



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
June 29, 2017**

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, June 29, 2017.

WORK SESSION

1:30 p.m. Special Event Advisory Committee (SEAC) Interviews **PAGE 5**

CLOSED SESSION

2:35 p.m. To Discuss Property, Personnel and Litigation

WORK SESSION

4:30 p.m. Council Questions and Comments

4:45 p.m. – Main Street Plaza Project: Review Plaza Goals and Project Design **PAGE 13**

REGULAR MEETING

6:00 p.m.

I. ROLL CALL

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Staff Communications Reports:

- Evaluation of Potential Incentive Program to Utilize Accessory Apartments for Affordable Housing Program **PAGE 56**
- Restriction on Open Sources of Ignition, Open Flames, and/or Fireworks **PAGE 60**
- Wasatch Back Emergency Management Group **PAGE 68**
- Bonanza Flat Property Framework and Timeline for Planning and Public Outreach Efforts **PAGE 70**
- Capital Improvement Projects Development Process **PAGE 72**
- Fourth of July Event Reminders **PAGE 92**

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

IV. CONSIDERATION OF MINUTES

Consideration to Approve the City Council Meeting Minutes from May 25, 2017 and June 8, 2017 **PAGE 95**

V. CONSENT AGENDA

1. Consideration of Supporting the City Manager in Appointing Minda Stockdale as a Deputy City Recorder of Park City Municipal Corporation **PAGE 132**
2. Request to Authorize the City Manager to Enter into a Contract with AVTEC Systems Integrator, in a Form Approved by the City Attorney, for Closed Circuit Video (CCV) Upgrades and Additional Electronic Access Controls to the Park City Public Works Complex in an Amount Not to Exceed \$226,897.00 **PAGE 135**

VI. OLD BUSINESS

1. Request to Authorize the City Manager to Execute Professional Service Agreement, in a Form Approved by the City Attorney, with Downtowner, Inc. to Provide All Electric App Based On-Demand Neighborhood Transit Service in an Amount Not to Exceed \$358,727 **PAGE 139**
(A) Public Hearing (B) Action

VII. NEW BUSINESS

1. Consideration to Approve Resolution 18-2017, a Resolution in Support of Local First Utah's Independents Week **PAGE 148**
(A) Public Hearing (B) Action
2. Consideration to Approve Resolution No. 19-2017, a Resolution Recognizing the Value of Federal Public Lands to Park City, Utah's Economy, Recreation and Quality of Life **PAGE 152**
(A) Public Hearing (B) Action
3. Consideration to Approve the 2017 Park City Kimball Arts Festival, a Level Three Special Event, and Approve the Estimated City Service Special Event Fee Reduction in the Amount of \$172,820.00 in Accordance with the City Services Agreement **PAGE 157**
(A) Public Hearing (B) Action
4. Consideration to Approve Ordinance No. 2017-31, an Ordinance Adopting Title 4, Licensing, Chapter 2, Business Licensing in General, Section 29 Vibrant Commercial Storefront in HCB and HRC, of the Municipal Code of Park City, Utah **PAGE 184**
(A) Public Hearing (B) Action

5. Consideration to Approve a Coexistence Agreement with HIBL & SONS, LLC D.B.A. Park City Coffee Roasters ("PCCR") Which Enables PCCR to Proceed with Their Application to Register a Mark for "Park City Coffee Roaster" **PAGE 196**

(A) Public Hearing (B) Action

6. Consideration to Continue an Ordinance Approving the First Amendment to Park City Film Studios Subdivision Plat, Located at 4001 Kearns Boulevard **PAGE 206**

(A) Public Hearing (B) Continue to July 20, 2017

7. Consideration to Approve Ordinance 2017-32, an Ordinance Approving the Sixth Amendment to the Little Belle Condominium Plat Amending Unit 5, Located at 7195 Little Belle Court, Based on the Findings of Fact, Conclusions of Law and Conditions of Approval in a Form Approved by the City Attorney **PAGE 207**

(A) Public Hearing (B) Action

8. Consideration to Approve Ordinance 2017-33, an Ordinance Approving the Saldarini Replat, First Amended Plat Located at 158 Main Street, Based on the Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney **PAGE 258**

(A) Public Hearing (B) Action

9. Consideration to Continue an Ordinance Approving Frank Andrew Building (FAB) Main Street Plat Amendment Located at 442/444 Main Street **PAGE 280**

(A) Public Hearing (B) Continue to July 20, 2017

10. Consideration to Approve a Contract for State Lobbying Services, in a Form Approved by the City Attorney, with Legislative Executive Consulting, LLC (David Stewart) for \$90,000 Per Year Beginning June 30, 2017 through June 30, 2020 **PAGE 282**

11. Consideration to Approve a Cooperative Agreement Between the Utah Division of Forestry, Fire and State Land and Park City Municipal Corporation for Wildland Fire Suppression **PAGE 285**

VIII. ADJOURNMENT

IX. REDEVELOPMENT AGENCY MEETING

I. ROLL CALL

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

III. NEW BUSINESS

1. Consideration to Approve an Economic Development Grant Contract in the Amount of \$11,600 for Motherlode LLC for the Purpose of Hiring New Employees, Increasing Marketing Outreach, and Making Retail Improvements to Their Current Store, in a Form Approved by the City Attorney **PAGE 303**

(A) Public Hearing (B) Action

X. ADJOURNMENT

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



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

Staff recommends that City Council interview the candidates for the Special Events Advisory Committee (SEAC) vacancies and select three (3) candidates.

- Two candidates will serve three year terms expiring June of 2020; and
- One candidate will fulfill a vacant term, ending in June of 2019.

Staff currently plans to return to the July 13 City Council meeting for appointments. Appointed members will begin their terms at the July SEAC meeting.

Respectfully:

Jennifer Diersen,



City Council Staff Report

Subject: Special Event Advisory Committee (SEAC) Interviews
Author: Jenny Diersen, Staff Liaison to SEAC – Special Event Coordinator
Department: Special Events
Date: Thursday, June 29, 2017
Type of Item: Administrative

Summary Recommendation

Staff recommends that City Council interview the candidates for the Special Events Advisory Committee (SEAC) vacancies and select three (3) candidates.

- Two candidates will serve three year terms expiring June of 2020; and
- One candidate will fulfill a vacant term, ending in June of 2019.

Staff currently plans to return to the July 13 City Council meeting for appointments. Appointed members will begin their terms at the July SEAC meeting.

Acronyms

SEAC – Special Events Advisory Committee

Executive Summary

Staff requests for City Council to interview seven SEAC applicants. Council should consider selecting:

- Two candidates to fulfill two positions for three year terms expiring in June of 2020; and
- One candidate to fulfill a vacant term ending in June of 2019.

Hard copies of the SEAC Applications and Interview Questions are available upon request.

The Problem/ Challenge

Both the success and challenges of a multi-season resort destination have created a need to more effectively manage special events. Starting in the summer of 2014, City staff began receiving feedback that the community perception was that there was an increase in 'event fatigue'. From October of 2014 to March of 2016, steps were taken to improve the management of impacts from special events.

In June of 2015 the City Council adopted [Resolution 05-15](#) creating the Special Events Advisory Committee. On November 17, 2016, the City Council amended the SEAC resolution and adopted the amended resolution ([22-2016](#)), removing the business stakeholders from the committee and added three additional Community At-Large positions for the Special Events Advisory Committee. There are currently three positions to be filled.

Background

The City Council has considered this items related to Special Events and SEAC many times. A detailed list of those meetings is included as Exhibit C.

SEAC's role is to advise and provide recommendations to City Council from a community perspective regarding event debrief, event prioritization and threshold and city service fee reduction policy in Park City. SEAC's role is purely advisory.

The City Council still retains full authority over event approvals, including smaller events which they have delegated their approval authority to Staff.

- Staff evaluates each Special Event Application based on section [4-8](#) of the municipal code.
 - Staff has the authority to approve/deny Level 1, Level 2 or Level 3 Special Events which have not substantially changed, year over year.
 - Staff makes recommendations to City Council regarding the approval/denial of any new Level 3 Special Event or any Level 3 Special Event with substantial changes.
- City Council has the authority to approve new Level Three Special Events, or Level Three Special Events that have substantial changes.
- City Council retains the final authority for any appeals regarding Special Event denials.

SEAC's recommendations will impact the:

- The overall event threshold in Park City;
- Individual events across the event calendar;
- The City's role in facilitating and/or reducing events;
- Fee reduction with regards to policy changes;
- Our local businesses, non-profits, community partners and community members.;
- Community, arts and culture groups, and local businesses;
- Multi -Jurisdictional event coordination;
- Goals in the General Plan of promoting a [sense of community](#)

Analysis

- Staff has noticed the SEAC vacancies on the City's website beginning April 21, 2017. Applications were due on May 15, 2017. Staff received 4 applications at this time.
- At the end of May, staff received notice that a member of SEAC, Sarah Aures, was moving into the County, and therefore had a vacant term.
- Staff reopened SEAC Vacancies on Friday, June 9th and applications were due on Monday, June 19.
- The notice informed potential applications that interviews were scheduled on Thursday, June 29.
- During the advertising periods, staff received a total of seven SEAC applicants.
 - One of the applicants, Cheryl Fox is applying for a second term.

- One of the applicants, Peter O'Doherty, applied in November, but was not appointed to the committee. Peter is eligible and is reapplying for a position on the committee.
- The other 5 applicants have not applied to SEAC before and are eligible to serve on the committee.

The interviews schedule is currently scheduled as follows on Thursday, June 29, 2017:

Review Questions (5 minutes)

Interview Schedule: (10 Minutes each)

Deanna Rhodes

Jill Campbell

Joseph (Jesse) Santaularia

Peter O'Doherty

Devery Karz

Discuss Applicants (CLOSED)

One applicant, Jennifer Malherbe could not attend the meeting this evening. Council could ask to interview the candidate at a future City Council meeting.

Staff anticipates returning to the regularly scheduled meeting in July for SEAC appointments. Appointed members will begin their term at the July SEAC meeting.

Department Review

The Special Events, Economic Development, Executive and Legal Departments have reviewed this report.

Funding Source

No funding is needed for appointment, as members are not compensated.

Alternatives for City Council to Consider

1. Recommended Alternative:

Staff requests that City Council interview the candidates for SEAC vacancies and select two (2) members for three year terms expiring June of 2020, and one (1) member to fulfill a vacant term expiring June of 2019.

Pros

- SEAC's work impacts the City's Council's goals of creating a Complete Community that values historic preservation, economic diversity and the arts and culture, as well as, creating a Thriving Mountain Community.
- Consistent with City's goal of increasing citizen involvement.

2. Additional Time Alternative:

City Council could interview the candidates for SEAC vacancies and ask to continue the vacancy advertisements to receive additional applications for committee consideration.

Pros

- a. Allows Council and staff additional time to receive applications from community members to ensure the committee represents the community as a whole.

Cons

- a. Prolonging the selection of SEAC members may be perceived by the community as being non-responsive to their concerns.
- b. Current members of SEAC may be paused in their work of evaluating Special Events with regard to Fee Reduction, Event Prioritization/Threshold, Debrief and Fee Reduction.

Attachments

- A SEAC Vacancy Advertisement
- B SEAC Member Residential Neighborhood Representation & Terms
- C Special Event & SEAC Council Report Background



SPECIAL EVENTS ADVISORY COMMITTEE (SEAC)

Post Date: 6/09/2017



Autumn Aloft Hot Air Balloon Festival, 2016

The Mayor and City Council are accepting applications for three (3) positions on the [Special Events Advisory Committee](#). Two positions are eligible for reappointment, and one position is to fulfill a vacant term.

SEAC provides recommendations to the City Council from a community perspective regarding events that will create a diverse and well balanced offering to the local community. SEAC makes recommendations regarding events with regards to citywide carrying capacity threshold and prioritization, city service fee reduction policy, as well as overall event review and performance evaluation.

Members serve as representatives of the citizens of Park City and may serve no more than two consecutive terms. Those interested in serving on this committee must reside within the city limits of Park City. Two members will serve for a three-year term ending in June of 2020, and one member will complete the vacant term ending June of 2019.

Meetings are held the third Wednesday of each month, from 12 noon to 2 p.m. at the Park City Library Community Room. Committee members should expect to participate in 5 to 10 hours of work outside of meetings, and are not compensated.

The application form can be found on the city's website. For questions, please email Jenny Diersen jenny.diersen@parkcity.org or call 435.615.5188. Applications must be received by **Monday, June 19, 2017**. Applications may be submitted by email to Jenny Diersen, jenny.diersen@parkcity.org or in hard copy, to Jenny Diersen, Sustainability Department: Special Events Office, 3rd Floor, 445 Marsac Ave. P.O. Box Park City, UT. 84060.

Interviews with City Council are scheduled on Thursday, June 29. An interview schedule will be sent out after the application deadline. Selected candidates will begin their terms immediately at the July 19th SEAC meeting.

SEAC Neighborhood Representation & Current Terms

1. Sarah Klingenstein (Chair) – Park Meadows – First Term Expires June 2018
2. Maria McNulty – Old Town – First Term Expires June 2018
3. Penn Kinsey – Prospector – First Term Expires June of 2019
4. Karen West - Ellis – Park Meadows – First Term Expires June of 2019
5. *Vacant Term, Expiring June 2019 (Sarah Aures Resignation)*
6. *New Term, Expiring June 2020 (Mellie Owen did not reapply)*
7. *Cheryl Fox (Vice Chair) – Park Meadows – (Second Term Is Available for Reappointment), Expiring June 2020*

Special Event/ SEAC Background

City Council Reports:

October 9, 2014	Special Events Update Study Session – pages 2 through 17
October 9, 2014	Special Event Update Minutes – pages 1 through 2
December 4, 2014	Special Events Discussion – pages 8 through 24
December 4, 2014	Special Events Discussion Minutes – pages 9 & 10
March 26, 2015	Special Event Update – SEAC on pages 8 through 11 / Minutes – pages 1 through 2
June 4, 2015	Special Events Advisory Committee Establishment– pages 656 through 663 / Minutes – page 9
July 9, 2015	Special Events Advisory Committee Addition Manager's Report – page 14
January 28, 2016	Special Events Department Code Changes – page 93 through 140 / Minutes – pages 9 through 10
March 24, 2016	Title 4, Chapter 8 Special Event Code Amendment – pages 67 through 101 / Minutes - page 7
May 5, 2016	Special Event Fee Reduction (July 1 through December 31) pages 152 through 170 / Minutes – page 9
June 30, 2016	Staff Communications Special Event Advisory Committee Update - pages 188 through 210
September 22, 2016	Special Event Work Session Update - pages 7 through 30
September 22, 2016	Special Event Work Session Minutes - pages 7 through 11
November 3, 2016	Special Event Update Work Session - page 18 through 46
November 3, 2016	Special Event Update Work Session Minutes – pages 6 through 8
November 17, 2016	SEAC Amendment – pages 51 through 64
November 17, 2016	SEAC Amendment minutes – pages 6 through 8
January 5, 2017	SEAC Interviews – page 13
January 12, 2017	SEAC Interview – page 5



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

On May 25, 2017, City Council reviewed a staff communication report on the Main Street Plaza regarding the budget, net-zero, paving, and driveway. The project scope includes a flexible event plaza, underground parking, a convertible pavilion, a bypass driveway (abutting Wasatch Brewpub) to allow Main Street to be closed during large events yet provide limited vehicular circulation, "Poison Creek" water feature, landscaping, restrooms, storage for plaza operations, trash/recycling compactors, pedestrian connections to Swede Alley and an integrated artistic and interactive play feature.

Separate from a specific discussion on design elements and budget, the City Council requested staff return for a discussion on the Main Street Plaza in context with the goals for reducing impacts of the commercial district traffic circulation on the adjacent residential neighborhood via the Main Street Plaza project. Staff produced two reports to separate the review of the goals from the design.

Since the City Council request, and after these two reports were authored, some circumstances have changed. Staff decided to keep these as two separate reports because of the benefit of the first report having a focus on goals related to reducing impact on the neighborhood and the second report focusing largely on design elements. In the presentation to City Council, staff will first cover this report and then continue with a presentation of the second report. Staff will then facilitate a City Council discussion and feedback work session that considers, stepwise, each section of these reports.

Respectfully:

Minda Stockdale, Deputy City Recorder

City Council Staff Report



Subject: Main Street Plaza Project - Goals
Author: Matthew A. Twombly, Jonathan Weidenhamer
Department: Economic Development
Date: June 29, 2017
Type of Item: Informational

Summary Recommendation

1. Review the overall goals of the Main Street Infrastructure Improvements and the Main Street (Brew Pub) Plaza.
2. Review the goals for reducing impacts of access and traffic circulation from the commercial district on the adjacent residential neighborhood in regards to the Brew Pub Plaza.
3. Provide direction on prioritization and balance of these sometimes competing goals in order to finalize the Brew Pub Plaza plans.

Executive Summary

On May 25, 2017, City Council reviewed a staff communication report on the Main Street Plaza regarding the budget, net-zero, paving, and driveway. The project scope includes a flexible event plaza, underground parking, a convertible pavilion, a bypass driveway (abutting Wasatch Brewpub) to allow Main Street to be closed during large events yet provide limited vehicular circulation, "Poison Creek" water feature, landscaping, restrooms, storage for plaza operations, trash/recycling compactors, pedestrian connections to Swede Alley and an integrated artistic and interactive play feature.

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In the presentation to City Council, staff will first cover this report and then continue with a presentation of the second report. Staff will then facilitate a City Council discussion and feedback work session that considers, stepwise, each section of these reports.

Acronyms

CIP	Capital Improvement Program
CUP	Conditional Use Permit
HDDR	Historic District Design Review
HPCA	Historic Park City Alliance
M	Million
NTMP	Neighborhood Traffic Management Program
PCMC	Park City Municipal Corporation

The Problem

Despite staff's efforts, the goals and existing Council direction for the Plaza have resulted in a design that limits alternatives to mitigate circulation and access impacts from the commercial district on the adjacent residential neighborhood. As a result, staff has conducted a traffic analysis on the proposed Plaza that the traffic engineers of Parametrix found very limited impacts on traffic and circulation on adjacent neighborhoods, especially when compared to traditional commercial developments abutting residential neighborhoods.

Despite these good faith efforts, some residents of the the adjacent neighborhood remain unsatisfied with City's efforts to address their ongoing concerns, and has been compelling in seeking alternatives related to the Plaza project to mitigate their concerns. These alternatives, contained in the second report regarding the design of the Plaza combined with the traffic analysis, should be reviewed by Council in order to provide staff with further policy direction. Without additional direction, staff cannot proceed with planning the Main Street Plaza.

As a result, staff recommends City Council review the goals of the plaza and neighborhood and assist staff to better prioritize the often competing and legitimate goals of the design and function of the plaza versus the commercial vehicular circulation that spills into the residential neighborhood.

Background

- A detailed background and links to City Council reports and minutes on the Plaza are attached as Exhibit A.
- An overview of the neighborhood issues and goals, including the NTMP process is attached as Exhibit D.

From the 2012 City/HPCA (IBI) Main Street Improvements Project study, the goals for the Brewpub Plaza were:

- 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 design of the plaza began in August of 2015 with an interview process set up by the design team of GSBS, Struck, and Civitas. The stakeholders interviewed in the process included:

- Chamber (Bill Malone)
- Park City/Chamber Joint Venture (Bob Kollar)
- Historic Park City Alliance – Executive Director (Alison Butz)
- Historic Park City Alliance – President (Becca Gerber)
- Park City Economic Development Manager
- Park City Special Events
- Adjacent businesses; and
- Residential neighborhood Representative/ Community Engagement Liaison (Craig Sanchez).

In addition, the City Council was interviewed on August 201, 2015, in a public Study Session to discuss the tradeoffs of the different design elements, including prioritizing event space, back of house, parking, housing and park space. Their discussion considered specific design elements as well as possible road realignment, visual icons and what a possible center piece of the plaza could be such as an ice rink, or water feature.

The initial staff meetings with the design team included high level input from the City Engineer and Planning staff. There was support of the new road bypass hedging that the permitting process would require traffic, circulation and parking analysis.

Prior to the Plaza project, through the City's Neighborhood Traffic Management Program (NTMP), neighbors to the commercial district filed complaints concerning the amount of traffic on Hillside Avenue. Additionally, at the inception of the plaza project neighborhood concerns were raised that the proposed Main Street plaza may have an adverse traffic impact to Hillside Avenue by creating additional trips. These concerns were the basis of the original consultant contract with Parametrix to analyze the impacts of the plaza on traffic circulation in the area. The scope of their work included:

- Provide a qualitative analysis of the impacts of parking at the proposed plaza location and moving the parking to the existing China Bridge parking structure,
- Review GSBS Team's street design related to intersection turn radius to access the proposed underground parking structure, and
- Meet with PCMC and GSBS Team to review conclusions of the circulation analysis and recommendations offered.

From January to November of 2016, staff and the design team of GSBS proceeded from scoping through conceptual design to schematic design of the plaza. Concurrently, staff and Parametrix evaluated the traffic circulation in the area in context of the plaza. The scope and direction from the series of meetings with design team,

staff, and stakeholders for the plaza is attached in Exhibit B. In addition, the analysis from Parametrix is in the attached Exhibit B.

Despite neighborhood concerns, the Parametrix initial traffic study scope and preliminary findings were that the Plaza project would not bring additional traffic and circulation impacts to the downtown.

In more recent discussion, led by the City Engineer with the neighbors, other concerns were highlighted including lack of directional signage and impacts caused by shuttles and taxi services as well as the trolley turnaround at Hillside and Main. Based on this and input from the neighborhood at public hearings on the Plaza, City Council asked staff to further expand the Parametrix scope. The first addition was to analyze the ability to use the new plaza road as a trolley turn around. Their analysis is in Exhibit C. The remaining scope required Council authorization which was approved on May 11, 2017.

Alternatives for City Council to Consider

1. **Recommended Alternative:** Staff recommends City Council review the goals of the plaza and neighborhood and assist staff to better prioritize the often competing and legitimate goals of the design and function of the plaza versus the commercial vehicular circulation that spills into the residential neighborhood. Two separate reports were prepared for the meeting, however staff recommends City Council address these goals as part of the subsequent agenda item: The Main Street Plaza Project discussing the budget, net-zero, and design.

Pros

- a. Resolving conflict will allow the project to move forward through Design Development, Conditional Use Permit, construction documents, and Historic District Design Review, with the goal of beginning construction in 2018.

Cons

- a. If this issue isn't resolved in the near future, it may delay completion of design development drawings, which will likely preclude construction in the spring.
2. **Alternative 2: Ask Staff to return at a subsequent meeting, after the traffic study is completed, estimated to be complete by August of 2017.**

Pros

- a. Additional alternatives for traffic and circulation mitigation will be articulated.

Cons

- a. Waiting will delay the project and anticipated Spring 2018 start of construction.

Analysis

The goals for the plaza are to create a quiet and park-like space, emphasizing simplicity and flexibility and allowing for event uses but not specifically designed to promote them. It has become a more passive space to be programmed for activity and a respite from a busy Main Street experience. It should employ art and interactive elements that celebrate Park City, enhance the visitor experience and express the heritage and culture of Park City. It should support the day to day high quality of life in Park City and amplify the attraction to families and kids thru interactive adventure play opportunities.

The project evolved from a plaza that promotes events to a passive flexible space that may be programmed for events. The design intent of the driveway or road has been to allow circulation during temporary expansion of the footprint of the plaza at Main Street, and provide a pedestrian level attachment, at a residential neighborhood scale, between Main Street and Swede Alley

The analysis of the trolley utilizing the driveway:

Overall, the potential advantages of turning the trolley around at the driveway location appear to be minor compared to the potential disadvantages. These considerations fall into three major categories:

Transit operations: While turning the trolley around 0.12 miles further north and truncating the route does not appear to affect the operations of the route negatively, there don't appear to be any clear operational advantages to the change. There are also some potential challenges to the trolley using the controlled-access street such as the grade change between Main Street and Swede Alley. Additionally, truncating the route is not in keeping with the city's desire to expand transit service into neighborhoods.

Urban design of the plaza: Routing the trolley through the new street could negatively affect the urban design qualities of the plaza, including its pedestrian-orientation, human scale, its use as an extension of the plaza, and its connection to the adjacent Wasatch Brew Pub. The expansion of the road to accommodate daily traffic especially large commercial vehicles will have significant impacts on the function of the plaza including loss of trash compactors, loss of space for event use (tent space), loss of parking, loss of pedestrian connection to Swede Alley, and possible loss of the play area and pavilion roof and solar panels as well as the aesthetic and functional use of the plaza as a gathering spot.

Community benefit: Truncating the route at the plaza would remove the benefit of a trolley stop in a neighborhood that has no other transit option. The only consideration that appears to present an argument for the turn-around relocation is the safety concern of the current turn-around location.

Issues for Discussion

A subsequent work session will be held immediately after this item on the design implications on the plaza of balancing plaza goals with goals of reducing circulation and

access impacts stemming from the commercial district with the residential neighborhood.

City Council should provide general direction on that balance and the greater priority.

Department Review

This report has been reviewed by Sustainability, City Attorney's Office, Budget, and City Manager.

Funding Source

The funding is from the Downtown Enhancements CIP, more specifically the one half of one percent Additional Resort Community Sales Tax increase. Staff has set a \$7 Million Dollar budget for the Main Street Plaza within the \$8.25 Main Street Plazas Budget. The project budget is currently at \$8.3 million.

Attachments

Exhibit A – History

Exhibit B – Analysis of the Plaza and area circulation

Exhibit C – Parametrix trolley turn-around study

Exhibit A

- On April 2, 2015 staff presented the goals for the Brewpub Plaza project from the 2012 study in order to develop the scope of the Request for Proposals in order to proceed with the design of the project.
- The Main Street Plaza (Brewpub) Design Team interviewed the City Council on August 20, 2015 to kick off a two month process of community and stakeholder input sessions which defined the goals, program and opportunity analysis (activities, elements, amenities, users, etc.) for the project.
- On October 22, 2015 the City Council affirmed we had the correct goals and program elements and directed staff to begin the design process.
- On November 19, 2015 staff and the design team presented high level design themes, key activity and elements, and specific project components. While these work sessions successfully provided the City Council with high level process confirmation and input opportunities, time constraints did not allow for public input.
- On December 17, 2015 the design team presented various schemes and public input was given on the schemes, amenities and connection to Swede Alley.
- On January 14, 2016 Council discussed the goals and basic scheme or skeleton for the project which meets the minimum requirement to create a space to accommodate events and performances.
- At the May 19, 2016 meeting Council considered the update on the Park City Plaza and directed staff to return with scaled back options and phasing for the plaza.
- On June 16, 2016 the City Council directed the design team to pursue the most basic plaza option with a more passive but flexible plaza without the multipurpose space, incorporate an artistic and interactive play feature. Council also set the project budget at \$7M within the FY 2017 \$8.5M Main Street Plazas CIP budget. This approval was based on the architect's estimate of construction cost at this phase of Schematic Design.
- On August 11, 2016 Council was supportive of the presented Schematic Design and directed the team to proceed with the Design Development, Planning process, and Construction Documents with the goal of beginning construction in 2017.
- Based on the schematic design presented, a Schematic Design cost estimate was developed for the project by a cost estimating consultant. The resulting estimate including these costs exceeded the \$7 million project budget (\$7.526 M) within the Main Street Plazas CIP budget set in June of 2016.
- On November 3, 2016 Council discussed the value engineering items, the project budget of \$7 million and awarded the design contract to GSBS in order to allow the project team to proceed with the project design and meet the desired goals for the Main Street Plaza
- On December 8, 2016 during Questions and Comments, the City Council requested that staff return to discuss the value engineering, or removal of the "pavers" from Main Street in order to meet the \$7 million project budget.
- On March 7, 2017 staff met with the Recreation Advisory Board (RAB) to discuss the play feature for the Plaza and they recommended to expand the water feature and recommended a theme of climbing nets over swing-like features.

- On March 16, 2017 during Questions and Comments, the City Council in response to ongoing input from neighborhood residents, requested staff investigate the ability to utilize the Plaza road to allow the trolley to circulate and not extend to the current turnaround at Daly/Hillside Avenues.

Past Plaza Council meetings:

4/2/15	Council Report (page 94)	Scope of RFP for design services
4/2/15	Minutes (Page 4)	
8/20/15	Council Report (Page 4)	Scoping Interviews with Council
8/20/15	Minutes (Page 1)	
10/22/15	Report (Page 47)	Affirm project process and programming
10/22/15	Minutes (Page 4)	
11/19/15	Report (Page 16)	Define the project goals
11/19/15	Minutes (Page 3)	
12/17/15	Report (Page 48)	Preliminary Concept Design and Site Analysis
12/17/15	Minutes (Page 4)	
1/14/16	Report (Page 10)	Consider options with various program goals
1/14/16	Minutes (Page 2)	
2/4/16	Report (Page 107)	Recommended concept and program goals
2/4/16	Minutes (page 8)	
2/25/16	Report (Page 228)	Award contract for Schematic Design & Design update
2/25/16	Minutes (Page 11)	
5/19/16	Report (Page 103)	Schematic Design with feasibility of on/offsite parking
5/19/16	Minutes (Page 4)	
6/16/16	Report (Page 4)	Direction on project budget of \$7M
6/16/16	Minutes (Page 2)	
8/11/16	Report (Page 129)	Refined Schematic Design
8/11/16	Minutes (Page 5)	
11/03/16	Report (Page 75)	Value Engineering/Award of Design Phase 3
11/03/16	Minutes (Page 10)	
12/08/16	Minutes (Page 2)	Council request to bring back the Main St paving
3/16/17	Minutes (Page 2)	Council heard comments from people at the Open House concerned with traffic flow in the area.
3/30/17	Report (Page 48)	
3/30/17	Minutes (Page 4)	Discussion on water feature, curb and paving
5/11/17	Report (Page 128)	Approval of Parametrix change order
5/25/17	Report (Page 105)	Staff communication on budget, paving, net-zero, driveway

Exhibit B

From the January 14, 2016 Council meeting, at its most simplified level, the Main Street Plaza design provides the following:

- A large flat area to erect tents ranging in size from 10' x 10' to 100' x 40'
- A stage for live performances ranging in size from a single performer to a multipiece band and film screenings
- A coffee shop to extend the Main Street streetscape into the plaza area and provide access to quick, affordable food and drink for visitors to the plaza
- Restrooms
- Storage and support facilities
- Green space
- Shade trees
- Pedestrian and vehicular connection to Swede Alley
- Traffic circulation options to periodically functionally incorporate Main Street into the Plaza

In looking at the various scenarios the Base Recommendation included:

- A large, flexible plaza with landforms for additional seating and a park-like edge that combines soft and hardscape;
- Needed support (restrooms, storage, trash, mechanical and utility space);
- A small retail or coffee/sandwich shop to increase daily activity;
- A stage;
- Enough interior flexible space that can be used for large events of differing sizes, plus, could also be converted to an ice rink or water feature type amenity if desired;
- A recreated Poison Creek water feature that meanders through the site and will be an interactive water feature as it moves north and east down to Swede Alley;
- A road cut off to the north which is anticipated to allow temporary expansion of the footprint of the plaza;
- A pedestrian level attachment at a residential neighborhood scale to Swede Alley.

Staff's summary of Council input from that meeting includes:

1. Goal - The highest and best goal of the project is to bring people to the top of Main Street;

2. Program

a. Balance of Goals

- i. Bringing daily activity (locals and guests) to the space is the most important goal. Parking and a venue for large events are very important also;

b. Parking Alternatives

- i. Need a parking solution - Include a placeholder in the project budget for parking;
- ii. Don't park it at this location;

- c. No ice rink;
- d. Mix of built environment
 - i. Will more retail & other programmed/developed square feet bring more people?
 - ii. Discussion of how many square feet and how and who develops it as well as investigate opportunity to facilitate local business.
- e. Pedestrian and transit connection to the area important.

3. Environmental

- a. No heated surfaces

4. Mitigation

- a. Conduct a traffic, circulation and impact analysis of the project on the residential and commercial districts.

On August 11, 2016 the Council reaffirmed the project goals:

- Generate daily activity
- Allow and promote event activity
- Encourage stay and play
- Combine natural and built elements
- Be multi-season

In addition to these overall goals the following objectives were identified in response to the City Councils direction:

- Create a public space that attracts both residents and visitors of all ages with limited programmed events and with no retail or flexible use building types.
- Create a public space that is adaptable for occasional events but primarily suited for the casual or day to day park/ plaza type use.
- Enhance the visitor experience to Park City through the development of a well-designed and unique „Park City“ public space.

Parametrix – Main Street Circulation Patterns Analysis

Main Street provides store-front access to the majority of businesses in downtown Park City. Additionally, the roadway offers on-street parking on metered basis, similar to the Brew Pub lot. The majority of public parking lots, including several large parking garages, are located on Swede Alley. These parking lots are free to the public but are often accompanied by various time restrictions. The combination of amenities on Main Street and Swede Alley result in many drivers circulating between Main Street and Swede Alley looking for the parking opportunities closest to their desired destination. Delivery vehicles for Main Street businesses usually park in front of the business on Main Street or make back door deliveries from Swede Alley. Business patrons and delivery vehicles circulate between Main Street and Swede Alley via connections at 5th Street, 4th Street, and Heber Avenue. Additionally, the intersection of Main Street and Swede Alley on the south end of the Brew Pub lot is an important turn around point for drivers reaching the end of the downtown and doubling back to continue searching for businesses and/or parking.

The linear nature of downtown Park City terrain and streets directs vehicular entry points to the either north or south end of downtown. On the north end of downtown, access can be made via several roadways, such as Main Street, Heber Avenue, and Park Avenue, each of which eventually connects to SR-224. On the south end of downtown, however, access to downtown can only be accomplished via Hillside Avenue, a short but steep residential roadway descending from SR-224 to Main Street. The challenging alignment of Hillside Avenue creates concerns among residents and PCMC staff about the ongoing usage of the roadway as a heavy truck delivery route for downtown establishments.

PCMC provides a trolley transit service circulating up and down Main Street and connecting to the Old Town Transit Center. The trolley features several designated stops on Main Street but will also stop on demand of passengers at nearly any location on Main Street. The trolley is relevant to the study because it currently makes turn arounds at the wide Main Street/Hillside Drive intersection. The potential new roadway connection Main Street and Swede Alley next to the Brew Pub lot between could provide a new turnaround point for the trolley.

