raised and how much of the foundation was visible.

The Board was comfortable with Criteria 2 as proposed.

3. The transitional element used to connect the historic house to the new addition shall not consume more than twenty-five percent (25%) of the length of the historic wall. The length of the transitional element shall be fifty percent (50%) of the length of the two (2) sides of the historic building.

Planner Grahn stated that the Preservation Brief that talks about what additions to National Register listed buildings are, talks about making a clear transition and keeping the new addition subordinate. Planner Grahn remarked that the Staff suggests that instead of losing the entire rear wall, the transitional element should be limited to 25% of the length of the historic wall. That would allow more of the historic material to remain intact. Planner Grahn referred to the length of the transitional elements and provided an example to support the Staff suggestion for the criteria.

Board Member White stated that the transitional element needs to be visible and separate. He concurred with the Staff.

Ms. Meintsma liked the concept of the guidelines but she suggested removing the wording “of the length” and just say, “....25% of the historic wall.” If it is a two-story building they could make it a half-story and the entire connecting feature would be 25% total and not just the length. She also changed the wording from “historic wall” to “connecting wall”, because if the sidewalls and the façade are all historic but the back wall is new, the language “historic wall” would not work.

Planner Grahm stated that her concern is that sometimes the materials of the historic wall has changed and she would not want there to be any confusion as to when the rule should be followed.

Board Member Crosby used the Kimball Arts Center as an example and the plans of the previous drawings. She noted that the connector was relative small. However, now there is an empty lot with a new developer. If they propose to develop the plaza and lot adjacent to the historic portion on the corner, she asked if 75% of that wall would be undevelopable due to the connector. Planner Grahm replied that it would only be applied to grant applications. Ms. Crosby clarified that the criteria would not be part of the HDDR. Planner Grahm stated that it is only if an applicant wants the extra 10% boost. The reason for being so strict is to make sure the 10% is only given to those who make the extra effort to preserve the historic material.

The Board was comfortable with the language as written by Staff. For clarification, Planner Grahm suggested changing the language to read, “...the historic connecting wall”.

4. The footprint of the addition should not exceed fifty percent (50%) of the historic footprint.

Planner Grahm clarified that only the grant applicants who want the 10% boost would have to meet this criteria. It only addressed footprint and not height. It is an effort to keep the addition smaller and more subordinate. It would only apply to the footprint of the addition. Ms. Meintsma pointed out that the structure could be three or four stories and it could also have a basement

Board Member White thought 75% was more reasonable. Planner Grahm pointed out that if someone came in with a grant application, they could deny giving the extra 10% if they thought the mass and scale had been maximized.

The Board was comfortable increasing the percentage to 75%.

5. The addition should not be visible from the primary right-of-way unless the property is a corner lot.

Planner Grahn suggested changing the language to read, "The visibility of the addition should be minimized from the primary public right-of-way." Side additions could be reviewed on a case by case basis. The Board concurred.

6. Any later additions to the roof form such as dormers, sky lights, or changes to roof pitch must be removed and the historic roof form restored.

The Board concurred with the criteria as written.

7. Porch posts, railings, and materials shall be restored based on sufficient documentation.

The Board concurred with the criteria as written.

8. Window and door openings and configurations on primary and secondary facades shall be restored based on sufficient documentation.

The Board concurred with the criteria as written.

9. The existing grade shall be substantially unchanged following the project.

The Board concurred with the criteria as written.

10. Following completion of the project and issuance of a Certificate of Occupancy, but prior to grant payout, staff will return to the Historic Preservation Board with a Determination of Significance to ensure that the project meets the criteria in which to be designated a Landmark Structure

The Board concurred with the criteria as written.

Board Member Melville noted that 1063 Norfolk was one of the last houses that received a grant. She walked by the house the other day and notice a very modern front door and a very modern garage door. The retaining wall is metal rather than stone. She believed the owners had done the house correctly, but these visibly modern elements distract from the historic and they should not have been approved under the grant application. Ms. Melville asked Planner Grahn to look at the structure. If those elements are acceptable, she suggested that the Board should review what they were allowing with historic grants.

The meeting adjourned at 9:55 p.m.

Approved by _____

Historic Preservation Board Meeting
January 7, 2014

John Kenworthy Chair
Historic Preservation Board



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

The Applicant is Requesting a Plat Amendment for the Purpose of Combining 1 and a Half (1.5) Existing Lots (Lots 23 & Half of Lot 22) into One (1) Lot of Record Located in Block 15 of the Snyder's Addition to the Park City Survey. the Applicant Currently Owns Both Lots and Requests to Combine the Lots to Create One (1) New Larger Lot on Which They Plan to Demolish the Existing A-Frame Home and Build a New Single-Family Home at 940 Empire Avenue.

Respectfully:

Christy Alexander, Planner II

City Council Staff Report



Subject: 940 Empire Avenue Plat Amendment
Author: Christy J. Alexander, AICP, Planner II
Project Number: PL-15-02762
Date: July 30, 2015
Type of Item: Administrative – Plat Amendment

Summary Recommendations

Staff recommends the City Council hold a public hearing and consider approving the 940 Empire Ave plat amendment, based on the findings of fact, conclusions of law and conditions of approval as found in the draft ordinance.

Description

Applicant: Justin Steinberg, owner/Larry Feldman, representative
Location: 940 Empire Ave
Zoning: Historic Residential (HR-1)
Adjacent Land Uses: Single-family and Duplex homes
Reason for Review: Plat amendments require Planning Commission review and City Council action

Acronyms

LMC = Land Management Code
HDDR = Historic District Design Review
CUP = Conditional Use Permit
HR-1 = Historic Residential - 1 Zone

Executive Summary

The applicant is requesting a Plat Amendment for the purpose of combining 1 and a half (1.5) existing lots (Lots 23 & half of Lot 22) into one (1) lot of record located in Block 15 of the Snyder's Addition to the Park City Survey. The applicant currently owns both lots and requests to combine the lots to create one (1) new larger lot on which they plan to demolish the existing A-frame home and build a new single-family home at 940 Empire Avenue.

Purpose

The purpose of the HR-1 District is to:

- (A) Preserve present land Uses and character of the Historic residential areas of Park City,
- (B) Encourage the preservation of Historic Structures,
- (C) Encourage construction of Historically Compatible Structures that contribute to the character and scale of the Historic District and maintain existing residential neighborhoods,

- (D) Encourage single family development on combinations of 25' x 75' Historic Lots,
- (E) Define development parameters that are consistent with the General Plan policies for the Historic core, and
- (F) Establish development review criteria for new development on Steep Slopes which mitigate impacts to mass and scale and the environment.

Background

On May 7, 2015 the applicant submitted a complete application for the 940 Empire Avenue plat amendment. The property is located at 940 Empire Avenue in the HR-1 District.

Currently both Lots 23 and the southerly ½ of 22 contain one A-frame single family home. Both lots are now owned by Justin Steinberg. There have been several lot splits consistently down the same street where others have combined one and a half lots. Only one lot (Lot 23-a standard Old Town lot) currently meets the minimum lot area standards as given for the HR-1 District. The applicant states their intentions are to build a single-family home on the proposed combined lot.

On July 8, 2015 the Planning Commission held a public hearing and voted unanimously to forward a positive recommendation to the City Council.

Analysis

The proposed plat amendment creates one (1) lot of record consisting of 2,812.5 square feet. The minimum lot area for a single family dwelling is 1,875 square feet. Both lots currently contain an existing non-historic A-frame single family home. The combined lot area does not meet the minimum lot size of 3,750 square feet for a duplex. The applicant has not yet submitted an HDDR application or plans for the proposed structure on the lot.

There is currently one (1) existing building on the north side of the proposed lot. The lot to the north (southerly ½ of Lot 22) contains a building with four and a half (4.5') side yard setbacks on the lot line shared with 940 Empire Ave. The lot to the south (936 Empire Avenue plat amendment) of 940 Empire Ave is a vacant lot. The existing home at 940 Empire Avenue encroaches onto 936 Empire Ave by 0.3 feet. An encroachment agreement was previously recorded between the two property owners.

Any new structure proposed for the combined lot created by this plat amendment would need to meet the current LMC code requirements of 3 feet side yard setbacks (6 total),. Front and rear yard setbacks would need to meet current code standards of a minimum of ten feet (10'). The properties within 200 feet across the street on the west side of Lowell Ave consist of mainly duplex dwellings, larger single-family dwellings and vacant lots.

The minimum lot width allowed in the district is twenty-five feet (25'). The proposed width will be thirty-seven and a half (37.5') feet. The proposed lot will be compatible with the existing neighborhood as the two lots either side of the proposed lot are approximately each thirty-seven and a half (37.5') feet in width as well. The houses within 200 feet to the north and south on the east side of Empire Ave consist of typical "Old Town" single-family dwellings and vacant lots. The proposed lot combination meets the lot and site requirements of the HR-1 District described below:

Required	Existing	Permitted
Lot Size	2,812.5 square feet	1,875 square feet minimum
Building Footprint	Approximately 1,029 square feet	1,201 square feet maximum (based on the lot area of 2,812.5 square feet)
Front/rear yard setbacks	27 feet front yard setback and 7 feet rear yard setback	10 feet minimum, 20 feet total (based on the lot depth of 75 feet)
Side yard setbacks	13.5 feet northerly side setback and 0 feet southerly side setback which is non-conforming.	3 feet minimum, 6 feet total (based on the lot width of 37.5 feet); in this case with 6 feet on the northerly side due to existing structure on the property line and 3 feet on the southerly side.
Height	N/A	27 feet above existing grade, maximum. 35 feet above existing grade is permitted for a single car garage on a downhill lot upon Planning Director approval. Plat: cannot exceed eighteen feet (18') in height above the garage floor with an appropriate pitched roof (8:12 or greater). Height exception for the garage may be granted if it meets the preceding criteria.
Height (continued)	N/A	A Structure shall have a maximum height of thirty five feet (35') measured from the lowest finish floor plane to the

		point of the highest wall top plate that supports the ceiling joists or roof rafters.
Final Grade	N/A	Final grade must be within four (4) vertical feet of existing grade around the periphery of the structure.
Vertical Articulation	N/A	A ten foot (10') minimum horizontal step in the downhill façade is required unless the First Story is located completely under the finish Grade on all sides of the Structure. The horizontal step shall take place at a maximum height of twenty three feet (23') from where Building Footprint meets the lowest point of existing Grade.
Roof Pitch	N/A	Between 7:12 and 12:12. A roof that is not part of the primary roof design may be below the required 7:12 roof pitch.
Parking	Two parking spaces	Two (2) parking spaces per dwelling.

The plat also contains an existing retaining wall to the south and front of the property that encroaches onto the property to the south by approximately one foot. The applicant has already obtained an encroachment agreement for the retaining wall with the adjacent neighbor. This plat amendment is consistent with the Park City LMC and applicable State law regarding plat amendments. Any new structures must comply with current LMC requirements. A steep slope conditional use permit may be required for development on the amended lot. Recordation of this plat and completion and approval of a final HDDR and Steep Slope CUP application, if required, are required prior to building permit issuance for any construction on the proposed lot.

Good Cause

Planning Staff finds there is good cause for this plat amendment. Combining the lots will allow the existing house to clear up the lot line running underneath the home and any new construction will be on one sole lot. The plat will incorporate a remnant ½ lot into a platted lot. The plat amendment will also utilize best planning and design practices, while preserving the character of the neighborhood and of Park City and furthering the health, safety, and welfare of the Park City community.

Staff finds that the plat will not cause undo harm to adjacent property owners and all future development will be reviewed for compliance with requisite Building and Land Management Code, and applicable Historic District Design Guidelines requirements.

Department Review

This project has gone through an interdepartmental review. There were no issues raised by any of the departments or service providers regarding this proposal that have not been addressed by the conditions of approval.

Notice

The property was posted and notice was mailed to property owners within 300 feet in accordance with the requirements in the LMC on June 24, 2015. Legal notice was also published in the Park Record by June 20, 2015 and on the public notice website in accordance with the requirements of the LMC.

Public Input

Staff has not received public input on this application at the time of this report. Public input may be taken at the regularly scheduled City Council public hearing.

Process

Approval of this application by the City Council constitutes Final Action that may be appealed following the procedures found in LMC 1-18. Any new structures may require a Steep Slope CUP and will require a HDDR. A Building Permit is publicly noticed by posting of the permit.

Alternatives

- The City Council may approve the 940 Empire Avenue plat amendment as conditioned or amended; or
- The City Council may deny the 940 Empire Avenue plat amendment and direct staff to make findings for this decision; or
- The City Council may continue the discussion on the plat amendment to a date certain and provide direction to the applicant and/or staff to provide additional information necessary to make a decision on this item.

Significant Impacts

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

Consequences of not taking the Suggested Recommendation

The proposed plat amendment would not be recorded and one and a half (1.5) existing lots would not be adjoined and would remain as is. The lot at 940 Empire Avenue would remain with an existing home situated on top of a lot line and any new construction would have to comply with the current LMC requirements for any new structures on typical "Old Town" single lots.

Recommendation

Staff recommends the City Council hold a public hearing and consider approving the 940 Empire Avenue plat amendment based on the findings of fact, conclusions of law, and conditions of approval as found in the draft ordinance.

Exhibits

Ordinance

Exhibit A –Proposed Plat

Exhibit B – Existing Conditions Survey

Exhibit C – Vicinity Map/Aerial

Exhibit D – Photographs

**AN ORDINANCE APPROVING THE 940 EMPIRE AVENUE PLAT AMENDMENT,
LOCATED AT 940 EMPIRE AVENUE, PARK CITY, UTAH.**

WHEREAS, the owners of the property known as the 940 Empire Avenue plat amendment located at 940 Empire Avenue, have petitioned the City Council for approval of the 940 Empire Avenue plat amendment; and

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

WHEREAS, proper legal notice was sent to all affected property owners according to the Land Management Code; and

WHEREAS, the Planning Commission held a public hearing on July 8, 2015 to receive input on the proposed plat amendment;

WHEREAS, on July 8, 2015 the Planning Commission forwarded a positive recommendation to the City Council; and,

WHEREAS, on July 30, 2015 the City Council held a public hearing on the proposed 940 Empire Avenue plat amendment; and

WHEREAS, it is in the best interest of Park City, Utah to approve the proposed 940 Empire Avenue plat amendment.

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

SECTION 1. APPROVAL. The above recitals are hereby incorporated as findings of fact. The 940 Empire Avenue plat amendment, as shown in Exhibit A, is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The plat is located at 940 Empire Avenue within the HR-1 District.
2. The 940 Empire Avenue plat amendment consists of Lots 23 & southerly ½ of 22 of Block 15 of the Snyder's Addition to the Park City Survey.
3. On May 7, 2015, the applicants submitted an application for a plat amendment to combine one and a half (1.5) lots containing a total of 2,812.5 square feet into one (1) lot of record.
4. The application was deemed complete on May 7, 2015.
5. The lots at 940 Empire Avenue currently contain an existing non-historic A-frame single family home.

6. The HR-1 zone requires a minimum lot area of 1,875 square feet for a single family dwelling.
7. The maximum footprint allowed in the HR-1 zone is 1,201 square feet for the proposed lot based on the lot area of the lot.
8. The existing home currently has a zero foot (0') southerly side setback and the existing home encroaches onto 936 Empire Avenue by approximately 0.3 feet on the lot line shared with 936 Empire Avenue as well as the existing retaining wall that encroaches approximately one foot onto 936 Empire Avenue.
9. An encroachment agreement was previously recorded between 936 Empire Avenue and 940 Empire Avenue on 2015.
10. The existing side yard setbacks to the north are 13.5 feet which complies with the LMC.
11. The front yard setback is 27 feet which complies with the LMC but the rear yard setback is only 7 feet which makes this structure legal, non-conforming.
12. The plat amendment secures public snow storage easements of ten (10') feet across the frontage of the lot.

Conclusions of Law:

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

Conditions of Approval:

1. The City Attorney and City Engineer will review and approve the final form and content of the plat amendment for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant will record the plat amendment at the County within one year from the date of City Council approval. If recordation has not occurred within one year's time, this approval for the plat will be void, unless a complete application requesting an extension is made in writing prior to the expiration date and an extension is granted by the City Council.
3. Recordation of this plat and completion and approval of a final HDDR and Steep Slope CUP, if required, applications are required prior to building permit issuance for any construction on the proposed lot.
4. Modified 13-D sprinklers will be required for new construction by the Chief Building Official at the time of review of the building permit submittal and shall be noted on the final mylar prior to recordation.
5. A ten foot (10') wide public snow storage easement is required along the frontage of the lots with Lowell Avenue and shall be shown on the plat.
6. Snowshed agreements from the northerly neighbor are required prior to plat recordation.

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

PASSED AND ADOPTED this ____ day of _____, 2015

PARK CITY MUNICIPAL CORPORATION

Jack Thomas, MAYOR

ATTEST:

Marci Heil, City Recorder

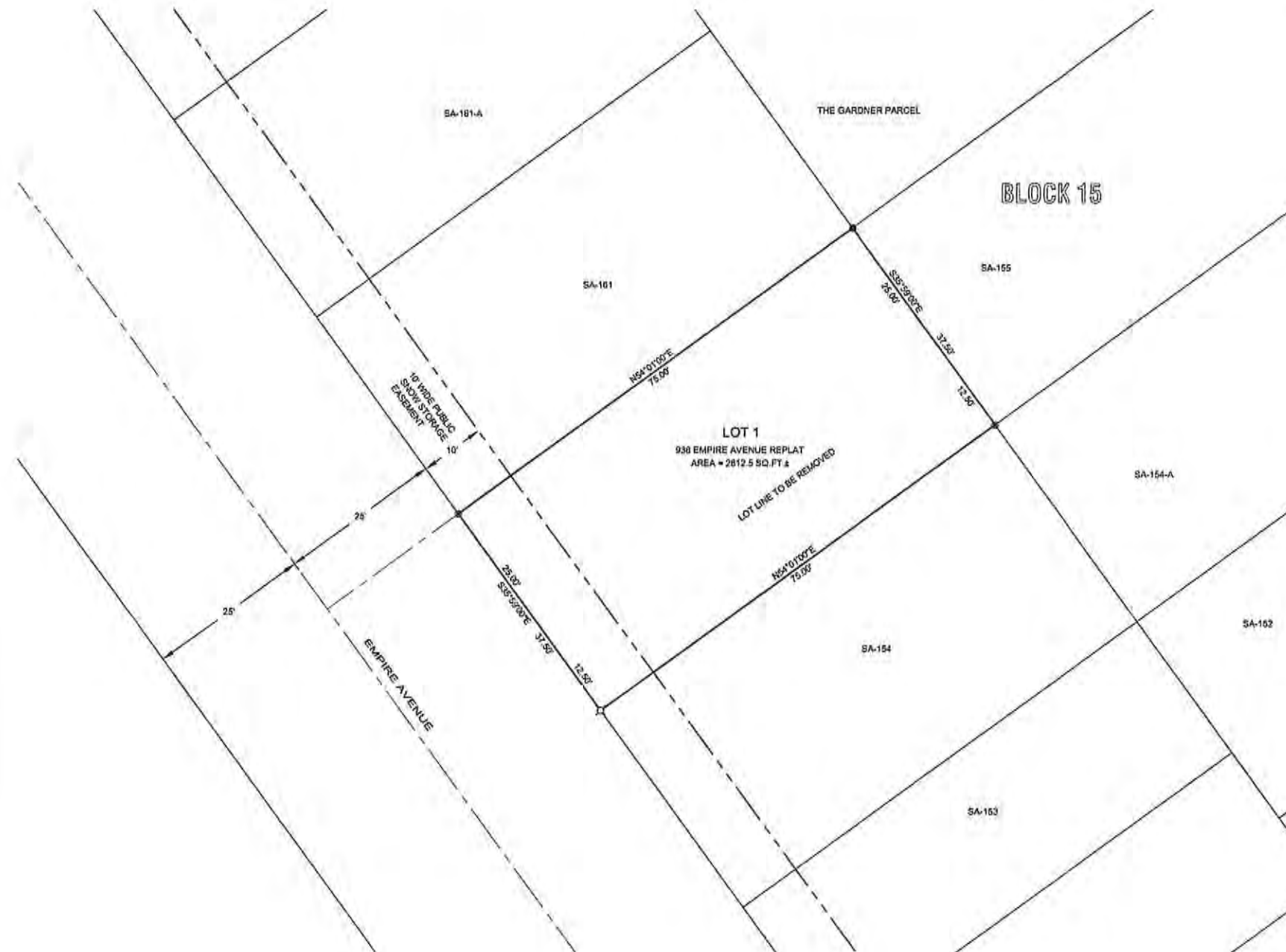
APPROVED AS TO FORM:

Mark Harrington, City Attorney

EXHIBIT A



936 EMPIRE AVENUE RE-PLAT
AMENDMENT TO LOT 1 1185 EMPIRE AVENUE PLAT AMENDMENT SUBDIVISION
BLOCK 27 SNYDERS ADDITION
LOCATED IN THE NORTHWEST QUARTER OF SECTION 16
TOWNSHIP 2S RANGE 4E
SALT LAKE BASE AND MERIDIAN



LEGEND:

—	PROPERTY LINE	●	5/8" REBAR AND CAP L.S. 5046908
- - -	CENTER LINE	●	5/8" REBAR AND CAP ENSIGN END.
- - -	EASEMENT	✱	5/8" REBAR NO CAP
- - -	LOT LINE		
XXX	STREET ADDRESS ON EMPIRE AVE.		