The additional scope of the traffic study with Parametrix based on the January meeting with the residents and the Council comments of March 16 included:

1. Analysis of the proposed road at the plaza and the possible impacts or relief to be used as a trolley turn-around instead of at the current Hillside/Daly/Main intersection. Attached as Exhibit C.
2. Recommendations for improved signage.
3. Analysis of potential one-way street on Main Street to Hillside including direction, excess pavement, and loading/unloading areas for business and commercial vehicles.
4. Evaluate the feasibility of a potential new road around China Bridge to Swede Alley to help alleviate certain commercial vehicles, such as taxis, concierge vehicles, or small buses.
5. Analyze a cul-de-sac staging area for ride sharing services at the Bob Wells parking lot – Recommendations will be provided for ride sharing staging, pick-up, drop-off and other consideration. Circulation, mitigation for loss of parking will be evaluated as part of this task.
6. Analyze pockets of parking along Swede Alley and in front of China Bridge garage to designate as ride sharing pick-up/drop-off stations – This analysis will include how potential ride sharing pick-up/drop-off station locations would work with a new road just south of the China Bridge garage and how they would work with a potential ride share use of the Bob Wells parking lot.

MEMORANDUM

DATE: MARCH 23, 2017
TO: PARK CITY MUNICIPAL CO.
FROM: PARAMETRIX
SUBJECT: TROLLEY BUS TURN-AROUND

OVERVIEW

The Main Street Trolley Bus runs in an approximately 1.1-mile route (one-way) from the Park City Transit Center to Hillside/Daly Avenue, where it turns around and returns to the transit center. This memorandum considers whether the trolley should turn around instead at a proposed controlled-access street between the planned Main Street plaza and the Wasatch Brew Pub, truncating the trolley route there. The following presents advantages, disadvantages, other considerations, and conclusions.

ADVANTAGES

Potential advantages of turning the trolley around in the new street include the following:

- The route truncation causes the route to lose only about 10 percent of its length – about 0.12 miles. Overall, this is not a large portion.
- However, losing that 10 percent could increase frequency for the remaining route; this may be important if there are fewer riders on the southern 10 percent of the route and more riders on the rest of the route.
- The current turn-around location – in an irregular three-way intersection with an irregular 4-way intersection 50 feet away – presents some safety issues in the form of visibility and conflict points between the trolley bus and other vehicles.
- The current turn-around location is also an anomaly – most intersections of streets that small do not have that much roadway space. If, for some reason, the geometry of that intersection changes, the trolley could need a new turn-around spot. Specifically, this intersection could provide additional community space in the future. But a new intersection design could potentially accommodate a turn-around for the trolley bus.
- Turning around at the new street / plaza presents the opportunity for a range of pick-up spots along the plaza edge. The trolley could turn left into the new street then make right turns around the plaza and have the potential to use Swede Alley to pick people up directly on the plaza – although with the current plaza design, picking up on Swede Alley would be challenging with parking garage and grade difference with plaza surface – especially for people with mobility impairments.

DISADVANTAGES

Potential disadvantages of turning the trolley around in the new street include the following:

- The trolley would lose an extension into the southern end of the Old Town neighborhood; according to the Park City Transit Map, no other transit service is available in this area. Residents would have to walk at least 0.12 miles longer to the closest trolley stop. A distance of 0.12 miles equals approximately a two-

and-a-half-minute walk, so some people's walks to the trolley would be at least two-and-a-half minutes longer, which may make a difference in their choice or ability to ride. Eliminating this portion of the trolley route goes against the city's intent of expanding transit service further into neighborhoods in order to make transit a more viable alternative for Park City residents.

- The trolley vehicle's needs could end up dictating design parameters of the controlled access street:
 - The turn radii of the plaza's corners could need to be larger, diminishing the pedestrian experience.
 - The street would have to be open to the trolley during its operating hours (10 a.m. to 11 p.m.), complicating access management of the street and its ability to be part of the plaza.
- The new street appears to need to negotiate a topographical difference between Main Street and Swede Alley; depending on whether the trolley ends up going uphill or downhill, this could be an issue for the trolley vehicle.

OTHER CONSIDERATIONS

- There isn't a clear layover advantage to either turn-around option. Swede Alley may be a good, out-of-the-way place to layover the trolley bus rather than Main Street or the current turn-around, but it is not clear without more information.
- There does not appear to be a clear traffic advantage to either option. During inload and outload of special events, neither the southern extension of Main Street nor Swede Alley will likely help transit vehicles avoid traffic congestion.

CONCLUSIONS

Overall, the potential advantages of turning the trolley around at the planned new controlled-access street appear to be minor compared to the potential disadvantages. These considerations fall into three major categories:

- **Transit operations:** While turning the trolley around 0.12 miles further north and truncating the route does not appear to affect the operations of the route negatively, there don't appear to be any clear operational advantages to the change. There are also some potential challenges to the trolley using the controlled-access street such as the grade change between Main Street and Swede Alley. Additionally, truncating the route is not in keeping with the city's desire to expand transit service into neighborhoods.
- **Urban design of the plaza:** Routing the trolley through the new street could negatively affect the urban design qualities of the plaza, including its pedestrian-orientation, human scale, its use as an extension of the plaza, and its connection to the adjacent Wasatch Brew Pub.
- **Community benefit:** Truncating the route at the plaza would remove the benefit of a trolley stop in a neighborhood that has no other transit option.

The only consideration that appears to present an argument for the turn-around relocation is the **safety concern** of the current turn-around location.



Exhibit D - MEMORANDUM

To: Matt Twombly, Sustainability
From: Matthew Cassel, Engineering
CC: Corey Legge, Engineering
Date: June 19, 2017
Re: Hillside Avenue NTMP Request

Residents along Hillside Avenue have a request into the Neighborhood Traffic Management Program (NTMP) concerning the increasing traffic on Hillside Avenue. The specific concerns are;

- The volume of traffic has significantly increased over the last five years on Hillside Avenue,
- A large proportion of the increased traffic is observed to be shuttles services.

The goals and solutions provided by the residents included;

- How can the City reduce/eliminate shuttles from using Hillside Avenue (Goal),
- Better control of vehicle traffic on Hillside Avenue (Goal),
- Create another shuttle/taxi access to Main Street or Swede Alley (Solution),
- Improve signage (Solution),
- Modifications to the Main Street/Swede Alley intersection to influence drivers to turn down Swede Alley instead of going up Main Street to Hillside Avenue (Solution).

With the development of the Brew Pub Plaza, the residents had the following concern;

- Activities on the Brew Pub Plaza could alter traffic circulation and thus generate more traffic on Hillside Avenue.

The timeline for this NTMP request is as follows;

- Initial request came on 12/9/2015,
- Phase 1 was completed on 3/8/2016. As part of Phase 1, signage on Hillside Avenue was modified,
- A neighborhood meeting was held on 12/2/2016,

- Phase 2 was started on 12/3/2016,
- Phase 2 is on hold waiting for the Brew Pub Plaza direction which would trigger a traffic circulation study,
- Traffic circulation study was started on 2/05/2016 and is in progress.

City Council Staff Report



Subject: Main Street Plaza Project
Author: Matthew A. Twombly & Jonathan Weidenhamer
Department: Sustainability
Date: June 29, 2017
Type of Item: Informational

Summary Recommendation

Staff recommends the City Council consider:

1. An update on the current budget;
2. The current design and paving material on Main Street;
3. net-zero energy goals; and
4. The driveway or bypass road design and functionality.

Executive Summary

Staff is asking City Council to consider the update on the current design with regards to the current budget, the level of meeting the net-zero energy goals, and the driveway or bypass road and its functionality.

On August 11, 2016 Council reviewed an updated schematic design and directed staff to proceed with the design development and construction drawings for the Plaza. A detailed cost estimate was reviewed by staff shortly after that Council update. Staff identified including soils mitigation and miscellaneous permitting and other owner soft costs that resulted in an estimated project cost of \$7.5M. Staff and the architects worked to identify alternative funding sources as well as scope reductions to the project to meet the \$7M budget.

The scope of the schematic design for the plaza included a flexible event plaza, underground parking, a convertible pavilion/stage, a by-pass road, "Poison Creek" water feature, landforms, landscaping, restrooms, storage for plaza operations, trash/recycling compactors and an integrated artistic and interactive play feature. The project team has also included net zero offsets for the plaza within the budget.

On November 3, 2016 Council discussed the value engineering items to meet the project budget of \$7 million and awarded the design contract to GSBS in order to allow the project team to proceed with the project design and meet the desired goals for the Main Street Plaza.

On December 8, 2016 during Questions and Comments, the City Council requested that staff return to discuss the value engineering, or removal of the "pavers" from Main Street in order to meet the \$7 million project budget.

On March 30, 2017 Council reviewed the updated plans with the water feature, play feature and paving material for Main Street. Staff recommended and Council agreed to use granite curb and brick paving (same as plaza) for the sidewalk along the plaza. Staff also recommended not using brick paving in the street except at the crosswalks at either end of the plaza. The majority of City Council agreed with this approach.

On May 25, 2017, staff submitted a communication report updating Council with the current estimate, net-zero, paving materials for Main Street, and current driveway design and functionality.

The design development drawings are fairly well developed and a cost estimate was done on the current design. The estimate is now at \$8.3 million and includes 5% design contingency (~\$300,000), 3% inflation for 2018 construction (~\$180,000), and an additional \$200,000 in owner's contingency. The construction industry is seeing large cost increases mostly due to a shortage of skilled trades and subcontractors, and because the construction industry is currently booming especially in the Salt Lake region.

Acronyms

CIP	Capital Improvement Program
CUP	Conditional Use Permit
HDDR	Historic District Design Review
HPCA	Historic Park City Alliance
M	Million
PCMC	Park City Municipal Corporation

The Problem

The project has gone through a detailed stakeholder, public design and value engineering process to balance the tradeoffs of costs to build, maintain and program with daily activation goals. The original budget established during the FY 2017 CIP Budget process in June of 2016 was \$7 million. The current design development level estimate is now \$8.3 million.

Background

- On June 16, 2016 the City Council directed the design team to design a more passive but flexible plaza without the multipurpose space, incorporate an artistic and interactive play feature. Council also set the project budget at \$7M within the FY 2017 \$8.5M Main Street Plazas CIP budget. This approval was based on the architect's estimate of construction cost at this phase of Schematic Design.
- On August 11, 2016 Council was supportive of the presented Schematic Design and directed the team to proceed with the Design Development, Planning process, and Construction Documents with the goal of beginning construction in 2017.
- Based on the schematic design presented, a Schematic Design cost estimate was developed for the project by a cost estimating consultant. It was at this time that it became apparent that previous estimates did not include \$300,000 of miscellaneous owner soft costs (impact fees, owner FF&E items (trash compactors, tables, chairs,

maintenance equipment) testing and inspections...), \$160,000 of additional contaminated soils (above the \$1,121,000 included in the estimate) necessary to be removed, and approximately \$210,000 in Concept Design fees. The resulting estimate including these costs exceeded the \$7 million project budget (\$7.526 M) within the Main Street Plazas CIP budget set in June of 2016. The estimate did include approximately \$260,000 of already expended Schematic Design fees.

- From August 11, 2016 to November 3, 2016, staff including Economic Development, Budget, Assistant City Manager and Community Development Director worked collaboratively with the design team to finalize the current recommendation, balancing Council's goals, finish aesthetics, design, program, and costs within the \$7 million project budget.
- On November 3, 2016 Council discussed the value engineering items, the project budget of \$7 million and awarded the design contract to GSBS in order to allow the project team to proceed with the project design and meet the desired goals for the Main Street Plaza
- On December 8, 2016 during Questions and Comments, the City Council requested that staff return to discuss the value engineering, or removal of the "pavers" from Main Street in order to meet the \$7 million project budget.
- On March 7, 2017 staff met with the Recreation Advisory Board (RAB) to discuss the play feature for the Plaza and they recommended to expand the water feature and recommended a theme of climbing nets over swing-like features.
- On March 16, 2017 during Questions and Comments, the City Council again in response to ongoing input from neighborhood residents, requested staff investigate the ability to utilize the Plaza road to allow the trolley to circulate and not extend to the current turnaround at Daly/Hillside Avenues.
- On May 25, 2017 staff submitted a communication report updating Council with the current estimate, net-zero, paving materials for Main Street, and current driveway design and functionality.

Past Plaza Council meetings:

4/2/15	Council Report (page 94)	Scope of RFP for design services
4/2/15	Minutes (Page 4)	
8/20/15	Council Report (Page 4)	Scoping Interviews with Council
8/20/15	Minutes (Page 1)	
10/22/15	Report (Page 47)	Affirm project process and programming
10/22/15	Minutes (Page 4)	
11/19/15	Report (Page 16)	Define the project goals
11/19/15	Minutes (Page 3)	
12/17/15	Report (Page 48)	Preliminary Concept Design and Site Analysis
12/17/15	Minutes (Page 4)	
1/14/16	Report (Page 10)	Consider options with various program goals
1/14/16	Minutes (Page 2)	
2/4/16	Report (Page 107)	Recommended concept and program goals
2/4/16	Minutes (page 8)	
2/25/16	Report (Page 228)	Award contract for Schematic Design & Design update
2/25/16	Minutes (Page 11)	
5/19/16	Report (Page 103)	Schematic Design with feasibility of on/offsite parking
5/19/16	Minutes (Page 4)	
6/16/16	Report (Page 4)	Direction on project budget of \$7M
6/16/16	Minutes (Page 2)	

8/11/16	Report (Page 129)	Refined Schematic Design
8/11/16	Minutes (Page 5)	
11/03/16	Report (Page 75)	Value Engineering/Award of Design Phase 3
11/03/16	Minutes (Page 10)	
12/08/16	Minutes (Page 2)	Council request to bring back the Main St paving
3/30/17	Report (Page 48)	Discussion on water feature, curb and paving
3/30/17	Minutes (Page 4)	
5/25/17	Report (Page 105)	Staff communication on budget, paving, net-zero, driveway

Alternatives for City Council to Consider

Budget:

- 1. Recommended Alternative:** Staff recommends proceeding with the current design with the project budget of \$8.3 million.

Pros

- a. The project can move forward through Design Development, Conditional Use Permit, construction documents, and Historic District Design Review, with the goal of beginning construction in 2018.

Cons

- a. The project recommended by staff is more than the \$7M previously budgeted for the project within the Main Street Plazas project CIP Budget.
- b. The money would require using budgeted funds from other projects, such as the Miner's Plaza or other Improvement projects.
- c. Specific design elements for mitigating neighborhood traffic and circulation are not currently included in the design.

- 2. Null Alternative:** Council could choose to postpone the project at this time.

Pros:

- a. None seen.

Cons:

- a. It will delay or eliminate the project.
- b. There has been a significant investment into the design at this point.
- c. Costs of construction would continue to escalate.

Brick Paving:

- 1. Recommended Alternative:** Staff recommends:

- Paving Main Street with asphalt (not brick pavers),
- Installing high-back granite curb on East side along the Plaza, and
- Paving the West side sidewalk with granite pavers and granite curb consistent with the rest of Main Street.

Pros

- a. Staff believes applying asphalt instead of brick pavers on Main Street will not compromise the goals established for the plaza.

- b. Using high back granite curb and asphalt paving at Main is more consistent with the Historic District Design Guidelines by reinforcing traditional materials, streetscapes and pedestrian rhythms
- c. There would not be a further increase to the project budget.
- d. The project can move forward through Design Development, Conditional Use Permit, construction documents, and Historic District Design Review, with the goal of beginning construction in 2018.
- e. Pavers would need to be replaced much sooner than asphalt.

Cons

- a. The removal of the brick pavers from Main Street may be considered as reducing the level of quality of the overall project.
- b. With the lack of retail storefronts at 205 Main, the brick paving may provide a stronger attachment to the lost retail opportunities across the street.

2. Pave the section of Main Street adjacent to the Main Street Plaza with brick pavers.

Pros:

- a. The brick paving may appear to have a higher level of quality and create a stronger “place”.
- b. May help identify the end of the commercial district.
- c. Create a stronger link to the plaza and provide a more intuitive, continuation when the plaza is programmed and the street open to foot traffic.

Cons:

- a. Adding brick pavers on Main Street will require an increase in the project budget of approximately \$650,000 - \$800,000. This estimate is based on the brickwork completed at the intersection of 7th Street and Main.
- b. The increase in budget for the project will need to come from the reprioritization of other Main Street or CIP project budgets.
- c. The brick pavers will require additional funds for maintenance and replacement.
- d. There will likely be additional design costs, time and delays to the project application to Planning and Engineering for the CUP, HDDR and Engineering permitting process.
- e. Will provide a wide area that may appear to be a crosswalk or pedestrian safe area, which could be confusing, and unsafe. Additionally this creates an untraditional streetscape pattern, which is inconsistent with the Historic District Design Guidelines.
- f. Utility repairs will be difficult, expensive, take significantly longer and depending on the time of year may look in disrepair until weather permits restoring the brick paving.

3. Null Alternative: Council could choose to postpone the project at this time.

Pros:

- b. Could allow resort city sales tax to be allocated to other priorities.

Cons:

- d. It will delay or eliminate the project.
- e. There has been a significant investment into the design at this point.

Net Zero Goals:

- 1. Recommended Alternative: Staff recommends proceeding with the current design of the project.**

Pros

- a. The current design allows for more open space and possible uses on the site such as a tent for Sundance.
- b. The on-site solar offsets about 75% of the carbon for the total source energy required on the project.
- c. The current design is included in the current \$8.3 million budget.

Cons

- a. The current design is about 25% short of the net-zero goal.
2. Alternative 2 – Council could choose to pursue 100% net-zero goal with a combination of on-site (additional panels on larger pavilion) and offsite.

Pros:

- a. The net-zero goal will be met.

Cons:

- a. Providing additional panels on-site will require a larger pavilion which will impact the budget and significantly impact the uses on the plaza.
- b. Building solar off-site would significantly impact the budget where economies of scale are gained by including it in the construction of the plaza.
- c. There is no identified site.

Driveway:

- 1. Recommended Alternative: Staff recommends proceeding with the current design of the project with slight modifications to allow for use by the trolley in a one way direction.**

Pros

- a. This alternative may allow for the use of the trolley while also maintaining all the current plaza design elements.
- b. It can easily be designed to use it as a turnaround for the trolley or not. It could be tested and depending on feedback either maintained or discontinued as a trolley turn-around.
- c. It can function as managed access for large events.

- d. The project can move forward through Design Development, Conditional Use Permit, construction documents, and Historic District Design Review, with the goal of beginning construction in 2018.
- e. The current design is included in the current \$8.3 million budget.

Cons

- a. The current design would not allow daily commercial two way traffic.
 - b. The current design may not adequately address traffic circulation goals in the area.
 - c. There will be additional safety concerns with the additional turning movements and potential conflict points with traffic.
2. **Alternative 2** – Remove the sidewalk on the south edge of the driveway along the plaza to allow for wider travel lanes.

Pros:

- a. It could be used for two way traffic except for larger vehicles including the trolley or medium sized trucks.
- b. It could be used for one way traffic for the trolley.

Cons:

- a. The wider travel lanes would still not accommodate the turning radius of the trolley or medium sized trucks.
 - b. There will be additional safety concerns with two way traffic with additional turning movements and conflict points with traffic.
 - c. It would be difficult to control truck traffic unless it was one way.
 - d. The removal of the sidewalk would have significant impacts to the pedestrian circulation and connection to the plaza from Swede Alley.
 - e. Trash removal would also be greatly effected without the sidewalk.
3. **Alternative 3** – Build a 2 lane road to City standards with 25' turning radius at each corner, 16' drive lanes, and a sidewalk to allow for two way traffic including truck traffic.

Pros:

- a. It could be used for two way traffic.
- b. It would have a pedestrian sidewalk.

Cons:

- a. There will be additional safety concerns with two way traffic with additional turning movements and conflict points with traffic.
- b. There will be significant impacts to the function of the plaza.
- c. There will be significant impacts to the immediate neighbors.
- d. The change in design will delay the design and construction.
- e. The change in design will result in additional design costs.

4. Alternative 4: Ask Staff to return at a subsequent meeting, after the traffic study is completed, estimated to be complete by August of 2017.

Pros

- a. Additional alternatives for traffic and circulation mitigation will be articulated.

Cons

- b. Waiting will delay the project and anticipated Spring 2018 start of construction.

Analysis

Main Street Plaza Project Budget

On August 11, 2016 City Council expressed support for the Schematic Design and directed staff to proceed with the Design Development, planning/entitlement process, and Construction Documents with the goal of beginning construction in 2017. Based on the schematic design presented at that time, a cost estimate was developed for the project by an independent cost estimating consultant. The schematic design estimate was \$7.526 million.

At the direction of City Council, from August 11, 2016 to November 3, 2016, staff including Economic Development, Budget, the Assistant City Manager and the Community Development Director worked collaboratively with the design team to value engineer the project, balancing Council's goals, finish aesthetics, design, program, and costs.

On November 3, 2016 City Council discussed the project team's value engineering recommendations to meet the project budget of \$7 million. Council discussed the removal of the green roof for solar panels, the purpose of the pavilion for shade and solar panels, and the necessity and location of the elevator. At this meeting Council also awarded the full design contract to GSBS in order to allow the project team to proceed with the project design (design development, planning approval process, construction documents and construction administration).

Between November 3, 2016 and March 30, 2017, the project team further developed design development drawings including details of the play feature, water feature, and investigated paving options and conducted a preliminary traffic study for the area. On March 30, 2017 the Council discussed the project design update and directed staff to continue in the design process.

Based on the current design development level of design, the design team staff had the cost estimator perform another cost estimate and discussed the estimate with the project team. After some minor adjustments the current cost estimate is at \$8,215,051 (exhibit A).

The cost estimate includes:

- 5% design contingency (~\$300,000);
- 3% inflation for 2018 construction (~\$180,000);
- \$325,000 for the pavilion and solar panels on both structures, and
- An additional \$200,000 in owner's construction contingency.

The construction industry is seeing large cost increases mostly due to

- A shortage of skilled trades and subcontractors – many of whom left the industry during the recession;
- Inflation in the cost of materials; and
- The construction industry is currently booming especially in the Salt Lake region.

Value Engineering & Staff Recommendation

At the completion of design development drawings staff will begin the planning process by submitting for the Conditional Use Permit. We are at that juncture now. The plat has been approved by the Planning Commission. Council could direct staff to look at additional value engineering/reduction in scope, but that would require additional time and likely significant design implications, such as reducing the number of parking spaces or amenities such as the water feature. Staff recommends proceeding with the current design in order to meet:

- a) Council and the Community's stated goals for the plaza; and
- b) A construction start in the spring of 2018 with a spring 2019 completion.

Staff continues to be concerned that delaying the project will only increase costs due to the rising cost of construction. The plaza continues to be stated as the HPCA's highest priority. As such, staff recommends that future downtown projects, such as Miner's Plaza, Scheur's Plaza or Coalition Plaza be deferred until additional Resort City Sales Tax revenues come in, or funding reprioritized during the next budget cycle for FY 2019.

Net-zero

Because of the limited roof area to install solar panels the current design falls slightly short on the net-zero goal. The net-zero goal for the plaza is conservatively estimated at 35.5 kilowatts and in the current design the solar panels can only generate 29.6 kilowatts. The current design includes approximately 77 solar panels and to be net-zero the plaza would require 93 panels or 16 more. The incremental cost for the currently designed 29.6 kilowatt system is estimated at approximately \$325,000. A portion of this cost is attributed to the (structure of the) pavilion itself.

The plaza is using the most energy efficient mechanical systems available. All of the lighting is LED and uses high efficiency technology. The lights use sensors and clocks to limit energy consumption. A goal has been set to reduce heating equipment energy consumption by 30%. A hydraulic elevator is also being used that does not required the shaft to be heated. This represents a significant reduction in energy. The largest energy-saving design measure comes through the use of a simple exhaust strategy for the parking garage. Air is drawn from one side of the garage and exhausted out the opposite side without ductwork. This minimizes pressure loss and dramatically reduces

fan motor loads. The system also senses contaminate levels and activates only when needed.

Elevator, control system, and water-feature power needs have also been accommodated. Consumption by these pieces of equipment is highly variable and will be refined in later design phases. A 20% power contingency is included to allow variability in system performance and the addition of unforeseen power consuming items. The contingency may be decreased as design progresses. It should also be noted that the trash compactor(s) are not included in calculations as they are primarily used by off-site businesses. Finally, our team's research at Aspen Ski Resort shows that consistent snow fall will reduce energy production from the PV array. The expected panel production has been de-rated to accommodate this real-life condition.

Paving Update

On March 30, 2017 Council considered the design update, type of curb, potential of brick paving on Main Street and the estimated cost increase to the budget. As an outcome of that discussion, the current design includes:

- Brick pavers on the east side of the sidewalk extending from the plaza;
- High Back granite curb (consistent with the rest of Main Street) on the east side of the street;
- Asphalt Main Street;
- Granite curb at west;
- Granite pavers on west sidewalk (consistent with the rest of Main); and
- Main Street brick paver crosswalks at the north and south ends of the plaza.

Driveway

The design of the project has consistently included a driveway as an option to bypass Main Street when it is shut down for special events (a few times a year such as street dance). As the scope of the project evolved over the past two years the plaza has become more of a public park space than an event plaza. The bypass driveway has remained but it has never been designed to handle typical auto/truck traffic and can only be used if it is manned with traffic control or if used for one way circulation for non-truck traffic. The design intent has been to keep the drive closed, and the space integrated into the plaza use for pedestrian traffic, except when Main Street is shut down for an event. This has been integral to the goals of maintaining pedestrian connections to Swede Alley and maintaining neighborhood scale.

Complaints from Hillside and upper Main Street residents began to increase when Hillside was reconstructed to minimum safety widths in 2009. As the plaza concepts were developed, area residents continued to voice concerns about the impacts of commercial traffic and circulation on their adjacent residential neighborhood. At the outset, potential impacts stemming from the Main Street Plaza project were considered a separate issue from the neighborhoods ongoing frustration with impacts on Hillside Avenue stemming mostly from service and delivery vehicles.

On February 5, 2016 staff executed a professional service agreement with Parametrix Engineering to analyze Main Street, Swede Alley and Hillside area traffic circulation. The initial traffic study scope and preliminary findings were that the Plaza project would not bring additional traffic and circulation impacts to the downtown.

In January of 2017 staff received additional complaints from the residents of Hillside regarding the commercial vehicle traffic. Staff met with the residents and discussed additional mitigation measures to expand the Parametrix Engineering scope to address the issues. None of these issues were tied to scope of the Plaza. However, because of ongoing input from Council, on February 17, 2017, staff expanded the initial Parametrix Engineering scope to also review the plaza driveway design with regard to use of the trolley.

The preliminary report from Parametrix Engineering considered turning radii for the Main Street Trolley, a fire truck and a medium truck. The analysis determined that all three of these vehicles would have to off track into the adjacent lane on the driveway and or leave the pavement to make their turning movements. The turning movements, especially from Main Street south on Swede are made worse by the sightlines of the new parking structure and the narrowing (existing) of Swede Alley. The driveway as currently designed would not provide a functional level of service for daily or even minimal use for medium or large truck traffic. It could allow the Trolley to function on it if it is one way.

On March 30, 2017, during an update on the plaza design, Council continued to consider ongoing concerns voiced by the neighborhood. Discussion arose about options for the driveway including using it as the trolley turnaround and other circulation patterns such as a full, two lane road for example for the duration of the Film Festival. This was inconsistent with the design philosophy that staff and the design team had discussed prior, in that we anticipated using the driveway only for shorter term events, and that the neighborhood concerns were being addressed as a separate issue. In response, the scope of Parametrix was further expanded to:

- Provide analysis of this proposed new bypass driveway - The analysis will provide positive and negative impacts of the road as a temporary versus permanent thoroughway with consideration to the road being used as a trolley turn-around;
- Improve signage on Hillside Avenue – Parametrix will identify a signage scheme that will help drivers better understand rights-of-way between uphill and downhill traffic;
- Analyze a potential one-way street on Main Street from Swede Alley to Hillside including direction, excess pavement and loading/unloading areas for businesses and commercial businesses;
- Evaluate the feasibility of a potential new road around the south side of China Bridge – Evaluate a potential road intended to be used for taxis, shuttles other ride-sharing vehicles for queuing purposes. The evaluation will identify potential fatal flaws and other concerns;

- Analyze a cul-de-sac staging area for ride sharing services at the Bob Wells parking lot – Recommendations will be provided for ride sharing staging, pick-up, drop-off and other consideration. Circulation, mitigation for loss of parking will be evaluated as part of this task;
- Analyze pockets of parking along Swede Alley and in front of China Bridge garage to designate as ride sharing pick-up/drop-off stations – This analysis will include how potential ride sharing pick-up/drop-off station locations would work with a new road just south of the China Bridge garage and how they would work with a potential ride share use of the Bob Wells parking lot.

Staff, the design team and the traffic engineers prepared three alternatives for the driveway.

Alternative 1: Current design with minor adjustments at the northeast corner of the plaza to allow turning radii of the trolley for one way use.

This alternative will have little impact on the current design and function of the plaza. This alternative could easily be opened for trolley or one way use (except for larger trucks), or closed and used only as a pedestrian connection. There will be impacts to pedestrian use of the driveway if it is used as a one way road or only minor impacts for trolley use only. This alternative will allow for managed closing of Main Street for an event. Having an additional road for traffic circulation will create additional impacts to the immediate neighbors. Shortening the trolley route is not in keeping with the City's desire to expand transit service into neighborhoods.

Alternative 2: This alternative would remove the sidewalk on the south edge of the driveway along the plaza to allow for wider travel lanes.

This alternative has a significant impact on the pedestrian connection to the plaza. This alternative would still not accommodate two way traffic as the turning radii will remain the same as in alternative 1.

Alternative 3: Expand the drive lanes and intersection radii to accommodate two way commercial traffic including small tractor-trailers.

The expansion of the road to accommodate daily traffic especially large commercial vehicles will have significant impacts on the function of the plaza including loss of trash compactors, loss of space for event use (tent space), loss of parking, loss of pedestrian connection to Swede Alley, and possible loss of the play area and pavilion roof and solar panels as well as the aesthetic and functional use of the plaza as a gathering spot.

Expanding the plaza driveway into a full, two lane road would require a major redesign of the entire plaza. It would also reduce the size of the parking structure. This would have cost implications to the design contract and the loss of parking and functional plaza space, such as possibly precluding the large, flexible space for tents. We would also have to make considerations if it is a City "Street" and function as such. Staff is

also concerned that a significant redesign would delay the planned start time of spring 2018.

The analysis provided by Parametrix shows that as long as the current intersection of Swede and Main remains (as it would in all alternatives) there will be little effect on the circulation up and or down Main and Hillside. Closing Main Street at the plaza for an event may have a slight effect on reducing traffic, but that would only be temporary.

Department Review

This report has been reviewed by Sustainability, City Attorney's Office, Engineering, Transportation, Transit, Budget, and City Manager.

Funding Source

The funding is from the Downtown Enhancements CIP, more specifically the one half of one percent Additional Resort Community Sales Tax increase. Staff previously set a \$7 Million Dollar budget for the Main Street Plaza within the \$8.25 Main Street Plazas Budget. The budget for the plaza would require using budgeted funds from other projects, such as the Miner's Plaza or other Main Street Improvement projects.

Attachments

Exhibit A – Design Development Cost Estimate
Exhibit B - Parametrix Alternatives Analysis
Exhibit C – Current Schematic Design Drawing
Exhibit D – Wasatch Brewpub Letter

Exhibit A

PARK CITY, UTAH

Page 1

PARK CITY MAIN STREET PLAZA

M A S T E R S U M M A R Y

Design Development Construction Cost Estimate
May 4, 2017

SECTION	COST/SF			COST
BUILDINGS & PARKING STRUCTURE	17,145	GSF	281.12	\$4,819,750
SITE IMPROVEMENTS	33,926	SF	48.17	\$1,634,302
TOTAL (Construction)				\$6,669,051
SITE LEED CERTIFICATION / NET-ZERO				Included Below
SOFT COSTS				\$300,000
CONCEPTUAL DESIGN				\$210,000
SCHEMATIC DESIGN				\$261,000
DESIGN DEVELOPMENT-CA				\$575,000
CONSTRUCTION CONTINGENCY	3.0%			\$200,000
TOTAL (Project)				\$8,215,051

NOTES: Costs are for Construction Only.

Costs are Based on an Open Competitive Bid Basis Utilizing a CM/GC Process.

Costs are Based on a Construction Start of Spring 2018.

Costs Include Premiums for a Net-Zero Site.

Main Street repaving and grading from another funding source and are not included.

Playground feature costs are in another budget and are not included.

Exhibit B

Parametrix

ENGINEERING · PLANNING · ENVIRONMENTAL SCIENCES

MEMORANDUM

DATE: JUNE 16, 2017

TO: PARK CITY MUNICIPAL CO.

FROM: PARAMETRIX

SUBJECT: MAIN STREET PLAZA CIRCULATION

BACKGROUND AND OVERVIEW

Park City Municipal Corporation is in the process of designing a public plaza at the “top” (south end) of its Main Street, near the street’s intersection with Swede Alley. Part of the current design is a new controlled-access street connecting Main Street and Swede Alley. The street would lie between the Wasatch Brew Pub and the plaza. Under the current design, the street is 118 feet long, with likely a 6 to 8 percent slope running downward to the east.

Park City hired Parametrix to assess traffic circulation aspects of the addition of this plaza; as part of this work, the question has emerged as to what the design and function of this new street should be.

Several issues inform the answer to this question:

- The design intent of the plaza and parking structure.
- The ability to close Main Street. The current plaza design calls for the block of Main Street alongside the plaza to be resurfaced with a material similar to the plaza, creating the sense that, while still open to traffic, Main Street is an extension of the plaza character. The city can reinforce this aspect of the plaza by closing Main Street to traffic for special events; however there would need to be a way for all traffic, including large trucks, to be routed around this segment of Main Street.
- In addition (and closely linked to) the plaza design is the need for this part of Old Town to continue to be walkable, and for pedestrians to have safe, comfortable and convenient choices to walk through the area and to and among destinations.
- Meanwhile, the Main Street Trolley Bus runs in an approximately 1.1-mile route (one-way) from the Park City Transit Center to the intersection of Hillside and Daly Avenues, where it turns around and returns to the transit center. This presents the opportunity for the trolley to use the new street to turn around, truncating the route there.
- The need for truck traffic to access the businesses on Main Street and Swede Alley is also critical.
- Finally, the plaza will sit in close proximity to the residential area south of the Main Street core. Circulation decisions may have impacts on the community.

Park City staff presented Parametrix with four alternatives for the street, ranging from the existing design to expansion and finally, elimination of the street entirely. In this memorandum, Parametrix evaluates each alternative against a series of performance criteria assessing the key issues identified above - the plaza design integrity, the ability to close Main Street, pedestrian circulation, trolley operation, truck circulation, and community impacts.

One of the primary questions for consideration is what would be the implications of the new street being built if open to all traffic, all the time.

The following presents how each alternative measures against the criteria and more broadly its advantages and disadvantages in the context of the key issues.

ALTERNATIVES

The four alternatives for the new street are:

- Alternative 1: New private drive as designed
- Alternative 2: New private drive as designed but expanded without affecting parking structure
- Alternative 3: New street is a full, two-lane street
- Alternative 4: No new street

EVALUATION

Parametrix evaluated each alternative against a set of six performance criteria:

1. **Plaza design** assesses the consequences to the integrity of the plaza design (including the parking garage), especially whether the plaza still accomplishes the City's design goals.
2. **Ability to close off Main Street to traffic** assesses the ability to close off Main Street as an extension of the plaza and route all traffic around this segment of Main Street.
3. **Pedestrian circulation** assesses how well the concept is conducive to safe and convenient walking, especially across and along the area of the proposed new street.
4. **Trolley operation** assesses how well the concept facilitates the operation of the trolley line, especially the turn-around-at the end of the line. Essentially, the analysis reflects the range of choices the trolley has for its route and turn-around.
5. **Truck circulation** assesses how well the concept allows for efficient and safe circulation of especially the largest trucks.
6. **Community impact** assesses how each alternative affects the surrounding community, including the use of Hillside Avenue as a delivery route to downtown, impacts of truck and other traffic as well as any amenities improved or diminished by the new street and plaza such as the trolley.

Alternative 1: New street as designed

Alternative 1 is the current design, which is for a new street to connect Main Street and Swede Alley. The street will feature one lane in each direction but will function as a private drive with access control. The design includes a five-foot sidewalk on the south side of the street and no sidewalk on the north side of the street.

Plaza Design: If for passenger car use only, the new street would not affect the current plaza design. However, if the new street were to support trolley traffic in both directions, the northwest corner of the structure would be impacted to allow the trolley to make left turns from Swede Alley to the new street (see Appendix Figure 1).

Ability to close off Main Street to traffic: Closing Main Street adjacent to the plaza necessitates the new street be used as a turn around to Swede Alley. Otherwise, vehicles would dead-end on Main Street at the plaza. Access to the new street would need to be restricted to eastbound traffic only to accommodate the turning radii of large trucks.

Pedestrian circulation: The design provides a sidewalk on the south side of the street connecting Main Street to Swede Alley.

Trolley operation: Previous analysis showed a trolley-sized vehicle cannot turn to and from the new street without using both lanes. Thus, the new street would need to be restricted to trolley use-only for the plaza to be used as a trolley turn-around. Even so, the trolley can only use the new street to turn around the plaza in the counter-clockwise direction. To support clockwise circulation, the northwest corner of the garage structure would be impacted (see Appendix Figure 1).

Truck circulation: Under normal conditions, trucks would continue existing circulation patterns on Main Street and Swede Alley. If Main Street next to the plaza is closed for events, the new street would need to support truck traffic onto Swede Alley so trucks do not dead end on Main Street. In this case, the new street could only support eastbound-only movements. (see Appendix Figure 2).

Community impact: The design would not have a significant impact on the use of Hillside Avenue as a delivery route into downtown. The trolley route could be truncated by 0.1 miles by using the plaza as the turnaround point instead of Hillside Avenue.

Alternative 2: New street as designed but expanded without affecting parking structure

Alternative 2 is the same as Alternative 1 but widened south to the parking garage (five feet). This increases the roadway width from 23 feet to 28 feet but eliminates the sidewalk on the south side.

Plaza Design: Similar to Alternative 1, the new street would not affect the current plaza design if the street is for passenger-car use only. The additional five feet of pavement would also allow the trolley to use the street without impacting the plaza structure (so long as the street supported trolley-only traffic).

Ability to close off Main Street to traffic: As with Alternative 1, the new street would need to accommodate turn-around traffic if Main Street is closed for special events. The new street could only support eastbound traffic in order to handle large truck turning paths.

Pedestrian circulation: The pedestrian connection between Main Street and Swede Alley would be eliminated. Pedestrians would need to reroute through the plaza, the parking garage, or both.

Trolley operation: As with Alternative 1, the new street would need to be restricted to trolley use-only for the plaza to be used as a trolley turn-around. The additional pavement width allows the trolley to circulate around the plaza clockwise and counter-clockwise without impacting the plaza structure.

Truck circulation: Similar to Alternative 1, trucks would continue existing circulation patterns on Main Street and Swede Alley unless the plaza part of Main Street were closed for events. Trucks could route north from Main Street onto Swede Alley only if the street were restricted to one-way eastbound travel.

Community impact: The design would not have a significant impact on the use of Hillside Avenue as a delivery route into downtown. The trolley route could be truncated by 0.1 miles by using the plaza as the turnaround point instead of Hillside Avenue.

Alternative 3: New street has a full two-lane roadway

Alternative 3 widens the new street to a point where it can accommodate all motor vehicle traffic, including semi-trucks. The assumption for this alternative is that the new street is open to all traffic. Based on turning radii analysis of the needs of a WB-40 semi-truck to travel in both directions on the street and turn onto both Main Street and Swede Alley, this street would need 16-foot lanes, plus the 5-foot sidewalk and 30-inch curbs and gutters, for a total street width of 42 feet, an increase of 14 feet (see Appendix Figure 3).

Plaza Design: Widening the design of the street by 14 feet would have significant impacts to the plaza design. These include the loss of some parking stalls in the parking structure; constraints on some plaza elements such as

Sundance tent and roof area; and the need to relocate and redesign several plaza elements, such as the elevator, trash enclosures, restrooms, and mechanical and electrical support space.

Ability to close off Main Street to traffic: Because the full roadway connection supports all vehicle types, Main Street between the new street and Swede Alley will gain the ability to become limited access or be closed for festivals or events, effectively becoming an extension of the plaza.

Pedestrian circulation: The design provides a sidewalk on the south side of the street connecting Main Street to Swede Alley. The increased width of the new street makes it harder for pedestrians to cross. The ability to route truck traffic on the new street may allow Main Street along the plaza to be more pedestrian-supportive.

Trolley operation: The trolley could navigate both directions on the new street. The trolley also could circulate either direction around the plaza or continue its current turnaround at Hillside Avenue. If Main Street is closed to traffic, the trolley can use the new street as a bypass to continue to turn around at Hillside Avenue.

Truck circulation: The new street is wide enough for WB-40 sized trucks to make any movement to and from both Main Street and Swede Alley.

Community impact: The design would not have a significant impact on the use of Hillside Avenue as a delivery route into downtown. The new street's ability to handle trucks creates the potential to pull truck circulation slightly further away from the residential areas of Old Town. There is potential for truck traffic to affect ambiance at Wasatch Brew Pub.

Alternative 4: No new street

Alternative 4 removes the new street from the design, directly connecting the plaza to the Wasatch Brew Pub property and continuing the existing use of Main Street and Swede Alley for general traffic, trucks, and the trolley.

Plaza Design: Without the new street, the plaza design can expand toward the Wasatch Brew Pub making the plaza less of an "island" amid streets. There is some potential to add a stage and audience area near the Brew Pub, but the increased footprint of the plaza is minimal.

Ability to close off Main Street to traffic: The lack of a connection between Main Street and Swede Alley means there is no way to reroute dead-end traffic if Main Street closes for events.

Pedestrian circulation: The pedestrian circulation can be greatly improved assuming there would be a convenient way for pedestrians to descend from Main Street to Swede Alley along or near the would-be new street alignment.

Trolley operation: The trolley must continue its current path on Main Street to the turnaround at Hillside Avenue.

Truck circulation: Trucks would continue their current routes.

Community impact: The design would not have a significant impact on the use of Hillside Avenue as a delivery route into downtown.

SUMMARY OF ADVANTAGES AND DISADVANTAGES

Alternative 1

- Alternative 1 is largely neutral – it maintains the plaza and garage design but cannot support trolley traffic unless the new road is restricted to trolley-only operation, the northwest corner of the plaza is reconfigured, or both. The alternative has some pedestrian accommodation on the new street. The plaza segment of Main Street can only be closed for events if traffic, including large trucks, is allowed to route eastbound on the new street.

Alternative 2

- Alternative 2 is very similar to Alternative 1 but with the disadvantage of not having a designated pedestrian facility on the new street and the advantage of allowing the trolley to make the turn-around at the plaza block in either direction without impacting the plaza structure.

Alternative 3

- The impacts of the street widening on the plaza are significant, losing parking spaces, constraining elements, and requiring redesign and relocation of several other elements.
- However, Alternative 3 creates the best ability to close the plaza segment of Main Street to traffic for special events, markets, etc. as an extension of the plaza.
- By widening the new street design, the alternative creates the most options for the trolley operations and truck circulation.
- Pedestrian circulation is a mixed bag. While Main Street could be designed to be more pedestrian-oriented, the plaza is more of an “island” detached from the fabric of the Main Street corridor.

Alternative 4

- The strength of Alternative 4 is its ability to increase plaza space, improve pedestrian circulation, and tie the plaza more closely to the Brew Pub and other Main Street fabric.
- Alternative 4 is the only alternative for which there is no way to close the plaza segment of Main Street to traffic – except if it were part of a much longer segment of Main Street closed to traffic.
- Alternative 4 keeps vehicle circulation as the status quo.
- One disadvantage with this alternative is the lack of the ability to turn the trolley around at the plaza block.

CONCLUSION

The key criteria appear to be the plaza design, the ability to redesign/close Main Street, and pedestrian circulation. Truck circulation and trolley operations are built into all the alternatives, but might require the new street to be carefully managed for one-way flow. The choice of alternative should not have an impact on the amount of traffic on Hillside Avenue.

Choosing a preferred alternative largely hinges on the city’s plans for the segment of Main Street alongside the plaza, the importance it places on being able to redesign or close this segment of Main Street, and the appetite for constraining and redesigning portions of the plaza.

If changing the segment of Main Street alongside the plaza to feel like part of the plaza and regularly / frequently closing this segment of Main Street is likely and a priority, then Alternative 3 appears to be a strong choice.

However, if regularly closing this segment of Main Street along the plaza is not likely or a priority, then Alternative 4 emerges as an attractive choice, with its closer connection to the Brew Pub block and ability to expand the

plaza, and the lack of major downsides to keeping current circulation patterns (apart from being forced to keep the Trolley turn around at Hillside).

Alternatives 1 and 2 offer a "middle ground" that preserve the current plaza design and a limited ability to close the plaza segment of Main Street. Careful management of the new street is required to preserve trolley and large truck circulation.

The following table evaluates each alternative against the six criteria. After summarizing how each alternative addresses each of the criteria, Parametrix assigned a value of neutral (yellow); moderate benefit (light green); major benefit (dark green); minor detraction (orange); or major detraction (red).

ALTERNATIVE	Plaza design	Close Main Street	Pedestrian circulation	Trolley operation	Truck circulation	Community impact
1: New street as designed	Plaza and garage design remains intact unless road supports trolley traffic in both directions or Main Street closed for events	Requires use of new street for vehicle and truck turn around onto Swede Alley	Basic sidewalk between Main Street and Swede Alley	Can utilize new street if converted to trolley-only access	If Main Street is closed, new street must be allow truck traffic to turn around to Swede Alley	- No significant impact to use on Hillside Avenue - Trolley route can truncate by 0.1 mi by circulating around plaza
2: New street as designed but expanded without affecting parking structure	Plaza and garage design remains intact unless Main Street closed for events	Requires use of new street for vehicle and truck turn around onto Swede Alley	Loss of sidewalk between Main Street and Swede Alley	Can utilize new street if converted to trolley-only access	If Main Street is closed, new street must be allow truck traffic to turn around to Swede Alley	- No significant impact to use on Hillside Avenue - Trolley route can truncate by 0.1 mi by circulating around plaza
3: New street is full 3-lane road	- Plaza loses approximately 14 feet of depth, approximately 10 percent of its total space. - Garage loses some parking stalls. - Major impact to several plaza elements	Main Street can be closed with little impact to truck and trolley circulation.	- Basic sidewalk between Main Street and Swede Alley - Increased width of new street makes it harder for pedestrians to cross - Increased potential for pedestrian amenities with Main Street closures	- Trolley could go both ways in the new street and either direction around the plaza block - Trolley operation can continue with Main Street closure	- The new street is wide enough for trucks up to WB-40 to make any movement - Trucks have full access even with Main Street closure	- No significant impact to use on Hillside Avenue - Trolley route can truncate by 0.1 mi by circulating around plaza - Potential for truck traffic to affect ambience at Wasatch Brew Pub.
4: No new street	- Plaza design can expand toward the Wasatch Brew Pub - Potential for stage and audience area by Brew Pub. - Plaza less of an "island" amid streets	No – unless part of a much longer segment of Main Street closure	Greatly improved assuming amenities provided in new space between plaza and Brew Pub	Trolley continues to use Hillside Avenue turnaround	Trucks keep current route	No significant impact to use on Hillside Avenue

APPENDIX

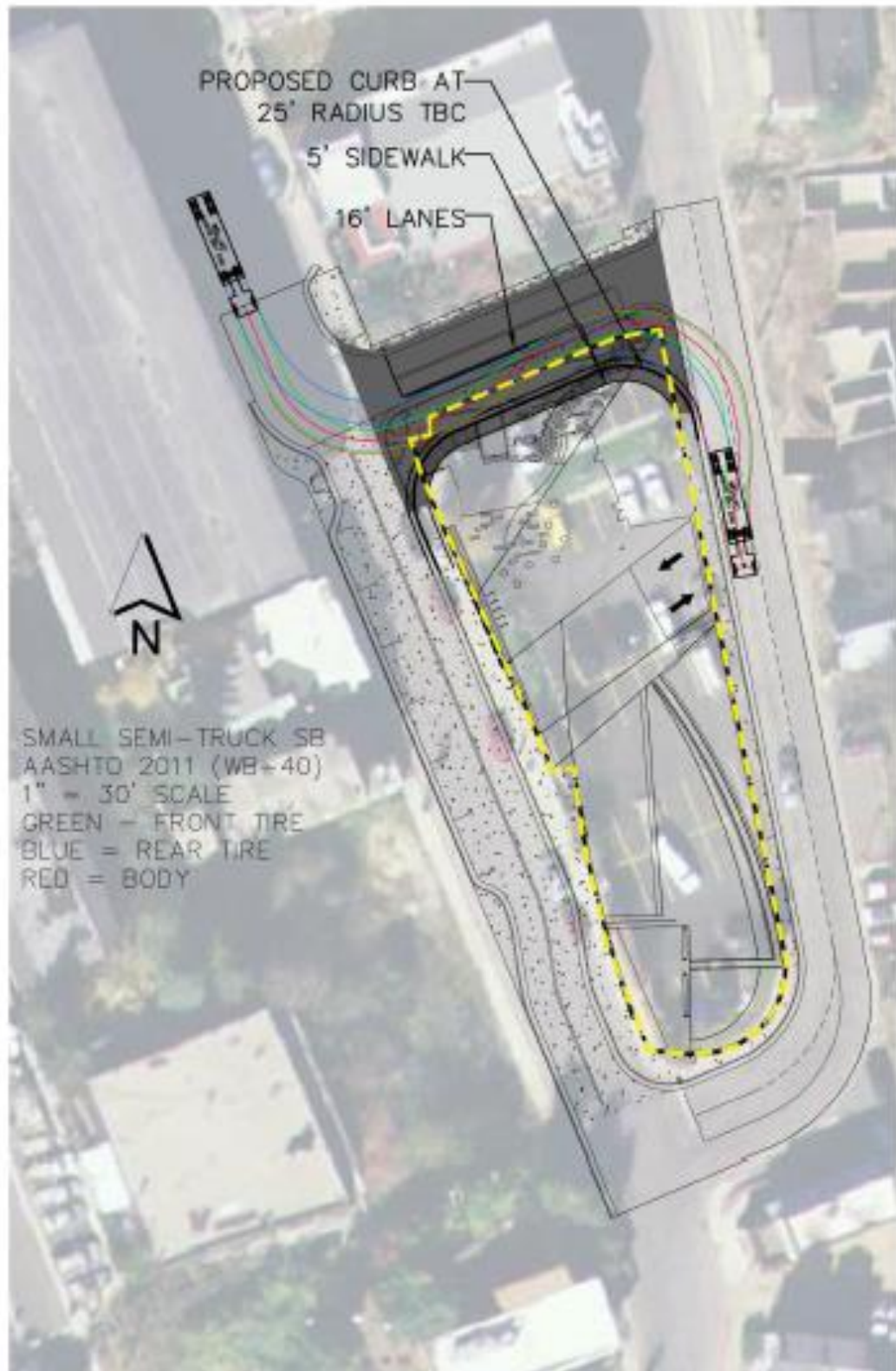
Figure 1: Trolley Sized Vehicle Counter Clockwise Circulation at New Street



Figure 2: Large Truck Turn Around to Swede Alley



Figure 3: Alternative 3 Sized for Two-Way Large Truck Movements







Park City Municipal City Council
445 Marsac Avenue
Park City, Utah 84060

23 June 2017

Dear Park City Council Members,

The Wasatch Brew Pub appreciates the opportunity to provide some feedback to Council regarding the alternatives that are presently under discussion with regards to the access road that is being considered between the new Plaza and the Brew Pub.

Wasatch Brew Pub is very supportive of the proposed Plaza. In the 30-plus years that we have been operating at the top of Main Street, we have always felt that the energy and vibrancy at the top of Main could be enhanced by providing an amenity that would draw visitors and residents to the top of the street.

The proposed plans for the "Brew Pub Plaza" offer a beautiful park-like setting for residents and tourists to enjoy, while at the same time offering flexibility to utilize the space for events if so desired.

Therefore, in order to take advantage of this beautiful enhancement to our community, we have also drawn up plans to remodel our patio. Our preference from the beginning has always been to have the plaza touch or be directly adjacent to the Brew Pub so that our guests can enjoy this amenity while dining in our restaurant. In meeting with City staff, we have also expressed a willingness to defer our project, which was scheduled for this year, to align with the timing of the Plaza project. The Pub and our patio, we believe, support the vision and goals of Park City to enhance the entire length of Main Street.

While our preference has always been to not have a street running in front of our patio space, we do understand the city's desire to have vehicular circulation when the Plaza is extended onto Main Street for events. However, from the beginning of the planning process, it has been our understanding that this new driveway would only be open during times that Main Street is closed, and that the rest of the time, the drive would be integrated into the Plaza design and provide additional access for pedestrians to utilize to get to other destinations on Main Street, and thus helping to accomplish the City's goal of reducing vehicular traffic on Swede Alley (and also thus reducing traffic in the residential areas).

The larger, two lane road that is being suggested not only would have a serious financial detrimental impact to our business, but also negatively impact the wonderful setting of our patio with increased noise, traffic and exhaust. Imagine enjoying a nice craft beer on our patio as the noise of a large truck rumbles by, belching exhaust. Not exactly the ambiance that we are trying to achieve! In addition, a redesign to a full street would result in lost parking spaces and necessitate yet another redesign of the project, thus delaying the start date even further and increasing costs.

Because the proposed design, in the long term, is primarily more park-like than event space, we do not think that there will be any significant increase in truck traffic in the neighboring Hillside Avenue, and therefore strongly urge Council to stay with the proposed plan of a small, driveway-like space that is open only when the top of Main Street is closed for an event. The Wasatch Brew Pub has worked very hard over the past 3 decades to be a good community neighbor and business partner, and we feel that we have contributed to the vibrancy of the top of Main. As already mentioned, we are more than supportive of this project, and are willing to endure the loss of business that will surely result during construction, and hold off on our own capital improvement projects in order to work with the City on this great addition to our community. Therefore, we ask that you stay with the original proposal and not over-react to a vocal minority who will not be significantly impacted by the current design.

Thank you for taking the time to consider our feedback on this issue.

Regards-

Douglas Hofeling
COO, Salt Lake Brewing Co.

SALT LAKE BREWING CO. LC

1735 SOUTH 300 WEST SALT LAKE CITY UTAH 84115

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SQUATTERS.COM

WASATCHBEERS.COM



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

In a Work Session on April 27, 2017 City Council inquired about the feasibility of providing incentives for homeowners to build accessory units and deed-restrict them for affordability. This Staff Communications Report has been prepared in response to that request. Because staff has found several significant challenges with such a program and given the high number of issues and opportunities currently on the City Council agenda, staff is presenting this as a Staff Communications report, rather than a work session report. Should City Council review this report and still desire a work session on this item, please do let us know and we will bring it back to City Council on July 13.

The basic concept would be for the City to provide monetary assistance in the form of a grant or loan to a homeowner to build an accessory unit. In exchange, the unit would be deed restricted in benefit to the City and rented to qualified households. Staff is providing an overview of issues including likely cost of such a program, length of restriction and difficulty in tracking compliance and complications it will add to simple sale of the property. While such a program is certainly possible, staff feels that it is not a good return on investment, not a good use of City funds, nor will it be enticing enough to be considered a benefit from a property owner's perspective. Staff is recommending for the following reasons, not to do such a program:

- Use of finite housing resources for what would likely be a limited term solution based on value of subsidy not equivalent to the value of a restriction in perpetuity;
- Public sentiment likely continues to be against accessory units
- Most Park City HOAs don't allow them; and
- The level of complexity of oversight for compliance as well as future sale of main market property.

Respectfully:

Rhoda Stauffer, Housing Specialist



Staff Communications

Report – June 29, 2017

Submitted by: Rhoda Stauffer & Anne Laurent

Subject: Evaluation of potential incentive program to utilize accessory apartments for affordable housing program

In a Work Session on April 27, 2017 City Council inquired about the feasibility of providing incentives for homeowners to build accessory units and deed-restrict them for affordability. This Staff Communications Report has been prepared in response to that request. Because staff has found several significant challenges with such a program and given the high number of issues and opportunities currently on the City Council agenda, staff is presenting this as a Staff Communications report, rather than a work session report. Should City Council review this report and still desire a work session on this item, please do let us know and we will bring it back to City Council on July 13.

The basic concept would be for the City to provide monetary assistance in the form of a grant or loan to a homeowner to build an accessory unit. In exchange, the unit would be deed restricted in benefit to the City and rented to qualified households. Staff is providing an overview of issues including likely cost of such a program, length of restriction and difficulty in tracking compliance and complications it will add to simple sale of the property. While such a program is certainly possible, staff feels that it is not a good return on investment, not a good use of City funds, nor will it be enticing enough to be considered a benefit from a property owner's perspective. Staff is recommending for the following reasons, not to do such a program:

- Use of finite housing resources for what would likely be a limited term solution based on value of subsidy not equivalent to the value of a restriction in perpetuity;
- Public sentiment likely continues to be against accessory units
- Most Park City HOAs don't allow them; and
- Complexity of oversight for compliance and sale of main market property.

Background

Land Management Code allows accessory units; city-wide and there are no neighborhoods where zoning precludes accessory units. Many Homeowners or Condominium Owners Associations (HOAs), however, prohibit accessory apartments within their Declarations of Covenants Conditions and Restrictions (CC&Rs).

Planning staff added a recommendation regarding building accessory units near the end of the development of the updated General Plan (2009-2014). After exploring a number of tools for addressing the need for more affordable housing, Planning Staff stated in their January 15, 2014 staff report ([linked here](#)): "The only additional opportunity to address affordable housing noted is to look at utilizing the right to build accessory units

above garages or otherwise, in the City's existing neighborhoods." The response from the public was overwhelmingly against the idea to the point that Planning Commission and staff agreed to eliminate mention of accessory apartments. See minutes attached here from [December 11, 2013](#) and [January 15, 2014](#) Planning Commission meetings.

While municipal accounting rules don't prohibit managing loans or grant programs such as the Historic District Grant Program, doing so in situations where the homeowner is receiving monthly income as a result of the program, complicates things. Lending is yet more complicated and requires experience in the field of mortgage lending. If the program was put into place, the Finance Team felt they would need to staff up and learn about lending/grant making to for-profit entities.

Analysis

Accessory apartments can be utilized and often are in other cities and jurisdictions for affordable housing. In fact, the City will be doing so in future affordable developments. However, when done so in combination with a privately owned, market priced home, and in partnership with a private homeowner, there are a number of unexplored issues that arise such as:

- 1. Amount of grant or loan:** Based on current construction costs on the City's affordable housing projects under development, building accessory units of 200 to 300 square feet (SF) will cost between \$75,000 and \$112,000 (\$374/SF). It isn't likely that provision of anything less than $\frac{1}{2}$ to $\frac{3}{4}$ of the cost would be sufficient incentive to a private homeowner.
- 2. Length of Restriction:** It is not likely that a homeowner would agree to a deed restriction that has no end date. There are typically sunset clauses in these types of agreements allowing the private owner to contribute for a time, followed by a return of benefit. Sunset clauses for this level of investment are 15 years or less. This doesn't prevent the City from establishing a longer sunset period such as 40 years, however private homeowners are not likely to agree to such a term. Additionally, staff would expect that the longer the restriction, the higher the price would be.
- 3. Compliance:** Tracking compliance will be complicated especially in those instances where the homeowner decides that their in-laws, returning college graduate, or aging grandparent is/are the best candidates for the unit attached to their home rather than a member of the local workforce. This was one of the challenges that the City of Vail experienced. While we would require annual compliance certifications to be submitted by the homeowner (as is done currently on all deed restricted properties), gaining access to the property and unit to verify suspected non-compliance is challenging for code enforcement action.

- 4. Sale of Property:** A deed restriction on a portion of the property could complicate the sale of the property and could reduce overall property value adding another potential deterrent to participation.

Vail, CO has had limited success with a similar program that was established in the early 2000's. It has been problematic for a number of reasons, similar to the points made above: leasing units to friends and family members; fear of complications when trying to sell their property; and desire for many owners to buy-out or exchange the Employee Unit so as to be released from the deed restriction. Currently Vail Town Council has put a moratorium on buy-out or "exchange" options (there are three on the books involving one or a combination of payment in lieu and/or purchase of an equal or larger unit in town to be deeded to the Town and deed restricted). They are currently studying how to best hold onto employee units while working with property owners wanting to buy out of the program.

Setting up such a program would incur additional staffing costs such as:

- Extensive research on the part of housing staff as to mitigating the complex issues listed above in order to set up such a program – for a short-term housing solution at best; and
- The Finance Team's need to staff up and learn about lending/grant making to for profit entities.

Staff Recommendation: While such a program is certainly possible, staff feels that it is not a good return on investment, use of city funds, nor will it be enticing enough to be considered a benefit from a property owner's perspective. For the following reasons, staff does not recommend a program to provide monetary assistance to private homeowners for building accessory apartments for affordable housing:

- Use of finite housing resources for what would likely be a short-term solution;
- Public sentiment likely continues to be against accessory units and most Park City HOAs don't allow them; and
- Complexity of oversight and questions about compliance and sale of main market property.



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

The following staff communication report is to inform City Council of the declaration to regulate open sources of ignition and use of fireworks within the City. The International Fire Code (IFC) as adopted by the State of Utah, gives the Fire Code Official the authority to implement an open flame and burning ban when conditions or local circumstances are such that it poses an increased fire danger to the community. Ordinance No. 2016-36 is an ordinance adopting Municipal Code Title 11, Chapter 9, Sections 3 and 3.1 where in the City Council's delegation of authority to the Fire Code Official to determine when hazardous environmental conditions exist within Park City necessitating restrictions on ignition sources (see attachment A). This policy outlines the roles, responsibilities and criteria to be used to enact any restrictions under the municipal code sections referenced above.

This year due to the below average precipitation and above average temperatures, along with the forecasted weather data, increased grass crop, and fuel moisture content, fire danger is at a higher level than other years. This coupled with the established wildland fire areas creates great safety concerns for the residents and structures in the area.

Respectfully:

Michelle Downard, Deputy Chief Building Official



City Council Staff Communications Report

Subject: Declaration of Restriction on Open Sources of Ignition, Open Flames, and/or Fireworks

Author: Dave Thacker, Chief Building Official/Fire Code Official

Department: Community Development

Date: June 29, 2017

Type of Item: Information

The following staff communication report is to inform City Council of the declaration to regulate open sources of ignition and use of fireworks withing the City.

The International Fire Code (IFC) as adopted by the State of Utah, gives the Fire Code Official the authority to implememnt an open flame and burning ban when conditions or local circumstances are such that it poses an increased fire danger to the community. Ordinance No. 2016-36 is an ordinance adopting Municipal Code Title 11, Chapter 9, Sections 3 and 3.1 where in the City Councils delegation of authority to the Fire Code Official to determine when hazardous environtmental conditions exist within Park City necessitating restrictions on ingnition sources (see attachment A) including during the July 4 and July 24 holidays. This policy outlines the roles, responsibilities and criteria to be used to enact any restrictions under the municipal code sections referenced above.

This year due to the above average snowfall in the winter and above average temperatures in the spring, along with the forecasted weather data, increased grass crop, and fuel moisture content, fire danger is at a higher level than in other years. This creates great safety concerns for the residents and structures in the area. The Declaration of restrictions on fireworks, open flames and ignition sources was made on Thursday June 22.

Criteria and Declaration

The following criteria has been considered in making the determination that hazardous conditions exist to enact restrictions on the use of open sources of ignition and/or the use of fireworks (during the times allowed by the Utah Legislature under Utah Code 53-7-225):

1. Great Basing Coordinating Center (GBCC) predictive services intelligence and outlook reports, including: daily, 7-day and monthly/seasonal reports.
2. Dead and live fuel moisture reports
3. Current and forecasted temperatures
4. Humidity
5. Dew point
6. Wind

7. Local and regional weather forecasts, including warnings, watches and lightning probabilities
8. Energy release component (ERC)

Using the criteria outlined above a decision to declare a ban on open sources of ignition and fireworks has been made by the Fire Code Official with the assistance of the Fire Marshall, Chief of Police, Emergency Manager, Community Engagement Manager/Public Information Officer, and the Park City Fire District. The open source of ignition and fireworks ban will be effective immediately until a time when the Fire Code Official will rescind the declaration (see attachment B). Staff will evaluate conditions on a bi-weekly basis to determine the appropriate time to rescind the declaration. The declarations will likely be in effect until the fire season is over in late Oct.

Staff has worked with the Community Engagement Manager/ Public Information Officer to provide community notification of the declaration. This information has been communicated through social media, email blasts, radio interview and other channels. Staff will continue to communicate this message throughout the summer.

Attachment A

Ordinance No. 2016-36

**AN ORDINANCE ADOPTING MUNICIPAL CODE TITLE 11, CHAPTER 9,
SECTIONS 3 and 3.1, CITY COUNCIL DELEGATION OF AUTHORITY
TO THE FIRE CODE OFFICIAL TO DETERMINE WHEN HAZARDOUS
ENVIRONMENTAL CONDITIONS EXIST WITHIN PARK CITY
NECESSITATING RESTRICTIONS ON IGNITION SOURCES**

WHEREAS, the City Council of Park City Municipal Corporation, Utah, (herein "City"), in conjunction with the Park City Fire Code Official and the Park City Municipal Fire Marshal, has a desire to reduce the threat of wildfires within the City limits; and

WHEREAS, the Park City Fire Code Official and Park City Fire Marshal have deemed that Park City is subject to an elevated risk of wildfire because of its mountainous setting and extensive wildland interface; and

WHEREAS, Park City and Summit County have the greatest amount of wildland urban interface in the state of Utah; and

WHEREAS, The Utah Division of Forestry, Fire and State Lands in consultation with local Fire Officials has designated all of Park City to be a Wildland Urban Interface area;

WHEREAS, the City desires to reduce the risk of wildfires which may cause extensive damage and economic hardship within the City; and

WHEREAS, decisions regarding prohibition of ignition sources due to hazardous environmental conditions must be made without undue delay;

WHEREAS the Park City Fire Code Official may make those decisions expeditiously;

WHEREAS the City Council desires to delegate to the Park City Fire Code Official the decision as to when hazardous environmental conditions necessitating prohibition on ignition sources exist;

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

SECTION 1. ADOPTION. Title 11, Chapter 9, Section 3, HAZARDOUS ENVIRONMENTAL CONDITIONS and Title 11, Chapter 9, Section 3.1 DELEGATION of the Park City Municipal Code is hereby adopted as follows:

11-9-3 HAZARDOUS ENVIRONMENTAL CONDITIONS. If hazardous environmental conditions exist in the City, the City Fire Code Official may prohibit the ignition or use of an ignition source, including fireworks, lighters, matches, sky lanterns, and smoking materials as necessary to reduce the risk of wildfire.

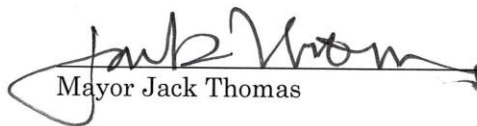
11-9-3.1 DELEGATION. The City Council has delegated this authority to the City Fire Code Official and may elect to rescind such delegated authority at its discretion.

SECTION 2. EFFECTIVE DATE. This Ordinance shall become effective immediately.

PASSED AND ADOPTED this 21st day of July, 2016.