SURVEYOR'S STATEMENT

I GREGORY J. FERRARI OF PARK CITY, UTAH, CERTIFY THAT I AM A REGISTERED LAND SURVEYOR IN THE STATE OF UTAH, HOLDING LICENSE NO. 5046908. THIS PLAT AMENDMENT WAS PREPARED UNDER MY DIRECTION IN ACCORDANCE WITH THE REQUIREMENTS OF THE PARK CITY MUNICIPAL CORPORATION. I FURTHER CERTIFY THAT THIS PLAT ACCURATELY REPRESENTS THE SURVEYED PROPERTY.

GREGORY J. FERRARI, P.L.S. 5046908 EXPIRES
MARCH 31, 2015

NOTES:

- MODIFIED 13-0 SPRINKLERS WILL BE REQUIRED FOR NEW CONSTRUCTION AS REQUIRED BY THE CHIEF BUILDING OFFICIAL AT THE TIME OF REVIEW OF THE BUILDING PERMIT SUBMITTAL.
- THIS PLAT IS SUBJECT TO THE CONDITIONS OF APPROVAL IN ORDINANCE OF 14-05

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT STEVE L. ROSENBERG, THE UNDERSIGNED OWNERS OF THE ABOVE DESCRIBED TRACT OF LAND, HAVE CAUSED SAME TO BE SUBDIVIDED INTO LOTS AND STREETS TO BE HEREAFTER KNOWN AS THE 936 EMPIRE AVENUE REPLAT, DOES HEREBY CERTIFY THAT THEY HAVE CAUSED THIS PLAT AMENDMENT TO BE PREPARED. STEVE L. ROSENBERG HEREBY CONSENTS TO THE RECORDATION OF THIS PLAT AMENDMENT.

ALSO, THE OWNERS, OR HIS 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 ____, 2014

STEVE L. ROSENBERG

ACKNOWLEDGMENT

STATE OF UTAH:)
COUNTY OF SUMMIT:) SS

ON THIS ____ DAY OF ____, 2014, ____

PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, IN AND FOR SAID STATE AND COUNTY. HAVING BEEN DULY SWORN, ____ ACKNOWLEDGED TO ME THAT HE IS THE OWNER OF THE HEREIN DESCRIBED TRACT OF LAND, AND THAT HE SIGNED THE ABOVE OWNER'S DEDICATION AND CONSENT TO RECORD FREELY AND VOLUNTARILY.

MY COMMISSION EXPIRES ____

NOTARY PUBLIC
RESIDING IN ____

LEGAL DESCRIPTION:

FORMER PG-155-A: ALL OF LOT 24, AND THE NORTHERLY HALF OF LOT 25, BLOCK 15, SNYDER'S ADDITION TO PARK CITY, ACCORDING TO THE OFFICIAL PLAT THEREOF ON FILE AND OF RECORD IN THE SUMMIT COUNTY RECORDERS OFFICE.

LOT 1: ALL OF LOT 24, AND THE NORTHERLY HALF OF LOT 25, BLOCK 15, SNYDER'S ADDITION TO PARK CITY, ACCORDING TO THE OFFICIAL PLAT THEREOF ON FILE AND OF RECORD IN THE SUMMIT COUNTY RECORDERS OFFICE.

MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF LOT 24, BLOCK 15, SNYDER'S ADDITION TO PARK CITY, THENCE NORTH 54°01'00" EAST 75.00 FEET, THENCE SOUTH 35°59'00" EAST 37.50', THENCE SOUTH 51°01'00" WEST 75.00 FEET, THENCE NORTH 35°59'00" EAST 37.50 FEET TO THE POINT OF BEGINNING. CONTAINING 2812.5 SQ. FT. ±



 FERRARI SURVEYING, LLC P.O.B. 655001 PARK CITY, UT (435) 640-0412	SNYDERVILLE BASIN WATER RECLAMATION DISTRICT REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS ____ DAY OF ____, 2014 A.D. BY: ____ S.B.W.R.C.	PLANNING COMMISSION APPROVED BY THE PARK CITY PLANNING COMMISSION THIS ____ DAY OF ____, 2014 BY: ____ CHAIRMAN	ENGINEER'S CERTIFICATE I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS ____ DAY OF ____, 2014 A.D. BY: ____ PARK CITY ENGINEER	APPROVAL AS TO FORM APPROVED AS TO FORM THIS ____ DAY OF ____, 2014 A.D. BY: ____ PARK CITY ATTORNEY	CERTIFICATE OF ATTEST I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS ____ DAY OF ____, 2014 A.D. BY: ____ PARK CITY RECORDER	COUNCIL APPROVAL AND ACCEPTANCE APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS ____ DAY OF ____, 2014 A.D. BY: ____ MAYOR	RECORDED STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF ____ DATE ____ TIME ____ BOOK ____ PAGE ____ FEE ____ RECORDER ____
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EXHIBIT B

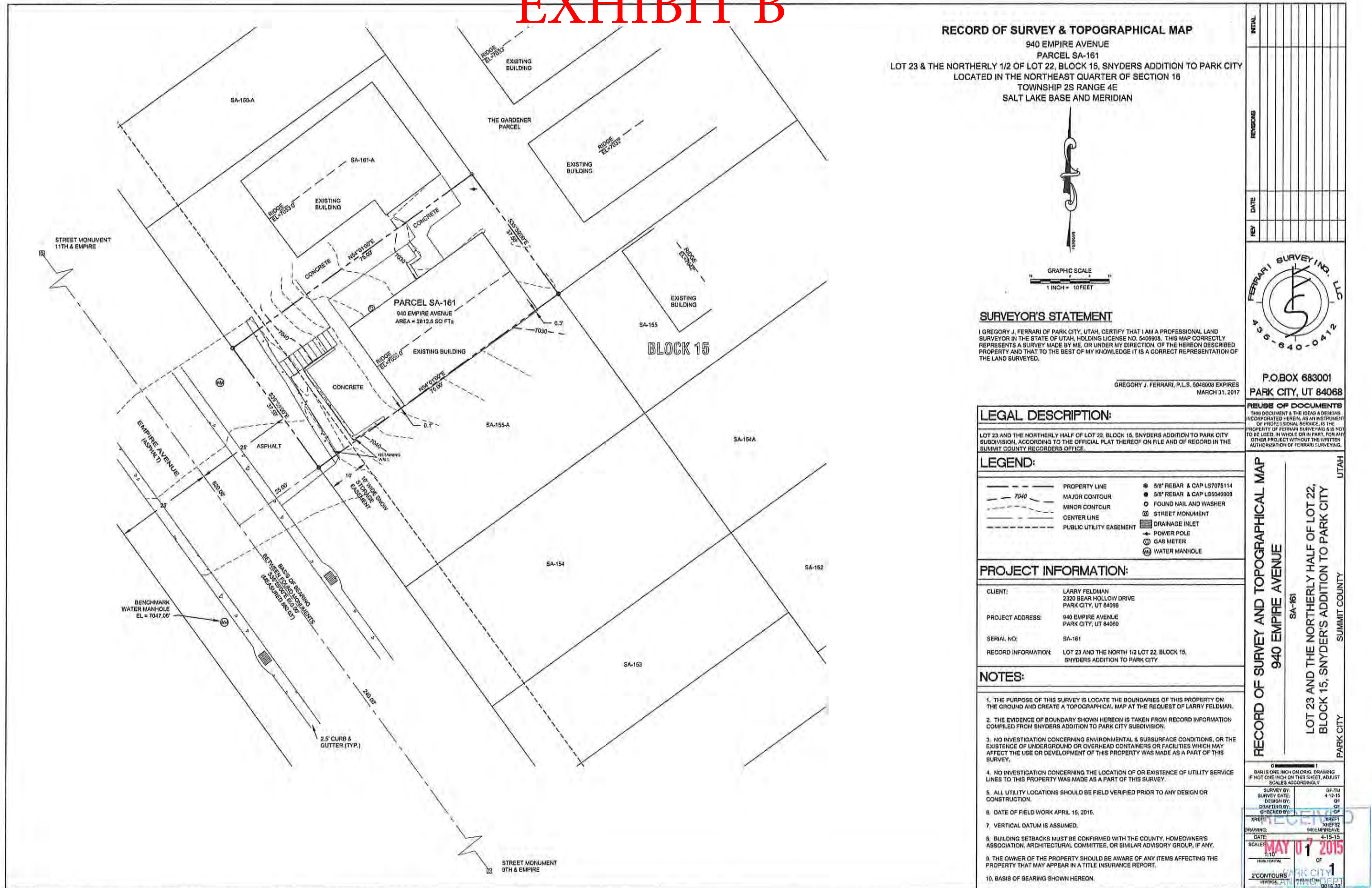
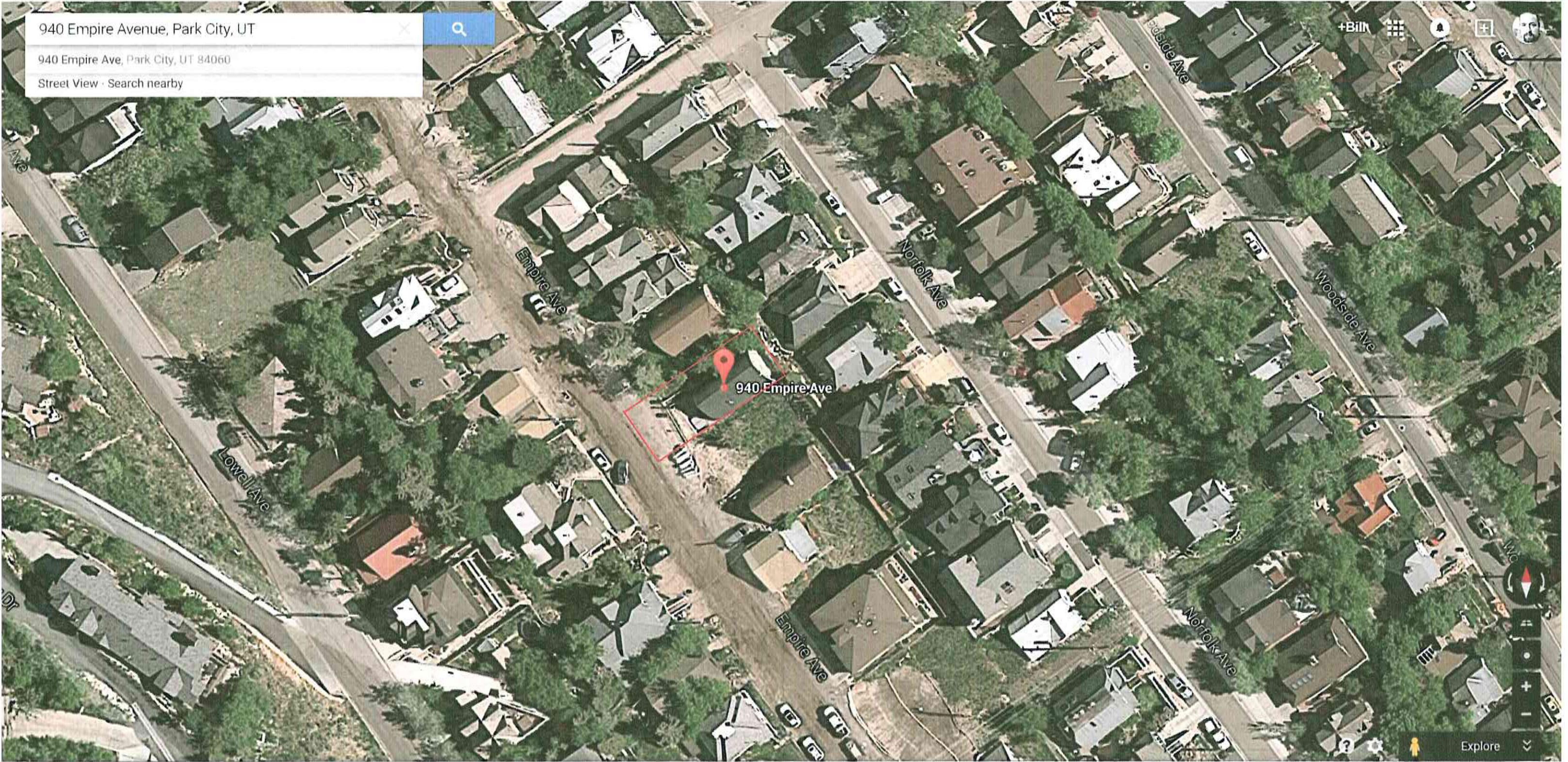


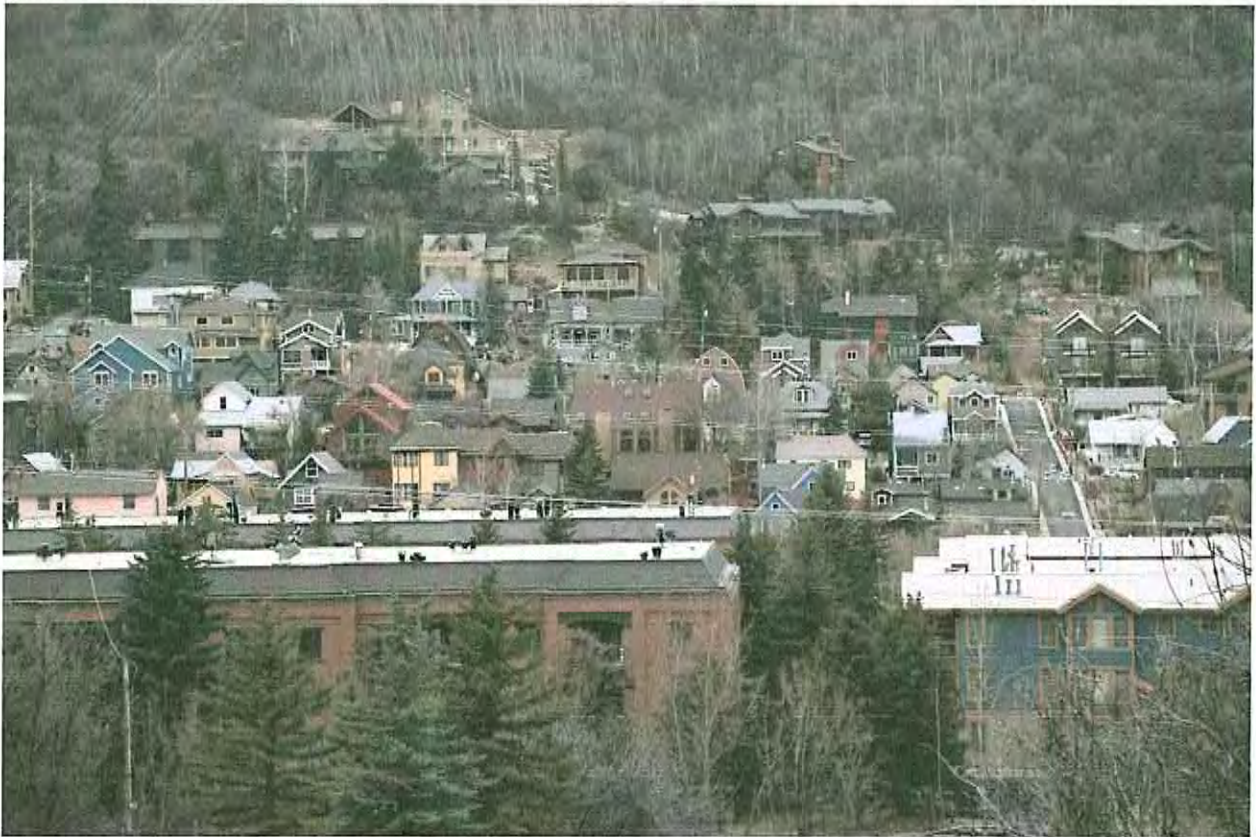
EXHIBIT C



RECEIVED
MAY 07 2015
PARK CITY
PLANNING DEPT.

EXHIBIT D







DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

The applicant requests to combine portions of Lots 19, 20, and 21, Block 72 of the Park City Survey into one (1) lot of record by removing the interior lot lines that separate these lots. The lot will consist of 3,553 square feet of lot area. A historic structure was constructed across the property lines and the owner desires to restore the historic house and construct an addition. On July 8, 2015, the Planning Commission conducted a public hearing and voted unanimously to forward a positive recommendation to City Council. No public input was provided at the meeting.

Respectfully:

Kirsten Whetstone, Senior Planner

City Council Staff Report



Subject: 222 Sandridge Avenue Plat Amendment
Author: Kirsten Whetstone, MS, AICP- Senior Planner
Project Number: PL-15-02769
Date: July 30, 2015
Type of Item: Administrative – Plat Amendment

Summary Recommendations

Staff recommends the City Council hold a public hearing for the 222 Sandridge Avenue Plat Amendment plat amendment located at 222 Sandridge Avenue and consider approving the plat amendment based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the attached Ordinance.

Description

Applicant: 222 Sandridge, LLC, represented by David Baglino
Location: 222 Sandridge Avenue
Zoning: Historic Residential-1 (HR-1)
Adjacent Land Uses: Residential
Reason for Review: Plat Amendments require Planning Commission review and City Council review and action

Executive Summary/Proposal

The applicant requests to combine portions of Lots 19, 20, and 21, Block 72 of the Park City Survey into one (1) Lot of Record by removing the interior lot lines that separate these lots. A historic structure was constructed across the property lines and the owner desires to restore the historic house and construct an addition. On July 8, 2015, the Planning Commission conducted a public hearing and voted unanimously to forward a positive recommendation to City Council. No public input was provided.

Acronyms

AICP- American Institute of Certified Planners
BFE- Base Flood Elevation
CUP- Conditional Use Permit
FEMA- Federal Emergency Management Act
HR-1- Historic Residential Zoning District
LMC- Land Management Code

Background

On May12, 2015, the City received a completed Plat Amendment application for the 222 Sandridge Avenue Plat Amendment. The property is located at 222 Sandridge Avenue. The property is located within the Historic Residential-1 (HR-1) Zoning District and consists of portions of Lots 19, 20, and 21, Block 72 of the Park City Survey. The property is commonly owned by the applicant and is recognized by Summit County as

Parcel PC-600 (Tax ID). Currently, a landmark historic single-family house is located on the property straddling the property line between Lots 19 and 20. According to the Historic Sites Inventory the historic house was constructed circa 1904 (1885 per Utah State Historical Society Site Information Form). The northern shed lean-to addition (4' by 12') was added circa 1940. The City is currently reviewing a Historic District Design Review application for a restoration and addition to the existing historic house.

On July 8, 2015, the Planning Commission conducted a public hearing and voted unanimously to forward a positive recommendation to City Council. No public input was provided.

Purpose

The purpose of the Historic Residential-1 District is to:

- A. preserve present land Uses and character of the Historic residential Areas of Park City,
- B. encourage the preservation of Historic Structures,
- C. encourage construction of Historically Compatible Structures that contribute to the character and scale of the Historic District and maintain existing residential neighborhoods,
- D. encourage single family Development on combinations of 25' x 75' Historic Lots,
- E. define Development parameters that are consistent with the General Plan policies for the Historic core, and
- F. establish Development review criteria for new Development on Steep Slopes which mitigate impacts to mass and scale and the environment.

Analysis

The proposed Plat Amendment creates one (1) lot of record from portions of three (3) lots consisting of 3,553 square feet. A single-family dwelling is an allowed use in the Historic Residential-1 District. The minimum lot area for a single-family dwelling is 1,875 square feet. The proposed lot meets the minimum lot area for a single-family dwelling. A duplex dwelling is a conditional use in the Historic Residential-1 District. The minimum lot area for a duplex dwelling is 3,750 square feet. The proposed lot does not meet the minimum lot area for a duplex dwelling.

The minimum lot width allowed in the Historic Residential-1 District is twenty-five feet (25'). The proposed lot is 31.96 feet wide at the minimum at the frontage on Sandridge Avenue, a prescriptive access roadway. The proposed lot meets the minimum lot width requirement.

According to the title report, existing conditions survey, and surveyors plat the Sandridge Avenue roadway is located to the east of the proposed lot and is not located on subject property. According to the documents provided with the application the proposed plat does not impede access to 228 Sandridge Avenue (See Exhibits D and G). However to be certain, Staff recommends a condition of approval that prior to plat recordation the property owner shall verify that the driveway for 228 Sandridge is not located on subject property (222 Sandridge) and if it is located on 222 Sandridge an access easement shall be provided for the benefit of 228 Sandridge Avenue.