PARK CITY MUNICIPAL CORPORATION

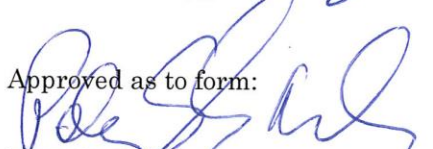


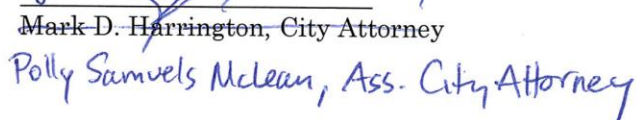

Mayor Jack Thomas

Attest:


Michelle Kellogg, City Recorder

Approved as to form:


Mark D. Harrington, City Attorney


Polly Samuels McLean, Ass. City Attorney



Attachment B

June 26, 2017
(Date of Declaration)

From: Park City Municipal Corporation Fire Code Official

Subject: DECLARATION OF RESTRICTION ON OPEN SOURCES OF IGNITION,
OPEN FLAMES, AND/OR FIREWORKS

Reference: (a) Park City Municipal Ordinance 2016-36 of July 21, 2016
(b) PCMC Policy and Procedure for the Regulation of Open Sources of Ignition
& Use of Fireworks

1. Per references (a) and (b), a standing ban on open sources of ignition and open flames, including fireworks, is hereby declared. Exceptions to this ban include the following:

Not Applicable

2. With the exception of areas specifically listed below, this ban is effective immediately for all areas within City limits, until rescinded in writing. Specifically exempted areas include the following:

None

3. The following criteria were considered in making the determination to enact restrictions on the use of open sources of ignition and/or fireworks:

a. [Great Basin Coordination Center Predictive Services Intelligence and Outlook reports](#) (Additional sheets may be attached as necessary). In all cases, overall trends are to be considered and listed, as opposed to relying solely on specific conditions present on a given date.

Monthly/Seasonal Report:

Early indications are that greenness and later curing in the finer fuels will maintain normal fire activity until the end of June. However at that point, given the expected greater than normal grass crop, fire potential could increase dramatically.

b. [Dead and live fuel moisture](#)

Dead and live fuel moisture is normal to dry.

c. [Temperatures](#):

Forecasts show above average temperatures with below average precipitation

d. [Humidity](#):

Maximum humidity between 50-69% and a minimum of 22-32%

e. [Dew Point](#):

Currently 45 degrees

f. [Wind](#):

Varies

g. [Local and regional weather forecasts, including warnings, watches and lightning probabilities](#): *In all cases, overall trends are to be considered and listed, as opposed to relying solely on specific conditions present on a given date.*

The US Forrester Service indicates the current fire danger is moderate, and due to forecasted conditions will move to high in the near future. That coupled forecasted above normal temperatures and below normal precipitation create fire ignition concerns.

h. [Energy Release Component \(ERC\)](#):

Currently at 25 the ERC average increases to over 60 in early July.

i. Other applicable information relied upon in enacting this ban:

Historic data shows an increase in dry conditions will sustain through the summer months increasing fire danger. Due to this information we will enact the open flame and fireworks ban.

(SIGNATURE OF FIRE CODE
OR DESIGNATED OFFICIAL)

Printed or Typed Name

Copy to:
City Manager
Fire Marshal
Chief of Police
Emergency Manager
Community Engagement Manager / Public Information Officer
Park City Fire District
Summit County Fire Warden



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

In addition to the three Critical Priorities of Transportation, Housing and Energy, City Council has established a number of Top Priorities. Regional Collaboration is one of those Top Priorities.

Park City has helped organize the Wasatch Back Emergency Management (WBEM) group last fall, in an effort to improve strategic relationships among communities of the Wasatch Back. This effort specifically looks to forge and build on relationships which will be of great mutual value in the event a catastrophic natural or human caused disaster along the Wasatch Front which could isolate the Wasatch Back. In addition, in the case of small to large emergencies, established communications, relationships and available assets will lead to quicker response among jurisdictions when they need additional assistance.

Membership currently includes emergency managers from Park City, Summit County, Wasatch County, Heber City, Duchesne County, Uintah County, Daggett County, Ute Tribe and the Utah Division of Emergency Management (UDEM) regional liaisons. Membership in the group is expected to grow in coming years. Any response undertaken in a neighboring jurisdiction can be established under the Utah Statewide Mutual Aid Act.

The WBEM group is currently working on communication links between jurisdictions and asset availability. They are meeting quarterly throughout the region.

Respectfully:

Hugh Daniels,

City Council Staff Communication Report



Subject: Wasatch Back Emergency Management Group
Author: Hugh A. Daniels, CEM, UCEM
Department: Emergency Management
Date: June 29, 2017
Type of Item: Informational

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DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

Park City Trails and Open Space staff, in conjunction with Utah Open Lands (UOL), the selected easement holder, will begin preliminary planning efforts associated with the Bonanza Flat property and provide Council with draft recommendation at an upcoming public meeting in July.

Respectfully:

Heinrich Deters, Trails and Open Space Program Manager



City Council Staff Communications Report

Subject: Bonanza Flat Property- Next Steps

Author: Heinrich Deters

Department: Sustainability

Date: June 29, 2017

Type of Item: Informational

Park City Trails and Open Space staff, in conjunction with Utah Open Lands (UOL), the selected easement holder, will begin preliminary efforts associated with the Bonanza Flat property. These efforts will provide a framework and timeline for planning and public outreach efforts.

- Due to the size of the acquisition, staff is currently assessing the physical aspects of the property. Additionally, staff has continued to work with Alliance Engineering to establish monuments at the property boundaries.
 - This work will likely continue throughout the summer.
- Utah Open Lands (UOL) will begin efforts to establish the resource inventory and baseline documentation for the property.
 - *These efforts supersede most planning and implementation aspects of capital improvements (Trails/Trailheads) as it is imperative to understand the existing environmental baseline of the property prior to moving forward with additional improvements.*
 - The exception to this point is any public safety or environmentally necessary related improvements.
 - ***Staff and UOL advise that requests for use or improvements be delayed until initial conservation planning is either complete or far enough along that Council has made informed decisions regarding some permitted and restricted uses.***
- Staff and UOL will be returning to Council with draft recommendations on the structure of a possible Planning Group, in addition to, information on public outreach and a public decision making process.
 - Staff and UOL will be recommending an on-going timeline which includes milestones for public input to address various topics in accordance with the collection of environmental baseline data.

Staff and Utah Open Lands would like to present a timeline and initial conservation value discussion for council review and direction at the July 13th or 20th Council meeting.



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

In an effort to more efficiently and effectively plan, design, and construct capital improvements by the various departments, staff formed the CIP Project Management Task Force to identify deficiencies in the existing processes utilized by project managers, to better align processes for both vertical and linear projects, and recommend “best practices” to be utilized by Project Managers going forward. The Task Force identified common practices, defined and outlined standard processes and nomenclature in order to provide clarity and a framework of the capital project development process for staff, Council and the public. The framework better defines the process of individual projects and how they relate to the overall CIP for funding, budgeting and timing. These best practices help meet Council’s desired outcomes of being fiscally sound and providing well maintained assets and infrastructure towards the goal of an Engaged and Effective Government and Citizenry.

Respectfully:

Matthew Twombly, Senior Project Manager

City Council Staff Communication Report



Subject: Capital Improvement Projects Development Process
Author: Matthew A. Twombly
Department: Sustainability
Date: June 29, 2017
Type of Item: Informational

Summary Recommendation

Staff recommends the City Council consider the informational update on the capital improvement project development process “best practices” document developed collaboratively by the Capital Improvement Projects Project Management Task Force. As this is a communication staff will return to present and discuss the report with City Council on July 13, 2017.

Executive Summary

In an effort to more efficiently and effectively plan, design, construct and maintain capital improvements by the various departments, staff formed the CIP Project Management Task Force to identify deficiencies, as well as inconsistencies in the existing processes utilized by project managers, to better align processes for both vertical (e.g. library, the MARC) and linear projects (e.g. water lines, roads), and recommend “best practices” to be utilized by Project Managers going forward.

The Task Force identified common practices, defined and outlined standard processes and nomenclature for phases in both vertical and linear projects in order to provide clarity and a framework of the capital project development process for staff, Council and the public. The framework better defines the process of individual projects and how they relate to the overall CIP for phasing, funding, budgeting and scheduling. These best practices help meet Council’s desired outcomes of being fiscally sound and providing well maintained assets and infrastructure towards the goal of an Engaged and Effective Government and Citizenry.

Acronyms

CIP Capital Improvement Program
PCMC Park City Municipal Corporation

The Opportunity

Having a best practices framework will enable project managers to be more efficient, effective and provide clarity to the capital project development process within the City’s Capital Improvement Program and budget. The goal of the best practices is help align project budgets during the project development process and help minimize contract change orders during construction.

Background

In July of 2016 after the adoption of the 2017 fiscal year budget process for the Capital Improvement Program (CIP), a number of projects still early in the design phase were seeing changes in scope, schedule and budgets. The City Manager requested that staff investigate how CIP projects are implemented by project managers. Staff formed the CIP Project Management Task Force in order to look at existing project management across departments and how projects are developed in relation to the CIP budget.

The Task Force was headed by Matt Twombly with the assistance of Anne Laurent, Roger McClain, Alfred Knotts and Nate Rockwood. For purposes of efficiency, that group discussed and drafted CIP Project Guidelines to bring to the larger group for discussion. The larger CIP Project Management group included all of the aforementioned individuals plus Ken Fisher, Jonathan Weidenhamer, Scott Robertson, Clint McAfee, Matt Dias, Clint Dayley, Blake Fannesbeck, Mark Harrington, Polly Samuels McLean, Matt Cassel, Heinrich Deters, Tom Daley, Dave Gustafson, Lori Collett, Rebecca Gillis, Troy Dayley, and Diane Foster.

Alternatives for City Council to Consider

No alternatives are necessary as this is an informational update to Council.

Analysis

From the outset, the task force determined that project development or management was performed fairly consistently with standard practices, although there are differing styles across departments within the City's decentralized system. The goals of the task force was not to centralize the project management process, but rather help provide a common framework to assist with project development, better align project development with the CIP budget process, and assist with public and Council engagement.

There are two distinct processes in the development of capital projects: Linear and vertical projects. The linear projects are roadway or water line type projects and vertical are building projects. They each have their own terminology, milestones and their processes are slightly different. There are definite similarities especially where both types of projects are tied to the overall CIP budget and require Council authorization at certain stages in order to proceed forward.

The flow charts outline key stages where budget, scope and schedule will determine if additional review or additional work (design, analysis...) is required prior to moving forward in the process. Additional review or additional work often requires additional expense and time to a project. The flow charts also portray the stages for public involvement versus public information which usually transition following approval of a preferred alternative and the production of final drawings for bidding.

One of the key components of the work with the task force was the incorporation of a phase worksheet in the CIP budget system for new and larger projects. Having a phased budget request helps determine funding and timing of large CIP projects. For the fiscal year 2018 CIP Budget Process new requests incorporated a phase worksheet broken down by:

- Scoping/Conceptual Design Costs;
- Soft Costs;
- Construction Costs; and
- Contingency

Again, the overall goal of the best practices is to provide a clearer, more efficient and effective CIP project delivery process. After a little refinement to the best practices document, staff will seek to publish these in the Employee Portal as a resource for staff.

Department Review

This report has been reviewed by Sustainability, City Attorney's Office, Budget, and City Manager. The CIP Project Management Task Force: Alfred Knotts, Anne Laurent, Roger McClain, Nate Rockwood, and Matt Twombly.

Attachment

Exhibit A: New Capital Project Development Process

Exhibit A



Capital Project Development Process

Introduction

Implementation of Park City Municipal's Capital Improvement Projects (CIP) requires collaboration between various City departments. In an effort to more efficiently and effectively plan, design, and construct vertical and linear capital improvements by the various departments, staff formed the CIP Project Management Task Force to identify deficiencies in the existing processes utilized by Project Managers (PM), to better align processes/phases for both vertical and linear projects, and recommend "best practices" to be utilized by Project Managers going forward.

The CIP PM Task Force believes implementation of the "best practices" outlined in this Executive Summary will lead to better coordination and predictability in project delivery schedules, assist with project scoping, control cost, and assist with public and Council engagement. Lastly, the intent of developing these "best practices" is also to assist in prioritization of projects given limited fiscal and human resources.

Tasked with the development of a more efficient and defined Project Delivery Process (PDP) process to implement CIP, the Task Force shared the vision of a common framework based upon standard protocols and processes. Their efforts have resulted in the development of the specific framework elements and collaborative interaction protocols between departments.

Overview

The proposed PDP was developed to facilitate expeditious and cost effective implementation while preserving the culture of interdependence within City departments.

More specifically the PDP was developed to:

- Provide for a common understanding of the requisite strategic steps necessary to deliver a capital project.
- Identify key interaction points throughout the PDP where interaction between departments, Council, CIP committee, and the public need and should occur.
- Assist in achieving the objective of identifying roles and responsibilities during the PDP.
- Assist in the establishment of expectations and outcomes associated with projects.

- Be used as strategic tools for project planning and delivery.
- Develop more comprehensive project scopes that more expeditiously achieve Council goals and priorities

The Task Force recognized that, while the PDPs utilized by the various PMs were similar and followed general project management principles, these processes also contained a number of inherent differences, especially in regards to vertical (i.e library, police station, etc.) and liner projects (trails, streets, water line, etc.). To provide for continuity between these two primary project types, the Task Force developed separate PDPs for both vertical and liner projects outlined below. In addition to standardizing processes, the intent was also to standardize phasing and nomenclature for better internal and external clarity.

Phases in a Project Delivery System/Project Development Process – Vertical

- Scoping/Programming
- Site Assessment/Selection (if applicable)
- Concept Design
- Schematic Design
- Design Development (could include Concept and Schematic Design Phases for small projects)
- Regulatory Approvals/Permitting
- Construction Plans (100%)
- Bid/Award
- Construction/Construction Administration
- Punchlist/Project Closeout
- Relocation/Occupancy (if applicable)

Phases in a Project Delivery System/Project Development Process – Linear

- Scoping/Purpose and Need
- Planning
- Preliminary Engineering/Environmental Clearance
- Permitting
- ROW/Utility Certification
- PS&E /Final Design
- Bid and Award
- Construction Administration/Construction Punchlist/Project Closeout

A complete definition of each phase and description of deliverables and task for vertical and linear projects can be found in Attachment A. Attachment B includes flow charts for project development process for both vertical and linear projects. The flow charts identify the customary steps and points where Council and the public will review a project. The critical path identifies if a project meets Budget, scope and schedule; and how the critical path aligns with the CIP Budget process.

ATTACHMENT A



Phases in a Project Delivery System/Project Development Process – Linear

- Scoping/Purpose and Need
- Planning
- Preliminary Engineering/Environmental Clearance
- Permitting
- ROW/Utility Certification
- PS&E /Final Design
- Bid and Award
- Construction Administration/Construction Punchlist/Project Closeout

Definition Phase and Typical Deliverables

Scoping Phase: Within this phase, the scope of work for the project should become generally defined which includes defining the project limits, outlining the project's goals and objectives and includes the development of a work plan to complete the Project. The budget is generally defined and typically only includes adequate funding to develop a reasonable range of alternatives, including the development of a preferred alternative.

Movement into the planning and final design and subsequent construction is where budget refinement will occur.

Scoping Phase Deliverables:

- Scoping Notice/Purpose and Need Statement
- Budget (planning level)
- Work Plan, including schedule

Planning Phase: The planning phase consists of gathering existing conditions information and the development of an actual range of alternatives to be evaluated against the purpose and need of the project. To streamline the planning process, the environmental documentation should begin as alternatives are being formulated, so that alternatives that surface during the environmental scoping process can be included in the environmental analysis.

Planning Phase Deliverables:

- Existing Conditions Report
- Formulating and Evaluating Alternatives Memorandum, including 10% schematic/concept level design
- Work Plan Amendments

- Budget Amendment

Preliminary Engineering/Environmental Clearance

Preliminary engineering consists of developing the agreed upon range of alternatives to approximately 30% design. 30% design is necessary to not only ensure the feasibility/constructability of a Project but to also adequately evaluate and mitigate reasonably foreseeable environmental impacts. This requires technical studies to be complete (i.e. utility mapping, floodplain, geotechnical, hydrology/hydraulics, traffic, air quality, noise, visual/scenic) and specialist reports (biological assessments, Phase 1 ESA, cultural/historic inventory, Section 4(f), Section 6(f), wetland delineation). This is the phase where the Least Environmentally Damaging Practicable Alternative/Preferred Alternative is identified and becomes the “proposed action.” High-level construction estimates are also developed based on the preliminary engineering for each alternative.

The environmental process includes completing the environmental document, the start of the permit process for the preferred alternative, and beginning the right-of-way work. Once environmental documentation is in place, the right-of-way acquisitions can begin, utility relocation, as well as final design.

Preliminary Engineering/Environmental Clearance Phase Deliverables:

- 30% design and preliminary engineering and construction estimates
- Technical and specialist reports
- Environmental document/analysis
- Work Plan Amendments
- Budget Amendment

Permitting Phase:

Following identification and selection of the preferred alternative and associated project approval the permitting process for the preferred alternative can now proceed for all necessary local, state, and federal permits. Depending on the permit, additional design and engineering may be required which typically should not exceed 60% design. Project modifications may be required to avoid or lessen environmental impacts, reduce cost, or achieve additional project goals and objectives. Significant modifications may require supplements to environmental studies including a formal addendum to the environmental document. Construction estimates are refined based on the 60% design and typically includes a 15 – 20% contingency. Overall construction, including construction engineering/inspection, should be finalized. If estimate, with contingency, exceeds budget a Value Analysis/Value Engineering step should be considered.

Permitting Phase Deliverables:

- 60% plans, preliminary engineering and construction estimates
- Draft Construction Specifications/Design Report
- Draft and Final Permits
- Work Plan Amendments
- Budget Amendment

ROW/Utility Certification Phase:

Right-of-way (ROW) and utilities present significant design issues that need to be resolved. During the previous phases ROW and aerial, surface, and subsurface utilities are identified and mapped. Following environmental clearance ROW and utility relocation negotiations can proceed with the public and/or private owner. The resolution of any issues can result in utility relocations, project re-design, or both. This typically occurs concurrently with the development of 60% level plans for inclusion.

ROW/Utility Certification Phase Deliverables

- 60% plans and construction estimates
- Draft Construction Specifications/Design Report
- Preliminary Title Reports
- Appraisals
- Legal Descriptions
- Updated Utility maps
- Fee Title or easement recorded

Final Design

In order to bid on a project, a detailed set of plans needs to be developed that tell a prospective contractor what is to be built, where it is to be built, and, if relevant, how to build it. These components comprise the plans and specifications. The third component, the estimate, is made up of an itemized listing or summary of what is to be built by bid item. These can also be referred to as "Construction Drawings."

When the project engineer attaches a price to these items, this becomes an estimate of the cost to build the project. The plans consist of layouts, cross sections, elevations, and enough details to bid on and control the work to be performed. It is analogous to a set of house plans where every detail, down to where the traffic stripes need to go, how wide the stripe is, what color, etc., is shown.

It should be noted, this may require a 90% submittal to incorporate all final comments from affected external agencies and internal departments. Following inclusion and/or response to these comments 100% plans, specifications, and estimate are finalized and packaged for advertisement. Estimate is finalized with 10-15% contingency.

Final Design Deliverables:

- 90% plans and construction estimates (if applicable)
- Final Draft Construction Specifications/Design Report (if applicable)
- 100% plans, specifications, estimate, and Final Design Report

Bid and Award Phase

At this stage, design is complete. The complete plans and specifications are once more reviewed to verify that the package contains full, complete, and accurate plans, specifications and estimates of cost, to enable any competent contractor or other builder to carry them out. City Engineer, Public Utilities Director, Public Works Director, or authorized Project Manager

then assembles the PS&E into a bid package by adding boilerplate specifications and bidding instructions and this package is advertised to potential contractors.

Projects are then advertised and the bid packages made available to prospective bidders for a length of time commensurate with the complexity of the work, typically three to six weeks. Contractors assemble their bid package, which include prices, subcontractors, bonds, and possibly time frame (if required) and submits sealed packages. All the bids are opened publicly at predetermined times.

After bids have been opened, the City Engineer, Public Utilities Director, Public Works Director, or authorized Project Manager reviews the bidding process and recommends approval and award to the lowest responsive/responsible bidder.

Bid and Award Phase Deliverables

- Bid Advertisement and Legal Notice, including Affidavit
- Contractor Bids
- Notice of Intent to Award
- City Council Action
- Executed Contract

Construction/Construction Engineering Phase:

While the construction phase technically begins at bid award and moves through project completion it is recommend the actual construction be broken out for budgeting purposes and to assist with effective Project Management. Project objectives, conditions and regulatory requirements established during the project planning, environmental, permitting, ROW/utility, and design phases need to be properly monitored and implemented during the construction phase.

Project owners often administer project construction with staff specializing in construction engineering/inspection. These staff members are often different individuals then those who originally participated in the project development phase of the project as to monitor and document that the project is constructed consistent with construction plans and specifications. Conversely, if the project cannot be constructed consistent with the construction plans and specifications then it is imperative this this also documented to protect the owner from any errors and omissions that may result in change orders and/or delay claims.

Construction/Construction Engineering Phase Deliverables:

- Contractor Bonds and Insurance
- Notice to Proceed
- Contractor Submittals
- Material Testing Reports
- Inspection logs
- Certified Payroll
- Pay Estimates/Progress Payments

Project Closeout/Post Construction:

During Project Closeout, a project is considered “substantially complete” with only items identified during the “punch list” walk and landscaping/vegetation establishment to be complete. Following completion of these minor outstanding items, the resident engineer prepares the final construction project records. The project is not complete until the final contract estimate, project history file and as-built plans are completed, final ROW activities completed, claims are resolved and permit conditions/mitigation is completed. These items may take months or years (i.e. vegetation establishment) following the actual construction of the project.

Project Closeout/Post Construction Deliverables:

- Project History File/Records
- As-Built Plans
- Notice of Completion/Release of Bonds
- Year 1 Monitoring Plan (if applicable)
- Year 2 Monitoring Plan (if applicable)

Phases in a Project Delivery System/Project Development Process – Vertical

- Scoping/Programming (if applicable)
- Site Assessment/Selection (if applicable)
- Concept Design (if applicable)
- Schematic Design
- Project Delivery Determination
- Design Development (could include Concept and Schematic Design Phases for small projects)
- Regulatory Approvals/Permitting
- Construction Documents
- Bid/Award
- Construction/Construction Administration
- Punchlist/Project Closeout
- Relocation/Occupancy (if applicable)

Scoping/Programming

Scoping Phase: Within this phase, the scope of work for the project should become generally defined which includes defining the project limits, outlining the project's goals and objectives and includes the development of a work plan to complete the Project. The budget is generally defined and typically only includes adequate funding to develop a reasonable range of alternatives, including the development of a preferred alternative.

Movement into schematic design and subsequent construction is where budget refinement will occur.

Scoping Phase Deliverables:

- Scoping Notice/Purpose and Need Statement

- Budget (planning level)
- Work Plan, including schedule

Site Assessment/Selection (if applicable)

Site Assessment/Selection or feasibility studies are preliminary studies undertaken in the very early stage of a project. They tend to be carried out when a project is large or complex, or where there is some doubt or controversy regarding the proposed development. The Site Assessment may include physical surveys, easements, zoning, access, ownership, procurement, geotechnical studies and other environmental assessments. Different solutions may be considered and analysis performed to determine moving into Concept or Schematic Design for the proposed development. Site Assessment may be combined with Scoping and or Concept Design.

Concept Design

Concept design phase represents the design team's initial response to the scoping and site assessment phases. Concept design also outlines the data gathered in the scoping and site assessment phase. Often Concept Design is combined with the Scoping and Site Assessment or with the Schematic Design Phases. Concept Design begins to put the project into a context of bulk, scale, mass and general appearance onto the site. It begins to develop the ideas into a guiding approach to the project.

Schematic Design

During the schematic design phase an architect consults with the owner to determine project goals and requirements. Often this determines the program for the project. The program, or architectural program, is the term used to define the required functions of the project. It should include estimated square footage of each usage type and any other elements that achieve the project goals. During schematic design, an architect commonly develops study drawings, documents, or other media that illustrate the concepts of the design and include spatial relationships, scale, and form for the owner to review. Schematic design also is the research phase of the project, when zoning requirements or jurisdictional restrictions are discovered and addressed. This phase produces a final schematic design, to which the owner agrees after consultation and discussions with the architect. Costs are estimated based on overall project volume. The design then moves forward to the design development phase. Deliverables: Schematic design often produces a site plan, floor plan(s), sections, an elevation, and other illustrative materials; computer images, renderings, or models. Typically the drawings include overall dimensions, and a construction cost is estimated. Note: The contract may actually spell out what is to be delivered.

Project Delivery Determination

At a point prior to Design Development it should be determined whether to procure the Contractor in the traditional manner of Design-Bid-Build or through the Construction Manager/General Contractor (CMGC) method (allowed by State Code). The CMGC or Construction Manager at Risk (CMAR) is hired on during the design to collaborate with the architects, engineers, and the owner to more accurately determine the budget before the construction manager bids the project to keep within budget. The construction manager may also bid on portions of the work as a subcontractor. There are pro's and con's to each. The CMGC process can be faster as the contractor has already been selected. Often better quality

as the CM is hired through a qualifications based selection. The traditional Design-Bid-Build can often lead to more competitive prices. The more competitive price may lead to shortfalls in quality of subcontractors and the desire to make up the low bid profits with change orders.

Design Development

Design development (DD) services use the initial design documents from the schematic phase and take them one step further. This phase lays out mechanical, electrical, plumbing, structural, and architectural details. Typically referred to as DD, this phase results in drawings that often specify design elements such as material types and location of windows and doors. The level of detail provided in the DD phase is determined by the owner's request and the project requirements. The DD phase often ends with a formal presentation and approval by the owner. Deliverables: Design development often produces floor plans, sections, and elevations with full dimensions. These drawings typically include door and window details and outline material specifications.

Regulatory Approvals/Permitting

Regulatory approvals and permitting vary greatly on the type of project. There are many Planning regulations and permitting including Subdivision, Zoning, Master Plan Development, Conditional Use Permits and Historic District Design Review. City Building, Engineering and Environmental Departments also require permits. There are also State and Federal permits depending on the project. Approvals and permitting also vary on the level of detail of drawings. Some approvals are necessary during the Design Development phase while others may require Construction Document level drawings for approval.

Construction Documents

The next phase is construction documents (CDs). Once the owner and architect are satisfied with the documents produced during DD, the architect moves forward and produces drawings with greater detail. These drawings typically include specifications for construction details and materials. Once CDs are satisfactorily produced, the architect sends them to contractors for pricing or bidding, if part of the contract. The level of detail in CDs may vary depending on the owner's preference. If the CD set is not 100- percent complete, this is noted on the CD set when it is sent out for bid. This phase results in the contractors' final estimate of project costs. "Qualifications-Based vs. Low-Bid Contractor Selection." Deliverables: The construction document phase produces a set of drawings that include all pertinent information required for the contractor to price and build the project. Building Permit review usually requires 100% complete drawings. The permit set will usually require some editing before permit issuance.

Bid/Award

The first step of this phase is preparation of the bid documents to go out to potential contractors for pricing. The bid document set often includes an advertisement for bids, instructions to bidders, the bid form, bid documents, the owner-contractor agreement, labor and material payment bond, and any other sections necessary for successful price bids. For some projects that have unique aspects or complex requirements, the architect and owner elect to have a pre-bid meeting for potential contractors. Projects may also be delivered with a CM/GC process (see Project Delivery above). After bid sets are distributed, both the owner and architect wait for bids to come in. The owner, with the help of the architect, evaluate the bids and select a winning bid. Any negotiation with the bidder of price or project scope, if necessary, should be done

before the contract for construction is signed. The final step is to award the contract to the selected bidder with a formal letter of intent to allow construction to begin. Deliverables: The final deliverable is a construction contract. Once this document is signed, project construction can begin.

Construction/Construction Administration

Contract administration (CA) services are rendered at the owner's discretion and are outlined in the owner-architect construction agreement. Different owner-architect and contractor agreements require different levels of services on the architect's part. CA services begin with the initial contract for construction and terminate when the final certificate of payment is issued. The architect's core responsibility during this phase is to help the contractor to build the project as specified in the CDs as approved by the owner. Questions may arise on site that require the architect to develop architectural sketches: drawings issued after construction documents have been released that offer additional clarification to finish the project properly. Different situations may require the architect to issue a Change in Services to complete the project. Deliverables: A successfully built and contracted project.

Project Closeout

During Project Closeout, a project is considered "substantially complete" with only items identified during the "punch list" walkthrough with the Architect and Owner's representatives. Following completion of these minor outstanding items, the contractor prepares and submits the final construction project records to the architect. The project is not complete until the final contract payment, project history file and as-built plans are completed, final punchlist activities completed, claims are resolved and any permit conditions are completed. These items may take months or years (i.e vegetation establishment) following the actual construction of the project.

Project Closeout/Post Construction Deliverables:

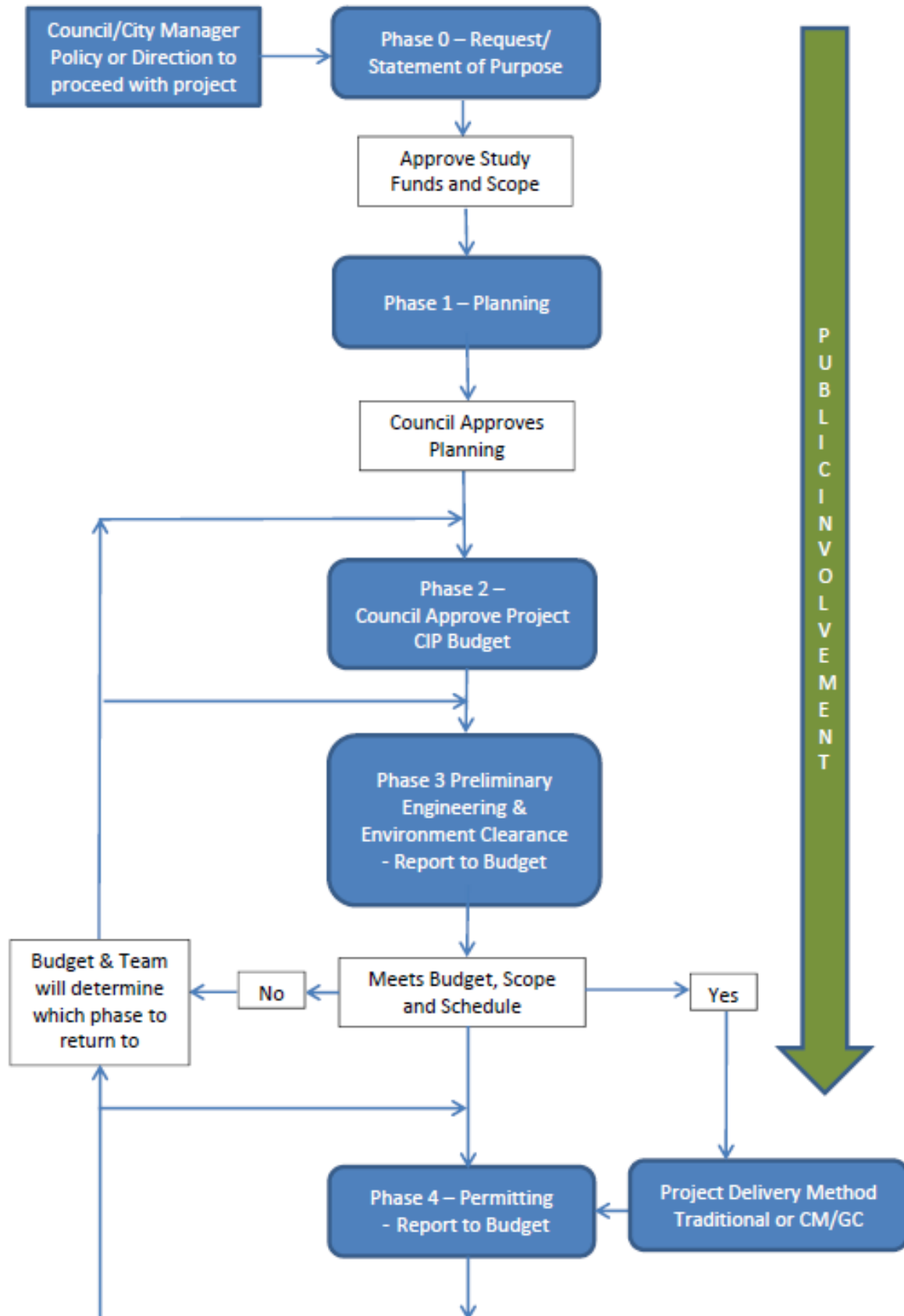
- Project History File/Records
- Warranty Information
- As-Built Plans
- Notice of Completion

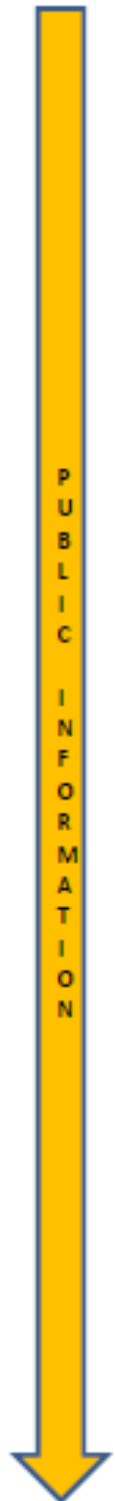
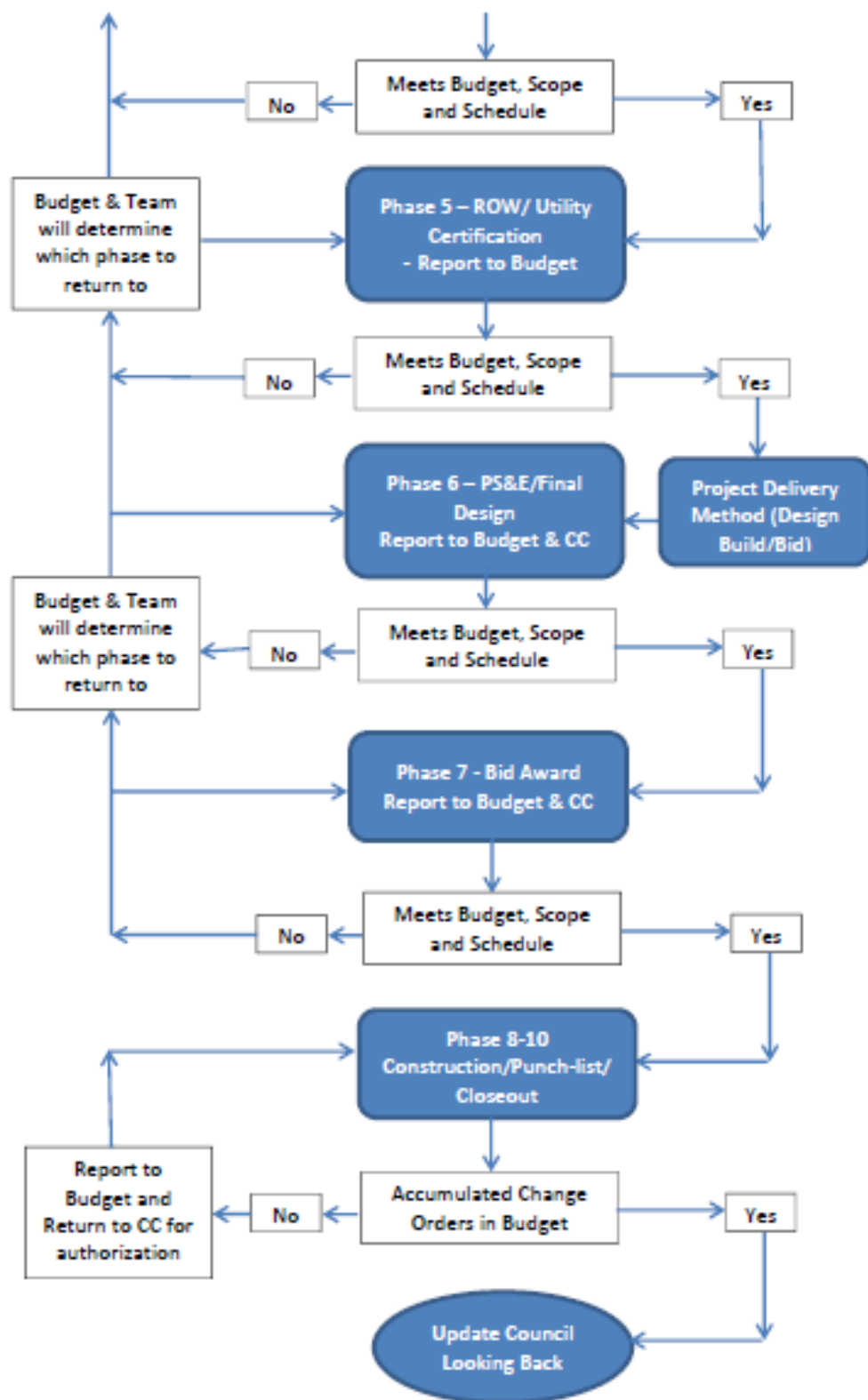
Relocation/Occupancy

Occupancy is generally included as the owner's occupancy at the time of Substantial Completion or other time as specified in the construction agreement. Relocation will usually be the owner's responsibility unless otherwise included in the construction agreement. Relocation usually takes place prior to construction and subsequently upon Substantial Completion or Final Completion of the construction. Relocation and Occupancy may require the owner to procure Fixtures, Furniture and Equipment (FF&E's) to the project. This may require coordination with the contractor and may be in addition to their construction contract depending on the items.

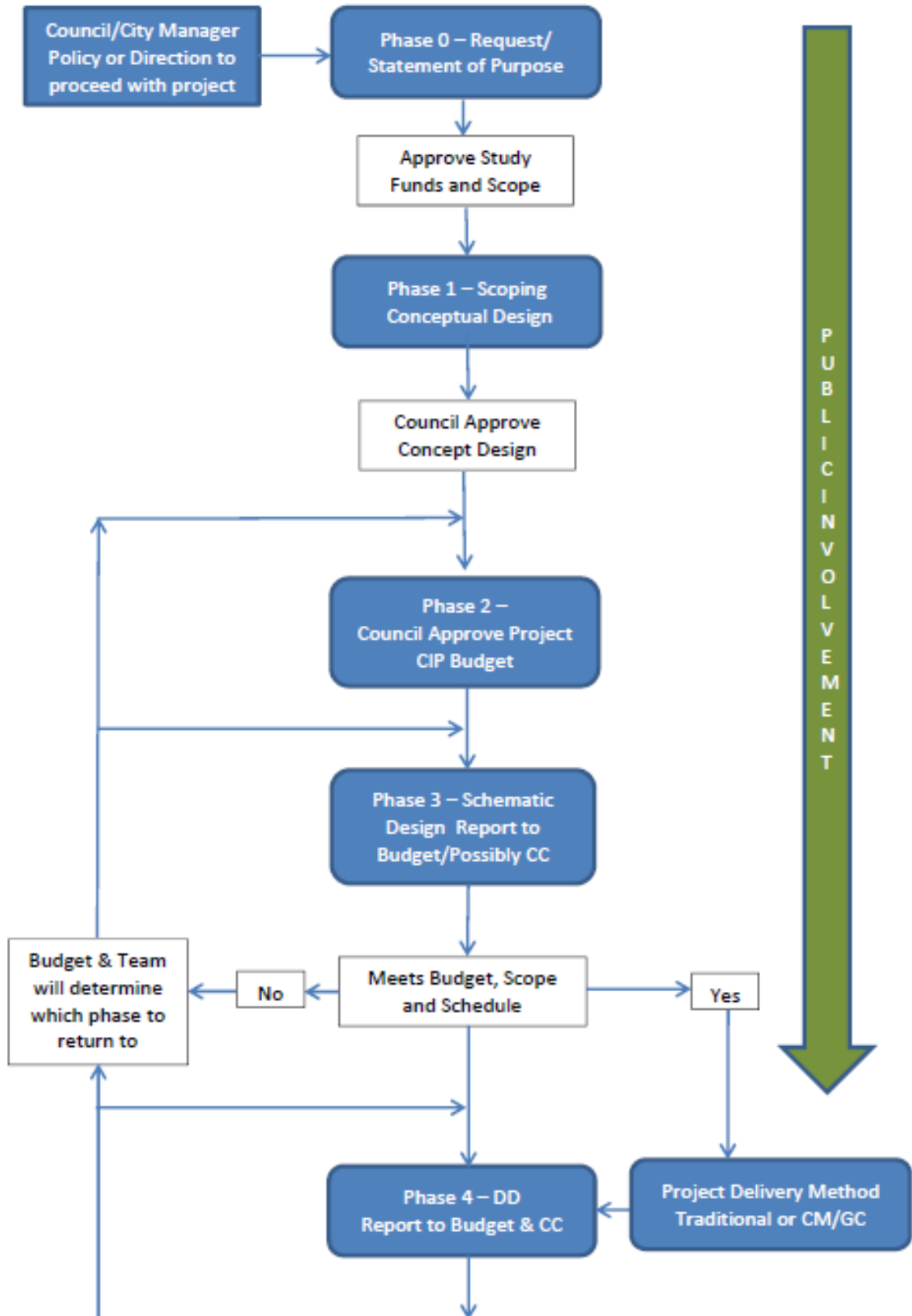
ATTACHMENT B

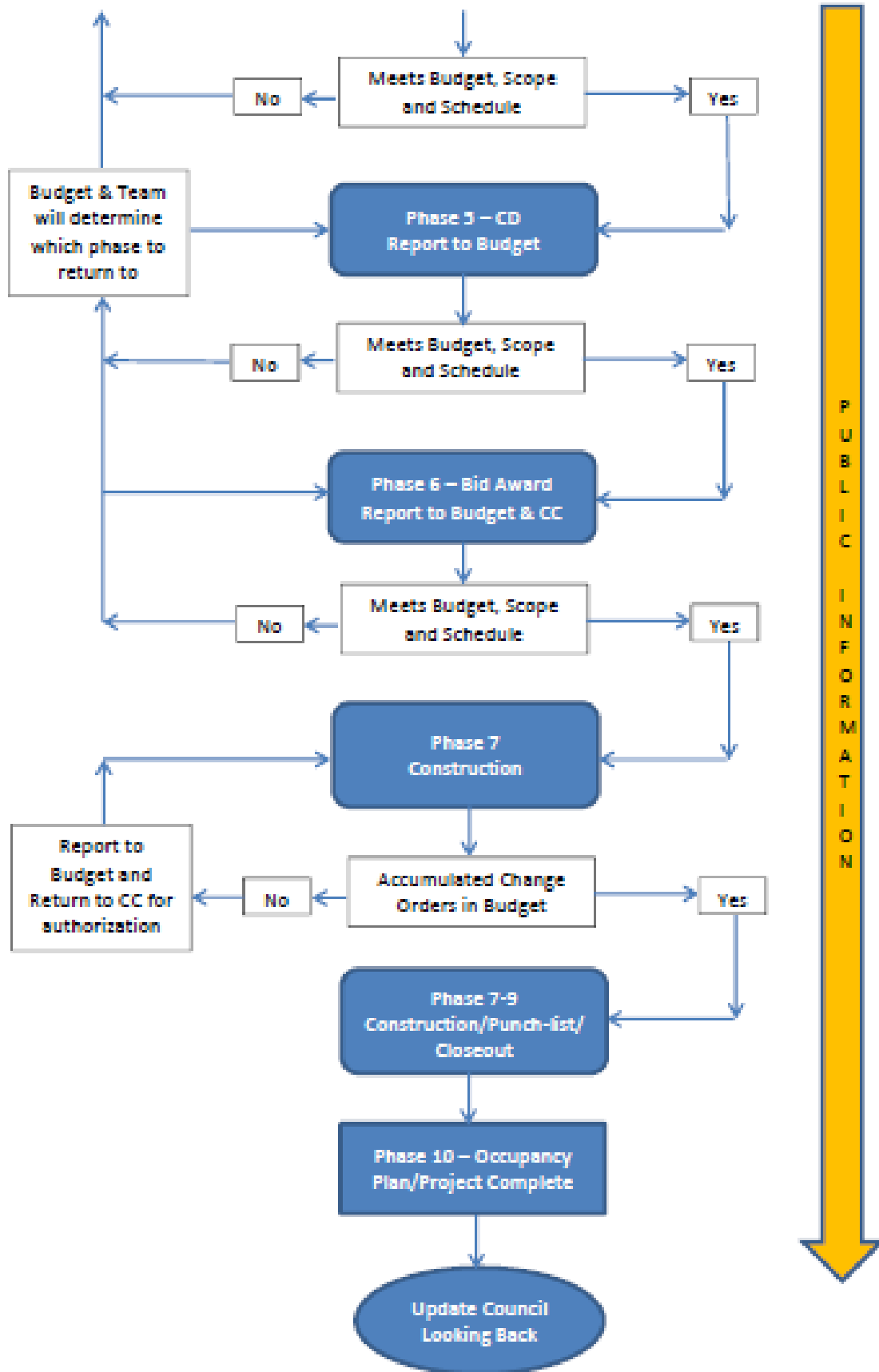
Project Development Process – Linear Project





Project Development Process – Vertical Project







DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

The Fourth of July Celebration is one of the top five largest attended events on the Park City event calendar. Staff believes that this is an important event to our community culture and provides ancillary economic benefits for our local business community. Staff believes it is the community spirit, uniqueness and diversity of the event's offerings that drive visitors to the event. Over the last two years, significant changes have been made to the event, in particular the City taking on the role of producing the event, and increasing mitigations regarding crowd and traffic control.

Respectfully:

Minda Stockdale, Deputy City Recorder

City Council Staff Report



Subject: Fourth of July Celebration

Author: Jenny Diersen, Special Events Coordinator

Department: Special Events

Date: Thursday, June 29, 2017

Type of Item: Informational

Executive Summary

The Fourth of July Celebration is one of the top five largest attended events on the Park City event calendar. Staff believes that this is an important event to our community culture and provides ancillary economic benefits for our local business community. Staff believes it is the community spirit, uniqueness and diversity of the event's offerings that drive visitors to the event. Over the last two years, significant changes have been made to the event, in particular the City taking on the role of producing the event, and increasing mitigations regarding crowd and traffic control.

Problem & Opportunity

The Fourth of July Celebration will take place on Tuesday, July 4, 2017. The event has had substantial changes over the last two years including:

- Park City Ambassadors no longer serving as the event applicant; the City took on the event as the applicant and hired an Event Planner. The City has worked to bring back the fun and funk and to increase the community feel of the event.
- City received a two year Restaurant Tax Grant (2016 and 2017 event) which included hiring an Event Planner, and marketing requirements outside of Summit County.
- Moving City Park Activities from South End to North End to reduce the feeling of overcrowding.
- Streamlined the many event permits under one permit to increase coordination and services.
 - Previously, Park City Resort Event, Volleyball, 5K and Deer Valley Concert were all separate event permits
 - Deer Valley Concerts were not scheduled in 2016 and are not scheduled in 2017. This makes a substantial positive difference in traffic mitigation after fireworks.
- Increasing residential and transportation mitigations
 - 2 Bike Valets at 9th Street and Mawhinney Lot
 - Free Parking at School District and Resort Lots
 - Paid Parking (\$20 cash only) at China Bridge
 - Bus Lane on Deer Valley Drive to expedite Transit
 - Security Company Hired to support Park City Police in residential areas
 - We will also be promoting the new Kamas Line and Express Bus as they will be running on the 4th of July.

Staff also wanted to highlight to Council that this year there are 60 parade floats, all of which are local Park City and Summit County residents and businesses. Additionally, this year the parade application was changed to an online application, and floats that were walk, bike or vehicle received a \$50 discount. This will also be the first year that the City receives the Parade application fees, as previously these have been received by the Chamber. One of the additions to the event this year, will include the singing of the National Anthem on Main Street (Town Life Bridge) at around 10:30 a.m. in coordination with the Fly Over, just before the parade begins at 11:00 a.m.

Staff wanted to also thank the many community members who help make this event possible. The event would not be possible without the coordination of our partners including:

- Summit County, Park City School District, Park City and Deer Valley Resort, who help coordinate the mitigations for the event.
- The Activity Providers who make the event's offerings unique to our community.
- The Chamber is still involved with the event, as many of the Ambassadors still volunteer on Swede Alley with the Parade Line up and the Chamber will still take on the role of judging the parade.
- The Special Events Department is very appreciative of almost every City Departments who play a role in coordinating and making this event possible. Their work is many times left unseen, and is essential in making this event safe and successful.

Since Monday this week, staff has been implementing community outreach for the event including impact information to local residents and businesses, web and social media outreach, as well as advertising (requirement of Restaurant Tax) in Salt Lake City and local media such as Park Record and KPCW.

It is the popularity of the event that has increased attendance year after year. It is important to remember that as the holiday separates from the weekend, there may be a slight decrease in attendance to the event.

Staff will return to Council to provide a debrief on the event in the near future.

Department Review

This report has been reviewed by the Special Events, Economic Development, Communications, Legal and Executive Departments.



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

Attached for your approval, please find the minutes for the May 25, 2017 and June 8, 2017 City Council meetings. Thank you for your consideration.

Respectfully:

Michelle Kellogg, City Recorder



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

May 25, 2017

The Council of Park City, Summit County, Utah met in open meeting on May 25, 2017, at 1:00 p.m. in the City Council Chambers.

Council Member Gerber moved to closed the meeting to discuss property, personnel and litigation at 1:05 p.m. Council Member Beerman seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto and Worel.

CLOSED SESSION

Council Member Worel moved to adjourn from Closed Meeting at 3:25 p.m. Council Member Gerber seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto and Worel.

WORK SESSION

Public Art Advisory Board Interviews:

Jenny Diersen, Special Events and Park City Public Art Board staff liaison, was present for the interviews. The Council Members interviewed Kathy Kahn, Jodi Weisser and David Nicholas. The applicants were informed that a decision would be made after other applicants were interviewed in June.

Council Member Worel moved to close the meeting to discuss personnel at 3:50 p.m. Council Member Henney seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto and Worel.

CLOSED SESSION

Council Member Worel moved to adjourn from Closed Meeting at 4:00 p.m. Council Member Gerber seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto and Worel.

WORK SESSION

Council Questions and Comments:

Council Member Henney attended Historic Park City Alliance (HPCA) meeting and praised staff Kenzie Coulson and Jonathan Weidenhamer on their presentations. He attended The Board of Adjustment meeting and Summit Land Conservancy meeting, and that organization reported raising \$400,000 for Bonanza Flat. He attended events surrounding Bike Month and reported that Council's bike helmet giveaways were well received. Council Member Henney attended the Recycle Utah board meeting where they discussed the bag ban, and he credited them for paving the way for that ordinance to be passed. He attended the Art Steering Committee meeting, Park City Municipal and Sundance planning meeting, and Chamber Bureau meeting and reported that skier days and daily rates were up, though daily rates more so than skier days. Council Member Henney toured 1450/1460 housing project with Project Manager Dave Gustafson. He reported that he had received enthusiastic feedback from new residents of Park City Heights and expressed his excitement about the 1450/1460 housing project.

Council Member Gerber attended the Colorado Compact on Climate Change conference in Aspen with Council Member Beerman, where regional governments trained and reported on positive economic community impacts from renewable energies. Council Member Gerber attended the final Youth City Council meeting of the year, and reported they would report to Council in June. She attended the Park City Action Network (PCAN) group meeting, where Coulson presented on paid parking implementation, which was received positively. She was a panel member at the Running for Local Government meeting. Council Member Gerber stated she and Weidenhamer met with the Park City Area Lodging Board president who reported lodging numbers were flat but rates had increased. She commented that despite the reported numbers, the town seemed very busy and crowded last winter.

Council Beerman attended a Utah League of Cities and Towns (ULCT) board meeting. He requested that Chief Lobbyist Cameron Diehl present to Council at a future meeting on the trend of state legislatures taking zoning and authority from municipalities. Council Member Beerman stated he was inspired by the Aspen, Colorado, conference, and highlighted that Fort Collins had staff dedicated to Budgeting for Outcomes and budget impacts on energy savings. He stated he rode the electric 'Downtowner' shuttle and was excited for a similar option in Park City and the forthcoming RFP. He addressed concerns raised by local transportation companies, and explained that the app requested local transportation options outside of a selected radius. Council Member Beerman recommended Council meet with general managers of stores affected by the bag ban to show support and address their needs. He attended a Sundance meeting regarding event spaces. Council Member Beerman congratulated Mayor Thomas on his retirement announcement.

Council Member Worel attended the Communities that Care Steering Committee meeting and reported interviews for the Coordinator position would be held that week.

1 She attended the Library Board meeting. She reported on the upcoming author
2 luncheon and concerns about coffee shop staffing. Council Member Worel presented
3 Council members with a reusable tote on behalf of the Friends of the Library. She
4 attended the Running for Local Government and Bike to Work/School Day events.
5 Council Member Worel attended the Rotary District Conference and Coffee with
6 Council, and reported it was very positive and the community presented solutions. She
7 stated she also attended the Planning Commission meeting.

8
9 Council Member Matsumoto participated in Coffee with Council and reported that there
10 was discussion around dog waste. She attended the Historic Presentation Board (HPB)
11 Award ceremony for the California Comstock building. She attended the Special Events
12 Advisory Committee meeting and mentioned that there was little discussion about event
13 fatigue when it was presented at Coffee with Council. She toured an affordable housing
14 project and expressed her excitement about the project, and hoped to see an impact in
15 the 2020 census.

16
17 Mayor Thomas attended the Quality Growth Commission meeting and reported that
18 group was passing responsibilities back to the Legislature. Mayor Thomas would
19 participate in the Monster Drawing Rally at the Kimball Art Center the following week.
20

21 **Discuss Tentative 2018 Budget: Operating Expenditures and Fee Schedule:**

22 Jed Briggs, Budget Operations Manager and Kory Kersavage, Budgets and Grants
23 Analyst presented this item. They explained they would focus on the operating budget
24 and changes to the Fee Schedule. Briggs gave an update on the 2018 budget adoption
25 schedule and explained the Budgeting for Outcomes approach. Briggs presented the
26 General Fund and the Transportation Enhancement budget.

27
28 Blake Fonnesebeck, Public Works Director, stated that drivers, administrative,
29 information technology (IT) and business operations support was needed for new
30 transportation services and sales tax measures. Fonnesebeck stated that marketing was
31 also a top priority.

32
33 Council Member Matsumoto asked if the Transportation budget increase was reflected
34 in Summit County's budget. Fonnesebeck replied that county-wide routes would be paid
35 for through the transit tax. Briggs explained that the County would be billed for Park
36 City's taxes, and the Transportation budget would cover operations and personnel.
37 Diane Foster, City Manager, explained the Memorandum of Understanding with Summit
38 County, and clarified that the County would pick up funds as a function of the transit tax
39 and in accordance with the agreement.

40
41 Fonnesebeck reported three new personnel were recommended for the new parking
42 system. Council Member Matsumoto asked if administrative costs were shared by the
43 County, and Fonnesebeck replied that they were.
44

1 Briggs reported that there would be an increase to overtime in the Economic
2 Development budget and budget increases in Recreation and Tennis. He mentioned
3 that tennis ball replacement were a factor. Council Member Matsumoto asked if tennis
4 balls were recyclable. Ken Fisher responded that they no longer send them out to be
5 repressurized because the company did not offer the service any more. Briggs stated
6 staff was analyzing the MARC, Recreation and Tennis budgets.

7
8 Briggs reported Streets would add personnel and budget increases for sidewalk snow
9 removal and hauling at Prospector Square based on a recommendation by the HOA.
10 Council Member Matsumoto asked if costs were still shared with the HOA. Troy Dayley
11 responded that costs would cover plowing on both sides of the sidewalk on Prospector
12 and Gold Dust, now that sidewalks could accommodate wider equipment. Council
13 Member Matsumoto commented that it was a walking neighborhood and service should
14 be expanded. Dayley responded that sidewalks were plowed at a standard level of
15 service. Briggs stated in the past narrower sidewalks could not accommodate the
16 plowing equipment.

17
18 Briggs presented a recommendation for a Finance Manager and IT software updates.
19 He stated Human Resources (HR) had requested new software that was being
20 recommended to come from IT's budget. Briggs explained that the HR software would
21 affect Budget's software needs. Briggs presented budget updates for Community
22 Engagement, Building and elections. He presented staff's recommendation for an
23 Environmental Sustainability Project Manager. Foster stated that the new Sustainability
24 position would quantify impacts of the City's sustainable processes and infrastructure.

25
26 Briggs presented updates for Water, Economy, Stormwater and Community
27 Development. Briggs explained that a Housing Manager was necessary to support the
28 Housing Critical Priority. Foster clarified that the presented costs were all-inclusive.
29 Council Member Beerman asked why staff had chosen not to budget a Permit
30 Ombudsman position. Anne Laurent, Community Development, reported that
31 department managers would share this position, and Dave Thacker, Building Official
32 would contribute to the effort. Foster added that this would create transparency across
33 departments, and would serve as a trial run for a high-level position.

34
35 Briggs reported the large increase to the Police budget would be net zero when the
36 County dispatch merger contract was finalized. He stated budget impacts would be
37 effective January, 2018. He presented updates for Building, for retaining and training
38 inspectors, and increasing the building permit fee, to result in a zero sum increase. He
39 presented updates for Planning and Library.
40 Briggs requested Council input and questions. Council Member Worel stated that
41 mental wellness support seemed absent, and stressed the importance of this being
42 community oriented and collaborative with the County. She recommended matching the
43 County efforts, designating funds toward the Coordinator position, and revisiting mental
44 wellness in one year. Briggs requested Council direction on their willingness to match

1 on a one-year basis or more. Briggs replied to Council Member Matsumoto that the
2 Council had contributed \$15,000 already for the fiscal year; he clarified Summit
3 County's contribution was \$60,000 for the Coordinator position for the fiscal year.
4

5 Foster clarified staff's recommendation to match the County's \$60,000 for the following
6 year as a one-time contribution. Council Member Beerman stated that the County was
7 on a different budget cycle, and supported matching their funding for a fiscal year.
8 Foster suggested the Council direct staff to contribute a percentage based on different
9 budget cycles, and the remainder contingent on continuation of the position. Council
10 Member Matsumoto supported the \$60,000 match. Council Member Gerber asked how
11 the match would affect the current budget, and staff's system of checks and balances.
12 Council Member Worel recommended implementing performance measures. Briggs
13 stated that there was flexibility in the budget to allow for the match.
14

15 Council Member Worel stated she recommended \$60,000 for the fiscal year, in addition
16 to the \$15,000 already granted. Council Member Henney requested more information
17 about the program and how it would benefit Park City's community. Rich Bullough,
18 Summit County Health Department Director, responded that the Coordinator position
19 was a twelve month contract, and would act as the primary contact for disparate entities
20 throughout the County. He stated the Coordinator would create and implement a
21 strategic plan and handle products, programs, and outcomes. Bullough explained the
22 position would handle grant writing to eventually become a sustainably-funded position.
23 He stated he supported a match.
24

25 The Council agreed to move forward with a \$60,000 match. The Council agreed to a
26 one-time payment without incremental contributions or performance measures. Briggs
27 stated the funds would be held as a placeholder for this match and the Council would
28 have the ability to change their minds after reviewing the contract.
29

30 Kersavage presented recommended increases to the Fee Schedule. He presented
31 increases to water rates. Jason Christensen, Water Resources Manager, clarified that
32 irrigation accounts were held by multi-family and commercial locations with separate
33 meters dedicated to landscaping. Council Member Matsumoto expressed concern that
34 energy surcharges and increased rates would affect affordability. She requested to see
35 a comparison of Park City costs compared to other cities. She suggested that increases
36 be supplemented by the General Fund. The Council did not agree.
37

38 Council Member Gerber felt affordability was not tied to water use, but rather to
39 housing. Council Member Beerman stated that rates had been re-classified last year, so
40 water rates were not increasing at the same rate. Council Member Worel asked how
41 shared units were metered, and Christensen replied that generally shared units had one
42 meter and costs came through HOA fees or rent.
43

1 Kersavage presented fee increases for Strom Water and Recreation. Council Member
2 Worel asked about scholarships in Recreation; Fisher responded that scholarships had
3 only applied to children's lunches, not adults or family passes. Council Member Gerber
4 clarified that free after-school passes were offered to kids in the winter, and Fisher
5 replied that the program had been successful. The Council requested Recreation return
6 with recommendations for a continuation of this program.
7

8 Kersavage presented fee increase recommendations for Ice, Building Permits, Library,
9 and Mobile Command. Council Member Gerber asked if Mobile Command fees would
10 be waive-able due to public safety concerns. Council Member Beerman asked that
11 waiving fees be discussed further, and Foster stated that fee waivers would come
12 before Council as a separate discussion. She recommended against making Mobile
13 Command fees non-waive-able. Council Member Henney recommended incorporating
14 Mobile Command fees into the larger fee waiving discussion. Kersavage presented Golf
15 and Special Event Film Permit Application Fee. Briggs stated they would return in a few
16 weeks with additional information and to adopt the fee schedule.
17

18 **Review Transportation Demand Management Strategies & Parking Technology**
19 **Timeline:**

20 Julie Dixon, Dixon Resources Unlimited, Blake Fannesbeck, Transit Operations
21 Manager, Kenzie Coulson, Parking Coordinator, and Alfred Knotts, Transportation
22 Planning Manager presented this item. Fannesbeck presented a background on the
23 Transportation Demand Management (TDM) program beginning in 2015. Knotts
24 presented a background on Transportation Planning compared to goals set in 2015.
25

26 Coulson said staff recommended launching the demand based paid parking program on
27 December 15, 2017. She explained the recommendation came from community
28 feedback requesting well-developed solutions and incentives for parking. Dixon stated
29 that the outreach plan was proactive. She reported she and Coulson attended the IPI
30 conference and met with vendors. She stated she intended to return in July with pricing
31 and proposals. Coulson added that recommended nightly parking during peak season
32 was included in the report, and daily paid parking would apply during events.
33 Fannesbeck explained staff's recommendation to implement on December 15th because
34 current parking permits would expire, and it would ease the transition for the community.
35 Fannesbeck stated staff would return with a report on rates pending Council direction.
36

37 Council Member Henney expressed excitement over the implementation and phased
38 approach. Council Member Gerber also complimented staff on their work and asked if
39 the Yard parking lot would be available for Main Street employee parking this summer.
40 Coulson responded the plan was still being developed and the current priority was
41 paving, lighting and striping.
42

43 Council Member Beerman thanked staff and suggested developing a comprehensive
44 graphic for TDM and how it was integrated. Knotts responded that staff would return to

present Let's Go Summit interactive website that would assist with that project. Council Member Beerman asked about express bus service hours. Fonnesbeck replied that express bus service hours would be extended, running 7:00 a.m. to midnight, and in the winter until 2:00 a.m., and the employee shuttle from the Yard would run later. Council Member Worel echoed excitement and expressed relief that the program would start in December in order to continue outreach and further develop solutions. Council Member Matsumoto and Mayor Thomas agreed. Knotts stated staff would return June 8th. Knotts praised the transit tax program for making the project possible.

REGULAR MEETING

I. ROLL CALL

Attendee Name	Title	Status
Jack Thomas	Mayor	Present
Andy Beerman	Council Member	Present
Becca Gerber	Council Member	Present
Tim Henney	Council Member	Present
Cindy Matsumoto	Council Member	Present
Nann Worel	Council Member	Present
Diane Foster	City Manager	Present
Mark Harrington	City Attorney	Present
Matt Dias	Assistant City Manager	Present
Minda Stockdale	Deputy City Recorder	Present

II. APPOINTMENTS

Consideration to Appoint Don Horwitz, Michael J Collins and Mellie Owen to the Police Complaint Review Committee (PCRC) for Staggered Terms, Beginning July 1, 2017:

Michelle Downard, Deputy Chief Building Official, presented the recommendation to appoint citizens Don Horowitz, Michael Collins and Mellie Owen to the Police Review Committee.

Council Member Worel moved to appoint Don Horwitz, Michael J Collins and Mellie Owen to the Police Complaint Review Committee (PCRC) for staggered terms, beginning July 1, 2017. Council Member Gerber seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto, Worel

III. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Member Beerman stated that he would sit in on the Main Street Plaza update and recuse himself from the policy discussion because he owned property there. Foster stated that tonight's report was Staff Communications and a request to return for a discussion when staff would have more data later in the month. Council Member Beerman requested that the Plaza and surrounding streets be discussed separately so he could participate in a discussion. Jon Weidenhamer, Economic Development Manager, reported on the streets element of the report, and offered to return with an update on traffic circulation and neighborhood updates on June 22nd. Council Member Gerber clarified that the budget discussion would be addressed separated so Council Member Beerman could recuse himself.

Staff Communications Reports:

- **2016 Historic Preservation Awards to the California Comstock for Its Embodiment of Historical Context as Well as 264 Ontario Avenue, 81 King Road, 257 McHenry Avenue, and 1102 Norfolk Avenue for Their Excellence in Restoration:**
- **Victim Advocacy Program Update:**
- **Latino Music Series Special Event & Arte Latino at the Library:**

Council Member Henney invited Brian Richards with Mountain Town Music to address the Council to present on upcoming summer events. Richards stated he had been working with Latinos in Action students to develop a celebration of Latino culture, music and art called Noches de Verano, Mondays in June and July. He stated the project was a collaboration with the Kimball Art Center and would feature Latino-owned food trucks and musicians. He stated the event was organized by two Latino seniors at Park City High School. He stated that the event was for the entire community to celebrate community diversity, and encouraged support from the community to attend.

- **PC MARC Video Premiere:**
- **Main Street Plaza Project Update:**
- **Level Two Special Event - Kids Adventure Games at Park City Mountain:**
- **Open Space Tree Planting Pilot Program:**

Luke Cartin, Environmental Sustainability Manager, reported that native trees would be planted in partnership with Summit Land Conservancy and the City's forestry consultant as test plots in Round Valley open space to contribute to carbon sequestration goals and jumpstart local knowledge. He reported the event would take place June 4 at 9:00 a.m. and encouraged volunteers to bring shovels and gloves.

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

Mayor Thomas opened the public input portion of the meeting for those who wished to address the Council on items not listed on the agenda.

Mariann Cirino commented that further advance notice was needed for TDM input meetings for Main Street employees. She requested at least two weeks' notice or a 'save the date' notice to allow employees to alter their schedules. She reported that attendance to these meetings had been mediocre. She expressed concern about how electric 'commuter' transport would fare in weather, hills and narrow streets. She requested the Council reconsider implementing this project.

Charlene Rodriguez and Evelyn Avalleta thanked the Council for their support of the Noches de Verano event and the Latino community.

V. CONSENT AGENDA

1. Request to Authorize the City Manager to Enter into a Professional Service Provider Agreement in a Form Approved by the City Attorney's Office with Alliance Engineering Inc., for the Survey of City Park and Plat for the Community Center Project in an Amount Not to Exceed \$35,000.00:

2. Request to Authorize the City Manager to Execute the Second Addendum to the Professional Services Agreement with CH2M Hill Engineers (CH2M), in a Form Approved by the City Attorney, for Additional Design and Construction Services for the Quinn's Junction Water Treatment Plant Process, Capacity, and Energy Management Upgrades Project for an Increase to the Current Contract Amount of \$78,900.00 for a Total Contract Amount Not to Exceed \$1,252,909.00:

3. Request to Authorize the City Manager to Execute Addendum No. 1, Service and Alignment Change 2017 by and Between Park City Municipal, Summit County and the Utah Transit Authority, in a Form Approved by the City Attorney, for Change in Service Levels and Route Alignment for an Increase to the Current Contract Amount of \$240,000.00 for a Total Contract Amount Not to Exceed \$905,987.57:

Council Member Gerber moved to remove Item Three from the Consent Agenda for further discussion. Council Member Beerman seconded the motion.

RESULT: REMOVED FROM CONSENT AGENDA

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

Council Member Worel moved to approve Items One and Two of the Consent Agenda. Council Member Beerman seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

3. Request to Authorize the City Manager to Execute Addendum No. 1, Service and Alignment Change 2017 by and Between Park City Municipal, Summit County and the Utah Transit Authority, in a Form Approved by the City Attorney, for Change in Service Levels and Route Alignment for an Increase to the Current Contract Amount of \$240,000.00 for a Total Contract Amount Not to Exceed \$905,987.57:

Council Member Gerber stated citizens were present who wished to make public comment.