The following table shows applicable development parameters in the Historic Residential-1 District:

LMC Requirements	Requirements
Building Footprint	1,455 square feet, maximum based on lot size.
Front/Rear Yard Setbacks	10 feet minimum based on lot depth. Existing house complies.
Side Yard Setbacks	5 feet minimum, 10 feet total based on lot width. The existing historic house has a zero side yard setback on the north property line. This is a legal non-complying condition because the house is historic and this portion of the house was added on circa mid- 1940s. Existing house complies with the south side yard setback.
Building (Zone) Height	No Structure shall be erected to a height greater than twenty-seven feet (27') from Existing Grade.
Final Grade	Final Grade must be within four vertical feet (4') of Existing Grade around the periphery [...].
Lowest Finish Floor Plane to Highest Wall Top Plate	A Structure shall have a maximum height of thirty five feet (35') measured from the lowest finish floor plane to the point of the highest wall top plate [...].
Vertical Articulation	A ten foot (10') minimum horizontal step in the downhill façade is required [...].
Roof Pitch	Roof pitch must be between 7:12 and 12:12 for primary roofs. Non-primary roofs may be less than 7:12.

The property is located within a Flood Plain area identified on the FEMA maps. Staff recommends a condition of approval that an elevation certificate, showing that the lowest occupied floor is at or above the Base Flood Elevation (BFE), be submitted prior to issuance of a building permit. The property is located within the Park City Soils Ordinance boundary and staff recommends a condition of approval that all requirements of the Park City Soils Ordinance are complied with as part of the building permit process for future construction. Establishment of a sewer easement and upgraded sewer laterals are required for this property. The final mylar plat is required to be signed by the Snyderville Basin Water Reclamation District and this ensures that requirements of the District are addressed prior to plat recordation.

Good Cause

Planning Staff finds that there is good cause for this plat amendment as the plat amendment will not cause undo harm to adjacent property owners and all requirements of the Land Management Code for any future development can be met. Combining the Lots will allow the property owner to move forward with an addition and restoration of the historic house. Furthermore, the plat amendment will resolve the existing building encroachments over interior lot lines.

Encroachments

The submitted certified as-built survey shows a tiered historic low rubble stone wall (no

foundation, just piled stones) buried in heavy vegetation encroaching a diminimus 3"-4" onto the subject property from the property to the west for approximately five feet (5') along the rear property line. An historic rubble pile of rocks is also located between the subject property and property to the north. It is about 18" high and does not have a foundation. The pile of rocks retains the ground between the two houses. These encroachments are historic and diminimus in nature.

A railroad tie retaining wall is located on the property line between the subject property and adjacent property to the north. The railroad tie wall encroaches from the property to the north onto subject property a diminimus 1"-2" for about five feet (5') in one area and 15" for the width of the wall (5") at a further east location. The railroad tie wall is not historic. The applicant bears the burden of proper approvals for the railroad wall, which may include providing an encroachment agreement with the neighbor, or the retaining walls may be relocated or removed to be completely on each separate property.

The City staircase between Sandridge Avenue and Swede Alley runs along the south property line of subject property and does not create an encroachment on subject property. The existing house at 222 Sandridge also does not encroach on the property to the north, as the property line follows the foundation of the house in this location. This portion of the house is an older addition (mid 1940's). There is a neighboring house on the northern portion of Lot 19, however the 222 Sandridge Avenue property owner does not own that portion of Lot 19 and no encroachment of the adjacent house exists on this property. Any new construction will have to meet current LMC setbacks.

Process

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

Department Review

This project has gone through an interdepartmental review. Issues raised include flood plain issues that will need to be resolved prior to building permit issuance, sewer service and easements, Park City Soils Boundary regulations, and minor retaining wall encroachments. These issues have been addressed with conditions of approval.

Notice

On June 24, 2015, the property was posted and notice was mailed to property owners within 300 feet. Legal notice was also published in the Park Record on June 20, 2015, according to requirements of the Land Management Code.

Public Input

Prior to the Planning Commission meeting on July 8, 2015, a neighbor called Staff with general questions about the plat. Staff provided the report and exhibits and the neighbor had no further questions. No public input was provided at the meeting.

Alternatives

- The City Council may approve the 222 Sandridge Avenue plat amendment as conditioned or amended; or
- The City Council may deny the 222 Sandridge Avenue plat amendment and direct staff to make Findings for this decision; or
- The City Council may continue the discussion on this item.

Consequences of not taking the Recommendation

The site would remain as is. The site would contain one (1) single-family dwelling straddling the property line between Lots 19 and 20 and the portion of Lot 21 would remain a remnant lot.

Summary Recommendation

Staff recommends the City Council hold a public hearing for the 222 Sandridge Avenue Plat Amendment plat amendment located at 222 Sandridge Avenue and consider approving the plat amendment based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the attached Ordinance.

Exhibits

Ordinance

Exhibit A – Proposed Plat

Exhibit B – Applicant's Project Description

Exhibit C – Aerial Photograph

Exhibit D – Record of Survey & As-Built Map

Exhibit E – County Tax Map

Exhibit F – Historic Sites Inventory

Exhibit G – Photos

Ordinance No. 15-XX

**AN ORDINANCE APPROVING THE 222 SANDRIDGE AVENUE PLAT AMENDMENT
LOCATED AT 222 SANDRIDGE AVENUE, PARK CITY, UTAH.**

WHEREAS, the owner of the property located at 222 Sandridge Avenue has petitioned the City Council for approval of the Plat Amendment; and

WHEREAS, on June 20, 2015, the property was properly noticed according to the requirements of the Land Management Code and legal notice was published in the Park Record; and

WHEREAS, on June 24, 2015, the property was posted and notice was sent to all affected property owners; and

WHEREAS, the Planning Commission held a public hearing on July 8, 2015, to receive input on Plat Amendment; and

WHEREAS, the Planning Commission, on July 8, 2015, forwarded a positive recommendation to the City Council; and,

WHEREAS, on July 30, 2015, the City Council held a public hearing to receive input on the plat amendment; and

WHEREAS, there is good cause and it is in the best interest of Park City, Utah to approve the 222 Sandridge Avenue Plat Amendment.

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

SECTION 1. APPROVAL. The 222 Sandridge Avenue plat amendment as shown in Exhibit A is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The property is located at 222 Sandridge Avenue.
2. The property is in the Historic Residential-1 (HR-1) Zoning District.
3. The subject property consists of portions of Lots 19, 20, and 21, Block 72, Park City Survey.
4. The property is recognized by Summit County as Parcel PC-600 (Tax ID).
5. There is an existing landmark historic structure located on Lots 19 and 20 that straddles the common property line. The house was constructed circa 1904.
6. The proposed Plat Amendment creates one (1) lot of record from portions of three (3) lots consisting of a total of 3,553 square feet.

7. The maximum building footprint for a lot this size is 1,455 square feet.
8. A single-family dwelling is an allowed use in the Historic Residential-1 District.
9. The minimum lot area for a single-family dwelling is 1,875 square feet.
10. The proposed lot meets the minimum lot area for a single-family dwelling.
11. A duplex dwelling is a conditional use in the Historic Residential-1 District.
12. The minimum lot area for a duplex dwelling is 3,750 square feet.
13. The proposed lot does not meet the minimum lot area for a duplex dwelling.
14. The minimum lot width allowed in the Historic Residential-1 District is twenty-five feet (25'). The proposed lot is 31.96 feet wide and meets the minimum lot width requirement.
15. The existing historic house has a zero side yard setback on the north property line. This is a legal non-complying condition because the house is historic and this portion of the house was added on circa mid- 1940s. Existing house complies with the south side yard setback.
16. The submitted certified as-built survey shows a tiered historic low rubble stone wall (no foundation, just piled stones) buried in heavy vegetation encroaching a minimum 3"-4" onto subject property from the property to the west for approximately five feet (5') along the rear property line.
17. An historic rubble pile of rocks is also located between the subject property and property to the north. It is about 18" high and does not have a foundation. The pile of rocks retains the ground between the two houses. This encroachment is historic and minimum in nature.
18. A railroad tie retaining wall is located on the property line between the subject property and adjacent property to the north. The railroad tie wall encroaches from the property to the north onto subject property a minimum 1"-2" for about five feet (5') in one area and encroaches approximately 15" onto subject property at another location to the east.
19. The applicant bears the burden of proper approvals for the railroad wall that encroaches 15", which may include providing an encroachment agreement for the neighbor, or the retaining walls may be relocated or removed to be completely on each separate property.
20. The property is located within the Flood Plain area identified on the FEMA maps.
21. The property is located within the Park City Soils Ordinance boundary.
22. Establishment of a sewer easement and upgraded sewer laterals are required for this property.
23. According to the title report and existing conditions survey, the road, "Sandridge Avenue", is not part of the proposed plat. To ensure that access to 228 Sandridge is not impeded by this proposed plat Staff recommends a condition of approval that prior to recordation of the plat the property owner will verify that the driveway access to 228 Sandridge Avenue is not impeded and if the driveway is located on a portion of 222 Sandridge Avenue then an access easement will be required to be provided for the benefit of 228 Sandridge Avenue.
24. All findings within the Analysis section and the recitals above are incorporated herein as findings of fact.

Conclusions of Law:

1. There is Good Cause for this Plat Amendment.

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

Conditions of Approval:

1. The City Attorney and City Engineer will review and approve the final form and content of the plat for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant will record the plat at the County within one year from the date of City Council approval. If the final signed mylar has not been presented to the City for City signatures for recordation within one (1) years' time, this approval for the plat will be void, unless a request for an extension is made in writing prior to the expiration date of July 30, 2016, and an extension is granted by the City Council.
3. All new construction shall comply with LMC setback regulations in effect at the time of building permit issuance.
4. A ten feet (10') wide public snow storage easement will be required along the Sandridge Avenue frontage of the property and shall be shown on the plat prior to recordation.
5. 13-D sprinklers are required for any new construction or significant renovation of existing.
6. The encroaching railroad tie retaining wall on the north property line shall be resolved prior to plat recordation.
7. An elevation certificate, showing that the lowest occupied floor is at or above the Base Flood Elevation (BFE), shall be submitted prior to issuance of a building permit and reviewed by the City Engineer.
8. All requirements of the Park City Soils Ordinance shall be complied with as part of the building permit process for any future construction on this property.
9. All requirements of the Snyderville Basin Water Reclamation District shall be satisfied prior to recordation of the plat.
10. Prior to plat recordation the property owner shall verify that the driveway for 228 Sandridge is not located on subject property (222 Sandridge) and if it is located on 222 Sandridge or a portion thereof, an access easement shall be provided for the benefit 228 Sandridge Avenue.

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

PASSED AND ADOPTED this 30th day of July, 2015.

PARK CITY MUNICIPAL CORPORATION

Jack Thomas, MAYOR

ATTEST:

Marci Heil, City Recorder

APPROVED AS TO FORM:

Mark Harrington, City Attorney

Exhibit A- Proposed plat

EXHIBIT A



SURVEYOR'S CERTIFICATE

I, Martin A. Morrison, certify that I am a Registered Land Surveyor and that I hold Certificate No. 4838738, as prescribed by the laws of the State of Utah, and that by authority of the owner, I have prepared this Record of Survey map of 222 SANDRIDGE AVENUE SUBDIVISION and that the same has been or will be monumented on the ground as shown on the plat. I further certify that the information on this plat is accurate.

DEED DESCRIPTION

Beginning at an existing fence corner that is due East 284.47 feet and due South 142.16 feet from the northeast corner of Lot 16, Block 12, Amended Plat of Park City, thence North 77°00'00" East along a fence 28.22 feet; thence North 4° West 1.23 feet; thence North 86° East between two houses 41.0 feet to the westerly side of an existing road; thence South 28° East along said road 36 feet to the extension of the northerly side of a 3 foot wooden driveway; thence South 53° West along said driveway 63 feet to an angle point; thence continuing along said driveway South 39°03' West 26.03 feet to a point on a fence line extended; thence North 11° West along the extension of and the fence line 82.0 feet to the point of beginning.

Less and excepting the following:

Parcels of land located in the southeast quarter of Section 16, Township 2 South, Range 4 East, Salt Lake Base and Meridian, said parcels being more particularly described as follows:

- (1) Description found in instrument recorded in Book 646 at Page 407, Summit County Records.
- (2) Beginning at a point that is South 13°40'00" East 7.02 feet and North 71°54'58" East 38.48 feet from the Northwest corner of Lot 20, Block 72, Millite Reservation to Park City Survey, and running thence along the westerly and northerly boundaries of a parcel described in that certain quit-claim deed recorded on April 28, 1987, in Book 428 at Page 254 as Entry No. 270452 the following two (2) courses: 1) North 11°00'00" West 35.10 feet; thence 2) North 77°30'00" East 5.68 feet to the southerly boundary of a parcel described in that certain quit-claim deed recorded May 1, 1998, in Book 1141 at Page 465 as Entry No. 505909; thence along the southerly boundary of said parcel the following two (2) courses: 1) South 48°00'08" East 1.04 feet; thence 2) North 86°06'29" East 3.85 feet to the line of the westerly 50 feet of Lot 19, Block 72, Millite Reservation to Park City Survey; thence along said westerly 50-foot line South 13°34'00" East 32.50 feet; thence South 71°54'58" West 11.67 feet to the point of beginning.
- (3) Beginning at a point that is South 13°34'00" East 7.01 feet and North 73°19'52" East 36.85 feet from the northwest corner of Lot 21, Block 72, Millite Reservation to Park City Survey, and running thence North 73°19'52" East 13.22 feet to the line of the westerly 50 feet of Lot 21, Block 72, Millite Reservation to Park City Survey; thence along the westerly 50-foot line South 13°34'00" East 2.06 feet to the southerly boundary of a parcel described in that certain quit-claim deed recorded on April 28, 1987, in Book 428 at Page 254 as Entry No. 270452; thence along the southerly and westerly boundaries of said parcel the following two (2) courses: 1) South 39°03'00" West 17.28 feet; thence 2) North 11°00'00" West 11.65 feet to the point of beginning.
- (4) Beginning at a point that is South 71°54'58" West 9.34 feet and South 18°05'04" East 18.00 feet from the northernmost corner of Lot 20, Block 72, Millite Reservation to Park City Survey, said point also being on the boundary of a parcel described in a quit-claim deed, Entry No. 212257, recorded September 28, 1983, in the office of the Summit County Recorder, Summit County, Utah; and running thence along the boundary of said quit-claim deed the following two (2) courses: 1) South 53°00'00" West 65.00 feet; thence 2) South 39°03'00" West 6.00 feet; thence North 24°48'19" East 4.43 feet; thence North 35°46'20" East 10.32 feet; thence North 58°25'10" East 5.65 feet; thence North 61°07'01" East 11.87 feet; thence North 54°20'40" East 38.17 feet; thence North 57°23'08" East 11.55 feet to the point of beginning.

SURVEY DESCRIPTION

A parcel of land located in the southeast quarter of Section 16, Township 2 South, Range 4 East, Salt Lake Base and Meridian, said parcel being more particularly described as follows:

Beginning at a point that is North 23°34'13" West 176.27 feet and North 66°25'47" East 173.28 feet from the (river monument) at the angle point in Main Street adjacent to Lot 12, Block 13, Park City Survey, and running thence North 11°00'00" West 35.06 feet; thence North 71°54'58" East 11.67 feet; thence North 13°34'00" West 32.50 feet; thence North 86°06'29" East 15.34 feet; thence North 04°12'34" West 2.88 feet; thence North 85°25'44" East 10.12 feet to a point on an existing building; thence along the edge of said existing building the following three (3) courses: 1) North 02°59'41" West 1.18 feet; thence 2) North 85°10'41" East 12.14 feet; thence 3) South 03°30'47" East 1.59 feet; thence North 82°24'44" East 23.55 feet; thence along an existing asphalt driveway South 21°24'00" East 31.98 feet; thence South 57°21'58" West 12.41 feet; thence South 54°20'40" West 28.17 feet to the corner of an existing fence; thence South 81°07'01" West 11.87 feet; thence South 58°25'10" West 5.65 feet; thence South 35°46'20" West 10.32 feet; thence South 24°48'19" West 4.43 feet; thence South 39°03'00" West 2.75 feet; thence North 13°34'00" West 2.06 feet; thence South 73°19'52" West 13.22 feet to the point of beginning.

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT 222 SANDRIDGE, LLC, a Utah limited liability company, the undersigned owner of the herein described tract of land, to be known hereafter as 222 SANDRIDGE AVENUE SUBDIVISION, does hereby certify that it has caused this Plat Amendment to be prepared, and does hereby consent to the recording of this Plat.

In witness whereof, the undersigned set his hand this ____ day of _____, 2015.

David Bogino, Chief Executive Officer
222 SANDRIDGE, LLC, a Utah limited liability company

State of Utah)
County of Summit) ss: **ACKNOWLEDGMENT**

On this ____ day of _____, 2015, David Bogino personally appeared before me, the undersigned Notary Public, in and for said state and county. Having been duly sworn, David Bogino acknowledged to me that he is a managing member of 222 SANDRIDGE, LLC, a Utah limited liability company, and that he signed the above Owner's Dedication and Consent to Record freely and voluntarily.

A Notary Public commissioned in Utah

Printed Name _____

Residing in: _____

My commission expires: _____

NOTE

This subdivision is subject to the Conditions of Approval in Ordinance 15-_____

LEGEND

- Found survey monument
- Property corner to be set
- Found rebar & cap unless otherwise noted

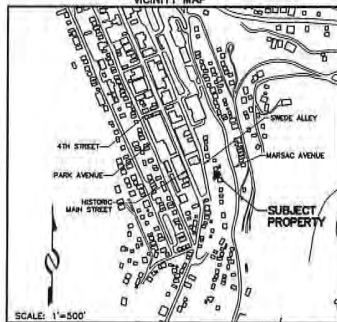
LINE	BEARING	DISTANCE
L1	N 71°54'58" E	11.67
L2	N 86°06'29" E	15.34
L3	N 04°12'34" W	2.88
L4	N 85°25'44" E	10.12
L5	N 02°59'41" W	1.18
L6	N 85°10'41" E	12.14
L7	S 03°30'47" E	1.59
L8	N 82°24'44" E	23.55
L9	S 21°24'00" W	31.98
L10	S 57°21'58" W	12.41
L11	S 54°20'40" W	28.17
L12	S 39°03'00" W	2.75
L13	S 24°48'19" W	4.43
L14	S 35°46'20" W	10.32
L15	N 13°34'00" W	2.06
L16	S 73°19'52" W	13.22



A PARCEL COMBINATION PLAT A COMBINATION OF PORTIONS OF LOTS 19, 20 & 21 IN BLOCK 72, PARK CITY SURVEY

222 SANDRIDGE AVENUE SUBDIVISION

LOCATED IN THE SOUTHEAST QUARTER OF SECTION 16
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH



MAY 12 2015

SHEET 1 OF 1



(435) 648-2487

SNYDERVILLE BASIN WATER RECLAMATION DISTRICT
REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS _____
DAY OF _____, 2015
BY _____
S.B.W.R.D.

PLANNING COMMISSION
APPROVED BY THE PARK CITY PLANNING COMMISSION THIS _____
DAY OF _____, 2015
BY _____ CHAIR

ENGINEER'S CERTIFICATE
I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS _____
DAY OF _____, 2015
BY _____
PARK CITY ENGINEER

APPROVAL AS TO FORM
APPROVED AS TO FORM THIS _____
DAY OF _____, 2015
BY _____
PARK CITY ATTORNEY

COUNCIL APPROVAL AND ACCEPTANCE
APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS _____ DAY OF _____, 2015
BY _____ MAYOR

CERTIFICATE OF ATTEST
I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS _____ DAY OF _____, 2015
BY _____
PARK CITY RECORDER

RECORDED
STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF _____
DATE _____ TIME _____ ENTRY NO. _____
FEE _____ RECORDER

CONSULTING ENGINEERS LAND PLANNERS SURVEYORS
322 Main Street P.O. Box 2654 Park City, Utah 84060-2654

PARK CITY SURVEY, BLOCK 72,
PORTIONS OF LOTS 19, 20 & 21

(222 SANDRIDGE AVENUE)

PROJECT INTENT

✓ The property at 222 Sandridge Avenue includes eastern portions of Lots 19, 20 and 21, Block 72, Park City Survey. An existing residence straddles the lot line common to Lots 19 and 20 as originally platted. In addition, there is a small portion of Lot 21 at the southwesterly corner of the property. The owner desires to unify the property into one lot of record by removing the existing lot lines, with the ultimate goal of renovating the existing residence.

MAY 12 2015



222 Sandridge Avenue looking West



222 Sandridge Avenue looking Northwest

VED
MAY 12 2015



222 Sandridge Avenue looking North



222 Sandridge Avenue looking East

MAY 12 2015

EXHIBIT C

SURVEYOR'S CERTIFICATE

I, Martin A. Morrison, do hereby certify that I am a registered land surveyor and that I hold certification no. 4938730 as prescribed under the laws of the State of Utah. I further certify that a topographic survey has been made under my direction of the lands shown and described hereon. I further certify that this topographic survey is a correct representation of the land surveyed at the time the field work was completed and is in compliance with generally accepted industry standards for accuracy.



NOTES

1. Site Benchmark: Fire hydrant top nut
Elevation=7154.97
2. The architect is responsible for verifying building setbacks, zoning requirements and building heights.
3. This topographic map is based on a field survey performed on March 12, 2015.
4. Property corners were found.

LINE TABLE		
LINE	BEARING	DISTANCE
L1	N 02°28'41" W	1.18
L2	S 08°30'47" E	1.55
L3	S 89°24'10" W	3.85
L4	S 22°46'12" W	4.43
L5	S 38°53'00" W	2.78
L6	N 13°24'00" W	2.08
L7	N 04°12'34" W	2.89



MAY 12 2015



STAFF:
MARSHALL KING
MARTY MORRISON
JEFF KITCHEN

EXISTING CONDITIONS & TOPOGRAPHIC MAP
222 SANDRIDGE
PARK CITY SURVEY

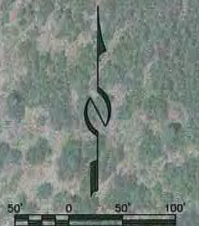
FOR: WASATCH MOUNTAIN BUILDERS
JOB NO.: 7-1-1-15
FILE: X:\ParkCitySurvey\dwg\wp\lps2015\070115.dwg

DATE: 4/21/15

SHEET
1
OF
1

EXHIBIT D

SUBJECT
PROPERTY



Worcester
CONSULTING ENGINEERS LAND PLANNERS SURVEYORS
223 Main Street P.O. Box 2884 Park City, Utah 84002-2884
(435) 840-8487

STAFF:
MARSHALL KING
HARRISON HOLLEY
DATE: 3/31/15

AERIAL PHOTOGRAPH
222 SANDRIDGE AVENUE

FOR: WASATCH MOUNTAIN BUILDERS
JOB NO.: 7-1-15
FILE: X:\ParkCitySurvey\dwg\Exhibits\222 sandridge-photo.dwg

SHEET
1
1 of 15
MAY 13 2015

MAIN STREET (N 23°38'W)

E L I T I H X E

MARSAC AVENUE RIGHT OF WAY
MACSRW-B-X

MARSAC AVENUE RIGHT-OF-WAY
CHAMBERS STREET RIGHT-OF-WAY
ROAD DEDICATION PLAT #825734

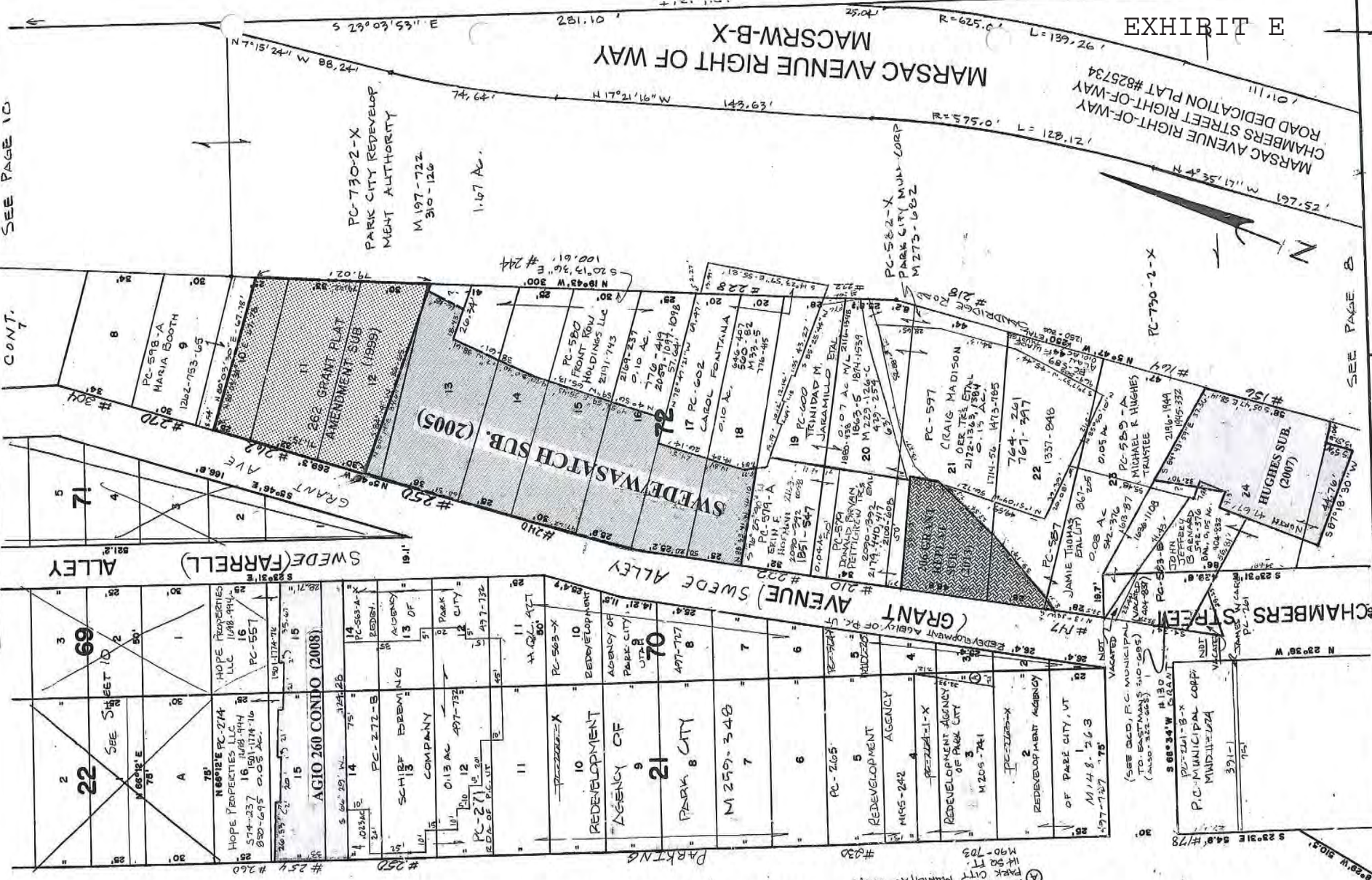
PC-730-2-X
PARK CITY REDEVELOPMENT AUTHORITY

M 197-722
310-126

1.67 AC.

PC-582-X
PARK CITY MOUNTAIN CORP
M 273-682

PC-730-2-X



SUMMIT CC

REVISIONS - DATE AND INITIAL (In Pencil)

Approved
Utah State Tax Comm

Date By
Engineering Associates Inc.

HISTORIC SITE FORM - HISTORIC SITES INVENTORY

PARK CITY MUNICIPAL CORPORATION (10-08)

1 IDENTIFICATION*Name of Property:* **Matilda M. Stromberg House***Address:* 222 Sandridge Road*AKA:**City, County:* Park City, Summit County, Utah*Tax Number:* PC-600*Current Owner Name:* Virginia Jaramillo*Parent Parcel(s):**Current Owner Address:* 1812 Forane Street, Barstow, CA 92311

Legal Description (include acreage): 0.07 acres; PARK CITY BLOCK 72 (MILLSITE RES) BLOCK: 72 PLAT: B BUILDING: 0.00FRAME DWELLING HOUSE ON SAND RIDGE E'LY FROM GRANT AVE; ALSO DESC AS BEG AT AN EXISTING FENCE COR THAT IS DUE E 294.47 FT; DUE S 142.16 FT FROM NE COR LOT 16 BLK 12 PARK CITY; TH N 77°50'30" E ALONG FENCE 25.22 FT; TH N 4° W 1.25 FT N 86° E BETWEEN 2 HOUSES 41 FT TO W'LY SD EXISTING RD; TH S 28° E ALONG SD RD 36 FT TO THE EXTENSION OF NW'LY SIDE OF A 3 FT WOODEN STAIRWAY; TH S 53° W ALONG SD STAIRWAY 63 FT TO AN ANGLE POINT; TH CONTINUING ALONG SD STAIRWAY S 39°03' W 26.03 FT TO A PT OF FENCE LINE EXTENDED; TH N 11° W ALONG EXT OF FENCE LINE 82.0 FT TO BEG

2 STATUS/USEProperty Category

- ☒ building(s), main
☐ building(s), attached
☐ building(s), detached
☐ building(s), public
☒ building(s), accessory
☐ structure(s)

Evaluation*

- ☒ Landmark Site
☐ Significant Site
☐ Not Historic

Reconstruction

- Date:*
Permit #:
☐ Full ☐ Partial

Use

- Original Use:* Residential
Current Use: Residential

*National Register of Historic Places: ☐ ineligible ☒ eligible
☐ listed (date:)

3 DOCUMENTATIONPhotos: Dates

- ☒ tax photo:
☒ prints: 1983, 1995 & 2006
☐ historic: c.

Drawings and Plans

- ☐ measured floor plans
☐ site sketch map
☐ Historic American Bldg. Survey
☐ original plans:
☐ other:

Research Sources (check all sources consulted, whether useful or not)

- ☐ abstract of title
☒ tax card
☐ original building permit
☐ sewer permit
☒ Sanborn Maps
☐ obituary index
☐ city directories/gazetteers
☐ census records
☐ biographical encyclopedias
☐ newspapers
☒ city/county histories
☐ personal interviews
☐ Utah Hist. Research Center
☐ USHS Preservation Files
☐ USHS Architects File
☐ LDS Family History Library
☐ Park City Hist. Soc/Museum
☐ university library(ies):
☐ other:

Bibliographical References (books, articles, interviews, etc.) Attach copies of all research notes and materials.

Blaes, Dina & Beatrice Lufkin. "Final Report." Park City Historic Building Inventory. Salt Lake City: 2007.

Carter, Thomas and Goss, Peter. *Utah's Historic Architecture, 1847-1940: a Guide*. Salt Lake City, Utah: University of Utah Graduate School of Architecture and Utah State Historical Society, 1991.

McAlester, Virginia and Lee. *A Field Guide to American Houses*. New York: Alfred A. Knopf, 1998.

Roberts, Allen. "Final Report." Park City Reconnaissance Level Survey. Salt Lake City: 1995.

Roper, Roger & Deborah Randall. "Residences of Mining Boom Era, Park City - Thematic Nomination." National Register of Historic Places Inventory, Nomination Form. 1984.

Researcher/Organization: Dina Blaes/Park City Municipal Corporation

Date: November, 08

4 ARCHITECTURAL DESCRIPTION & INTEGRITY

Building Type and/or Style: T/L cottage type / vernacular style

No. Stories: 1

Additions: ☒ none ☐ minor ☐ major (describe below) Alterations: ☐ none ☒ minor ☐ major (describe below)Number of associated outbuildings and/or structures: ☒ accessory building(s), # __1__ ; ☐ structure(s), # ____.

General Condition of Exterior Materials:

☒ Good (Well maintained with no serious problems apparent.)☐ Fair (Some problems are apparent. Describe the problems.):☐ Poor (Major problems are apparent and constitute an imminent threat. Describe the problems.):☐ Uninhabitable/Ruin**Materials** (The physical elements that were combined or deposited during a particular period of time in a particular pattern or configuration. Describe the materials.):

Site: House is perched on ridge, facing west toward town.

Foundation: 1949, 1958 & 1968 tax cards indicate no foundation, not verified.

Walls: Wood drop siding and asbestos shingles.

Roof: Cross-wing form sheathed in shingles.

Windows/Doors: Narrow double-hung sash type.

Essential Historical Form: ☒ Retains ☐ Does Not Retain, due to:Location: ☒ Original Location ☐ Moved (date _____) Original Location:**Design** (The combination of physical elements that create the form, plan, space, structure, and style. Describe additions and/or alterations from the original design, including dates--known or estimated--when alterations were made): The one-story frame T/L cottage by addition is largely unchanged from the description provided in the 1983 National Register nomination (see Structure/Site Form, 1983).**Setting** (The physical environment--natural or manmade--of a historic site. Describe the setting and how it has changed over time.): The house is perched on the ridge with the primary façade facing west toward Main Street. The setting has not significantly change, though a paved parking area has been added to the east rear yard. A small accessory building, in poor condition, sits just east of the rear lean-to addition. The accessory building is visible in the tax photo (weathered exterior materials suggesting it is not newly constructed in c. 1940), is noted in the 1949 tax photo, but is not seen on the 1907 Sanborn Insurance map.**Workmanship** (The physical evidence of the crafts of a particular culture or people during a given period in history. Describe the distinctive elements.): The physical evidence from the period that defines this as a typical Park City mining era house are the simple methods of construction, the use of non-beveled (drop-novelty) wood siding, the plan type, the simple roof form, the informal landscaping, the restrained ornamentation, and the plain finishes. The asbestos siding on the east façade diminishes the workmanship of the historic era.**Feeling** (Describe the property's historic character.): The physical elements of the site, in combination, convey a sense of life in a western mining town of the late nineteenth and early twentieth centuries.**Association** (Describe the link between the important historic era or person and the property.): The "T" or "L" cottage (also known as a "cross-wing") is one of the earliest and one of the three most common house types built in Park City during the mining era.This site was nominated to the National Register of Historic Places in 1984 as part of the *Park City Mining Boom Era Residences Thematic District*, but was not listed because of the owner's objection. It was built within the historic period, defined as 1872 to 1929 in the district nomination. The site retains its historic integrity and would be

considered eligible for the National Register as part of an updated or amended nomination. As a result, it meets the criteria set forth in LMC Chapter 15-11 for designation as a Landmark Site.

5 SIGNIFICANCE

Architect: ☒ Not Known ☐ Known: (source:)

Date of Construction: c. 1904¹

Builder: ☒ Not Known ☐ Known: (source:)

The site must represent an important part of the history or architecture of the community. A site need only be significant under one of the three areas listed below:

1. Historic Era:

- ☐ Settlement & Mining Boom Era (1868-1893)
- ☒ Mature Mining Era (1894-1930)
- ☐ Mining Decline & Emergence of Recreation Industry (1931-1962)

Park City was the center of one of the top three metal mining districts in the state during Utah's mining boom period of the late nineteenth and early twentieth centuries, and it is one of only two major metal mining communities that have survived to the present. Park City's houses are the largest and best-preserved group of residential buildings in a metal mining town in Utah. As such, they provide the most complete documentation of the residential character of mining towns of that period, including their settlement patterns, building materials, construction techniques, and socio-economic make-up. The residences also represent the state's largest collection of nineteenth and early twentieth century frame houses. They contribute to our understanding of a significant aspect of Park City's economic growth and architectural development as a mining community.²

2. **Persons** (Describe how the site is associated with the lives of persons who were of historic importance to the community or those who were significant in the history of the state, region, or nation):

3. **Architecture** (Describe how the site exemplifies noteworthy methods of construction, materials or craftsmanship used during the historic period or is the work of a master craftsman or notable architect):

6 PHOTOS

Digital color photographs are on file with the Planning Department, Park City Municipal Corp.

Photo No. 1: East elevation. Camera facing west, 2006.

Photo No. 2: South elevation - partial. Camera facing north, 2006.

Photo No. 3: Southwest oblique. Camera facing northeast, 2006.

Photo No. 4: Accessory building. Camera facing southeast, 2006.

Photo No. 5: South elevation - partial. Camera facing north, 1995.

Photo No. 6: West elevation (primary façade). Camera facing east, 1983.

Photo No. 7: East elevation. Camera facing west, tax photo.

¹ Summit County Tax Assessor.

² From "Residences of Mining Boom Era, Park City - Thematic Nomination" written by Roger Roper, 1984.

SERIAL NO.
RE-APPRAISAL CARD (1940 APPR. BASE)

Owner's Name _____
 Owner's Address _____
 Location _____
 Kind of Building RES. Street No. 1391
 Schedule 1 Class 3 Type 1-2-3-4 Cost \$ 1391 X 1.06%

Stories	Dimensions	Cu. Ft.	Sq. Ft.	Actual Factor	Totals
<u>1</u>	x x		<u>688</u>	\$	\$ <u>1474</u>
	x x <u>2</u>	<u>LEAN TO</u>	<u>88</u>	\$ <u>.80</u>	\$ <u>70</u>
	x x			\$	\$

No. of Rooms 5 Condition FAIR 1544

Description of Building	Add	Deduct
Foundation—Stone Conc. None ☒		<u>112</u>
Ext. Walls <u>ASBESTOS SHG.</u>		
Insulated—Floors Walls Clgs.		
Roof—Type <u>GAB.</u> Mat. <u>PAT. SHG.</u>		
Dormers—Small Med. Lg.		
Bays—Small <u>FALSE</u> Med. Lg. <u>18</u>		
Porches—Front <u>176</u> @ <u>.80</u> <u>140</u>		
Rear @		
Cellar—Basin't— $\frac{1}{4}$ $\frac{1}{2}$ $\frac{3}{4}$ full-floor <u>DIRT</u>		
Basement Apts.—Rooms Fin.		
Attic Rooms Fin. Unfin.		
Plumbing— Class <u>1</u> Tub <u>1</u> Trays <u>1</u> Basin <u>1</u> Sink <u>1</u> Toilet <u>1</u> Urns <u>1</u> Ftns. <u>1</u> Shr. <u>1</u> Dishwasher <u>1</u> Garbage Disp. <u>1</u>	<u>315</u>	
Heat—Stove <u>1</u> H. A. <u>1</u> Steam <u>1</u> S. <u>1</u> Blr. <u>1</u> Oil <u>1</u> Gas <u>1</u> Coal <u>1</u>		
Air Conditioned Incinerators		
Radiant—Pipeless		
Finish— Hd. Wd. <u>1</u> Floors <u>1</u> Hd. Wd. <u>1</u> Fir. <u>1</u> Conc. <u>1</u>		
Cabinets Mantels		
Tile— Walls <u>1</u> Wainscot. <u>1</u> Floors <u>1</u>		
Lighting—Lamp Drops <u>1</u> Fix. <u>1</u>		
<u>WOOD LINED.</u>		<u>125</u>

Total Additions and Deductions 473 237 1544

Net Additions or Deductions 237 \$ + 236

Age 45 Yrs. by ☒ Est. Owner ☒ Tenant ☒ Neighbors ☒ Records
 REPRODUCTION VALUE \$ 1780
 Depr. 1-2-3-4-5-6 58/42% \$ 747
 Reproduction Val. Minus Depr. \$ 747

Remodeled Est. Cost _____ Remodeling Inc. _____%

Garage—S 8 C _____ Depr. 2% 3% _____ Obsolescence _____

Cars _____ Walls _____ Out Bldgs. _____

Roof _____ Size x Age _____

Floor _____ Cost _____ Depreciated Value Garage _____

Remarks AT AGE 60 OLD Total Building Value \$ _____
CARD 37 YRS. (1941)

Appraised Oct. 1949 By Chas E AJ

Serial No. PC 600

Location Block 72 E. Pt of Lot 20.
 Kind of Bldg. RES St. No. 222 Sand Ridge
 Class 3 Type 1 2 3 4. Cost \$ 1435 X 100 %

Stories	Dimensions	Cu. Ft.	Sq. Ft.	Factor	Totals
1	x x		688		\$ 1435
	x x				
	x x				

Gar.—Carport x Flr. Walls Cl.