Mayor Thomas opened the public hearing.

Tan Park gave feedback on transit between in town and out of town buses. Lisa Baird emphasized the importance of bus drivers communicating with each other and buses meeting. She also expressed an interest in surveys. She mentioned June 26 was the scheduled date for these changes being implemented.

Lisa Baird stated she was a long time rider of UTA transit and PC/SLC Connect, and she recommended better communication between the two entities. She stated there used to be a daily fee and asked that the free ride be continued with as much ridership as possible. Baird stated that she thought the pressure on Park and Ride lots in Jeremy Ranch would increase and that parking spaces were not readily available. She stated commuters needed to rely on parking spaces at park and ride lots. She expressed enthusiasm about the PC/SLC connect commuter bus system.

Mayor Thomas closed the public hearing.

Council Member Gerber asked how routes from Old Town would align for SLC commuters. Fonnesbeck responded that staff was developing timelines based on feedback from the community. He stated that park and ride lots near Ecker Hill would be expanded in 2019.

Council Member Beerman asked about coordination and communication between drivers. Fonnesbeck replied that educating drivers about routes and increased communication were priorities for the PC/SLC and Electric Express exchange. Foster clarified that they had built in ten minute transfer times and communication between buses. Knotts reported that the buses would have GPS to be able to view other buses' locations. Fonnesbeck stated that Park City supported the Utah Transit Authority, who managed transportation to the University. Council Member Gerber suggested a

1 transportation scholarship. Foster requested that it be incorporated into an upcoming
2 affordability discussion.

3
4 Council Member Beerman moved to authorize the City Manager to execute Addendum
5 No. 1, Service and Alignment Change 2017 by and between Park City Municipal,
6 Summit County and the Utah Transit Authority, in a form approved by the City Attorney,
7 for change in service levels and route alignment for an increase to the current contract
8 amount of \$240,000.00 for a total contract amount not to exceed \$905,987.57. Council
9 Member Gerber seconded the motion.

10 **RESULT: APPROVED**

11 **AYES:** Council Members Beerman, Gerber, Henney, Matsumoto and Worel

12
13 **VI. OLD BUSINESS**

14
15 **1. Consideration to Approve Ordinance 2017-22, an Ordinance Approving the**
16 **Alice Claim Subdivision & Plat Amendment Pursuant to Findings of Fact,**
17 **Conclusions of Law, and Conditions of Approval in a Form Approved by the City**
18 **Attorney:**

19 Francisco Astorga, Senior Planner, presented this item. He requested that Old Business
20 Items 1 and 2 be presented together as they were related and public hearings be held
21 individually. He outlined the proposal for the addition of nine lots. Astorga stated this
22 was a modified application from previous versions as remanded from the Council and
23 Planning Commission. Astorga stated that the most notable change was the elimination
24 of the ten foot retaining walls to six feet maximum. Astorga stated this is the same
25 proposal that the Planning Commission reviewed on April 12 and they had submitted a
26 positive recommendation. He stated staff recommended approval of the current
27 proposal. Astorga stated that there were conditioned engineering details, and the
28 applicant requested a two-year plat approval as a result.

29
30 Mayor Thomas asked about associated limits of disturbance. Astorga responded limits
31 of disturbance would be platted for one lot in the estate district. Astorga clarified that an
32 easement in the form of a dirt road would allow access to a City water tank. The other
33 eight lots would have a maximum building footprint and would follow the Historic District
34 designation and designer view. Mayor Thomas asked about the slope of the road, and
35 Gregg Brown replied it was slightly less than 14%.

36
37 Council Member Henney asked Harrington what entitlements existed for the property.
38 Harrington stated that the property was un-subdivided and consisted of three
39 overlapping zones. He explained that un-subdivided zones did not have entitlements to
40 a building permit, and density capability was established by the zone. Harrington
41 suggested analyzing compliance with the current land use ordinance.
42

1 Astorga clarified that this was a subdivision within a plat amendment. Mayor Thomas
2 asked about the slope analysis. Astorga stated that lots four through seven would
3 tentatively require a steep slope CUP. Mayor Thomas asked about Sensitive Lands
4 Overlay (SLO) in relation to this project, and Astorga stated that SLO did not apply
5 based on the 2005 application date.

6
7 Gregg Brown and Brad Cahoom thanked Council, staff and others. Brown presented the
8 proposed site plan. Brown stated the majority of the site was open space and aimed to
9 preserve evergreen trees on the site. Brown gave a background on the project which
10 was first submitted in 2005. Harrington clarified that this project in 2008 had all of the
11 necessary building permits.

12
13 Mayor Thomas asked what the retaining wall would be built of, and Brown responded
14 that they had not determined the material. Council Member Beerman asked where the
15 mining structure was relative to the proposed plan, and Brown identified the site on the
16 map and confirmed that it would not be disturbed. Astorga reported there had been a
17 traffic study in 2015, and reported Engineering had stated that significant traffic impacts
18 would not be an issue. Responding to Council Member Beerman, Astorga stated this
19 did not take construction traffic into account.

20
21 Brown reported on regress on three routes, reported on density and reiterated that
22 Planning Commission determined the plan responded to staff requirements and met the
23 criteria of the code. Brown stated the plan complied with the General Plan and
24 presented findings of good cause to approve the project, including the clean-up of mine
25 tailings, stream bed, closure of mine shaft, 84% reduction in density, and road
26 improvements to the water tank and on the access road.

27
28 Mayor Thomas asked if the applicant had prepared a construction mitigation plan.
29 Brown responded they had not because they had not yet applied for a building permit.

30
31 Mayor Thomas opened the public hearing.

32
33 Carole Sletta stated she lived on Sampson Avenue and had lived in Park City since
34 1980. Sletta expressed concern over the lack of good cause to add density to Old
35 Town. She expressed doubt about the traffic reports and stated that construction traffic
36 would be devastating to local traffic patterns. She asked Council to weigh the benefits to
37 the developer to the neighborhood impacts. Sletta expressed concern over the lots on
38 the ridge, which did not currently have access to the road, but could have access once
39 this plan was developed.

40
41 Katherine Deckert stated she lived on Daly Avenue and expressed concern about
42 construction traffic impacting road safety. Decker expressed concern about carrying
43 capacity on substandard streets, and the duration of construction. Decker recalled that
44 the 2015 traffic study was completed in October and January, which she did not feel

1 were peak traffic times. Decker expressed concern about the steep grade of the hillside
2 to be developed.

3
4 Brooke Hans stated development needed to meet building standards. Hans referred to
5 a letter she provided Council that responded to Code and density; Hans stated the
6 greater density was to the north near Old Town. Hans stated there were many platted
7 lots in HR1. Hans stated that wildfire and sewer were concerns for this area. Hans
8 thanked Council for their time.

9
10 Tom Gader stated he lived on Daly Avenue, and expressed concerns that this land was
11 part of wild land urban interface. He stated that emergency situations were a concern
12 for this area because of traffic concerns, and compared the area to Oakland, California,
13 and the fire that occurred there. He stated that traffic was a concern during Sundance in
14 this area without higher density and traffic. He referred to Land Management Code to
15 enhance the safety for residents, and stated wild land urban interface called for two
16 regress options.

17
18 Charlie Windsor gave public comment. Windsor stated the Council should not approve
19 lots that did not meet the Code. He stated that the delay in approval over the years was
20 self-inflicted by the applicant.

21
22 Mary Wintzer gave public comment and cited a home in her neighborhood that had
23 taken three years to build. Wintzer compared Old Town to Bonanza Flat and asked why
24 one was being conserved and not the other, and asked Council to use the tools in place
25 to consider this plan.

26
27 Mayor Thomas closed the public hearing.

28
29 Council Member Beerman asked if looking to adjacent subdivisions was acceptable
30 when considering subdivision and plat amendment. Harrington recommended
31 requesting staff return with more specific information. Council Member Beerman
32 requested that staff return with a fire and safety report. He asked if wild land urban
33 interface would impact this area if it were applied. Astoria confirmed that this interface
34 was repealed in 2016 and staff was considering re-adoption, and developments were
35 being considered on a case-by-case basis.

36
37 Council Member Matsumoto commented on construction traffic mitigation, and
38 Harrington responded that construction traffic mitigation would be part of a building
39 permit process, and not typically a standard for denial on its own. Council Member
40 Matsumoto expressed that she was pleased with the clean-up, added trails and open
41 space, and use of the existing road, and expressed concern about construction traffic
42 and mitigation.

1 Council Member Worel expressed that she was undecided whether to approve or deny
2 and expressed doubt that construction traffic could be mitigated. She requested more
3 information about how the wild land urban interface would apply and specific conditions
4 of approval.

5
6 Mayor Thomas spoke to his personal experience with this area, and he recalled when
7 King Road eroded due to run off and stated the site was highly complex. Mayor Thomas
8 requested more follow up regarding the safety concerns raised by community members.
9 Mayor Thomas stated he would need a more comprehensive plan in order to approve.

10
11 Council Member Gerber stated she could appreciate the progress on this project since
12 2005, and said that construction mitigation, safety concerns, and part-time occupancy
13 were her greatest concerns.

14
15 Council Member Henney was in agreement with the majority concerns around
16 construction mitigation and potential surrounding development. Council Member
17 Henney expressed a larger concern with the Council's standards differing from the
18 Planning Commission's. He asked if current zones needed reevaluation.

19
20 Council Member Beerman commended the applicant on amending the plan based on
21 public input, and expressed concern about further neighborhood development and
22 construction traffic mitigation, and public safety. He asked if the plan could incorporate a
23 construction mitigation plan. Mayor Thomas agreed. Harrington recommended
24 requesting staff to return to address the Council's concerns. Council Member Gerber
25 asked if reduced density could be requested by Council. Harrington responded that it
26 could not be requested arbitrarily, and suggested hearing from staff and the applicant
27 about how they arrived at the current plan and moving forward. Astorga requested a
28 thirty day minimum to return with a traffic mitigation plan from the applicant.

29
30 Brown requested clarity on what supplemental documents the applicant was being
31 asked by Council to provide. Council Member Henney suggested returning at a date
32 uncertain and deferred to staff to articulate requirements from the applicant.

33
34 Council Member Beerman moved to continue to a date uncertain Ordinance 2017-22,
35 an ordinance approving the Alice Claim Subdivision & Plat Amendment pursuant to
36 findings of fact, conclusions of law, and conditions of approval in a form approved by the
37 City Attorney pending additional information regarding overall neighborhood context for
38 platting and subdivisions, residential and construction traffic, public safety concerns
39 including fire, construction mitigation plans, conditions of approval on sewer and water,
40 and potential flood plain impact from the City Engineer. Council Member Henney
41 seconded the motion.

RESULT: CONTINUED TO DATE UNCERTAIN

AYES: Council Members Beerman, Gerber, Henney, Matsumoto, Worel

2. Consideration of Ordinance 2017-23, an Ordinance Approving the Ridge Avenue Plat Amendment as Associated with the Alice Claim Subdivision and Plat Amendment Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney:

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

Beerman moved to Continue to a Date Uncertain Ordinance 2017-23, an ordinance approving the Ridge Avenue Plat Amendment as associated with the Alice Claim Subdivision and Plat Amendment pursuant to findings of fact, conclusions of law, and conditions of approval in a form approved by the City Attorney. Council Member Gerber seconded the motion.

RESULT: CONTINUED TO DATE UNCERTAIN

AYES: Council Members Beerman, Gerber, Henney, Matsumoto, Worel

VII. NEW BUSINESS

1. Public Hearing on the Proposed Budget for Fiscal Year 2017-2018:

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

2. Consideration to Approve Proposed Allocation of Hard Cost Sharing for Activity Providers for the Fourth of July Celebration and Waive 50% of the Proposed Costs for Trash, Recycling and Portable Restrooms to the Fourth of July Activity Providers:

Jennifer Diersen, Special Event Coordinator, and Jason Glidden, Economic Development Project Manager, presented this item and recommended Council approve 50% shared hard costs for trash, recycling and portable restrooms for the event. She gave a background on the Fourth of July event. She reported that the LDS Stake Boy Scouts and Sunrise Rotary activity providers had stated that their participation was conditional on all hard costs being waived. She stated staff's recommendation was based on the Council's direction to hold events accountable for their impacts.

Council Member Worel asked why the Chamber was not contributing costs as they had in the past. Glidden responded that the City had taken on the event following the Chamber's departure. He stated the resulting decreased revenue had required the City to request activity providers to share costs. Council Member Worel asked if there would be similar hard costs for Rotary's Miner's Day event. Diersen replied that their event

1 permit would require them to provide trash, recycling and restrooms. Diersen stated the
2 City was covering a portion of the Fourth of July event's hard costs. Council Member
3 Gerber stated that the City was paying for the fireworks, parade, security and other
4 costs, and activity providers' fundraising efforts should cover a portion of those costs.
5 She expressed that she felt it was a local event.

6
7 Mayor Thomas opened public input.

8
9 Connie Nelson, Fundraising Director for the Sunrise Rotary Club, stated that the service
10 club provided good food for the community event. She stated the food was prepared by
11 dedicated volunteers. She explained that the waived costs would go back into the
12 community. She stated Rotary members donated money to support the Fourth of July
13 BBQ, local non-profits and community groups. Nielson stated the Rotary would
14 appreciate their fees being waived.

15
16 Lance Livingston, Summit County District Scout Commissioner, stated he represented
17 175 Park City area Boy Scouts who held the pancake breakfast and their sponsor Park
18 City LDS stake. He stated that their fixed costs had been rising. He stated they enjoyed
19 a positive relationship with the City which they hoped to continue. He expressed
20 concern over the economic viability of the event to his organization, and the ability to
21 provide the breakfast activity, and formally requested that these fees be waived.

22
23 Scott Robertson, Summit County resident and father of three Boy Scouts disclosed that
24 he was Park City Municipal's IT Director. Robertson expressed support for investing in
25 children, and reported Boy Scouts taught his children about civic and personal
26 responsibility. He stated that the program gave back to the community. Robertson
27 shared that the costs seemed low to him compared to the benefits of the program.

28
29 Mayor Thomas closed the public hearing.

30
31 Council Member Matsumoto expressed the importance to treat activity providers equally
32 and asked if it was too late to apply for a Special Events Grant. Foster explained that
33 staff had informed activity providers to anticipate these costs the previous year, and
34 100% of costs were waived at that time. Council Member Gerber suggested that non-
35 profit activity providers seek sponsors to offset costs. Glidden stated that staff was
36 working with activity providers to use volunteers to reduce costs. Council Member
37 Matsumoto stated that it was a community benefit to have local activity providers. She
38 supported waiving 100% of costs to maintain the event's character, and approaching
39 the Chamber for support.

40
41 Council Member Beerman commended staff for following Council direction. He
42 explained the larger burden on the City of waiving fees for multiple fundraising events.
43 He suggested the Council establish a policy and pursue a larger Restaurant Tax Grant
44 the following year. Council Member Matsumoto recommended a scaled fee for activity

1 providers. Council Member Worel apologized to staff for putting them in an awkward
2 position. She clarified her view that the Fourth of July was different from a non-profit
3 event because it was organized by the City. She recommended covering 100% of costs
4 and partnering with the Chamber the following year.

5
6 Bob Kollar, Park City Chamber Vice President of Special Events, stated the City had
7 defunded the joint venture between the Chamber and the City for this event. He
8 suggested using those saved funds toward these costs.

9
10 Council Member Gerber stated that despite the Council and staff's effort to be
11 consistent in applying fees, the Council usually waived them. She supported staff's
12 recommendation.

13
14 Council Member Matsumoto moved to approve the proposed allocation of hard cost
15 sharing for activity providers for the Fourth of July Celebration and waive 100% of the
16 proposed costs for trash, recycling and portable restrooms to the Fourth of July Activity
17 Providers. Council Member Beerman seconded the motion with a comment to activity
18 providers that the costs would not be waived the following year.

19 **RESULT: APPROVED**

20 **AYES: Council Members** Beerman, Gerber, Henney, Matsumoto, Worel

21
22 **3. Consideration to Authorize the City Manager to Execute a Professional**
23 **Services Agreement, in a Form Approved by the City Attorney, with CH2M, Inc.,**
24 **for the 3Kings Water Treatment Facility Phase III Design Services in an Amount**
25 **Not to Exceed \$1,497,909:**

26 Roger McClain, Water Utilities Engineer Manager, Chad Busch, Water Treatment
27 Superintendent, and Iwona Goodley, Water Quality Scientist, and Joseph Zollow,
28 Engineer with H2M Hill, presented this item. McClain stated staff was moving into
29 Phase Three of the project with treatment and treatment design. McClain gave a
30 background of the project.

31
32 Goodley stated the pilot study was conducted to assess modeling for full-scale water
33 treatment processes, and to confirm that treatment was effective. She stated antimony
34 was the main contaminant in the drinking water. Goodley reviewed the treatment
35 process in detail. She concluded the study was successful and confirmed that the
36 treatment techniques selected for the project were successful and exceeded
37 expectations. Foster added the Utah Department of Environmental Quality was excited
38 about this study.

39
40 McClain explained Phase Three of the project would consist of implementation of this
41 process in the Spiro Treatment Plant site and to return Judge to the drinking water
42 portfolio. Bush expressed enthusiasm about the facility.

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

Council Member Worel asked about the cost of the concept design. McClain clarified that the concept design was 10% of the total design phase. Council Member Worel asked about the design timeline. McClain stated their hope was to complete concept design by January 2018. Council Member Worel requested to see the estimated timeline to anticipate upcoming expenses.

Council Member Henney asked if anything was surprising about the system. McClain responded that the treatment processes were easier than expected. He stated site constraints and incorporating energy efficiency was the biggest challenge staff faced.

Council Member Matsumoto moved to authorize the City Manager to execute a professional services agreement, in a form approved by the City Attorney, with CH2M, Inc., for the 3Kings Water Treatment Facility Phase III Design Services in an amount not to exceed \$1,497,909. Council Member Worel seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto, Worel

4. Consideration to Approve Ordinance No. 2017-24, an Ordinance Approving the 166 Main Street Plat Amendment, Located at 166 Main Street, Park City, Utah:
Francisco Astorga presented this item. He compared the ordinance to 'a lot line going through the kitchen.'

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

Council Member Gerber moved to approve Ordinance No. 2017-24, an Ordinance approving the 166 Main Street Plat Amendment, located at 166 Main Street, Park City, Utah. Council Member Beerman seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto, Worel

5. Consideration to Approve Event Traffic Management Plan and Discuss Proposed Strategies for the Fourth of July Festivities:

Alfred Knotts, Transportation Planning Manager, and Jason Glidden, Sustainability, presented this item. Knotts presented staff's recommendation for an incremental approach to traffic management during the summer months in preparation for the Sundance Film Festival. He stated measures would be implemented and monitored to

1 be formalized for Sundance and applied to future events. Knotts stated staff worked
2 directly with internal departments and Sundance Institute.

3
4 Knotts outlined the proposed mitigation measures: dedicated transit lanes, monitoring of
5 transit ridership and vehicle delays through Automated Vehicle Locator (AVL),
6 implementing bike valet as a standard practice in summer, and continued use of off-site
7 parking and Variable Message Signs (VMS).

8
9 Knotts reported staff's recommendation to implement paid parking at this event. He
10 clarified paid parking for this event was not related to Parking's December 15
11 implementation date. He reported public outreach would be significant. Council Member
12 Matsumoto, Glidden and Knotts discussed cost and agreed on \$20 per vehicle for
13 parking on China Bridge.

14
15 Glidden expressed excitement over increased signage and improved coordination with
16 Utah Department of Transportation (UDOT) to direct patrons to available parking. He
17 reported Deer Valley offered use of their lots for free parking with direct shuttle service
18 to the Transit Center. Glidden stated staff was aiming to provide a higher level of
19 service by using personnel rather than signage to regulate residential access.

20
21 Council Member Gerber expressed concern that the road to Deer Valley's Snow Park
22 Lodge was congested on Fourth of July morning. She suggested multiple day advance
23 VMS noticing about where to park and when to arrive. Knotts stated staff would
24 incorporate decision points for paid and unpaid parking.

25
26 Council Member Worel expressed enthusiasm for the project and approach. She
27 requested an avenue for community feedback, and suggested a Coffee with Council.
28 Knotts reported staff would conduct TDM surveys in residential areas after the event.
29 Council Member Matsumoto asked if the estimated cost for restricting access to Old
30 Town was accurate. Knotts replied it would be lower than estimated because they would
31 use a contractor. Council Member Beerman asked how residential access on Hillside
32 would be managed. Glidden responded staff had discussed this with Police, and had
33 determined to use signage at the top of Hillside and Police stationed at Daly. Council
34 Member Beerman recommended aggressive signage to reduce residential traffic
35 impacts on Hillside. He suggested adding Hillside, Woodside and Park Avenue to the
36 list of restricted streets.

37
38 Mayor Thomas opened he public input.

39
40 Sam Rubin stated he owned a ground transportation company. Rubin expressed the
41 need for better enforcement or greater access to dedicated lanes to justify the cost of
42 permit fees. He requested access to the Main Street corridor be limited to exclude Uber
43 and Lyft. Rubin requested advertising prior to the event to encourage ridesharing. He
44 requested a feedback survey. He requested better communication between permitted

1 ground transportation and the City, and expressed a desire to be included in these
2 conversations.

3
4 Michael Falk stated he had spoken with Knotts and the Council previously. He
5 expressed interest in Coffee with Council to give input on this issue. He requested
6 notice and literature in advance of meetings. He stated he represented and spoke on
7 behalf of local ground transportation companies. Knotts stated Falk and the consortium
8 were invited to the Transportation Management Association meetings and the next
9 meeting would be held June 9, 2017 where this event would be discussed.

10
11 Kerri Allardyce stated she owned Hope Cars. She stated that she received positive
12 feedback from the local community and would promote Coffee with Council in their cars.
13 She stated that having transportation options at events was an asset, and that her
14 company caters to the price point that customers would pay to park at China Bridge.

15
16 Mayor Thomas closed the public hearing.

17
18 Council Member Beerman suggested charging \$10 for parking at Deer Valley and
19 directing cars to satellite lots to mitigate traffic congestion at the Marsac roundabout.

20
21 Knotts reported that Matthew Hartnett, Transportation Analyst, had been invited to
22 monitor the UDOT's Traffic Operations Center and manage VMS messaging on the
23 Fourth of July.

24
25 Council Member Worel moved to approve event traffic management plan and discuss
26 proposed strategies for the Fourth of July festivities. Council Member Gerber seconded
27 the motion.

28 **RESULT: APPROVED**

29 **AYES:** Council Members Beerman, Gerber, Henney, Matsumoto, Worel

30
31 **VII. ADJOURNMENT**

32
33 With no further business, the meeting was adjourned.

34
35
36 _____
37 Minda Stockdale, Deputy City Recorder



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

June 8, 2017

The Council of Park City, Summit County, Utah, met in open meeting on June 8, 2017, at 12:30 p.m. in the City Council Chambers.

WORK SESSION

Board of Adjustment Interviews:

Mayor Thomas and the Council members interviewed Sarah McKennan Hall and Stefanie Wilson, applicants for the openings on the Board of Adjustment. The applicants were informed that they would hear back in a few days.

Council Member Henney moved to close the meeting to discuss property, personnel and litigation at 12:55 p.m. Council Member Beerman seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto, and Worel.

CLOSED SESSION

Council Member Worel moved to adjourn from Closed Meeting at 3:50 p.m. Council Member Beerman seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto, and Worel.

STUDY SESSION

Senior Housing Study Session:

In attendance were senior citizens, gerontologists and community members. Mayor Thomas indicated he was aware that a presentation had been prepared for this meeting and stated he felt it would be beneficial to have that presentation given at a future joint meeting that would include the Summit County Council and staff.

Rhoda Stauffer, Affordable Housing Specialist introduced staff from the County that was in attendance. She reviewed the history of requests for senior housing since 2009, and referred to the senior housing supply within Summit and Wasatch Counties. She indicated two affordable housing units that were currently under construction in Park City would be designated as senior housing.

1 Ray Freer discussed the lack of senior living, assisted living and nursing facilities in the
2 County. He stated that senior living projects were more complicated to develop than
3 other types of developments, and many developers he had talked with were not
4 interested in initiating this type of project.

5
6 Dick Welsh distributed a handout on the senior demographic in the area and estimated
7 seniors currently represented 28% of the community and the numbers continued to
8 grow. He called many seniors within the area and they agreed that they wanted to
9 remain in the community throughout the ending stages of their lives.

10
11 Freer stated the project this group hoped to achieve was a 150 bed facility, and he
12 estimated it would cost \$50 million or more, including a 7-10 acre parcel of land. Further
13 discussion ensued and examples of senior projects in Salt Lake City were described.
14 One suggestion was to start with a small project and include a master plan for future
15 development. Council Member Henney asked why a developer would not be interested
16 considering the affluent population and nice area. A senior citizen replied that if a
17 developer paid market value for a property in this area, the developer would develop a
18 more lucrative project.

19
20 Judy Hanley, a community member and a member of the Citizens Open Space Advisory
21 Committee (COSAC), suggested a committee could be formed that would address the
22 needs of the seniors in the area.

23
24 Council Member Beerman commented that the seniors were not forgotten in the
25 community and the Council realized some steps would be needed to fulfill a need.
26 Foster indicated there was a joint housing committee and she proposed asking this
27 committee for their recommendation with regard to moving senior housing forward.

28 **WORK SESSION (CONTINUED)**

29 **Tentative 2017-2018 Budget Presentation: Capital Improvement Projects (CIP),** 30 **Fee Schedule, Council Compensation:**

31 Jed Briggs, Capital Projects Manager, Kory Kersavage, Budget Analyst, and Nate
32 Rockwood, Budget Manager, presented this item. Briggs stated \$60,000 was budgeted
33 for the County Mental Health program, specifically to help fund a Mental Health and
34 Substance Abuse Coordinator. The Council supported this expenditure. Briggs also
35 reviewed that an ordinance disclosing a 2% cost of living increase for Council and staff
36 was proposed and a Council compensation ordinance would be on the regular agenda
37 for approval tonight.

38
39 Rockwood reviewed that the sales tax revenue had increased and was a little above the
40 projected revenues, but the overall budget was where it should be. The Additional
41 Resort Community Sales Tax increased by approximately \$170,000 which would help
42 the City's debt capacity. Rockwood stated the \$40 million the City dedicated to the
43 Redevelopment Agency (RDA) for affordable housing was its commitment to affordable

1 housing. He noted \$35 million of that was from the RDA and the other \$5 million came
2 from the Additional Resort Sales Tax money. He explained that the money recouped
3 from affordable housing investments could be reinvested in other affordable housing
4 projects. Council Member Henney asked if the City needed to issue a bond. Rockwood
5 stated he was working with financial advisors on a bond which would be applied to a
6 public project that would then be sold to private parties, noting this raised the question
7 of having a taxable or nontaxable bond since the project would ultimately be private.
8

9 Kersavage reviewed there was a new scholarship the City would offer to employees to
10 help with student loans, and a staff report would come to Council in the near future
11 explaining this scholarship in further detail. He presented the Fee Schedule and stated
12 that it would be adopted according to the redlined version in the staff report. Upon
13 further review, it was determined the Fee Schedule found in the packet was not the
14 most current version.
15

16 Council Member Beerman asked why there was not a senior discount at the golf course.
17 Foster stated the course was operated with Enterprise Funds and the budget was tight
18 every year.
19

20 **Strategic Code Enforcement Update:**

21 Michelle Downard, Deputy Building Official, and Dave Thacker, Building Official,
22 presented this item. Council Member Worel asked about the anonymous complaints.
23 Downard explained if the complainer provided his/her name, it could be disclosed with a
24 GRAMA request. Council Member Worel hoped there could be ways that people could
25 continue to report violations anonymously. Anne Laurent, Community Development
26 Manager, indicated at her previous employment there was an online way to report code
27 violations anonymously. A con to this was there was no formal way the City could report
28 back to the complainer, and often times these complaints were a result of neighbors
29 who didn't get along. Many anonymous callers wouldn't document or give evidence of
30 the violation as well.
31

32 Council Member Gerber asked how complaints were tracked and how follow up was
33 tracked. Downard stated staff followed up with complainers to update them on the
34 status of the investigation. Council Member Gerber asked if the neighbors would have
35 to call each time a violation was repeated. Downard stated staff prioritized enforcement
36 in their proactive efforts. Council Member Henney asked if an online page could be
37 displayed on the website for complaints and staff could update the site on its efforts to
38 resolve the problems. Laurent stated complaints weren't assigned numbers until it was
39 determined that there was a problem. Council Member Beerman indicated residents
40 expressed concern that code enforcement was not aggressive enough. Downard
41 explained there was a process, with a verbal warning first, and increasing the
42 consequences as visits to the offenders continued.
43

Council Member Matsumoto moved to close the meeting to discuss property, personnel and litigation at 5:40 p.m. Council Member Henney seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto, and Worel.

CLOSED SESSION

Council Member Gerber moved to adjourn from Closed Meeting at 6:10 p.m. Council Member Beerman seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto, and Worel.

REGULAR MEETING

I. ROLL CALL

Attendee Name	Title	Status
Jack Thomas	Mayor	Present
Andy Beerman	Council Member	Present
Becca Gerber	Council Member	Present
Tim Henney	Council Member	Present
Cindy Matsumoto	Council Member	Present
Nann Worel	Council Member	Present
Diane Foster	City Manager	Present
Mark Harrington	City Attorney	Present
Matt Dias	Assistant City Manager	Present
Michelle Kellogg	City Recorder	Present

II. APPOINTMENTS

1. Public Art Advisory Board Appointments of Stephanie Bass, Kathy Kahn and David Nicholas to Serve a Three-Year Term Beginning July, 2017:

Council Member Henney moved to approve the Public Art Advisory Board appointments of Stephanie Bass, Kathy Kahn and David Nicholas to serve a three-year term beginning July, 2017. Council Member Beerman seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

2. Library Board Appointment of Sarah Hall and Reappointment of Chris Cherniak, John Fry, and Margie Schloesser for Three-Year Terms Beginning July, 2017:

Council Member Gerber moved to approve the Library Board appointment of Sarah Hall and the reappointment of Chris Cherniak, John Fry, and Margie Schloesser for three-year terms beginning July, 2017. Council Member Worel seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

III. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments:

Mayor Thomas indicated he discussed the Climate Reality Change with the high school students. He attended the Latino Arts Festival as well as the ribbon cutting ceremony at the National Ability Center. He attended a joint meeting with Heber City, Wasatch County, and Summit County, where the Council presented the Complete Community concept.

Council Member Matsumoto attended the Historic Preservation Board (HPB) meeting where a home was approved to be on the Historic Inventory list and guidelines for infill were approved. She also attended the Historical Society meeting and noted they were working to get all past issues of the *Park Record* online.

Council Member Worel participated on the interview panel for the Communities that Care coordinator, and noted more applications were being sought. She also attended the Latino Arts Festival and the first of the Latino Concert Series.

Council Member Henney congratulated Mayor Thomas for receiving an award at the Latino Festival for his work with Latinos. Council Member Henney attended the Joint Transportation Advisory Board (JTAB) and previewed the electric bus, the Future Park City presentation from the Park City Day School, the Park City Community Foundation new office and personnel open house, the High School Scholarship Awards, and other events that had already been mentioned tonight.

Council Member Beerman attended JTAB and toured the electric buses as well. He suggested having a float in the parade and ride the ebikes, electric buses, etc. He attended the Colorado Compact with Council Member Gerber and Park City was asked to join the Compact. He also attended the Salt Lake County Council meeting where the Council committed to donating \$1.5 million toward the purchase of Bonanza Flat.

Council Member Gerber attended the Park City Area Lodging Association (PCALA) where a list of events going on in the community was reviewed. She attended a Park City Action Network (PCAN) meeting, a group of 20 and 30 year olds wanting to get involved in the community, and Kenzie Coulson presented on parking. Council Member Gerber asked that Council and staff set clear cut goals for transportation, and referred

to the goals set for the other critical priorities. The Council agreed that they wanted to set transportation goals as well. Council Member Gerber attended the Future Park City project with the Park City Day School. She asked if Park City Market could put signs up in the parking lot reminding patrons to bring in their reusable bags. Council Member Henney stated the sign needed to comply with the code. Council Member Gerber stated Steve Holcomb's memorial service would be held Saturday.

Staff Communications Reports:

- **Let's Go Summit Public Information Plan:**
- **June 2017 Construction Project Update:**
- **May 23, 2017 Coffee with Council Summary:**

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

Mayor Thomas opened the public input portion of the meeting for those who wished to address the Council on items not listed on the agenda.

Maya Levine, President of the Youth City Council (YCC), reported on the Youth City Council this past year. She indicated the YCC website was set up as well as an Instagram account. The group visited the Police, Sustainability and Transportation Departments, where they were educated on the issues in Park City. They also attended the Utah League of Cities and Towns event. Levine also indicated that an application process had been set up for students who wished to apply to be on the YCC next year. She reviewed that the YCC set up a service project consisting of gathering feedback from students on their desire for a youth center in the community, and if they had a preference of having one center or several smaller centers.

Lynn Ware Peek, Community Engagement Liaison, stated the Prospector Avenue Project in the Construction Report was postponed until 2018. Foster stated only one bid was received and it was significantly higher than the Engineer's estimate.

Mayor Thomas closed the public input portion of the meeting.

V. CONSENT AGENDA

1. Request to Authorize the City Manager to Execute a Construction Agreement, in a Form Approved by the City Attorney, with England Construction, LLC. for the King Road Water Service Replacement Project for an Amount Not to Exceed \$34,900:

2. Request to Approve a Water Easement, in a Form Approved by the City Attorney, for the Purpose of Constructing and Accessing a Proposed Water Mainline Located on the West Side of Park City Parcel SA-235-1-X, Located at 1450/1460 Park Avenue:

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

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

VI. NEW BUSINESS

1. Request to Authorize the Mayor to Execute the “Agreement for Purchase and Sale of Real Property [Marsac 100]” with Redus Park City, LLC, , for \$1,250,000 in a Form Approved by the City Attorney:

Tom Daley, Deputy City Attorney, presented this item and stated the City would have the opportunity to buy this property if Redus Park City, LLC, purchased it in at upcoming Sheriff's sale. Staff recommended that the property be used to construct affordable housing if it was purchased by the City.