Description of Buildings	Additions
Foundation—Stone <u>Conc.</u> None <u>✓</u>	
Ext. Walls <u>Asph/Flt Siding</u>	
Insulation—Floors <u>Walls</u> Clgs. <u>—</u>	
Roof Type <u>Gable</u> Mtl. <u>Galv</u>	
Dormers—Small <u>—</u> Med. <u>—</u> Large <u>—</u>	
Bays—Small <u>—</u> Med. <u>—</u> Large <u>—</u>	
Porches—Front <u>176</u> @ <u>100</u>	176
Rear <u>4x10</u> <u>48</u> @ <u>80</u>	32
Porch <u>4x12</u> <u>48</u> @ <u>80</u>	38
Metal Awnings <u>—</u> Mtl. Rail <u>—</u>	
Basement Entr. <u>—</u> @ <u>—</u>	
Planters <u>—</u> @ <u>—</u>	
Cellar Bsmt. — $\frac{1}{4}$ $\frac{1}{2}$ $\frac{3}{4}$ Full <u>—</u> Floor <u>Conc</u>	
Bsmt. Apt. <u>—</u> Rooms Fin. <u>—</u> Unfin. <u>—</u>	
Attic Rooms Fin. <u>—</u> Unfin. <u>—</u>	
Plumbing { Class <u>1</u> Tub <u>1</u> Trays <u>—</u>	350
Basin <u>1</u> Sink <u>1</u> Toilet <u>1</u>	
Wtr. Sfr. <u>—</u> Shr. St. <u>—</u> O.T. <u>—</u>	
Dishwasher <u>—</u> Garbage Disp. <u>—</u>	
Built-in-Appliances <u>—</u>	
Heat—Stove <u>✓</u> H.A. <u>✓</u> Steam <u>—</u> Stkr. <u>—</u> Blr. <u>—</u>	
Oil <u>✓</u> Gas <u>✓</u> Coal <u>—</u> Pipeless <u>—</u> Radiant <u>—</u>	
Air Cond. <u>—</u>	
Finish—Fir <u>✓</u> Hd. Wd. <u>—</u>	
Floor—Fir <u>✓</u> Hd. Wd. <u>—</u> Other <u>—</u>	
Cabinets <u>—</u> Mantels <u>—</u>	
Tile—Walls <u>—</u> Wainseot <u>—</u> Floors <u>—</u>	
Storm Sash—Wood D. <u>—</u> S. <u>—</u> ; Metal D. <u>—</u> S. <u>—</u>	

Total Additions

596

596

Year Built <u>1949-4N</u>	Avg. <u>54</u>	Current Value	\$ <u>2031</u>
Age <u>20</u>		Commission Adj. <u>—</u> %	
Inf. by <u>Owner - Tenant -</u>		Bldg. Value	
<u>Neighbor - Record - Est.</u>		Depr. Col. <u>1 2 3 4 5 6 33</u> %	
Remodel Year <u>—</u>	Est. Cost <u>—</u>	Current Value Minus Depr.	\$ <u>1670</u>
Garage—Class <u>—</u>	Depr. 2% 3% <u>—</u>	Carport—Factor <u>—</u>	
Cars <u>—</u>	Floor <u>—</u> Walls <u>—</u>	Roof <u>—</u> Doors <u>—</u>	
Size— <u>x</u>	Age <u>—</u>	Cost <u>—</u> x <u>—</u> %	
Other <u>—</u>			
Total Building Value			\$ <u>—</u>

Appraised 5-19- 1958 By 1302

91 600
Serial Number

OF
Card Number

Owners Name

Location Blk 22 EPT of lot 20

Kind of Bldg. Res St. No. 222 Sand Ridge

Class 2 Type 1 2 3 3 Cost \$ X 100 %

Stories	Dimensions	Sq. Ft.	Factor	Totals	Totals
1	x x	724		\$ 2352	\$
	x x				
	x x				

Att. Gar.—C.P. x Flr. Walls Cl.

Description of Buildings Additions Additions

Foundation—Stone Conc. Sills ✓

Ext. Walls Sid (A)

Roof Type Gab Mtl. Put

Dormers—Small Med. Large

Bays—Small Med Large

Porches—Front 186 @ 100 186

Rear 40 @ 100 40

Porch 56 @ 100 56

Planters @

Ext. Base. Entry @

Cellar-Bsmt. — $\frac{1}{4}$ $\frac{1}{8}$ $\frac{1}{2}$ $\frac{3}{4}$ Full Floor 40

Bsmt. Gar.

Basement-Apt. Rms. Fin. Rms.

Attic Rooms Fin. Unfin.

Plumbing { Class 1 Tub. 1 Trays 1
Basin 1 Sink 1 Toilet 1
Wtr. Sfr. Shr. St. O.T.
Dishwasher Garbage Disp. 550

Heat—Stove H.A. FA X HW Stkr Elec.

Oil Gas X Coal Pipeless Radiant 323

Air Cond. — Full Zone

Finish—Fir. ✓ Hd. Wd. Panel

Floor—Fir. ✓ Hd. Wd. Other

Cabinets 1 Mantels

Tile—Walls Wainscot Floors

Storm Sash—Wood D. S. ; Metal D. S.

Awnings — Metal Fiberglass

Total Additions 1185

Year Built 1904 Avg. 1911 Replacement Cost 3537

1964 Age 2 Obsolescence

Inf. by Owner Tenant - Adj. Bld. Value

Neighbor - Record - Est. Conv. Factor x.47

Replacement Cost—1940 Base

Depreciation Column 12 3 4 5 6

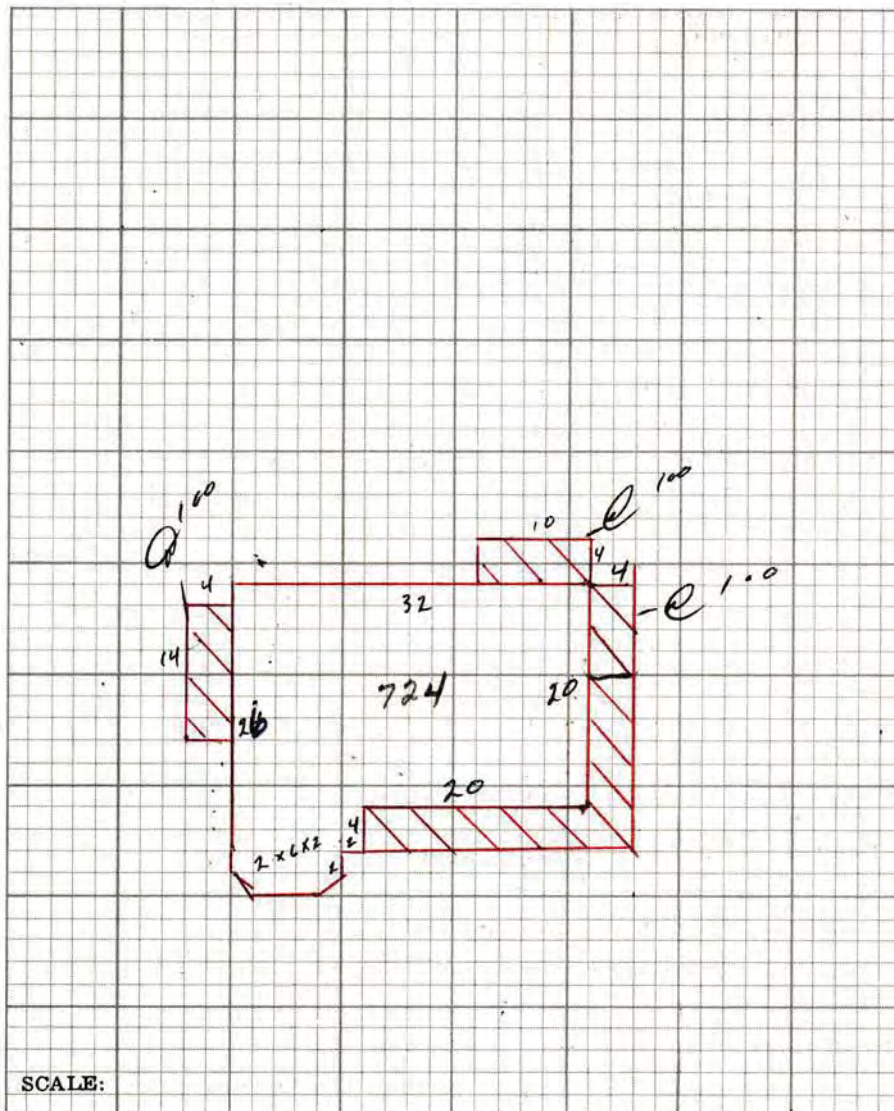
1940 Base Cost, Less Depreciation

Total Value from reverse side

Total Building Value \$

Appraised ① 12-2- 19 68 By 1708

Appraised ② 19 By



RESIDENTIAL OUT BUILDINGS	Age	Size	Area	Factor	Cost	Conv. Fac.	Adj. Cost	Depr. Value
		x				.47		
		x				.47		
		x				.47		
		x				.47		
		x				.47		
		x				.47		

Garage — Class _____ Depr. 2% 3% _____

Cars _____ Floor _____ Walls _____ Roof _____ Doors _____

Size _____ x _____ Age _____ Cost _____ x 47% _____

_____ 1940 Base Cost _____ x _____ % Depr. _____

Total _____

REMARKS Average Year of Construction Computation:

Year 1904 \$ 3116 — 88 % X 61 Year = 5368

Year 1964 \$ 413 — 12 % X 1 Year = 112

Average Year of Construction 1911 5380

3



Property Type: _____

Historic Preservation Research Office

Structure/Site Information Form

IDENTIFICATION 1

Street Address: 222 Sandridge
 Park City, Summit County, Utah
 Name of Structure: Matilda M. Stromberg House
 Present Owner: Trinidad Jaramillo
 Owner Address: P.O. Box 433, Park City, Utah 84060

UTM: 12 458320 4498880

T. R. S.

Year Built (Tax Record): _____ Effective Age: _____ Tax #: PC 600
 Legal Description: _____ Kind of Building: _____
 Begin at an east fence corner that is due East 294.47 feet and due South 142.16 feet
 from northeast corner Lot 16 Block 72, Park City, thence North 77 degrees 30 minutes
 East along fence 25.22 feet; thence North 4 degrees West 1.25 feet North 80 degrees
 East between 2 houses 41.0 feet to Westerly side existing road to
 Northwesterly side of a 3 foot wooden stairway, thence South 53 degrees West
 along said stairway 63 feet to an angle point; thence continue along said (see cont. sheet)

STATUS/USE 2

Original Owner: Unknown Construction Date: c. 1885 Demolition Date: _____
 Original Use: Residence Present Use: _____
 Building Condition: Integrity: Preliminary Evaluation: Final Register Status: _____
☐ Excellent ☐ Site ☐ Unaltered ☒ Significant ☐ Not of the ☐ National Landmark ☐ District
☒ Good ☐ Ruins ☐ Minor Alterations ☐ Contributory ☐ Historic Period ☐ National Register ☐ Multi-Resource
☐ Deteriorated ☐ Major Alterations ☐ Not Contributory ☐ State Register ☐ Thematic

DOCUMENTATION 3

Photography: Date of Slides: 1983 Slide No.: _____ Date of Photographs: 1983 Photo No.: _____
 Views: ☐ Front ☐ Side ☐ Rear ☐ Other Views: ☐ Front ☐ Side ☐ Rear ☐ Other

Research Sources:

☒ Abstract of Title ☒ Sanborn Maps ☐ Newspapers ☐ U of U Library
☒ Plat Records/Map ☐ City Directories ☐ Utah State Historical Society ☐ BYU Library
☒ Tax Card & Photo ☐ Biographical Encyclopedias ☐ Personal Interviews ☐ USU Library
☐ Building Permit ☒ Obituary Index ☐ LDS Church Archives ☐ SLC Library
☐ Sewer Permit ☒ County & City Histories ☐ LDS Genealogical Society ☒ Other Census Records

Bibliographical References (books, articles, records, interviews, old photographs and maps, etc.):

Researcher:

Roger Roper

Architect/Builder: Unknown

Building Materials: Wood

Building Type/Style: T/L Cottage by Addition

Description of physical appearance & significant architectural features:
(Include additions, alterations, ancillary structures, and landscaping if applicable)

This house is a one story T/L cottage with a gable roof. It is a T/L cottage by addition. A cross-wing was added to an existing hall and parlor house to form a T/L cottage. This was a common and acceptable method of expanding and at the same time updating a small house in Park City. The older folk type, the hall and parlor house, was effectively changed to resemble the popular T/L cottage. On the 1889 Sanborn Insurance Map, the building shows up as a hall and parlor house. By 1900 a cross-wing had been added to the north side of the building. The bump in the roof line where the two sections were joined visually confirms that a change was made. Unlike most T/L cottages by addition, which reflect the traditional hall and parlor arrangement of openings on the stem-wing, this house, instead of having a door between two windows, has the door at one end of the stem-wing flanked by two windows. A porch with square piers and a straight post balustrade spans the facade and wraps around the south end of the building. It terminates at a shed extension that was added to the southeast corner of the building. This type of extension was common in Park City and usually provided space for a wood or coal shed. There is also a small shed extension on the north side of the building. In-period additions are part of Park City's architectural vocabulary. Although in many cases an addition represents a major alteration (See continuation sheet)

Statement of Historical Significance:

Construction Date: c. 1885

Built c. 1885, the Matilda M. Stromberg House at 222 Sandridge is architecturally significant as one of about 34 extant T/L cottages by addition in Park City, 11 of which are included in this nomination. The T/L cottage was one of three popular Park City house forms that was built in the late nineteenth century. T/L cottages by addition make up 9% of the total number of in-period buildings in Park City, and represent 30% of the total number of houses with T/L plans. The T/L cottage resulted from the addition of a cross-wing to an existing hall and parlor house, and is significant because it documents the most common major method of expanding a small mining town cottage.

The original hall and parlor section of this house was built by at least 1889, according to the Sanborn Insurance Maps, but the exact date of its construction and the name of its original owner are unknown. The earliest owner associated with this house was Matilda M. Stromberg, who, in 1917, sold it to Victor and Rosina Sandstrom. It is not known when Mrs. Stromberg bought this house or whether she lived there or rented it out. Nothing is known about her except that her last name was formerly Leahy.

Victor and Rosina Sandstrom owned the house from 1917 until 1938, when they sold it to Oscar H. and Jennie S. Lowe. In 1945, Trinidad Jaramillo, the current owner, and her husband, Louis, bought the house.

222 Sandridge

Description continued:

of the original house, it usually contributes to the significance of a house because it documents the most common and acceptable method of expansion of the small Park City house. There was a door in the south end of the building which was shifted west, probably reflecting an internal change. An elaborate Italianate bay is attached to the front of the cross-wing. It has a hip roof, brackets under the eaves, a single one over one double hung sash window on each side and two windows across the front. A window below the crosswing and one under the porch indicate that the house has a basement. It is unknown whether the basement is original or is a later addition. It, however, does not affect the original character of the building. The rear of the house is sided with board and batten siding. The house no longer maintains its integrity as a hall and parlor house. It does maintain its integrity as a T/L cottage, a form it had achieved by 1900. The changes that have been made are minor and do not affect the building's original integrity.

Legal Description continued:

stairway South 39 degrees 03 minutes West 26.03 feet to a point of fence line extended, thence North 11 degrees West along ext. of fence line 82.0 feet to beginning.

Less than one acre.







Looking north from Sandridge Avenue

EXHIBIT G



Looking South from Sandridge Avenue





Looking East from Swede Alley





Rubble wall between
222 and 228 Sandridge



DATE: July 30, 2015

TO HONORABLE MAYOR AND COUNCIL

The purpose of this application is to plat as-built conditions of constructed Units 15 and 16 and to identify common, limited common and private areas for these Units, as stipulated by the underlying Silver Strike Subdivision plat and the Amended, Consolidated, and Restated Condominium plat of The Belles at Empire Pass condominium plat. A condition of approval of this underlying condominium plat requires that upon completion of the Belles at Empire Pass Condominium units, a supplemental condominium plat identifying as-built conditions, shall be approved by the City Council and recorded at Summit County as a condition precedent to issuance of a final certificate of occupancy. On July 8, 2015, the Planning Commission conducted a public hearing and forwarded a positive recommendation to City Council. The item was on the consent agenda.

Respectfully:

Kirsten Whetstone, Senior Planner

City Council Staff Report



Subject: Seventh Supplemental Plat for
Belles at Empire Pass Units 15 and
16

Author: Kirsten A Whetstone, MS, AICP- Senior Planner

Date: July 30, 2015

Type of Item: Administrative – Supplemental Plat (condominium plat
amendment)

Project Number: PL-15-02775

Summary Recommendations

Staff recommends that the City Council hold a public hearing for the Seventh Supplemental Plat for Constructed Units for the Belles at Empire Pass Condominium plat amending Units 15 and 16 and consider approving the supplemental plat based on the findings of fact, conclusions of law and conditions of approval as found in the attached Ordinance.

Topic

Applicant: Belles at Empire Pass HOA and owner of Units 15 and 16

Location: 52 and 58 Silver Strike Trail

Zoning: Residential Development (RD) as part of the Village at Empire Pass MPD

Adjacent Land Uses: Single family condominium units, multi-family condominium units, development parcels of the Village at Empire Pass MPD, ski trails and open space.

Reason for Review: Plat amendments require Planning Commission review and a recommendation with final action by the City Council.

Executive Summary/Proposal

The purpose of this application is to plat as-built conditions of constructed Units 15 and 16 and to identify common, limited common and private areas for these Units, as stipulated by the underlying Silver Strike Subdivision plat and the Amended, Consolidated, and Restated Condominium plat of The Belles at Empire Pass condominium plat. A condition of approval of this underlying condominium plat requires that upon completion of the Belles at Empire Pass Condominium units, a supplemental condominium plat identifying as-built conditions, shall be approved by the City Council and recorded at Summit County as a condition precedent to issuance of a final certificate of occupancy. On July 8, 2015, the Planning Commission conducted a public hearing and forwarded a positive recommendation to City Council. The item was on the consent agenda.

Acronyms

AICP- American Institute of Certified Planners

HOA- Homeowners Association

LMC- Land Management Code

MPD- Master Planned Development

RD- Residential Development Zoning District

RD-MPD- Residential Development Zoning District subject to a Master Planned Development

UE- Unit Equivalents (1 UE = 2,000 sf residential floor area)

Purpose

The purpose of the Residential Development RD District is to:

- A. Allow a variety of Residential Uses that are Compatible with the City's Development objectives, design standards, and growth capabilities,
- B. Encourage the clustering of residential units to preserve natural Open Space, minimize Site disturbance and impacts of Development, and minimize the cost of municipal services,
- C. Allow commercial and recreational activities that are in harmony with residential neighborhoods,
- D. Minimize impacts of the automobile on architectural design,
- E. Promote pedestrian connections within Developments and between adjacent Areas; and
- F. Provide opportunities for variation in architectural design and housing types.

Background

On May 19, 2015, the City received a complete application for this plat to memorialize as-built conditions for Units 15 and 16 of the Amended, Consolidated, and Restated Condominium plat of The Belles at Empire Pass condominium plat that was approved by City Council on March 24, 2011 and recorded at Summit County on November 28, 2011. This supplemental plat is a requirement of the underlying condominium plat.

On June 24, 1999, the City Council adopted Ordinance 99-30 and Resolution 20-99 approving the annexation and development agreement for the 1,655 acre Flagstaff Mountain area. Resolution 20-99 granted the equivalent of a "large-scale" master planned development (MPD) and set forth the types and locations of land use; maximum densities; timing of development; development approval process; as well as development conditions and amenities for each parcel.

On July 28, 2004, the Planning Commission approved a Master Planned Development for the Village at Empire Pass, aka Pod A. The MPD identified an area of Pod A as the

location for 18 detached single-family homes, similar to the Paintbrush units currently under construction in other parts of Empire Pass. The Development Agreement allowed a total of 60 units (single detached or duplex) within the annexation area and the rest of the units being multi-family (stacked-flat or tri-plex or greater attached). The Belles at Empire Pass condominiums (formerly known as Christopher Homes) utilize 17 of the 60 allocated PUD style units for the Flagstaff Development area.

On June 29, 2006, the City Council approved the Silver Strike Subdivision creating two lots of record within Pod A. Lot 1 is 4.37 acres in size while lot 2 contains 1.99 acres. The plat was recorded on December 1, 2006. The subject units, Units 15 and 16 of the Belles at Empire Pass are located on Lot 1 of the Silver Strike Subdivision and were originally platted as part of the Christopher Homes condominium plat.

March 24, 2011, the City Council approved the Amended, Consolidated, and Restated Condominium Plat of The Belles at Empire Pass amending, consolidating, and restating the previously recorded Christopher Homes at Empire Pass condominium plats phases I, II, III, and IV. Also on March 24, 2011, the City Council approved the First Supplemental Plat for Constructed Units 1, 2, and 12 of the Belles at Empire Pass Condominiums. These plats were recorded November 28, 2011. A condition of approval of the Amended, Consolidated, and Restated Condominium plat of The Belles at Empire Pass plat requires that upon completion of the condominium units, a supplemental condominium plat identifying as built conditions, shall be approved by the City Council and recorded at Summit County as a condition precedent to issuance of a final certificate of occupancy.

All conditions of the underlying approvals, namely the Village at Empire Pass MPD; Silver Strike Subdivision; and the Amended, Consolidated, and Restated Belles at Empire Pass condominium plat continue to apply and are reflected as conditions of approval and plat notes on this proposed supplemental plat (Exhibit A).

On June 28, 2012, the City Council approved the Second Supplemental Plat for Constructed Unit 9. This plat was recorded on November 20, 2012. There are been four supplemental plats recorded since November 20, 2012 to memorialize construction of all Belles Units constructed to date. Remaining Units include Units 3, 13, and 14.

On July 8, 2015, the Planning Commission conducted a public hearing and voted unanimously to forward a positive recommendation to City Council. The item was on the consent agenda.

Analysis

This request for a Seventh Supplemental plat for Constructed Units at The Belles at Empire Pass amends Units 15 and 16 and documents the final as built conditions in accordance with the Utah Condominium Act. The zoning is Residential Development (RD-MPD); subject to the Village at Empire Pass MPD and underlying plats.

The Silver Strike subdivision restricts each unit to a maximum house size of 5,000

square feet of Gross Floor Area as defined in the LMC, excluding 600 square feet for garage area and any basement area that is below final grade.

The Flagstaff Development Agreement requires calculation of unit equivalents (UE) for these units, in addition to maximum house size. The UE formula includes all interior square footage “calculated from the inside surfaces of the interior boundary wall of each completed unit, excluding all structural walls and components, as well as all shafts, ducts, flues, pipes, conduits and the wall enclosing such equipment. Also excluded from the UE square footage are garage space up to 600 square feet per unit and all space designated as non-habitable.” Basement area is included in the UE calculations.

A total of 90,000 square feet (45 UE) were approved for the Belles at Empire Pass area (formerly known as the Christopher Homes at Empire Pass condominiums). Within the Flagstaff Development Agreement one residential unit equivalent equals two thousand square feet of Gross Floor Area, including the basement area. Units 15 and 16 meet the maximum house size requirement in both Gross Floor Area and Unit Equivalent calculation as noted above. Unit 15 contains 4,988.8 sf of Gross Floor Area, excluding basement area and 600 sf garage area and accounts for 3.31 UEs based on the Total Floor area of 6,626.8 sf (includes basement area but not garage area). Unit 16 contains 4,977.8 sf of Gross Floor Area, excluding basement area and 600 sf garage area and accounts for 3.45 UEs based on the Total Floor area of 6,901.8 sf (includes basement area but not garage area). The twelve (12) units platted to date (Units 1, 2, 4, 5, 6, 7, 8, 9, 10, 11, 12 and 17) utilize 31.07 Unit Equivalents (UE). Adding Units 15 and 16 brings the current total to 37.83 UE (See Exhibit E- UE Chart for the Belles Condominiums).

Site development parameters are as follows:

	Permitted	Approved
Height	28' (+5' for pitched roof)	33' max with pitched roof. No height exception. <u>Units 15 and 16 comply.</u>
Front setback	20', 25' to front facing garage	20' minimum to house 25' minimum to garage. <u>Units 15 and 16 comply.</u>
Rear setback	Setbacks are per the Building Code and MPD (MPD allows zero setback)	10' minimum from Lot boundary. <u>Units 15 and 16 comply.</u>
Side setbacks	Setbacks are per the Building Code and MPD (MPD allows zero setbacks).	10' minimum from Lot boundaries allowed by MPD. <u>Units 15 and 16 comply.</u>
Parking	Two spaces required	2 per unit. <u>Units 15 and 16 comply.</u>
Maximum house size (based on the Silver Strike subdivision and defined per the Land Management Code)	5,000 sf (Gross Floor Area excludes basement area, below final grade, and 600 sf of garage area).	Unit 15 contains 4,988.8 sf Gross Floor Area Unit 16 contains 4,977.8 sf Gross Floor Area

		<u>Units 15 and 16 comply.</u>
Unit Equivalent (based on the Village at Empire Pass MPD)	Maximum of 45 UE for all of the Belles Condominiums. Gross floor area for UE calculations excludes 600 sf garage and any uninhabitable space, i.e. crawl space, attics, etc. Includes basement area.	Unit 15 – 6626.8 sf which is 3.31 UE. Unit 16 – 6,901.8 sf which is 3.45 UE. <u>Units 15 and 16 comply.</u> Total of all platted units to date is 37.83 UE (All Units except 3, 13, and 14)

Good Cause

Staff finds good cause for this record of survey amendment as it memorializes and documents as-built conditions and UE calculations for this unit. Units 15 and 16 comply with the conditions of approval of the underlying plats, namely the Silver Strike subdivision plat and the Amended, Consolidated, and Restated Condominium plat of The Belles at Empire Pass. In addition the units are consistent with the development pattern envisioned in the Village at Empire Pass MPD and the 14 Technical Reports.

Department Review

This project has gone through interdepartmental review by the Development Review Committee on June 9, 2015. An issue regarding a sewer lateral and sewer easement was raised by the Snyderville Basin Water Reclamation District that will be addressed prior to final plat recordation.

Notice

On June 24, 2015, the property was posted and notice was mailed to property owners within 300 feet. Legal notice was also published in the Park Record on June 20, 2015.

Public Input

Staff has not received public input on this application.

Process

Approval of this application by the City Council constitutes Final Action that may be appealed following the procedures found in LMC 1-18. A Building Permit is publicly noticed by posting of the permit.

Alternatives

- The City Council may approve the application for the Seventh Supplemental plat for Constructed Units at The Belles at Empire Pass for Units 15 and 16, as conditioned or amended, or
- The City Council may deny the application and direct staff to make Findings for this decision, or

- The City Council may continue the discussion and provide Staff and the Applicant with specific direction regarding additional information necessary to take final action on this item.

Significant Impacts

There are no significant fiscal or environmental impacts from this application. Water and sewer impact fees, and other fees associated with increased floor area, are evaluated during the building permit process and collected prior to issuance of any building permits.

Consequences of not taking the Suggested Recommendation

No certificate of occupancy for the Units may be granted until the plat is recorded.

Recommendation

Staff recommends that the City Council hold a public hearing for the Seventh Supplemental Plat for Constructed Units for the Belles at Empire Pass Condominium plat amending Units 15 and 16 and consider approving the supplemental plat based on the findings of fact, conclusions of law and conditions of approval as found in the attached Ordinance.

Exhibits

Ordinance

Exhibit A- Seventh Supplemental plat for Belles Units 15 and 16

Exhibit B- Amended, Consolidated, and Restated Condominium Plat of the Belles at Empire Pass- recorded plat

Exhibit C- Aerial Photo

Exhibit D- Existing conditions and topography

Exhibit E- UE Chart

Ordinance No. 15-

**AN ORDINANCE APPROVING THE SEVENTH SUPPLEMENTAL PLAT FOR
CONSTRUCTED UNITS AT THE BELLES AT EMPIRE PASS CONDOMINIUMS
AMENDING UNITS 15 AND 16, LOCATED AT 52 AND 58 SILVER STRIKE TRAIL,
PARK CITY, UTAH.**

WHEREAS, the owners of the property known as The Belles at Empire Pass Condominium Units 15 and 16, have petitioned the City Council for approval of the Seventh Supplemental plat for Constructed Units at the Belles at Empire Pass, a Utah Condominium project; and

WHEREAS, on June 24, 2015 the property was properly noticed and posted according to the requirements of the Land Management Code; and

WHEREAS, proper legal notice was published in the Park Record on June 20, 2015, and notice letters were sent to all affected property owners on June 24, 2015, in accordance with the Land Management Code; and

WHEREAS, the Planning Commission held a public hearing on July 8, 2015, to receive input on the supplemental plat;

WHEREAS, the Planning Commission, on July 8, 2015, forwarded a positive recommendation to the City Council; and,

WHEREAS, on July 30, 2015, the City Council held a public hearing on the amended record of survey plat; and

WHEREAS, it is in the best interest of Park City, Utah to approve the Seventh Supplemental plat for Constructed Units at the Belles at Empire Pass, a Utah Condominium project to document the as-built conditions and constructed Unit Equivalents for constructed Units 15 and 16.

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

SECTION 1. APPROVAL. The above recitals are hereby incorporated as findings of fact. The Seventh Supplemental plat for Constructed Units at the Belles at Empire Pass, a Utah Condominium project, as shown in Exhibit A, is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The property, Units 15 and 16 of the Amended, Consolidated, and Restated Condominium Plat of The Belles at Empire Pass and associated common area, are located at 52 and 58 Silver Strike Trail. The property is located on portions of Lot 1

of the Silver Strike subdivision and is within Pod A of the Flagstaff Mountain Development, in an area known as the Village at Empire Pass.

2. The property is located within the RD –MPD zoning district and is subject to the Flagstaff Mountain Development Agreement and Village of Empire Pass MPD.
3. The City Council approved the Flagstaff Mountain Development Agreement and Annexation Resolution 99-30 on June 24, 1999. The Development Agreement is the equivalent of a Large-Scale Master Plan. The Development Agreement sets forth maximum densities, location of densities, and developer-offered amenities.
4. On July 28, 2004, the Planning Commission approved a Master Planned Development (MPD) for the Village at Empire Pass, aka Pod A. The MPD identified the area of the proposed condominium plat as the location for 18 PUD –style detached single family homes and duplexes.
5. On June 29, 2006, the City Council approved the Silver Strike Subdivision creating two lots of record. Units 15 and 16 are located on a portion of Lot 1 of the Silver Strike Subdivision.
6. On August 17, 2007, the City Council approved 4 units on Lot 2 as the Christopher Homes at Empire Pass Phase I condominium plat. The plat was recorded at Summit County on October 3, 2007.
7. On November 29, 2007, the City Council approved the first amended Christopher Homes at Empire Pass Phase II condominium plat creating an additional 4 units on Lot 2. The plat was recorded at Summit County on February 20, 2008.
8. On April 23, 2008, the City Council approved two more condominium units on Lot 1 of the Silver Strike subdivision as Christopher Homes at Empire Pass Phase III condominium plat. The plat was recorded at Summit County on December 1, 2008.
9. On August 28, 2008, the City Council approved the Christopher Homes at Empire Pass Phase IV plat for eight additional condominium units on Lots 1 and 2, specifically units 5/6, 7/8, 13/14, and 17/18 in duplex configurations. The plat was recorded at Summit County on November 19, 2008.
10. March 24, 2011, the City Council approved the Amended, Consolidated, and Restated Condominium Plat of The Belles at Empire Pass amending, consolidating, and restating the previously recorded Christopher Homes at Empire Pass condominium plats Phases I, II, III, and IV. Also on March 24, 2011, the City Council approved the First Supplemental Plat for Constructed Units 1, 2, and 12 of the Belles at Empire Pass Condominiums. These plats were recorded November 28, 2011.
11. On June 28, 2012, the City Council approved the Second Supplemental Plat for Constructed Unit 9. This plat was recorded on November 20, 2012.
12. On May 9, 2013, the City Council approved the Third Supplemental Plat for Constructed Unit 4 and the Fourth Supplemental Plat for Constructed Units 5 and 6. These plats were recorded on October 28, 2013.
13. On February 6, 2014, the City Council approved the Fifth Supplemental Plat for Constructed Units 10 and 11.
14. On April 3, 2014, the City Council approved the Sixth Supplemental Plat for Constructed Units 7, 8, and 17. On December 11, 2014, the City Council approved an amendment to the Sixth Supplemental Plat.
15. On May 19, 2015 the Planning Department received a complete application for the Seventh Supplemental Plat for Constructed Units 15 and 16.

16. The purpose of the supplemental plat is to describe and document the as-built conditions and the UE calculations for all constructed units at the Belles Condominiums prior to issuance of a certificate of occupancy and to identify private, limited common and common area for this unit.
17. The supplemental plat complies with the conditions of approval of the underlying plats, namely the Silver Strike subdivision plat and the Amended, Consolidated, and Restated Condominium plat of The Belles at Empire Pass. The plat is consistent with the development pattern envisioned by the Village at Empire Pass MPD and the 14 Technical Reports of the MPD and the Flagstaff Development Agreement.
18. Units 15 and 16 are located on a portion of Lot 1 of the Silver Strike subdivision plat.
19. The approved maximum house size is 5,000 square feet of Gross Floor Area, as defined by the LMC. Gross Floor Area exempts basement areas below final grade and 600 square feet of garage area.
20. Unit 15 contains 4,988.8 sf of Gross Floor Area, excluding basement area and 600 sf garage area and accounts for 3.31 UEs based on the Total Floor area of 6,626.8 sf (includes basement area but not 600 square feet of garage area).
21. Unit 16 contains 4,977.8 sf of Gross Floor Area, excluding basement area and 600 sf garage area and accounts for 3.45 UEs based on the Total Floor area of 6,901.8 sf (includes basement area but not 600 square feet of garage area).
22. The twelve (12) units platted to date (Units 1, 2, 4, 5, 6, 7, 8, 9, 10, 11, 12 and 17) utilize 31.07 Unit Equivalents (UE). Adding Units 15 and 16 brings the current total to 37.83 UE. Units 2, 13, and 14 are yet to be constructed.
23. The Flagstaff Development Agreement requires calculation of unit equivalents (UE) for all Belles units, in addition to the maximum house size. The UE formula includes all interior square footage "calculated from the inside surfaces of the interior boundary wall of each completed unit, excluding all structural walls and components, as well as all shafts, ducts, flues, pipes, conduits and the wall enclosing such facilities. Unit Equivalent floor area includes all basement areas. Also excluded from the UE square footage are garage space up to 600 square feet per unit and all space designated as non-habitable on this plat." Within the Flagstaff Development Agreement one residential unit equivalent equals 2,000 sf.
24. As conditioned, this supplemental plat is consistent with the approved Flagstaff Development Agreement, the Village at Empire Pass MPD, and the conditions of approval of the Silver Strike Subdivision.
25. The findings in the analysis section are incorporated herein.

Conclusions of Law:

1. There is good cause for this supplemental plat as it memorializes the as-built conditions for Units 15 and 16.
2. The supplemental plat is consistent with the Park City Land Management Code and applicable State law regarding condominium plats.
3. Neither the public nor any person will be materially injured by the proposed supplemental plat.
4. Approval of the supplemental plat, subject to the conditions of approval stated below, will not adversely affect the health, safety and welfare of the citizens of Park City.

Conditions of Approval:

1. The City Attorney and City Engineer will review and approve the final form of the supplemental plat for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant will present the final signed mylar plat to the City, for City signatures and recordation at Summit County, within one year of the date of City Council approval, or this approval will be considered void; unless an extension request is made in writing prior to the expiration date and an extension is granted by the City Council.
3. All conditions of approval of the Village at Empire Pass Master Planned Development, the Silver Strike Subdivision plat, and the Amended, Consolidated, and Restated Condominium Plat of The Belles at Empire Pass shall continue to apply.
4. As a condition precedent to issuance of a final certificate of occupancy for Units 15 and 16, this supplemental plat shall be recorded at Summit County.
5. A note shall be added to the plat prior to recordation stating the following, "At the time of resurfacing of Silver Strike Trail, the Master Association shall be responsible to adjust wastewater manholes to grade according to Snyderville Basin Water Reclamation District Standards".
6. The unit sizes and UEs shall be reflected on the plat.

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

PASSED AND ADOPTED this ___ day of _____, 2015.

PARK CITY MUNICIPAL CORPORATION

Jack Thomas, MAYOR

ATTEST:

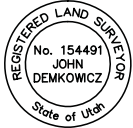
Marci Heil, City Recorder

APPROVED AS TO FORM:

Mark Harrington, City Attorney

SURVEYOR'S CERTIFICATE

I, John Demkowicz, do hereby certify that I am a Registered Land Surveyor and that I hold Certificate No. 154491 as prescribed by the laws of the State of Utah, and that I have caused to be made under my direction and by the authority of the owners, this Seventh Supplemental Plat for Constructed Units of THE BELLES AT EMPIRE PASS CONDOMINIUMS, a Utah Condominium Project, in accordance with the provisions of the Utah Condominium Ownership Act. I further certify that the information shown hereon is correct.



BOUNDARY DESCRIPTIONS

(PARCEL 1)

UNITS 15 and 16, of the Amended, Consolidated and Restated Condominium of THE BELLES AT EMPIRE PASS, (formerly known as Christopher Homes at Empire Pass), a Utah expandable condominium project, together with an undivided interest in the common areas and facilities as described in the official plat recorded November 28, 2011, as Entry No. 934780 and the Amended and Restated Declaration of Condominium recorded November 28, 2011, as Entry No. 934781 in Book 2105 at Page 961, Summit County Recorder's Office.

(EASEMENT 1)

Together with a right-of-way and easement for public and private utilities and a private road over the Silver Strike Trail as delineated on the official plat of Banner Wood Subdivision as recorded August 12, 2005, as Entry No. 746718 in the records of the Summit County Recorder.

EXHIBIT A

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT, WICHITA, LP, a Utah Limited Partnership, the owner of Units 15 and 16, hereby certifies that it has caused a survey to be made and this Seventh Supplemental Plat for Constructed Units, The Belles at Empire Pass Condominiums to be prepared, and does hereby consent to the recordation of this Fifth Supplemental Plat for Constructed Units and submit to the Utah Condominium Ownership Act.

In witness whereof the undersigned has executed this certificate and dedication this ____ day of _____, 2015.

Wichita, LP
a Utah Limited Partnership
By BelleArbor, Inc.
Its Managing General Partner

By: _____
Mark H. Prothro
President

ACKNOWLEDGMENT

State of _____ ss:
County of _____

This instrument was acknowledged before me this ____ day of _____, 2015, by Mark H. Prothro, the president of Wichita, LP, a Utah Limited Partnership, by BelleArbor, Inc., its Managing General Partner.

Notary Public _____

Printed Name _____

Residing in: _____

My commission expires: _____

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT, the undersigned President of The Belles at Empire Pass Homeowners Association, Inc., and as owner of the Common Areas described herein does hereby certify that it has caused this survey to be made and this Seventh Supplemental Condominium Plat for Constructed Units, The Belles at Empire Pass to be prepared and hereby consents to the recordation of this Seventh Supplemental Condominium Plat for Constructed Units, The Belles at Empire Pass and submit to the Utah Condominium Ownership Act. As President, he also certifies that more than 67% of the Owners of the Units have approved this Seventh Supplemental Condominium Plat.

Mark H. Prothro, President
The Belles at Empire Pass Homeowners Association, Inc.

Date _____

ACKNOWLEDGMENT

State of _____ ss:
County of _____

On this ____ day of _____, 2015, personally appeared before me Mark H. Prothro, whose identity is personally known to me (or has proven on the basis of satisfactory evidence) and who by me sworn/affirmed, did say that he is the President of The Belles of Empire Pass Homeowners Association, Inc. and that said document was signed by him on behalf of said Corporation by Authority of its Bylaws (or Resolution of its Board of Directors), and said Mark H. Prothro acknowledged to me that said Corporation executed the same.

Notary Public _____

Printed Name _____

Residing in: _____

My commission expires: _____

NOTES:

- All conditions of approval of The Village at Empire Pass Master Development Plan and the Silver Strike Subdivision plat, and the Amended, Consolidated, and Restated Condominium Plat of the Belles at Empire Pass, recorded November 28, 2011, Entry No. 934780 shall continue to apply.
- A Limited Common Area includes 10' on all sides of the Completed Unit ("Buffer Area") and also includes the patio and driveway for that Unit and a 7' space below the boundary of the Unit for the purpose of providing unit owners with added privacy and the exclusive right to use and occupy such land surrounding their respective Unit. All other lands within the described property shall be Common Area. The use of all Common and Limited Common areas is described in more detail in the Amended Declaration, but shall include pedestrian and ski trails.
- All Common Area is dedicated as a non-exclusive easement to Park City Municipal Corporation, Snyderville Basin Water Reclamation District (SBWRD), Park City Fire Protection District, Summit County and the The Belles At Empire Pass Homeowners for the purpose of providing access for utility and drainage installation, use, maintenance and eventual replacement.
- Units 15 and 16 are served by private wastewater lateral lines. The Empire Pass Master Homeowners Association, Inc. (the "Master Association") shall be responsible for the maintenance and replacement of all sanitary sewer laterals serving the The Belles At Empire Pass Units within the plat. The cost of such maintenance and replacement shall be paid by The Belles At Empire Pass Owners Association, Inc. as part of the Common Expenses.
- Lots designated as Ejector Pump (EP) lots may require privately owned wastewater ejector pumps.
- At the time of resurfacing of Silver Strike Trail, the Master Association shall be responsible to adjust wastewater manholes to grade according to Snyderville Basin Water Reclamation District Standards.
- This plat is subject to the conditions of approval in Ordinance 15-____.
- The UE square footage for Unit 15 is 6,626.8 square feet and the Gross Residential Floor Area is 4,988.8 square feet. The Unit Equivalent for Unit 15 is 3.313.
- The UE square footage for Unit 16 is 6,901.8 square feet and the Gross Residential Floor Area is 4,977.8 square feet. The Unit Equivalent for Unit 16 is 3.451.

LEGEND:

- XX STREET ADDRESS ON SILVER STRIKE TRAIL
- COMMON OWNERSHIP
- PRIVATE OWNERSHIP
- LIMITED COMMON OWNERSHIP

SEVENTH SUPPLEMENTAL PLAT FOR CONSTRUCTED UNITS

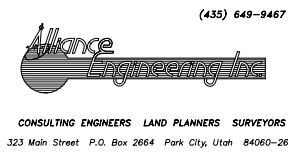
THE BELLES AT EMPIRE PASS

A UTAH EXPANDABLE CONDOMINIUM PROJECT AMENDING UNITS 15 & 16

LOCATED IN SECTION 28, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASIN AND MERIDIAN, PARK CITY, SUMMIT COUNTY, UTAH

SHEET 1 OF 3

6/22/15 JOB NO.: 6-6-10 FILE:K:\Empire\dwg\SSS\Plat\Belles\Units15&16\Sh1t Unit 15+16.dwg



SNYDERVILLE BASIN WATER RECLAMATION DISTRICT

REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS _____

DAY OF _____, 2015

BY _____

S.B.W.R.D.