Mayor Thomas opened the public hearing. No comments were received. Mayor Thomas closed the public hearing portion of the meeting.

Council Member Beerman expressed appreciation for Daley's efforts on this real estate deal. Harrington stated 10-12 units could possibly be constructed on this property if it was acquired.

Council Member Gerber moved to authorize the Mayor to Execute the “Agreement for Purchase and Sale of Real Property [Marsac 100]” with Redus Park City, LLC, for \$1,250,000 in a form approved by the City Attorney. Council Member Henney seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

2. Request to Authorize the Mayor to Execute the “Exchange Agreement for Real Property [Mine Bench]” with Redus Park City, LLC, , in a Form Approved by the City Attorney:

Tom Daley stated this property was also to be sold at a Sheriff's Sale, and if Redus Park City was able to acquire it, Park City would buy it for Public Works use. There were two buildings on the property that would be leased to Talisker Club 2.0 and the Empire

1 Pass HOA. There was also an open mine shaft and associated buildings owned by the
2 Jordanelle Special Service District (JSSD) located on the property, and the mine shaft
3 would need to remain open.

4
5 Mayor Thomas opened the public hearing.

6
7 Mike Sweeney asked who would take on the liability for the old mine and buildings, and
8 suggested looking at reclamation and other issues. Daley stated JSSD would be
9 responsible for the mine.

10
11 Mayor Thomas closed the public hearing portion of the meeting.

12
13 Council Member Beerman moved to authorize the Mayor to execute the Exchange
14 Agreement for Real Property [Mine Bench] with Redus Park City, LLC, in a form
15 approved by the City Attorney. Council Member Gerber seconded the motion.

16 **RESULT: APPROVED**

17 **AYES:** Council Members Beerman, Gerber, Henney, Matsumoto and Worel

18
19 **3. Public Hearing on the Proposed Budget for Fiscal Year 2017-2018:**

20 Mayor Thomas opened the public hearing. No comments were received. Mayor Thomas
21 closed the public hearing portion of the meeting.

22
23 **4. Consideration to Approve a Fee Waiver Request for the Peace House, Inc.,**
24 **in the Amount of \$199,410.47:**

25 Michelle Downard, Deputy Building Official, presented this item with Jane Patton, Peace
26 House. Downard asked Council to continue the item in order to address some additional
27 issues.

28
29 Jane Patton thanked Council for consideration of waiving fees. She stated 60% of the
30 building would be dedicated affordable housing units. The other 40% of the building
31 would cover services for the people who stayed at the Peace House. The services
32 consisted of clinical therapy, case management, and advocacy for children and adults.
33 These services were free for the victims. She noted childcare would be offered during
34 the adult's therapy session or when the parent worked once the new building was
35 finished.

36
37 Downard expressed appreciation for Patton and stated the recommendation by staff to
38 only waive a portion of the requested amount was not an indication of staff's or the
39 City's appreciation, but rather the need to cover the Building Department's operating
40 costs.

1 Mayor Thomas opened the public hearing. No comments were received. Mayor Thomas
2 closed the public hearing portion of the meeting.

3
4 Council Member Henney moved to continue a fee waiver request for the Peace House,
5 Inc., in the amount of \$199,410.47 until June 15, 2017. Council Member Worel
6 seconded the motion.

7 **RESULT: CONTINUED TO JUNE 15, 2017**

8 **AYES:** Council Members Beerman, Gerber, Henney, Matsumoto and Worel

9
10 **5. Consideration to Approve Ordinance No. 2017-25, an Ordinance Amending**
11 **Municipal Code Title 4, Licensing, Chapter 3, Peddlers and Solicitors Licensing,**
12 **Section 9, Convention Sales and Commercial Hospitality:**

13 Beth Bynan, Business License Specialist, presented this item. She indicated staff
14 proposed a new license, Type 3 CSL, which would allow an event organizer to pull an
15 umbrella license so sales tax could be tracked, and that other vendors could sell under
16 the umbrella of the organizer.

17
18 Mayor Thomas opened the public hearing. No comments were received. Mayor Thomas
19 closed the public hearing portion of the meeting.

20
21 Council Member Worel moved to approve Ordinance No. 2017-25, an ordinance
22 amending Municipal Code Title 4, Licensing, Chapter 3, Peddlers and Solicitors
23 Licensing, Section 9, Convention Sales and Commercial Hospitality. Council Member
24 Henney seconded the motion.

25 **RESULT: APPROVED**

26 **AYES:** Council Members Beerman, Gerber, Henney, Matsumoto and Worel

27
28 **6. Consideration to Approve the Fourth of July Celebration Supplemental**
29 **Plan, a Level Three Special Event, Requested by Park City Municipal Corporation:**

30 Jenny Diersen, Special Events Coordinator, reviewed some changes to the July 4th
31 event this year. She indicated the application process was online this year and it was a
32 success. There also would be an award for the best sustainable float and a discount for
33 parade entries that were not fuel based. She noted parking on China Bridge would cost
34 \$20 for that day. There was also a text alert system set up (PCEVENTS to 888777).

35
36 Council Member Matsumoto asked how many entries would be in the parade. Diersen
37 stated 44 entries had been received.

38
39 Council Member Henney asked who should file a parade application for the Council,
40 which would include a Tesla, an ebike, an ebus and walkers from Council and staff.

Mayor Thomas opened the public hearing. No comments were received. Mayor Thomas closed the public hearing portion of the meeting.

Council Member Beerman moved to approve the Fourth of July Celebration Supplemental Plan, a Level Three Special Event, requested by Park City Municipal Corporation. Council Member Gerber seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

7. Consideration to Approve Special Event City Service Fee Reduction Recommendations for the Fourth of July Celebration in the Amount of \$56,014.05 and Miners Day Celebration in the Amount of \$28,795.00:

Council Member Worel disclosed that she was a member of the Park City Rotary Club that sponsored the Miner's Day Celebration.

Jenny Diersen, Special Events Coordinator, reviewed the reasons for special event fee reductions, including the community, the cultural and economic value, the impacts would be mitigated and to ensure public safety. For Special Events, there would be two approval deadlines, so she would return in the fall to approve the events for the second half of the year.

Council Member Worel asked why Miner's Day was treated differently than Fourth of July. Council Member Matsumoto stated the sponsor backed out for the Fourth of July so the City took on the responsibility. Diersen stated the sponsor was required to pay the hard costs and the City was the sponsor for Fourth of July. Rotary was the sponsor for Miner's Day.

Council Member Gerber asked why the City was waiving fees. Diersen stated the money would be pulled out to the activity providers. Council Member Gerber concluded this was the cost for this event for this year.

Mayor Thomas opened the public hearing. No comments were received. Mayor Thomas closed the public hearing portion of the meeting.

Council Member Henney asked how the City was doing in tracking fee waivers this year compared to last year. Diersen stated last year the fee reductions totaled \$166,000 and this year they totaled \$118,000 so there was a significant reduction this year. She indicated these two events were on holidays and so the public safety officers were paid double, which contributed to the cost.

Council Member Gerber moved to approve Special Event City Service Fee Reduction recommendations for the Fourth of July Celebration in the amount of \$56,014.05 and

Miners Day Celebration in the amount of \$28,795.00. Council Member Beerman seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

8. Consideration to Approve Ordinance No. 2017-26, an Ordinance Approving the 243 Daly Avenue Subdivision Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney:

Mayor Thomas opened the public hearing. No comments were received. Mayor Thomas closed the public hearing portion of the meeting.

Council Member Worel moved to approve Ordinance No. 2017-26, an ordinance approving the 243 Daly Avenue Subdivision pursuant to findings of fact, conclusions of law, and conditions of approval in a form approved by the City Attorney. Council Member Beerman seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

9. Request to Authorize the City Manager to Execute Professional Service Agreement, in a Form Approved by the City Attorney, with Downtowner, Inc. to Provide All Electric App Based On-Demand Neighborhood Transit Service in an Amount Not to Exceed \$358,727:

Alfred Knotts, Transportation Planning Manager, presented this item. Knotts indicated this item would approve a provider that would provide on-demand or micro transit. Currently buses operated in neighborhoods where few people traveled on mass transit. The on-demand trips would be 1-2 mile trips that would feed to the transit center or to park and ride locations. This would be a six month pilot program in order to see the success. The buses that were less productive would be rerouted to more populated routes in order to be more efficient.

Knotts stated these vehicles would all be electric, local drivers would be hired, and an app would be used to contact the service. He noted that at the conclusion of the pilot program, he would get feedback from the community, taxi drivers, etc. He stated four cars would be purchased. Council Member Matsumoto stated Aspen, Colorado, only had two cars. Knotts responded that Park City had a much broader area to cover and the provider wanted the response time to remain at five minutes.

Council Member Worel indicated the cost did not include the routes and apps. Knotts stated the cost for the apps would be \$500-\$1000 per car. Council Member Worel asked if a local company could provide the service after the pilot program. Knotts stated

1 there were no local companies that could provide the complete service. He noted the
2 employees would be part of the vendor's organization. Drivers would be local but the
3 general manager would be based somewhere else.

4
5 Council Member Gerber asked why this service did not include Park Meadows. Knotts
6 indicated it was due to the distance, but staff could possibly expand the service area in
7 the near future. Council Member Henney asked where the vehicles would be stored and
8 charged. Knotts stated this would occur at the Ironhorse Drive facility.

9
10 Mayor Thomas opened the public hearing.

11
12 Rhonda Sedaris stated she was surprised to just be hearing about this. She asked who
13 would cover the cost of storage. She expressed concern about the service area
14 boundaries. She also felt this would further alienate Park City from the elite status.

15
16 Jack Fenton asked where the company was based. Knotts stated the company was
17 based in Florida, but it had operations all over the country. Fenton indicated he thought
18 the slogan was buy local/shop local. He thought the rich people could get into town
19 without the City subsidizing them. He stated this service would double traffic, and
20 asserted the City had spent time and money to be a walkable community. This program
21 targeted Aerie and Thaynes Canyon. He said the City made every effort to undermine
22 taxi service in the City, giving examples of breaks for Uber and now having an on-
23 demand service.

24
25 Sam Rubin, owner of Four Seasons Concierge, indicated everything on the website
26 showed GEM cars and asked why Park City would use a Tesla car. Council Member
27 Gerber stated GEM cars had no heating. Rubin stated the Downtowner app statistics
28 showed 53% were one person rides. He felt a \$300,000+ budget was over the top when
29 there were products for \$2,400 that could do the same thing. He read some unfavorable
30 reviews of Downtowner to the Council and stated he did not support this program.

31
32 David West, CEO RideFreeAmerica, one of the applicants for this pilot program, stated
33 this program would not compete with taxis but would mainly compete with buses
34 because the on-demand ride was meant to pick up multiple people with a common
35 route. He noted he did not get the contract for this pilot program, but was still here if he
36 was needed in the future. He felt this type of service would reduce vehicle trips. He also
37 commended the City Council for moving forward in using more efficient vehicles to
38 move passengers. He stated he liked the Tesla because it was electric.

39
40 Kerri Allardyce, with a black car service in Park City, stated her main concern was who
41 the target audience would be for this on-demand transit. She stated the average
42 household income was \$108,000 and those people had money and didn't need
43 subsidies. She noted the taxi drivers in Aspen, Colorado, were hurt when this program
44 was implemented. She also indicated there needed to be transportation late at night.

1 She stated she did not know about the bid until eight hours before the bid window
2 closed.

3
4 Michael Faulk, Karaoke Cab, agreed with Allardyce and Rubin. He stated the local cabs
5 could roll out this program in five days. He also indicated that the on-demand
6 boundaries wouldn't be limited because in Aspen, drivers would take the passengers
7 anywhere they wanted to go if they were given tips. He compared this pilot project to the
8 City competing with other businesses, such as opening a beer tent next to a local bar,
9 etc. He said the intent was good, but this affected his livelihood.

10
11 Josh Hobson, resident, stated he was excited about the pilot program but felt six
12 months was too short of a trial period.

13
14 Rob O'Brien, 649 Taxi, stated this project was too expensive. He was disappointed that
15 he was not invited to the transportation meetings. He stated Uber crushed a lot of
16 business and the City did not help. He also indicated there was a dash ride app that
17 could be used for a lot less money.

18
19 Jack Fenton asked what wages would be paid to the drivers. It was noted in the contract
20 that drivers would be paid \$15 per hour. Fenton stated more affordable housing would
21 be required for those low wage earners.

22
23 Sam Rubin stated Knotts would not return phone calls when he wanted to find out about
24 the transportation meetings.

25
26 Mark Switzer, Snowriders Transportation, stated the industry was dwindling in the state
27 due to the passage of Bill 294.

28
29 Sarah Hall stated she lived in the community, had heard numerous presentations and
30 knew about this program for months. She and others were very excited for this program.

31
32 Mark Switzer said businesses could not be crushed without being reimbursed.

33
34 Council Member Henney felt the City could do a better job getting the word out. He
35 stated the City could not regulate Uber so the taxi businesses were not accurate when
36 they accused the City of crushing their businesses. He knew people in the community
37 felt excluded and thought the City could do a better job. He supported postponing this
38 item until there was further outreach.

39
40 Council Member Worel stated when the transit plan was rolled out and the on-demand
41 rides program was proposed, she felt that was great, but she thought approving this
42 was premature without giving the local businesses a chance to be a part of this
43 program.

1 Council Member Matsumoto stated she tried out the Downtowner in Aspen, Colorado,
2 and liked it, but noted this service didn't reach out to all areas, so she didn't think it was
3 serving the same geographic space. She liked the electric vehicle idea but was not
4 ready to vote on this today. She encouraged more outreach.

5
6 Council Member Beerman stated the intent of this program was not to harm the taxis.
7 The City's authority regarding Uber was taken away and so it could not protect the taxis
8 in town. He explained the audience for this program was the people who got in their
9 cars. He knew the program could impact some taxi users, but it would not have a
10 significant impact on the taxi season. He also pointed out this was only a pilot program
11 and the City would evaluate the effect it would have on taxis. Taxis would also be able
12 to bid on this program after the pilot was finished.

13
14 Council Member Gerber stated this program was part of the parking plan and would
15 take cars off the street. She felt the City was moving in a good direction, and she was
16 interested to see the data at the conclusion of the program. She was fine with this item
17 being continued for a couple weeks to provide further outreach.

18
19 Council Member Beerman asked if Knotts would have an opportunity to meet with
20 stakeholders. Knotts indicated he could have some meetings and noted this program
21 was a good return on investment and would complement the transit service.

22
23 Council Member Worel hoped Knotts would look at some of the suggestions presented
24 during public hearing, and thought that could take longer than a couple weeks.

25
26 Mark Blue stated the simplest answer was usually the right one. He said the bus system
27 needed to be reevaluated and asked why the City wanted to get into the taxi service.
28 Park City had the best bus system in the world so it should just reevaluate routes in
29 order to make it more efficient. He stated there was no bus service to Quinn's Junction
30 and that could be fixed.

31
32 Sam Rubin stated the metric to determine success had not been talked about. He asked
33 what would be the consequence if the driver took the patron outside the boundary.

34
35 Mayor Thomas closed the public hearing portion of the meeting.

36
37 Council Member Beerman moved to continue the request to authorize the City Manager
38 to execute professional service agreement, in a form approved by the City Attorney,
39 with Downtowner, Inc. to provide an All Electric App Based On-Demand Neighborhood
40 Transit Service in an amount not to exceed \$358,727 until June 29, 2017 to allow for
41 additional participation and to specifically include taxi drivers. Council Member Henney
42 seconded the motion.

RESULT: CONTINUED TO JUNE 29, 2017

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

10. Consideration to Approve Ordinance No. 2017-27, an Ordinance Establishing Compensation for the Mayor, City Council, and Statutory Officers for Fiscal Year 2017 – 2018 in Park City, Utah:

Jed Briggs, Capital Budget Manager, stated this ordinance was discussed in the work meeting today and noted there was a 2% cost of living increase built into the compensation.

Mayor Thomas opened the public hearing. No comments were received. Mayor Thomas closed the public hearing portion of the meeting.

Council Member Worel talked about discussions she had with potential City Council candidates and the Council salary was a deterrent, especially for single moms. She requested a Blue Ribbon Commission meet to discuss this before the next election.

Council Member Henney indicated this position should be competitive with a second job someone might have in the community, so they could give it up in order to serve the public. He agreed that the Council wage should be considered again. Council Member Matsumoto asked if Park City Council wages had been compared to other Councils in the state. Council Member Beerman stated the salaries were high compared to other cities and Park City Council wages were higher than Salt Lake City Council wages. Foster stated the Blue Ribbon Commission was an outside source and they did a great job evaluating the cost of living. Council Member Gerber stated the compensation would have to increase a lot in order to be a livable wage, which would be very hard to achieve.

Council Member Henney moved to approve Ordinance No. 2017-27, an ordinance establishing compensation for the Mayor, City Council, and Statutory Officers for Fiscal Year 2017-2018 in Park City, Utah. Council Member Gerber seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

11. Consideration to Approve Resolution 15-2017, a Resolution Amending the Fee Schedule; and Replacing and Repealing Resolution 14-2016 in Its Entirety:

Mayor Thomas opened the public hearing. No comments were received. Mayor Thomas closed the public hearing portion of the meeting.

The Council members were in favor of continuing this item to the next meeting in order to see the most current version of the Fee Schedule.

Council Member Beerman moved to continue Resolution 15-2017, a resolution amending the Fee Schedule; and replacing and repealing Resolution 14-2016 in its entirety until June 15, 2017. Council Member Matsumoto seconded the motion.

RESULT: CONTINUED TO JUNE 15, 2017

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

12. Consideration to Approve the Updated Central Wasatch Commission 2017 Assignment Interlocal Agreement:

Matt Dias, Assistant City Manager, presented this item. He explained the first document in the packet was the formation document to make the Central Wasatch Commission an interlocal agency. He noted this was the implementation phase. Approving this agreement tonight would give Salt Lake County a voting seat and make the agency subject to open meeting laws. He stated there would be no additional fiduciary commitments by approving this agreement, and also indicated more power would be given to the agency and the participating mayors would have less power. Council Member Beerman explained the makeup of the agency.

Mayor Thomas opened the public hearing. No comments were received. Mayor Thomas closed the public hearing portion of the meeting.

Council Member Gerber stated the Mountain Accord evolved into the Central Wasatch Commission and she thanked Council Member Beerman for his work in establishing regional relationships.

Council Member Gerber moved to approve the updated Central Wasatch Commission 2017 Assignment Interlocal Agreement. Council Member Henney seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

VIII. ADJOURNMENT

With no further business, the meeting was adjourned.

Michelle Kellogg, City Recorder



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

Staff recommends City Council support the City Manager in formally appointing Minda Stockdale as a Deputy City Recorder of Park City Municipal Corporation.

Respectfully:

Katie Madsen,



City Council Staff Report

Subject: Appointment of a Deputy City Recorder
Author: Katie Madsen
Department: Executive Department
Date: June 29, 2017
Type of Item: Administrative

Summary Recommendation

Staff recommends City Council support the City Manager in formally appointing Minda Stockdale as a Deputy City Recorder of Park City Municipal Corporation.

Executive Summary

As a result of a recent turnover in the Executive Office, the City Manager wishes to appoint the new member of our team, Minda Stockdale, as a deputy to the City Recorder. Minda Stockdale has been training with the City Recorder and is in a good position to successfully fulfill the duties and obligations of the City Recorder, when required.

Background

[Park City's Municipal Code, Section 2-4-6](#), prescribes the approval process for the City Recorder position. In addition, Section 2-4-6 also allows the City Manager to appoint a deputy or deputies who serve under the supervision of the City Recorder and have authority to act in the absence of the City Recorder.

Alternatives for City Council to Consider

- 1. Recommended Alternative:** Staff recommends City Council support the City Manager in appointing a Deputy City Recorder.

Pros

- a. Appointing Minda as a Deputy City Recorder will help the Executive department provide better customer service.

Cons

- b. There are no cons to appointing Minda Stockdale as a Deputy City Recorder.

Consequences of Selecting This Alternative: Minda Stockdale will be appointed as a Deputy City Recorder.

- 2. Null Alternative:** If no steps are taken, Minda Stockdale will not be appointed as a Deputy City Recorder.

Analysis

Though code does not specifically require the Manager to come before Council to request support for this type of an appointment, previous city managers have taken this

step to avoid confusion. Also—where the appointment of the City Recorder does require the approval of the Mayor and City Council, the current City Manager believes that where the Deputy will, at times, act as the City Recorder, it is appropriate to ask for the approval of the Mayor and City Council.

By appointing Minda Stockdale, the Executive Department will continue to ensure the effective and efficient operations of City Council and various other PCMC departments. It will also ensure that staff is prepared and equipped to handle intermittent and/or unexpected absences of the City Recorder.

Department Review

Legal and Executive

Funding Source

No funding is necessary.



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

Contract award for an additional ten (10) digital closed circuit video (CCV) cameras and the addition of seventy-five (75) electronic access controls (EAC) for personnel and vehicle doors at the Park City Public Works Complex, 1053 Iron Horse Drive, as a part of the City's ongoing building security initiatives. These additions will greatly improve and upgrade the current security measures at the complex.

Should Council request additional details on the installation, staff would be happy to provide more information in a closed session.

Respectfully:

Hugh Daniels,



City Council Staff Report

Subject: Park City Public Works Complex – Security Upgrades Contract Award
Author: Hugh Daniels, Emergency Manager
Department: Executive – Emergency Management
Date: June 29, 2017
Type of Item: Administrative

Summary Recommendation

Staff recommends that City Council authorize the City Manager to enter into a contract, in a form approved by the City Attorney, for closed circuit video (CCV) upgrades and additional electronic access controls to the Park City Public Works Complex in an amount not to exceed \$226,897.00.

Executive Summary

Contract award for an additional ten (10) digital closed circuit video (CCV) cameras and the addition of seventy-five (75) electronic access controls (EAC) for personnel and vehicle doors at the Park City Public Works Complex, 1053 Iron Horse Drive, as a part of the City's ongoing building security initiatives. These additions will greatly improve and upgrade the current security measures at the complex.

Acronyms

BSC	Building Security Committee
CCV	Closed Circuit Video
EAC	Electronic Access Control
IT	Information Technology
CIP	Capital Improvement Projects

The Problem

The Public Works Complex current CCV system was added at the end of the remodel and with a limited budget. The existing system requires additional coverage to sufficiently cover the entire complex, including high risk areas.

Locks, keys and access controls need to be upgraded to state of the art security standards to provide additional protection for staff and assets at the facility.

Background

Park City established its Building Security Committee (BSC) in February, 2008 under the chairmanship of the Emergency Manager. The general charge of the committee was to review all occupied city buildings, update and improve their security components and train the staff in security measures.

Two of the larger components of our security program are CCV cameras and EAC locks. The City currently has CCV cameras in priority locations tied to a centralized network that can be viewed by Police Dispatch, Police Officers in the field and others with authorized access. The City has EAC in eight buildings and this will be the ninth building to be included in the centralized network.

As funds allow, we continue to upgrade and add CCV and EAC to our system which is highly flexible and expandable. New digital technology is far superior in quality, clarity and options.

Analysis

AVTEC Systems Integrator is a division of Cache Valley Electric (the contractor) and is the sole certified installer for the CCV and Electronic Access controls (EAC) using our centralized network system. In addition, Cache Valley Electric/AVTEC participates in the “state contract.” The scope of work included in this contract is outlined in “Park City – Public Works Security System Upgrades” which will be available to Council in Closed Session.

Park City Municipal Administrative Policy, Section 3. *Municipal Budget Policies and Objectives*, Part II, *Contracting and Purchasing Policy*, D. *Exceptions*, 4. *Purchases from companies approved to participate in Utah State Division of Purchasing and General Services Agreements and Contracts are not subject to competitive bidding requirements*. Therefore this contract was not required to go out for a RFP and bid. Additionally the contractor is the sole certified provider in Utah, of integration services to our existing centralized network system.

Alternatives for City Council to Consider

- 1. Recommended Alternative:** Request the City Council authorize the City Manager to enter into a contract, in a form approved by the City Attorney, for closed circuit video (CCV) and electronic access control (EAC) upgrades to the Park City Public Works Complex in an amount not to exceed \$226,897.00.

Pros

- a. Adds additional digital cameras and electronic access controls to the Public Works Complex
- b. Increases and improves the ability of staff to monitor more areas of the facility
- c. Allows police and dispatch to monitor the facility as needed
- d. Provides for forensic stored video for review of incidents within and outside the facility
- e. Acts as a deterrent while providing some additional security to the public
- f. Electronic access control greatly eases the logistical requirements, and eliminates many of the vulnerabilities, inherent in a conventional lock and key program.

Cons

- a. Uses portions of multiple CIP accounts which could go to other projects

Consequences of Selecting This Alternative

Provide a significantly improved security system to better monitor and protect a very busy facility.

2. **Null Alternative:** City Council may choose to not authorize the purchase or downsize the project

Pros

- a. Makes CIP funds available for other security projects.

Cons

- a. Delays needed upgrades
- b. Makes it more difficult for staff to monitor and protect the facility
- c. Make it harder for police to investigate incidents inside and outside the facility

Furthering the Goals of the General Plan/Council Goals

The installation and upgrades of security equipment meet the goals of the City's Building Security Committee as approved by the City Manager. Further this improves the safety and security of employees and visitors to the Public Works Complex as a part of our ongoing Public Safety operations.

Community Engagement & Efficient Government – when residents feel safe they are more likely to come out and participate in the community.

Department Review

Emergency Management, Public Works, Building Maintenance, Legal, IT and Executive

Funding Source

Public Works CIP, Transportation Fund CIP and Public Utilities CIP are funding their respective areas of the complex.



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

Over the last year, Transportation Planning, Transit and Parking staff have been working to develop and implement a suite of alternative transportation solutions and Transportation Demand Management strategies to reduce local and regional VMT and associated congestion. These solutions include but are not limited to e-bike share program, new express transit service, increased and expanded regional service, expanded winter and summer frequency, and Intelligent Transportation System infrastructure (Blynco, Variable Message Signs, smart parking, real-time “next bus” technology, transit app. etc.).

In addition to these programs and service staff has also been developing strategies to tap into other travel markets by eliminating what is known as the “first mile/last mile” transit barrier which is generally defined by either your origin and/or destination originating or terminating between ¼ mile to 1 mile from a transit stop. One such proposed solution is the implementation of a pilot “microtransit” project. This service, identified as “Call-A-Bus”, is also a recommendation within the 2016 Short Range Transit Development Plan adopted by Council on September 1, 2016.

Staff would like to stress that it is critical that all of these programs, projects, and services complement each other work and work as an integrated system. For example, remote satellite parking served by express transit routes will have limited effectiveness of parking is free during peak times in Old Town and/or timely transit service is not provided from these facilities. Additionally, the attractive and effectiveness of mass public transit will be limited if transit routes are circuitous and are relegated to the same travel lanes as general purpose traffic thereby negating any travel time savings. Without these advantages, residents and visitors alike will continue to select their private automobile over the more sustainable and environmental friendly modes of mass transit and active transportation out of pure convenience.

Respectfully:

Matt Dias, Asst City Manager



City Council Staff Report

Subject: Consideration of Approval of Microtransit Pilot Program
Author: Alfred Knotts, Transportation Planning Manager
Blake Fonnesebeck, Public Works/Transit Director
Department: Transportation Planning and Transit
Date: June 29th, 2017
Type of Item: Administrative

Summary Recommendation

Staff recommends that Council review and consider various alternatives related to the implementation of a “microtransit” pilot program that advances the City’s transportation and energy related goals and objectives. This item was continued at the June 15, 2017, Council meeting.

Executive Summary

Over the last year, Transportation Planning, Transit and Parking staff have been working to develop and implement a suite of alternative transportation solutions and Transportation Demand Management strategies to reduce local and regional VMT and associated congestion. These solutions include but are not limited to e-bike share program, new express transit service, increased and expanded regional service, expanded winter and summer frequency, and Intelligent Transportation System infrastructure (Blynco, Variable Message Signs, smart parking, real-time “next bus” technology, transit app. etc.).

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Staff would like to stress that these programs, projects, and services complement each other and work as an integrated system. For example, remote satellite parking served by express transit routes will have limited effectiveness of parking is free during peak times in Old Town and/or timely transit service is not provided from these facilities. Additionally, the attractiveness and effectiveness of mass public transit will be limited if transit routes are circuitous and are relegated to the same travel lanes as general purpose traffic thereby negating any travel time savings. Without these advantages, residents and visitors alike will continue to select their private automobile over the more sustainable and environmental friendly modes of mass transit and active transportation out of pure convenience.

Acronyms

ADT Average Daily Traffic

HPCA	Historic Park City Alliance
RFP	Request for Proposal
TDM	Transportation Demand Management
SOV	Single Occupancy Vehicles
SRTDP	Short Range Transit Development Plan
VMT	Vehicle Miles Traveled

The Problem and Opportunity

Transit Ridership Trends

Park City's transit ridership has been relatively flat over the last 5 years. This can be attributed to variety of factors including but not limited to:

- Recent below average snowfall
- Continued transition from primary homes to secondary homes
- Workforce commuting from adjacent communities not currently served by transit
- Fewer J-1 Visa resort employees
- Limited service to residential neighborhoods
- Competitiveness of the single occupancy vehicle

In February 2017, Transportation Planning staff presented the "Annual Report Card" consisting of various performance measures related to the following focus areas/goals:

- Complete Streets
- Convenient Transit
- Regional Transit
- Non-motorized Connectivity
- Increased Mobility and Reduced Car Travel
- Multi-modal Mode Split
- No Net Increase in Centerline Lane Mileage
- Promote Safety and Active Living
- Transportation Adds to Community
- Increased Multi-modal Access
- System and Demand Management

Reductions in Single Occupancy Vehicle Trips

One primary focus area is that related the percentage of single occupancy vehicles traveling on Park City's primary entry corridors which are SR 224 and SR 248. Data collected for the in 2016 showed a SOV % of 80% and 85% for SR 224 and SR 248, respectively. The SOV percentage for these corridors show a negative trend as the 2015 data showed SOV rate of 65% and 79% for SR 224 and SR 248, respectively. It should be noted to the target for this performance measures is 50% by 2040.

Not only is the SOV % increasing on the entry corridors and transit ridership flat but congestion issues are also being compounded by increases in Average Daily Traffic on both SR 224 and SR 248 which have experienced a respective 5% increase and 28% increase over the last 10 years. While this can be attributed to a variety of factors, the biggest contributing factor can be attributed to the regional growth in commercial and residential land use in adjacent communities and Park City's and the Snyderville Basin's continued

economic growth including the area's attraction as a regional, national, and international destination.

Increased regional transit connections one of the keys to reducing SOV trips

To address these issues and achieve or transportation and energy related goals, Park City and Summit County's transportation strategies must focus not only in reducing local VMT but more importantly regional VMT by providing regional connection with convenient and reliable levels of service.

Beginning on June 23rd, Park City, in partnership with Summit County, initiated increased service to and from Salt Lake City, new commuter service to Kamas, and increased levels of service on SR 224 from Kimball Junction to Old Town Transit Center. To provide all of these new service additional human and fiscal resources are required most of which is being funded by new sales tax revenue from the voter approved tax initiative. In order to sustain and expand these regional services it is imperative that Park City continuously evaluate different operational models as to maximize system efficiencies.

Reducing SOV trips: Microtransit is one piece of the overall puzzle

One such opportunity to improve efficiencies is to implement and evaluate the cost and productivity of a microtransit service to serve existing residential routes such as Prospector, Thaynes, Old Town, and Park Meadows. Microtransit, a growing trend across the country, is an innovative, nimble, and flexible transit model that has the potential to reduce cost, reduce greenhouse gas emissions, and fit better with the context of residential neighborhoods and seasonality by reducing noise and improving safety while also freeing up other driver and fleet resources to expand regional transit service better served by high capacity transit vehicles.

Given the recent community feedback, it is important to note that microtransit is not intended to compete with taxi transportation providers and their services but rather to act as a component to the Park City transit system. Microtransit is intended to complement the existing fare free transit system and provide additional options for short internal trips and/or connections to transit stops. These systems serve a niche for underserved areas where routes are inconvenient or infrequent as well as areas that are served at sufficient levels but have low productivity (i.e. ridership and cost per passenger trip). Despite this, staff understands that the goals and objectives of the microtransit pilot program were unfortunately viewed as a direct threat to the local for-hire industry.

However, solving the first/last mile can eliminate more SOV trips and ultimately make transit more accessible and attractive for those that are not using the system yet might be willing to use the system if it was more convenient. This proposed service would be on-demand and dispatch a vehicle to neighborhoods that do not have transit service or are underserved and connect the rider to a fixed route service within the existing transit system. Specifically, the plan states the following:

Call a Bus – These are services designed for low density communities that typically cannot be served effectively by fixed route service. Over the first five years of the plan, Call a Bus service will be set up in four defined zones where an individual can access a vehicle at their door or corner and receive a ride to a transfer point or express bus stop in close proximity to that zone. As these services grow, some zones could justify a fixed route.

Ridership demand should be monitored and service changes from “Call a Bus” to fixed route service should be considered when warranted.