PLANNING COMMISSION

APPROVED BY THE PARK CITY PLANNING COMMISSION THIS _____

DAY OF _____, 2015

BY _____

CHAIR

ENGINEER'S CERTIFICATE

I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS _____

DAY OF _____, 2015

BY _____

PARK CITY ENGINEER

APPROVAL AS TO FORM

APPROVED AS TO FORM THIS _____

DAY OF _____, 2015

BY _____

PARK CITY ATTORNEY

COUNCIL APPROVAL AND ACCEPTANCE

APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS _____ DAY OF _____, 2015

BY _____

MAYOR

CERTIFICATE OF ATTEST

I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS _____ DAY

OF _____, 2015

BY _____

PARK CITY RECORDER

RECORDED

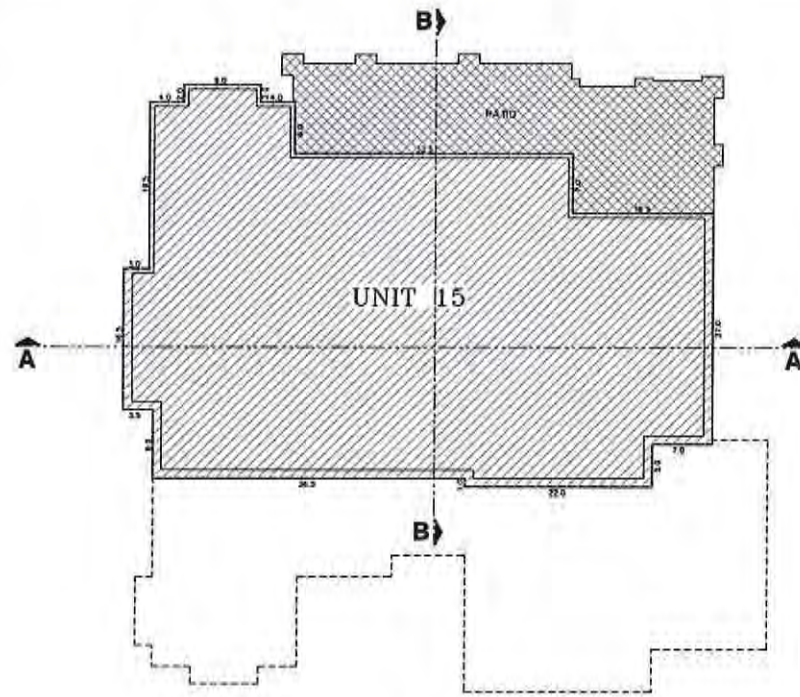
STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF _____

DATE _____ TIME _____ ENTRY NO. _____

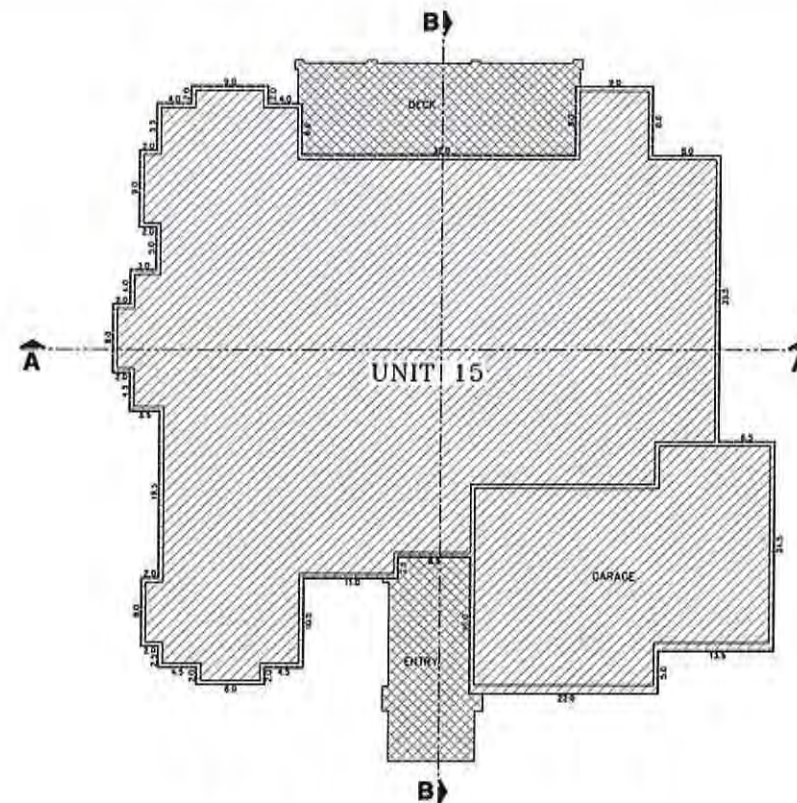
FEE

RECORDER

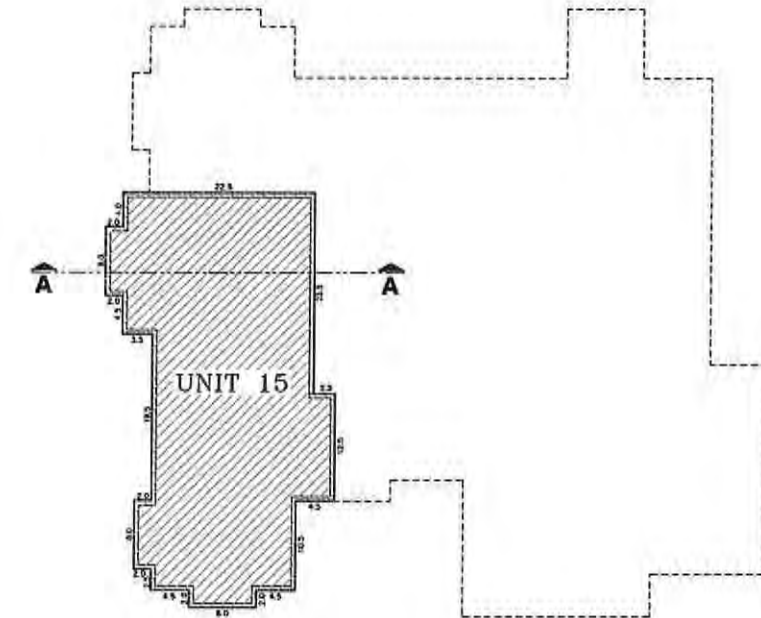
Packet Pg. 459



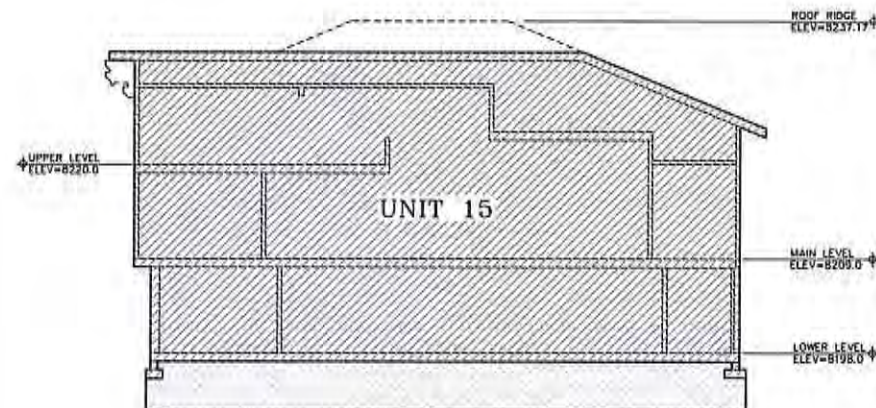
1 LOWER LEVEL AREAS
SCALE: 1" = 10'



2 MAIN LEVEL AREAS
SCALE: 1" = 10'

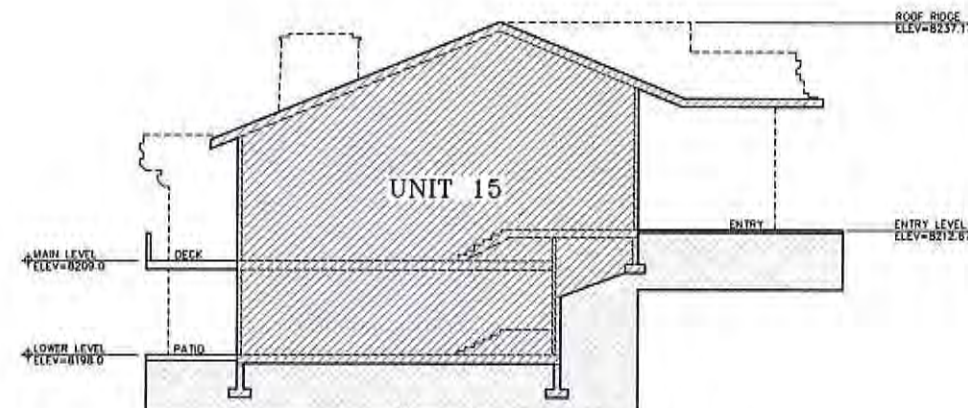


3 UPPER LEVEL AREAS
SCALE: 1" = 10'



1 SECTION A-A
SCALE: 1" = 10'

The area under the unit extending to 7 feet below the lowest finished floor is designated Limited Common.
See sheet 1 for dimensions of Limited Common area at the perimeter of the unit.



2 SECTION B-B
SCALE: 1" = 10'

The area under the unit extending to 7 feet below the lowest finished floor is designated Limited Common.
See sheet 1 for dimensions of Limited Common area at the perimeter of the unit.

UNIT 15 SQUARE FOOTAGE TABLE*

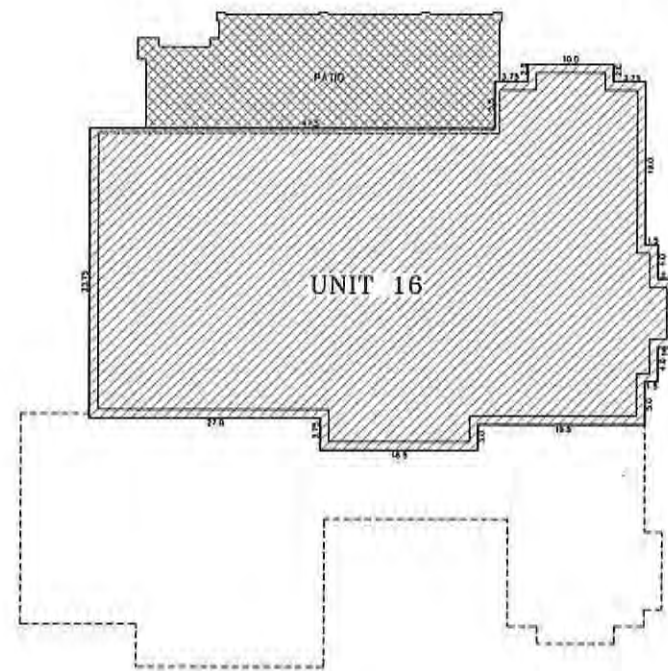
LEVELS	UE**	GROSS RESIDENTIAL FLOOR AREA (SF)
LOWER	2,384.5	2,384.5
MAIN	3,157.3	3,157.3
UPPER	814.0	814.0
GARAGE	781.0	781.0
TOTAL SF	7,226.8	7,226.8
Garage Allowance	-600.0***	-600.0***
Basement	No Allowance	-1,838.0****
TOTAL SF	6,826.8	4,988.8

* Per Architectural Drawings
** Per Flagstaff Development Agreement
*** Per Land Management Code
**** Allowance below finished grade on Lower Level per Land Management Code

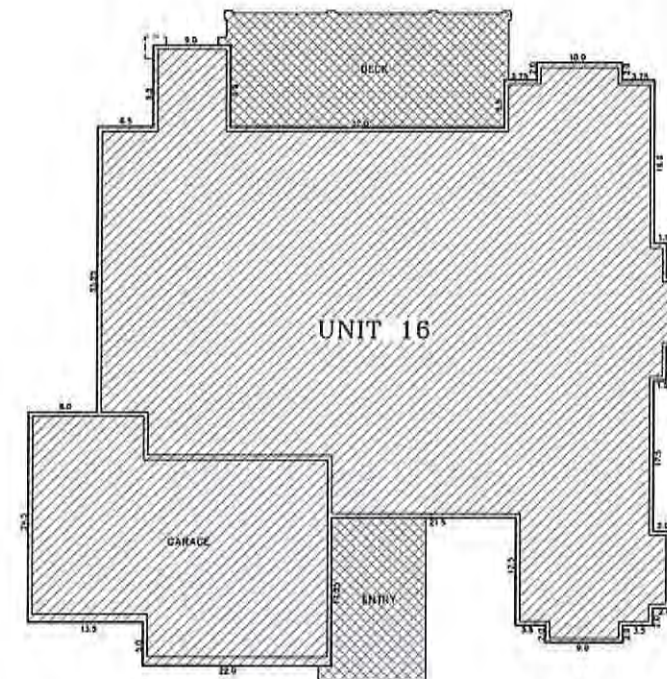
COMMON AREA
PRIVATE OWNERSHIP
LIMITED COMMON OWNERSHIP
(Limited Common Ownership shown on this sheet denotes improvements including patios, entries, and decks. See Sheet 1 for full extent of Limited Common Ownership associated with each unit.)

SEVENTH SUPPLEMENTAL PLAT FOR CONSTRUCTED UNITS
THE BELLES AT EMPIRE PASS
A UTAH EXPANDABLE CONDOMINIUM PROJECT AMENDING UNITS 15 & 16
LOCATED IN SECTION 22, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN, PARK CITY, SUMMIT COUNTY, UTAH

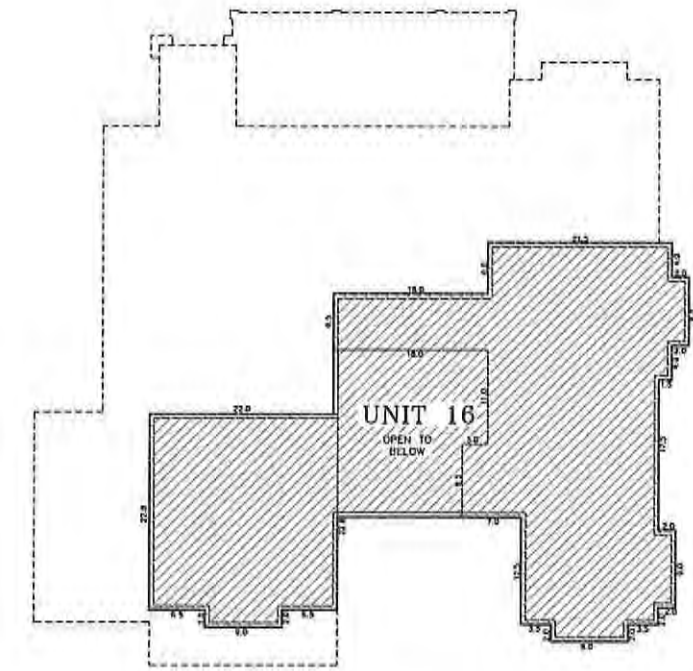
SHEET 2 of 3
JOB NO.: 6-8-10 FILE: K:\Users\joe\Documents\Units\Unit15\Unit15.dwg
RECORDED
STATE OF UTAH, COUNTY OF SUMMIT, AND FILED
AT THE REQUEST OF _____
DATE _____ TIME _____ ENTRY NO. _____
FEE _____ RECORDER _____
4/24/15



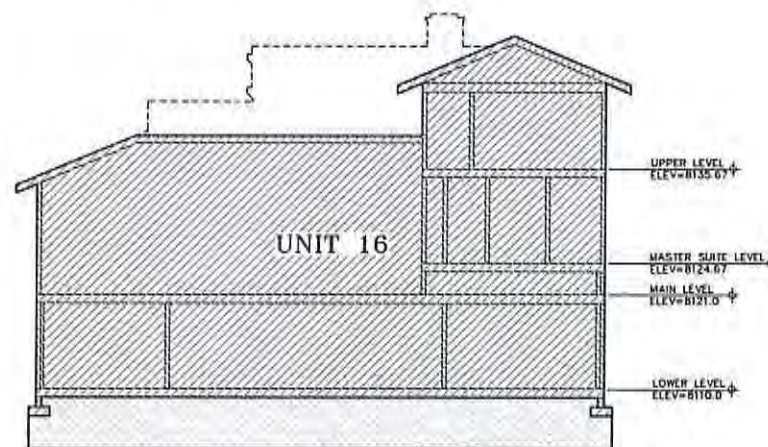
1 LOWER LEVEL AREAS
SCALE: 1" = 10'



2 MAIN LEVEL AREAS
SCALE: 1" = 10'



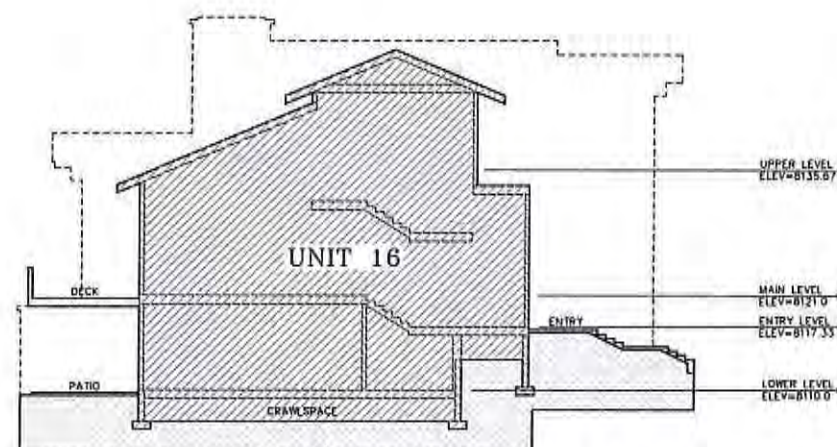
3 UPPER LEVEL AREAS
SCALE: 1" = 10'



1 SECTION A-A
SCALE: 1" = 10'

The area under the unit extending to 7 feet below the lowest finished floor is designated Limited Common.

See sheet 1 for dimensions of Limited Common area at the perimeter of the unit.



2 SECTION B-B
SCALE: 1" = 10'

The area under the unit extending to 7 feet below the lowest finished floor is designated Limited Common.

See sheet 1 for dimensions of Limited Common area at the perimeter of the unit.

UNIT 16 SQUARE FOOTAGE TABLE*

LEVELS	UE** SQUARE FOOTAGE	GROSS RESIDENTIAL FLOOR AREA (SF)
LOWER	2,235.0	2,235.0
MAIN	3,031.0	3,031.0
UPPER	1,444.8	1,444.8
GARAGE	781.0	781.0
TOTAL SF	7,501.8	7,501.8
Garage Allowance	-800.0***	-800.0***
Basement	No Allowance	-1,924.0****
TOTAL SF	6,901.8	4,977.8

* Per Architectural Drawings

** Per Flagstaff Development Agreement

*** Per Land Management Code

**** Allowance below finished grade on Lower Level per Land Management Code

COMMON AREA

PRIVATE OWNERSHIP

LIMITED COMMON OWNERSHIP

(Limited Common Ownership shown on this sheet denotes improvements including patios, entries, and decks. See Sheet 1 for full extent of Limited Common Ownership associated with each unit.)

SEVENTH SUPPLEMENTAL PLAT FOR CONSTRUCTED UNITS
THE BELLES AT EMPIRE PASS
A UTAH EXPANDABLE CONDOMINIUM PROJECT AMENDING UNITS 15 & 16
LOCATED IN SECTION 28, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASIN AND MERIDIAN, PARK CITY, SUMMIT COUNTY, UTAH

SHEET 3 of 3

JOB NO.: 6-6-10 FILE: \\Empire\org\555\Proj\Belle\Unit15-16\Unit16.dwg

RECORDED

STATE OF UTAH, COUNTY OF SUMMIT, AND FILED

AT THE REQUEST OF _____

DATE _____ TIME _____ ENTRY NO. _____

FEE _____ RECORDER _____

SURVEYOR'S CERTIFICATE

1. The Finalist Development Agreement requires a Unit of 45 Unit equivalents (UE) for these units. In addition to minimum house size, the UE formula includes all interior square footage "located from the inside surfaces of the interior boundary wall of each completed unit, excluding all structural walls and components, as well as all shafts, ducts, flues, pipe, conduits, and all other enclosing sub-facilities. Unit Equivalent floor area includes all basement floors. Also excluded from the UE square footage is garage space up to 600 square feet per unit and all space designated as non-habitable." A total of 45 UE (90,000 square feet) are permitted for the units designated by the plot.
2. A Limited Common Area occupies 10% of all sites of the Completed Unit ("Buffer Area") and also includes the patio and driveway for that Unit and an access Route the boundary of the Unit for the purpose of providing unit owners with added privacy and the exclusive right to use and occupy such land surrounding their respective Unit. All other lands within the described property shall be Common Area. The use of all Common and Limited Common areas is described in more detail in the Amended Declaration but shall include recreation and set-backs.
3. All Common Area is dedicated as a non-exclusive easement to Park City Municipal Corporation, Sylvanville Basin Water Reclamation District (SBWRD), the Park City Fire Protection District, Summit County and the Belles d'Empire Power Companies for the purpose of providing access for utility and drainage installation, use, and maintenance and eventual replacement.
4. All units are served by private wastewater lateral lines. The Empire Pass Master Homeowners Association, Inc. (the "Master Association") shall be responsible for the maintenance and replacement of all sanitary sewer laterals serving the Belles d'Empire Pass Units within the plot. The cost of such maintenance and replacement shall be paid by the Belles d'Empire Pass Owners Association, Inc. as part of the Common Expenses.
5. Units designated as Ejector Pump (EP) lots may require privately owned wastewater ejector pumps.
6. At the time of any resurfacing of Silver Strike Trail, the Master Association shall be responsible to adjust wastewater manholes to grade according to Sylvanville Basin Water Reclamation District Standards.
7. Access to the units is by private roads and is not warranted by Park City.
8. All conditions of approval of the Village at Empire Pass Master Development Plan and the Silver Strike Subdivision plot shall continue to apply.
9. A fee protection plan specifying the use of modified L30 sprinklers is required for review by the Park City Building Department prior to issuance of any permit.
10. Under certain limited circumstances as set forth in the Amended Declaration this Plot may be governed by the recording of Supplemental Plats without the consent of 65% of the Unit Owners.
11. The recording of Supplemental Plats for Constructed Units shall be the responsibility of the origin Developer, or the Owner thereof, as is more fully set forth in the original Declaration and in the Amended Declaration.
12. Construction of units shall comply with all setback, heights and International Building Code (IBC) separation requirements.
13. Prior to issuance of a final occupancy permit, the Supplemental Plan for that Unit shall be approved by Park City Council and recorded with the Summit County Recorder.
14. All covenants of the Finalist Mountain Development Agreement and Amended Agreement continue to apply.
15. This condominium plot is subject to all conditions of approval at Ordinance 31-10.

48.79°

JOHN DEANGARD, L.S. #154491

BOUNDARY DESCRIPTIONS

Parcels 1, 2, 3 and 4 are together with the following Easement:

Together with a right of way and easement for public and private utilities and a private road over the Silver Street Road as delineated on the official plat of Banner Wood Subdivision as recorded August 12, 2009 as Entry No. 740132 in the records at the Summit County Recorder.

The above descriptions are identical with the property contained in Late 1 and 2 Silver Street Subdivision, Recorded 12-1-2006, Entry # 709136.

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS, that, the undersigned President of the Board of Empire
 State Management Association, Inc., and as Secretary of the Common Area described herein, does
 hereby certify that it has caused this survey to be made and this Condominium Plan of the Berlin
 Condominium Project to be duly submitted to the recordation of the First Amended
 Condominium Plan and subject to the Urban Condominium Development Act. As President, I also
 certify that more than 51% of the Owners of the Units have approved this First Amended
 Condominium Plan.

Mark H. Frantz 28 July 2011
 Mark H. Frantz, President
 The Berlin Condominium Association, Inc. Date

ACKNOWLEDGMENT

State of Utah
County of Summit
This instrument was acknowledged before me this 28th day of July, 2011
by Maria H. Hagstrom, President, The Bales of Empire Pines Homeowners Association, Inc.
Levi Ekstrom
Notary Public
Tori Ekstrom
Printed Name
Residing in Summit County
My commission expires: April 10, 2012

AMENDED, CONSOLIDATED, AND RESTATED CONDOMINIUM PLAT OF
THE BELLES AT EMPIRE PASS
 (FORMERLY KNOWN AS CHRISTOPHER HOMES AT EMPIRE PASS)
 A UTAH CONDOMINIUM PROJECT
 LOCATED IN THE NORTHWEST QUARTER OF SECTION 28
 TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN
 PARK CITY, SUMMIT COUNTY, UTAH

PAGE 1 OF 2

JOB NO.: G-6-D FILE#: Umoret\gas\Shores\Sutcliffe\Shores\Sutcliffe

TANCE RECORDED # 934780

CITY STATE OF UTAH, COUNTY OF SUMMIT, AND FILED
AT THE REQUEST OF COALITION WITH
DATE 11/28/11 TIME 1:44 PM BOOK PAGE

677.00 Rhonda J. Davis Deputy
FEL RECORDER

Packet Pg. 462

(435) 849-4487

SNYDERVILLE BASIN WATER RECLAMATION DISTRICT
REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER
RECLAMATION DISTRICT STANDARDS ON THIS 11th
DAY OF Oct, 2011 A.D.
BY B. D. [Signature]
S.B.W.R.D.

PLANNING COMMISSION
APPROVED BY THE PARK CITY
PLANNING COMMISSION THIS 23rd
DAY OF FEBRUARY, 2011 A.D.
BY  CHAIRPERSON

ENGINEER'S CERTIFICATE
I FIND THIS PLAT TO BE IN
ACCORDANCE WITH INFORMATION ON
FILE IN MY OFFICE THIS 17TH
DAY OF November 2011 A.D.
BY [Signature]
PARK CITY ENGINEER

APPROVAL AS TO FORM
APPROVED AS TO FORM THIS 15th
DAY OF November, 2011 A.D.
BY [Signature]
PARK CITY ATTORNEY

CERTIFICATE OF ATTEST
 CERTIFY THIS RECORD OF SURVEY
 MAP WAS APPROVED BY PARK CITY
 COUNCIL THIS 24 DAY
 OF MARCH 2011 A.D.
 BY *[Signature]*
 PARK CITY RECORDER

COUNCIL APPROVAL AND ACCEPTANCE

APPROVAL AND ACCEPTANCE BY THE PARK CITY
COUNCIL THIS 24TH DAY OF MARCH,
2011 A.D.

By *Dana Williams*
MAYOR

CONSULTING ENGINEERS LEAD PLANNERS SURVEYORS
MAYNARD, SMITH, PIERCE & PENNELL, INC.
1000 RIVERVIEW AVENUE, SUITE 1000, NEWTON, MA 02459
(617) 552-1000

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT, WICHTA LP, A UTAH LIMITED PARTNERSHIP, the owner of Units 4,5,6,7,8,9,10,11,12,14,15,16,17, and 18, hereby certifies that it has caused this survey to be made and this Condominium Plat of The Belles at Empire Pass to be prepared, and does hereby consent to the recordation of this Amended and Restated Condominium Plat and submit to the Utah Condominium Ownership Act.

The owner certifies that Units the units shown on this plat, but not under construction at the time the plat was recorded, will, when completed, be in conformance with the approved Master Planned Development, Declarations of Condominiums, and the Land Management Code of Park City Municipal Corporation.

In witness whereof the undersigned has executed this certificate and dedication this 28 day of December 2010.

WICTA LP
A Utah Limited Partnership
By Declaration, Inc.
Its Managing General Partner
Mark H. Prothro
President

ACKNOWLEDGMENT

State of Utah
County of Summit
This instrument was acknowledged before me this 28th day of December 2010
by Mark Prothro the president of WICTA LP, a Utah Limited Partnership.
Seri Ekstrom
Notary Public
Printed Name
Residing in: Summit County
My commission expires: 3/10/2012

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT, STEVEN H. LEVINE and CYNTHIA SILVAGNI LEVINE, CO-TRUSTEES of the STEVEN AND CYNTHIA LEVINE LIVING TRUST dated April 16, 1997, the owner of Unit 1, hereby certifies that they have caused this survey to be made and this Amended and Restated Condominium Plat of The Belles at Empire Pass to be prepared, and does hereby consent to the recordation of this Condominium Plat and submit to the Utah Condominium Ownership Act.

In witness whereof the undersigned has executed this certificate and dedication this 28th day of December 2010.

Steven H. Levine
Co-Trustee of the Steven and Cynthia
Levine Living Trust dated April 16, 1997.
Cynthia Silvagni Levine
Co-Trustee of the Steven and Cynthia
Levine Living Trust dated April 16, 1997.

ACKNOWLEDGMENT

State of Utah
County of Summit
This instrument was acknowledged before me this 28th day of December 2010.
by Steven H. Levine and Cynthia Silvagni Levine co-trustees of the STEVEN AND CYNTHIA LEVINE LIVING TRUST dated April 16, 1997.
Seri Ekstrom
Notary Public
Printed Name
Residing in: Summit County
My commission expires: 3/10/2012

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT, VAN D. GREENFIELD AND AMY GREENFIELD, HUSBAND AND WIFE AS JOINT TENANTS, the owners of Unit 2, hereby certifies that they have caused this survey to be made and this Amended and Restated Condominium Plat of The Belles at Empire Pass to be prepared, and does hereby consent to the recordation of this Condominium Plat and submit to the Utah Condominium Ownership Act.

In witness whereof the undersigned has executed this certificate and dedication this 28 day of January 2011.

Van D. Greenfield
Joint Tenant
Amy Greenfield
Joint Tenant

ACKNOWLEDGMENT

State of New York
County of Sullivan
This instrument was acknowledged before me this 28 day of January 2011
by Van D. Greenfield and Amy Greenfield, Joint Tenants.
Colleen Redonick
Notary Public
Printed Name
Residing in: 60 Main St., Southampton, NY
My commission expires: 3/2/11

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT, JAY FLATLEY, TRUSTEE OF THE FLATLEY FAMILY TRUST, dated July 18, 2001, the owner of Unit 3, hereby certifies that they have caused this survey to be made and this Condominium Plat of The Belles at Empire Pass to be prepared, and does hereby consent to the recordation of this Amended and Restated Condominium Plat and submit to the Utah Condominium Ownership Act.

The owner certifies that Units the units shown on this plat, but not under construction at the time the plat was recorded, will, when completed, be in conformance with the approved Master Planned Development, Declarations of Condominiums, and the Land Management Code of Park City Municipal Corporation.

In witness whereof the undersigned has executed this certificate and dedication this 6th day of January 2011.

Jay Flatley
Trustee of the Flatley Family Trust

ACKNOWLEDGMENT

State of CALIFORNIA
County of SAN DIEGO
This instrument was acknowledged before me this 10th day of January 2011
by Jay Flatley, Trustee of the Flatley Family Trust dated July 18, 2001.
J. Fisher
Notary Public
Printed Name
Residing in: SAN DIEGO COUNTY
My commission expires: 4/16/2014

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT, GREGORY D. GOVEN and JANE A. GOVEN, AS TRUSTEES OF THE GOVEN REVOCABLE FAMILY TRUST (DATED MAY 4TH, 2006), the owners of Unit 12, hereby certifies that they have caused this survey to be made and this Condominium Plat of The Belles at Empire Pass to be prepared, and does hereby consent to the recordation of this Amended and Restated Condominium Plat and submit to the Utah Condominium Ownership Act.

In witness whereof the undersigned has executed this certificate and dedication this 28th day of December 2010.

Gregory D. Goven
Trustee of the Goven Revocable Family Trust
dated May 4th, 2006.
Jane A. Goven
Trustee of the Goven Revocable Family Trust
dated May 4th, 2006.

ACKNOWLEDGMENT

State of Utah
County of Summit
This instrument was acknowledged before me this 28th day of December 2010.
by Gregory D. Goven and Jane A. Goven, Trustees of the Goven Revocable Family Trust.
Seri Ekstrom
Notary Public
Printed Name
Residing in: Summit County
My commission expires: 3/10/2012

ACKNOWLEDGMENT

State of Utah
County of Summit
This instrument was acknowledged before me this 28th day of December 2010.
by Van D. Greenfield,
Seri Ekstrom
Notary Public
Printed Name
Residing in: Summit County
My commission expires: April 10, 2012

THE BELLES AT EMPIRE PASS

LOCATED IN THE NORTHWEST QUARTER OF SECTION 28,
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE & MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH

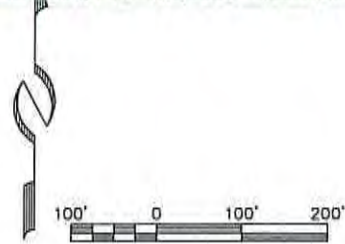


SHEET 2 OF 2

JOB NO.: 6-6-10 FILE: X:\Empire\4-6-10\SSC\plat\Belles_at_Empire_Pass\2.dwg

RECORDED # 931780

STATE OF UTAH, COUNTY OF SUMMIT, AND FILED
AT THE REQUEST OF COMMITTEE TITLE
DATE 11/28/10 TIME 1:45 PM BOOK --- PAGE ---
FEE 8770 Rhonda Jones Deputy
RECORDED



 (435) 849-9487 CONSULTING ENGINEERS LAND PLANNERS SURVEYORS 323 Main Street P.O. Box 2064 Park City, Utah 84060-2064	STAFF: MARSHALL KING JEFF KITCHEN	AERIAL PHOTOGRAPH THE BELLES AT EMPIRE PASS Units 15 & 16 FOR: Wichita LP JOB NO.: 6-6-10 FILE: X:\empire\dwg\ess\plaf\belles\exhibits\Unit 15+16\arfol-ortho.dwg	SHEET 1 OF 1
DATE: 4/28/15			Packet Pg. 464

SURVEYOR'S CERTIFICATE

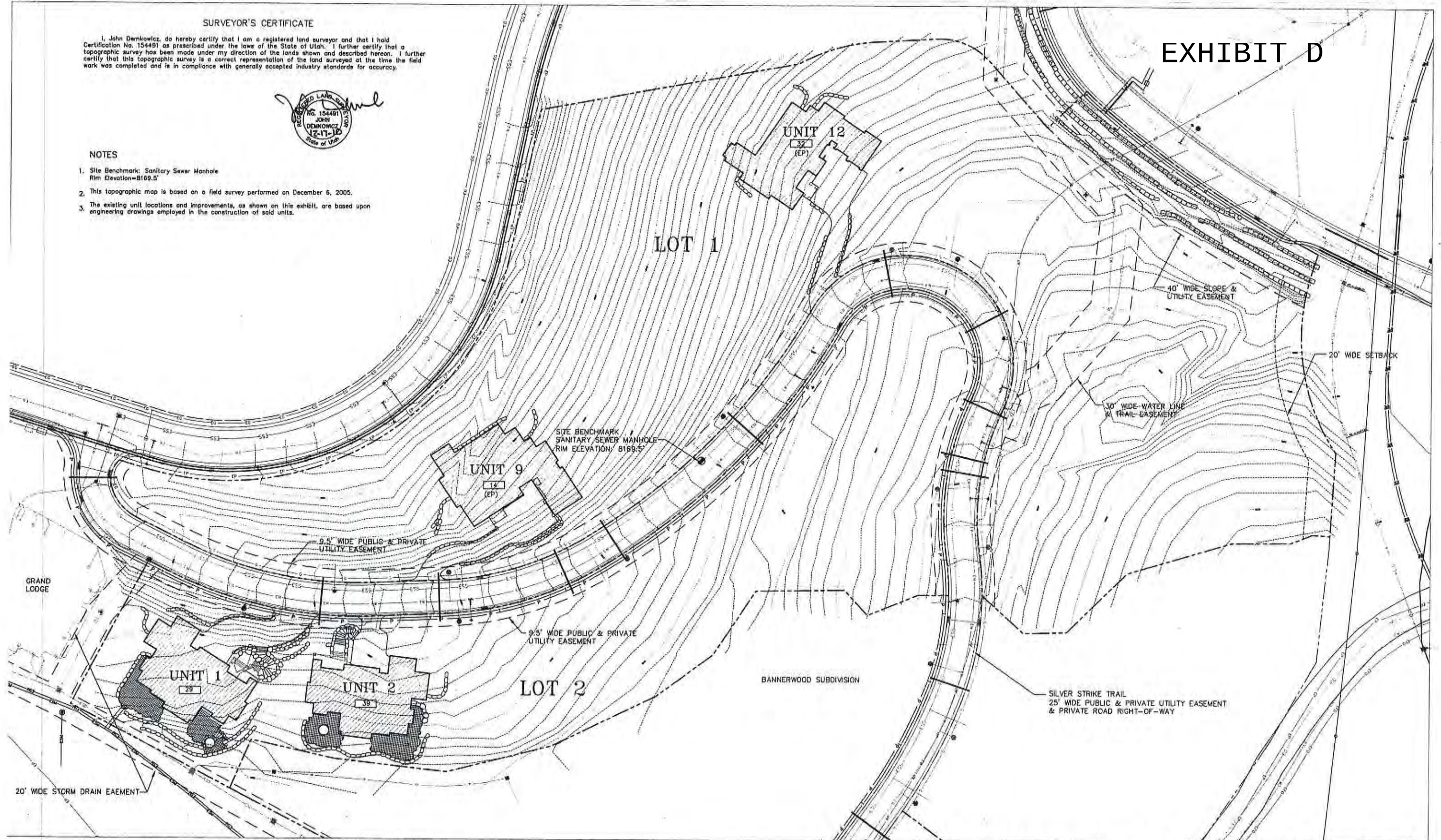
I, John Demkowicz, do hereby certify that I am a registered land surveyor and that I hold Certification No. 154491 as prescribed under the laws of the State of Utah. I further certify that a topographic survey has been made under my direction of the lands shown and described hereon. I further certify that this topographic survey is a correct representation of the land surveyed at the time the field work was completed and is in compliance with generally accepted industry standards for accuracy.



NOTES

1. Site Benchmark: Sanitary Sewer Manhole
Rim Elevation=8169.5'
2. This topographic map is based on a field survey performed on December 5, 2005.
3. The existing unit locations and improvements, as shown on this exhibit, are based upon engineering drawings employed in the construction of said units.

EXHIBIT D



LEGEND

EXISTING SANITARY SEWER	ESS
EXISTING STORM DRAIN	ESD
EXISTING WATER	EW
EXISTING POWER	P
EXISTING TELEPHONE	T
EXISTING GAS	G
EXISTING FIBER OPTICS	EFO
ABANDONED WATER	AW
ABANDONED POWER	AP



STAFF:
J. DEMKOWICZ
M. KING
S. SCHUELER

DATE: 12/15/10

EXISTING CONDITIONS\ TOPOGRAPHIC SURVEY

THE BELLES AT EMPIRE PASS

FOR: Wichita LLP
JOB NO.: 06-06-01
FILE: X:\Emp\dwg\silverstrike\sub\belles\existing topo 11-3-10.dwg

SHEET
1
OF
1

THE BELLES AT EMPIRE PASS

UNIT #	GROSS SQ. FOOTAGE ⁽¹⁾	UNIT EQUIVALENCY ⁽²⁾
Single Family Dwelling		
1 completed	6,010.8 SF	3.005
2 completed	6,614.0 SF	3.307
3 ⁽³⁾⁽⁴⁾⁽⁵⁾	5,974.0 SF	2.987
4 completed	5,629.0 SF	2.815
Duplex		
5 under construction	4,194.0 SF	2.096
6 under construction	3,673.5 SF	1.836
Duplex		
7 under construction	4,208.0 SF	2.104
8 under construction	3,673.5 SF	1.836
Single-Family Dwelling		
9 completed	5,738.0 SF	2.869
10 under construction	5,754.5 SF	2.877
11 under construction	5,754.5 SF	2.877
12 completed	5,275.8 SF	2.637
Duplex		
13 ⁽⁴⁾⁽⁵⁾	4,168.2 SF	2.080
14 ⁽⁴⁾⁽⁵⁾	4,168.2 SF	2.080
Single Family Dwelling		
15 ⁽⁴⁾⁽⁵⁾	6,626.8 SF	3.313
16 ⁽⁴⁾⁽⁵⁾	6,907.8 SF	3.450
17 under construction	5,629.0 SF	2.815
TOTAL:	90,000 SF ⁽⁶⁾	45 ⁽⁵⁾

(1) Gross living square footage is based on paint to paint area. There is a 600 sq.ft. allowance for the garage. Any additional garage area will be added to the gross living square footage.

(2) Unit Equivalency (U.E.): One U.E. is equal to 2000 sq.ft. and is based on the Gross Square Footage -see (1)

(3) Unit 3 is owned by a private party. This square footage is an allowance toward a future home. (Max basement area = 974 sq.ft.)

(4) Units Gross Square Footage & Unit Equivalency (UE) are subject to change. However, the maximum allowed UEs for The Belles At Empire Pass is 45 UEs.

(5) Units are allowed a max. of 5,000 sq.ft. based on paint to paint gross area and as defined by the Land Management Code, and per the Silver Strike subdivision notes & conditions.

02-10-11

Rev. 3-11-14