Background

- On January 8, 2015, Transportation Planning Staff returned to City Council with an accelerated Transportation Master Plan goal achievement schedule. An integral component of the accelerated plan was hiring consulting services to assist with several studies (including the Transportation Demand Management plan and Short Range Transit Development Plan).
- On May 28, 2015, Council authorized the City Manager to sign the Service Provider/Professional Services Agreement with Fehr and Peers for professional services related to the preparation of a Transportation Demand Management Plan. The TDM plan was adopted by Council on October 6, 2015
<http://parkcityut.igmp2.com/Citizens/FileOpen.aspx?Type=1&ID=2193&Inline=True>
- On July 9, 2015 Council authorized the City Manager to sign the Service Provider/Professional Services Agreement with KFH related to the preparation of SRTDP. In the intervening months, KFH conducted research and analysis, conducted surveys, evaluated existing transit services, and provided new and modified transit routes consistent with the contract and associated scope approved by Council in May 2015. This plan was adopted by Council on September 1, 2016
<http://parkcityut.igmp2.com/Citizens/FileOpen.aspx?Type=1&ID=2181&Inline=True>
- On June 5th, 2017 staff requested approval of a Professional Services Agreement with Downtowner Inc. to provide App based on-demand neighborhood transit under a pilot program for “micotransit.” This item was continued until June 29th as to allow for additional outreach with “taxi” transportation providers, general public, and for staff to evaluate and present additional information including additional alternatives
<http://parkcityut.igmp2.com/Citizens/FileOpen.aspx?Type=1&ID=2262&Inline=True>
- February 2, 2017 staff provided Council with a report on progress toward achieving goals and targets as identified in the 2011 Traffic and Transportation Master Plan. The Staff Report related to this can be found at the following link:
<http://parkcityut.igmp2.com/Citizens/FileOpen.aspx?Type=1&ID=2222&Inline=True>

Analysis

Transportation Planning, Parking, and Transit staff, as well Summit County staff, has worked collaboratively to develop a comprehensive approach to transportation system planning and implementation. As previously stated, numerous new and expanded services and programs are being implemented over the course of the next several weeks aimed at reducing VMT and SOV's through increase mode split to mass transit and active

transportation modes and transportation system demand management.

A key component to the success of these strategies is more effective management of the City's public parking inventory through the implementation of demand based pricing which is scheduled to go into effect in December 2017. Prior to implementing demand based pricing staff has worked on progressive and innovative transportation solutions as to improve connectivity, access, and convenience of alternatives to the private automobile.

This proposal would pilot the microtransit concept as part of a suite of solutions. Park City has a history of being innovative and staff views the implementation pilot program and subsequent evaluation of an all-electric microtransit program as the next step in the City's progressive agenda toward achieving goals related to transportation, energy, livability, and economic and environmental sustainability. This can be achieved by taking a next step towards making Park City more accessible to visitors and locals alike without the use of rental or personal vehicle.

Staff recently met with a consortium of local taxi transportation providers on Monday, June, 12th and again on Monday, June, 26th. They expressed interest in collectively responding to a re-advertised RFP for the provision of microtransit consistent with the City's requirements. If staff was directed to cancel the existing RFP and re-advertise, staff would like make some technical changes and adjustments in order to further streamline the pilot program and better respond to both some of the public confusion and public commentary.

Various alternatives are discussed in more detail below.

Alternatives for City Council to Consider

- 1. Alternative 1:** Authorize the City Manager to sign the Service Provider/Professional Amount Not to Exceed Three Hundred Fifty Eight Thousand Seven Hundred and Twenty Seven Dollars (\$358,727) consistent with the June 5th Staff Report.

Pros

- a. The proposed agreement will result in increased transit service and accessibility within Park City.
- b. This all electric service will further the City's energy related goals.
- c. The service will provide additional transportation alternatives to residents, employees, and visitors in advance of implementing the Main Street and Downtown Parking Management Plan
- d. Smaller and more nimble vehicles will be used to service neighborhoods thereby improving neighborhood compatibility and reducing noise.
- e. This is likely to be the easiest to implement pilot program
- f. Results of pilot program can be evaluated prior to the start of the 2017-2018 ski season and a subsequent rollout could happen in time for the ski season.

Cons

- a. Funds in the amount of \$358,727 will expended on a new service during the pilot project
- b. Taxi companies have expressed their belief that there could be initial adverse financial impacts. While staff has not found empirical evidence to support this concern, it is important that City Council is aware that this concern does exist amongst some

business owners.

2. **Alternative 2 – Re-advertise the RFP:** Re-advertise the on-demand app based microtransit service or a variation thereof that still meets the City's transportation and energy related goals. Staff may seek additional clarification and refinements on the RFP.

Pros:

- a. While the City already conducted a competitive procurement process, a re-advertisement would allow additional opportunity for ready and willing local and non-local providers to submit additional proposals
- b. Re-advertisement would reaffirm that the City is getting the best possible service for the cost.
- c. Staff will further clarify specific microtransit service area and operational requirements integrated within the existing Park City transit system.

Con:

- a. This would delay implementation of the microtransit program and jeopardize the availability of this program in advance of implementation of the parking management program
- b. If Council should alter the minimum qualifications and/or service requirements, the overall intent of the program (energy, reduction greenhouse gas emissions) may not be fully realized

3. **Alternative 3 – Null Alternative:** Council could choose to not authorize the contract with Downtowner Inc., choose not to readvertise the RFP and choose not to pursue a microtransit pilot project at this time.

Pros

- a. Funding in the amount of \$358,727 will not be expended
- b. Concerns over potential adverse financial impacts to taxi service may not be realized

Cons

- a. Additional transportation alternatives will not be available to the community in advance of Parking Management
- b. Evaluation of the effectiveness of the pilot program will not occur to determine fiscal and environmental benefits
- c. Park City's venture into the microtransit model will not occur and neighborhoods will continue to be served by 40' buses that are out of context with Park City's residential neighborhoods
- d. No action toward two of Council's "Critical Priorities." Traffic will increase and parking will become more difficult in the future. Staff does not recommend this alternative.

Note: Staff explored the idea of a hybrid pilot program where the City could test two different providers, one testing the concept of point-to-point microtransit vs point-to-bus stop microtransit. There are a number of challenges presented by this, the largest of which is financial: Staff does not believe we can afford to run a head-to-head pilot.

Common Parameters of Any Pilot Period

The pilot period for this project is scheduled to continue for 6 months with the first day

of service occurring in mid-July. During this time period robust daily monitoring and evaluation of the service will occur by Transit, Parking, Events, and Transportation Planning which will include the following transit industry performance measures:

- Ridership
- Vehicle Service Hours
- Vehicle Service Miles
- Cost per Passenger
- Cost per Vehicle Service Hour
- Cost per Vehicle Service Mile
- Passenger per Vehicle Service Hour
- Passenger per Vehicle Service Mile

In addition to the quantitative performance measures outlined above, staff also proposes to conduct ongoing customer satisfaction surveys for both the microtransit pilot program as well as the taxi pilot program, depending on the alternative selected. Staff also proposes to provide monthly analytics to Council and the public in the form of a “Staff Communication” report that would contain the data/information referenced above. Regardless of the implementation alternative selected, this type of forum/feedback mechanism will be critical to evaluating ultimate success of the program.

Consistency with the 2011 Traffic Transportation Master Plan and 2014 General Plan:

2014 General Plan:

The following goals are contained in the “Small Town” element of the General Plan which states the following:

Goal 3- B: Prioritize efficient public transportation over widening of roads to maintain the Small Town experience of narrow roads, modest traffic, and Complete Streets.

Goal 3-C: Public transportation routes should be designed to increase efficiency of passenger trips and capture increased ridership of visitors and locals.

Implementation Strategy 3.11 further directs Park City to:

Improve the access to, efficiency, and experience of public transit. Experience includes shelter from the elements and feeling safe while waiting, free access to internet while traveling, real time schedules/ timetables, and comfortable seating. Explore the opportunity to use smaller buses (or shuttles) during offseason and/or for narrow ROW routes or routes with reduced, but constant, demand.

The aforementioned goals and implementation strategy demonstrate that this requested action is consistent with the General Plan.

Department Review

This report was reviewed by Public Works, Executive, Legal, Transportation, and Budget.

Funding Source

Funding for this service is available from the City's Transit Fund. Continuation of this program will be dependent on new sales tax revenues and parking revenues as well as the realization of cost savings from improved efficiencies within existing neighborhood routes. In other words, if the a microtransit pilot program were successful, the Transit Department would find savings and efficiencies that offset the additional costs of the microtransit program. For example, if microtransit were to succeed, there may be less wear and tear on busses, need for re-routing, and the ability to scale up and down faster and with greater flexibility that may reduce the need for large busses in certain areas of town.

Detailed fiscal impact analysis will be conducted prior to recommending continuation of any pilot program should Council vote to approve to proceed with any of the pilot programs outlined above.



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

Local First Utah is a non-profit organization that works to educate the public, government and business owners about the economic and social benefits that occur when we choose to buy from the locally owned independent businesses in our communities.

Independents Week is one of the annual public awareness campaigns of Local First Utah. As part of the campaign, Local First Utah is calling on mayors, city councils and other elected officials throughout the state of Utah to lend their support and officially declare the week of July 1st – July 7th as “Independents Week” in their communities.

Respectfully:

Michelle Kellogg, City Recorder



City Council Staff Report

Subject: A Resolution In Support of Local First Utah's Independents Week

Author: Michelle Kellogg, City Recorder

Department: Executive

Date: June 29, 2017

Type of Item: Resolution

Summary Recommendation

Adopt the proposed Resolution supporting Independents Week July 1-7, 2017, and encourage residents to shop locally.

Executive Summary

Local First Utah is a non-profit organization that works to educate the public, government and business owners about the economic and social benefits that occur when we choose to buy from the locally owned independent businesses in our communities.

Independents Week is one of the annual public awareness campaigns of Local First Utah. As part of the campaign, Local First Utah is calling on mayors, city councils and other elected officials throughout the state of Utah to lend their support and officially declare the week of July 1st – July 7th as "Independents Week" in their communities.

For more information, please see the Local First Utah website:

<https://localfirst.org/campaigns/independents>

Alternatives for City Council to Consider

1. **Recommended Alternative:** Approve the Resolution supporting "Independents Week"

Pros

- a. Local independent businesses help preserve the uniqueness of the community and give residents a sense of place.
- b. Park City's core of independently-owned businesses gives back to this community in goods, services, time and talent.
- c. The health of Park City's economy depends on our support of businesses owned by our friends and neighbors.

Cons

- a. None

Consequences of Selecting This Alternative

Supporting this resolution would promote goodwill with the local businesses within the community.

2. **Null Alternative:** If this resolution was not passed, there would be no impact.

Department Review

Legal

Executive

Attachments

A Resolution 18-2017, A Resolution In Support of Local First Utah's Independents Week

Resolution No. 18-2017

A Resolution In Support of Local First Utah's Independents Week

Whereas, Independents Week provides a time to celebrate the independence of the members of the community of Park City and the entrepreneurial spirit represented by our core of local independent businesses; and

Whereas, the individual decisions every community member makes today affect the future of Park City; and

Whereas, Park City's local independent businesses help preserve the uniqueness of the community and give us a sense of place; and

Whereas, Park City's core of independently-owned businesses give back to this community in goods, services, time and talent; and

Whereas, the health of Park City's economy depends on our support of businesses owned by our friends and neighbors; and

Whereas, Park City's independent business owners and employees enrich community members' shopping experiences with their knowledge and passion;

Therefore, as we celebrate Independents Week 2017, we acknowledge that the ability to choose the direction of Park City lies within each of us.

NOW, THEREFORE, the Mayor and City Council of Park City, do hereby proclaim the week of July 1-7, 2017, as: "Independents Week" and salute our community members and locally owned independent businesses who are integral to the unique flavor of Park City and honor their efforts to make Park City the place we want to live and work.

PASSED AND ADOPTED this 29th day of June, 2017.

PARK CITY MUNICIPAL CORPORATION

Mayor Jack Thomas

Attest:

Michelle Kellogg, City Recorder

Approved as to Form:

Mark D. Harrington, City Attorney



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

Per Council direction at the June 15, 2017 City Council meeting, staff prepared a resolution supporting Summit County's efforts in recognizing the value of Federal Public Lands to Park City and Summit County.

Respectfully:

Heinrich Deters, Trails and Open Space Program Manager



City Council Staff Report

Subject: Public Lands Resolution
Author: Heinrich Deters
Department: Sustainability
Date: June 29, 2017
Type of Item: Resolution

Summary Recommendation

Consider a resolution in support of Summit County's efforts to recognize the ongoing value of Federal Public Lands within Summit County and the State of Utah.

Executive Summary

Per Council direction at the June 15, 2017 City Council meeting, staff prepared a resolution supporting Summit County's efforts in recognizing the value of Federal Public Lands to Park City and Summit County.

Acronyms

PCMC Park City Municipal Corporation
EO Executive Order

The Opportunity

Per Council direction, Park City residents have been voicing their support for Summit County's efforts in acknowledging the importance and value of maintaining public lands through a formal resolution. While Park City itself does not have significant Federal acreage, the City has a long standing commitment to open space preservation and public recreation. By adopting a resolution in support of Summit County and expressing a formal Council policy position, City Council has the opportunity to make a public statement and reinforce a longstanding commitment to open space and public recreation.

Background

On April 26, 2017, an Executive Order (EO) was issued outlining the [Review of Certain National Monuments Established Since 1996](#). The (EO) states: "Within 45 days of the date of this order, the Secretary shall provide an interim report to the President... The interim report shall include recommendations for such Presidential actions, legislative proposals, or other actions consistent with law as the Secretary may consider appropriate to carry out the policy set forth in section 1 of this order."

Below is a list of 'certain' National Monuments designated or expanded since 1996. Two of them 'Bear's Ears and Grand Staircase Escalante' were the focus of initial site visits by the new Secretary of the Interior.

National Monuments Being Initially Reviewed Pursuant to Criteria in Executive Order 13792

Monument	Location	Year(s)	Acreage
Basin and Range	Nevada	2015	703,585
Bears Ears	Utah	2016	1,353,000
Berryessa Snow Mountain	California	2015	330,780
Canyons of the Ancients	Colorado	2000	175,160
Carrizo Plain	California	2001	204,107
Cascade Siskiyou	Oregon	2000/2017	100,000
Craters of the Moon	Idaho	1924/2000	737,525
Giant Sequoia	California	2000	327,760
Gold Butte	Nevada	2016	296,937
Grand Canyon-Parashant	Arizona	2000	1,014,000
Grand Staircase-Escalante	Utah	1996	1,700,000
Hanford Reach	Washington	2000	194,450.93
Ironwood Forest	Arizona	2000	128,917
Mojave Trails	California	2016	1,600,000
Organ Mountains-Desert Peaks	New Mexico	2014	496,330
Rio Grande del Norte	New Mexico	2013	242,555
Sand to Snow	California	2016	154,000
San Gabriel Mountains	California	2014	346,177
Sonoran Desert	Arizona	2001	486,149
Upper Missouri River Breaks	Montana	2001	377,346
Vermilion Cliffs	Arizona	2000	279,568

National Monuments Being Reviewed To Determine Whether the Designation or Expansion Was Made Without Adequate Public Outreach and Coordination With Relevant Stakeholders

Katahdin Woods and Waters	Maine	2016	87,563
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In accordance with the EO, on June 10th, the Secretary submitted a 45-day interim report on Bears Ears National Monument. [Bears Ears Interim Report](#). The report noted possible boundary revisions through ‘appropriate authority’, as well as, ‘appropriate conservation designations’, within the current monument. Finally, the Secretary extended the public comment period through July 10, 2017.

In response to numerous requests by Summit County residents and public input, Summit County Council, on June 14th, unanimously adopted a resolution recognizing the value of Federal Public Lands to Summit County. [June 14, 2017 Summit County Council Agenda](#).

Additionally, on June 15, City Council, in response to several requests from citizens directed staff to return with a similar resolution.

Department Review

This report has been reviewed by the City Attorney and Executive Departments.

Attachments

A- Resolution Recognizing the value of Federal Lands within Summit County and the State of Utah.

RESOLUTION NO. 19-2017

A RESOLUTION RECOGNIZING THE VALUE OF FEDERAL PUBLIC LANDS TO PARK CITY, UTAH'S ECONOMY, RECREATION AND QUALITY OF LIFE

WHEREAS, Park City and Summit County's open spaces create a mosaic of extraordinary scenery, habitat, recreation and natural resources, managed for multiple-use, that are of immeasurable value to the health, welfare and enjoyment of residents and visitors; and

WHEREAS, Park City voters have passed Recreation and Open Space bonds totaling \$65 million, which have been used to purchase thousands of acres of land to preserve for open space and recreational activities; and

WHEREAS, Whereas, Public lands are the backbone of a \$646 billion outdoor recreation economy, to which several businesses, including Anomaly Action Sports, Mountain Hub, POC, SnowSports Industries America, and Soul Poles call Park City home; and

WHEREAS, Park City's attraction to businesses, employers, employees, and tourists are a significant component of the local economy which is dependent on the high quality of life arising out of the expansive wild landscapes and outdoor recreational opportunities available; and

WHEREAS, Park City and Summit County have engaged in climate action planning to reduce its greenhouse gas (GHG) emissions and impacts on climate change, as well as to plan for an economically vibrant, environmentally healthy, and socially responsible future. The preservation of public lands and open spaces is critical to this planning; and

WHEREAS, forests within these federally managed lands function as carbon storage critical to climate health; and

WHEREAS, management of federal public lands in compliance with federal law provides for collaboration with state and local agencies, and the community at large, that is more likely to produce effective landscape-wide management and economic viability and vitality than proposals to transfer federal lands out of federal ownership; and

WHEREAS, any loss of these public lands or of public access thereto would have damaging consequences for Park City's economy and harm the health and welfare of residents and visitors; and

WHEREAS, Park City strongly believes the transfer of federal lands within Summit County and the State of Utah, out of federal ownership would undermine the value of the communities ongoing investment in its open space programs; and

WHEREAS, Park City citizens, and Americans throughout the country use federal public lands across the United States, and value them as a distinctly prideful part of our national heritage and a legacy for future generations, no matter in which state we live; and

WHEREAS, Park City supports the continued designation of our national monuments, particularly those located in the State of Utah, such as Bears Ears and Grand Staircase-Escalante. The lands within the Bears Ears National Monument are shared ancestral lands of more than one dozen tribes and are sacred to Native Americans throughout the Southwest. Any change to the designation of this monument should be done in consultation with the Sovereign Nations of the Navajo, Hopi, Zuni and Ute Mountain Ute tribes and the local counties in which these lands may be found; and

NOW, THEREFORE, BE IT RESOLVED by the Park City Council of Summit County, Utah, that:

1. The Mayor and Park City Council supports continued federal ownership and management of invaluable public lands in Summit County, Utah, as well as in the United States generally.
2. The Mayor and Park City Council recognize the irreplaceable value these lands provide to our economy, recreation, quality of life and national heritage.

APPROVED AND ADOPTED this 29th day of June, 2017.

PARK CITY MUNICIPAL CORPORATION

Mayor Jack Thomas

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

Mark D. Harrington, City Attorney



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

Staff finds that the Park City Kimball Arts Festival is operating consistently with the City Services Agreement and meeting the requirements of a Level Three Special Event permit as according to section 4-8 of the Park City Municipal Code. Staff recommends the approval of the 2017 Supplemental Plan and recommends a waiver of the estimated City Service fees in the amount of one thousand seventy two, eight hundred and sixty dollars (\$172,860.00) in accordance with the City Service Agreement.

The Park City Kimball Arts Festival serves as the primary fundraiser for the Kimball Art Center each year and is a Level 3 event that helps maintain Park City's reputation throughout the Western State's as a destination for arts and culture. Over the last 47 years, proceeds from the Festival enable the Kimball Art Center to provide numerous exhibitions and programs including:

- free of charge, year round (world class) art exhibitions;
- gallery tours;
- monthly "Art Talks";
- school programs and curriculum opportunities for k - 12 teachers and students;
- and
- education outreach to youth, adults and under served constituents

Staff is returning to present City Council with the Supplemental Plan for the 2017 Park City Kimball Arts Festival. PCKAF is an important cultural and community event and provides economic benefits to our local business community.

The popularity of the event has brought both suggestions for additional mitigations and concerns regarding the City's carrying capacity. Together, staff has worked with the applicant to address the concerns and implement increased mitigation strategies for this event.

Staff is returning to Council for the approval of this event, later than required in the City Service Agreement due to coordination and implementation of increased mitigation strategies, specifically construction, traffic and residential mitigations. While staff and the applicant did not want to wait any longer to return to Council to approve this event, there may be lessons learned during the Fourth of July Celebration that staff will implement/change for the 2017 Park City Kimball Arts Fest.

Staff currently anticipates returning to Council on Tuesday, October 24th for debrief of

the event. The debrief will focus on the increased mitigations for this event to help determine needs for both this event and other major events.

Respectfully:

Jennifer Diersen,

City Council Staff Report



Subject: Park City Kimball Arts Festival Supplemental Plan
Author: Jenny Diersen, Special Event Coordinator
Department: Special Events
Date: Thursday, June 29, 2017
Type of Item: Administrative

Summary Recommendation

City Council should hold a public hearing, review and approve the 2017 Park City Kimball Arts Festival based on findings that they are operating consistently with the [City Services Agreement](#) as entered into on December 16, 2017 and that the event meets the requirements of a Level Three Special Event Permit according to section [4-8 of the Park City Municipal Code](#). Additionally, Council should review and approve the estimated City Service Special Event Fee Reduction in the amount of \$172,860.00 (one hundred seventy two thousand, eight hundred and twenty dollars) in accordance with the City Services Agreement.

Executive Summary

The Park City Kimball Arts Festival serves as the primary fundraiser for the Kimball Art Center each year and is a Level 3 event that helps maintain Park City's reputation throughout the western states as a destination for arts and culture. Over the last 47 years, proceeds from the Festival enable the Kimball Art Center to provide numerous exhibitions and programs including:

- free of charge, year round (world class) art exhibitions;
- gallery tours;
- monthly "Art Talks";
- school programs and curriculum opportunities for k – 12 teachers and students; and
- education outreach to youth, adults and underserved constituents.

Staff is returning to present City Council with the Supplemental Plan for the 2017 Park City Kimball Arts Festival. PCKAF is an important cultural and community event and provides economic benefits to our local business community.

The popularity of the event has brought both suggestions for additional mitigations and concerns regarding the City's carrying capacity. Together, staff has worked with the applicant to address the concerns and implement increased mitigation strategies for this event.

Staff is returning to Council for the approval of this event, later than required in the City Service Agreement, due to coordination and implementation of increased mitigation strategies, specifically construction, traffic and residential mitigations that have been requested by City Council. While staff and the applicant did not want to wait any longer

to return to request Council approval of this event, there may be lessons learned during the Fourth of July Celebration that staff will implement/change for the 2017 Park City Kimball Arts Fest.

Staff finds that the Park City Kimball Arts Festival is operating consistently with the City Services Agreement and meeting the requirements of a Level Three Special Event permit as according to section 4-8 of the Park City Municipal Code. Staff recommends the approval of the 2017 Supplemental Plan.

Staff currently anticipates returning to Council on Tuesday, October 24th for debrief of the event. The debrief will focus on the increased mitigations for this event to help determine needs for both this event and other major events.

Acronyms

HPCA – Historic Park City Alliance
PCKAF – Park City Kimball Arts Festival
PCMC – Park City Municipal Corporation
SEAC – Special Events Advisory Committee

The Problem and the Opportunity

The Park City Kimball Arts Festival is one of the largest events on Park City's event calendar. The continued success of the event has also created impacts that need to be mitigated, specifically in the Old Town neighborhood and Main Street areas. The size and popularity of the event require coordination between almost every department in the City, as well as, many community partners.

Background

<u>Date</u>	<u>Item</u>
November 3, 2016	Kimball Arts Festival Contract Approval / Minutes (pg.14)

The 2017 PCKAF Supplemental Summary of Changes is attached in Exhibit C regarding the following topics:

- Event Timeline & Operations
- Construction Mitigations
- Transportation & Parking Plans
- Residential Mitigation Plans
- Community Engagement & Notification Plans
- Environmental Sustainability
- Financial Considerations

Exhibit D is a link to the full 2017 Supplemental Summary (which is a requirement of their event permit) provided by the Kimball Art Center.

Analysis Summary

Comments regarding the Park City Kimball Arts Festival continue to be largely positive.

The HPCA and SEAC have been made aware of tonight's discussions. Staff attended the May HPCA meeting to give a high level review of proposed changes to the 2017 PCKAF event, specifically with regards to the Transportation and Parking Plans.

Staff is appreciative of the coordination of the many organizations, jurisdictional partners and City Departments that make this event safe, fun and successful.

Alternatives for City Council to Consider

1. Recommended Alternative: In accordance with Findings, Conclusions and Conditions of Approval, Staff recommends that City Council review and approve the Supplemental Plan for the 2017 Park City Kimball Arts Festival based on findings that they are operating consistently with section 4-8 of the Municipal Code. Staff will report on the event during a debrief, which is currently scheduled at the Tuesday, October 24 City Council meeting.

- A summary of the changes for the 2017 supplemental plan are summarized as follows:
 - The 2017 PCKAF & Gala will be held on Thursday, July 13 and Friday, August 4 through 6, 2017. Set up and breakdown will be held from Friday, August 4 at 2:00 a.m. to Sunday, August 6 at midnight.
 - Traffic, Parking & Residential Mitigations including
 - Paid Parking at China Bridge for \$20.00 – Friday, Saturday & Sunday for the event.
 - Transit Lane on Deer Valley Drive
 - Bike Valet
 - Offsite Parking at Park City High School, Park City Mountain Base, Canyons, and Deer Valley Lots 5 & 6.
 - Increased Old Town Parking Restrictions to reduce residential impacts – additional Police locations.
 - Parking Removal for the following locations:
 - Flagpole Parking Lot – Oversized Artist Vehicle
 - Galleria Parking Lot – Oversized Artist Vehicle
 - Bob Wells Parking Lot – Oversized Artist Vehicle
 - Swede Alley Parking Spaces – Transit Loading / ADA
 - Heber Avenue – Event Footprint
 - Brew Pub Parking Lot – Event Footprint
 - All of Main Street – Event Footprint
 - All of Park Avenue from Heber Avenue to 9th Street -
 - Communications & Notification plans including
 - Preseason (May) Event Notification to Old Town Residents
 - Week prior event notification to Old Town Residents (July)
 - HPCA and SEAC notifications (June, July, August)
 - Implementation of the Text Alert System (Text PCARTFEST to 888777) to get important impact and emergency information. We will also continue to use the summer long text alert – PCEVENTS.
 - Development of informative impact materials to be hosted on City's website. Information including transportation impacts and event

schedule to be included. All information translated to Spanish by Park City Staff.

- Social Media, Radio and Newspaper information.
- Sustainable Efforts
 - Recycling available throughout the event. Kimball Art Center will report recycling statistics in event debrief.
 - Serving materials shall be recyclable for Food Vendors. Biodegradable serving materials are highly encouraged.
 - Promotion of alternative transportation methods for the event including Walk, Bike, Bus and Carpool.
 - Addition of Bike Valet to event transportation plan.
 - Encouraging vendors to no longer the use of plastic bags for the event's food and artist vendors.
- Financial Considerations
 - Kimball shall make Cash Payment towards City Services in the amount of \$10,000.00.
 - City Services are currently estimated at the amount of \$172,860.00 (one hundred seventy two thousand, eight hundred and twenty dollars).

Pros:

- a. Staff believes the Park City Kimball Arts Festival aligns with [City Council's goals](#) of providing a complete community that values economic diversity and arts and culture, and a thriving mountain community in the following ways:
 - Vibrant arts and culture offering;
 - Protected and celebrated history, as well creating a community gathering place;
 - Safe Community;
 - Balance between tourism and local quality of life;
 - Varied and extensive event offerings;
 - Accessibility during peak times
 - Well utilized, fare-free, regional public transit, walk-able and bike-able community;
 - World-class, multi-seasonal resort destination

2. Deny Alternative: Deny that the Park City Kimball Arts Festival event meets the requirements of a Level Three Special Event Permit according to section [4-8 of the Park City Municipal Code](#).

Cons

- a. Compliance with the Findings, Conditions of Approval and City Services Agreement for the 2017 event would not be approved.

3. Continue the Item Alternative: The City Council may continue the item for more information or discussion.

Cons:

- a. This will further postpone the approval of Supplemental Plan for the 2017 Park City Kimball Arts Festival.

4. Do Nothing Alternative: The Council may do nothing and take no action. The findings of the 2017 Park City Kimball Arts Festival would not be approved, and the event may not proceed as planned.

Cons

- a. This would provide lack of direction regarding the operation of the 2017 Park City Kimball Arts Festival.

Department Review

Special Events, Sustainability, Economic Development, Emergency Management, Police, Legal, Executive and Budget have reviewed this report. Parks, Building, Parking Services, Public Works, Transit and Transportation Planning Departments had not reviewed this report at the time it was due but are coordinating to ensure that all mitigations and conditions of approval are met.

Funding Source

Funding for the Park City Kimball Arts Festival comes from the General Fund. The Kimball Art Center will be invoiced for \$10,000 in City Services as according to requirements in their contract.

Links & Attachments

- | | |
|-----------|--|
| Exhibit A | 2017 Park City Kimball Arts Festival Special Event Application |
| Exhibit B | 2017 Park City Kimball Arts Festival Level Three Special Event Permit Findings, Conclusions and Conditions of Approval DRAFT |
| Exhibit C | 2017 Park City Kimball Arts Festival Changes Summary |
| Exhibit D | Click Here for the 2017 Park City Kimball Arts Festival Supplemental Plan |



Park City Municipal Corporation

Special Event Permit Application

Special Events Department
City Hall, Third Floor
445 Marsac Avenue
P.O. Box 1480
Park City, Utah 84060
specialevents@parkcity.org

APPLICATIONS DO NOT CONSTITUTE AS A PERMIT.

PERMITS ARE APPROVED BY THE SPECIAL EVENTS DEPARTMENT OR CITY COUNCIL IN WRITING AFTER COMPLETE APPLICATIONS ARE REVIEWED UNDER PARK CITY MUNICIPAL CODE 4-8.

Applications for Special Event Permits are due no later than 90 days (Level 3), 60 days (Level 2), or 30 days (Level 1) prior to an event. Incomplete applications cannot be reviewed. Applications submitted after the deadlines as described above may be denied. More information can be found at www.parkcity.org or by contacting specialevents@parkcity.org.

IF YOU HAVE QUESTIONS, OR YOU WOULD LIKE TO SCHEDULE A MEETING BEFORE SUBMITTING YOUR APPLICATION, PLEASE CONTACT:

Tommy Youngblood
tommy.youngblood@parkcity.org

(866) 654-1187

Jenny Petersen jennypetersen@parkcity.org

(866) 654-1188

APPLICATION FEES & EXPENSES

Level Three Special Event Permit \$160.00
Level Two Special Event Permit \$80.00
Level One Special Event Permit \$40.00

- Application Levels are determined by the Special Events Department after reviewing complete applications.
- Additional fees for other City Services will be estimated and provided to the applicant upon receipt of a complete application.
- Applicants may incur additional expenses from other City, County or State jurisdictions.
- Fee Reductions for some City Services are considered bi-annually. Fee Reduction Applications are due on:
• April 1, for events July 1 – December 31; and October 1, for events January 1 – June 30.

AS THE APPLICANT YOU UNDERSTAND & AGREE TO THE FOLLOWING: (Check all that you understand and agree to)



To insure prompt and accurate processing of your application, ensure that ALL support materials and documentation accompany your application. Failure to do so will constitute an incomplete application and may delay review and approval processes. I understand a complete application shall include this application completed, with traffic and transportation plan, contingency plan – including operations plan, emergency plan, weather conditions and residential and notification outreach plan; site plan and permission of use for properties.



Park City Municipal Corporation requires a certificate of insurance in an amount to be determined by the City Attorney's Office. Submitting incomplete application information may delay the ability to determine the amount required. The amount of insurance required by the City Attorney's office is final and the applicant shall be required to submit proof of coverage including naming Park City Municipal Corporation, 445 Marsac, P.O. Box 1480, Park City, Utah 84060 as additionally insured prior to the start of any event activity.



After the application is evaluated, the applicant will be responsible for providing proof that I have obtained other permits as necessary from City, County or State agencies, as well as the application fee amount based on the Level of event.



I understand that as the applicant, I will assume and reimburse the City for any and all costs and expenses determined by Park City Municipal Corporation. Park City Municipal Corporation may require a deposit to cover such expenses. I may incur costs from other departments or other jurisdictional agencies. I understand I can request an estimate of City Services for the event upon submitting a complete application, and that should I choose to, I can request a reduction of fees for some services as pertains to Park City Municipal code 4-8-9 through the bi-annual fee reduction application and process.



I understand I am able to request a meeting with the Special Events Department prior to submitting an application and that this application does not constitute as a valid permit. I understand that permits are approved by the Special Events Department or City Council in writing after complete applications are reviewed under Park City Municipal Code 4-8.

APPLICANT AND SPONSORING ORGANIZATION INFORMATION

NAME OF EVENT: Park City Kimball Arts Festival

FIRST TIME
EVENT:

Yes



No

ANNUAL EVENT:



Yes

No

IF ANNUAL, HOW MANY YEARS:

48

ANNUAL EVENT THAT WILL BE THE SAME AS LAST YEAR:



Yes

No

ANNUAL EVENT THAT WILL HAVE CHANGES FROM LAST YEAR:



Yes

No

NAME OF APPLICANT (FIRST & LAST): Kathy Kennedy

TITLE / POSITION: Managing Director

BUSINESS / ORGANIZATION NAME: Kimball Arts Center

IS BUSINESS / ORGANIZATION A REGISTERED NON-PROFIT



Yes, a copy of IRS paperwork is attached

No

MAILING ADDRESS OR BUSINESS / ORGANIZATION: 1401 Kearns Blvd.

CITY, STATE, ZIP: Park City, UT 84060



Park City Municipal Corporation

Special Event Permit Application

Special Events Department
City Hall, Third Floor
445 Marsac Avenue
P.O. Box 1480
Park City, Utah 84060
speialevents@parkcity.org

PHYSICAL ADDRESS OF BUSINESS / ORGANIZATION: 1401 Kearns Blvd.									
CITY, STATE, ZIP: Park City, UT 84060									
PHONE (PRIMARY): 435-649-8882					PHONE (SECONDARY): 435-901-2960				
EMAIL: kathy.kennedy@kimballartcenter.org									
BUSINESS / ORGANIZATION WEBSITE: kimballartcenter.org									
SOCIAL MEDIA LINKS: Facebook, Instagram, Twitter, Pinterest, SpinGo, etc...									
DAY OF EVENT PRIMARY CONTACT									
ON-SITE DAY OF PRIMARY CONTACT NAME (FIRST & LAST): Dave March									
ON-SITE DAY OF PRIMARY CONTACT CELL PHONE: 435-901-2960									
ON-SITE DAY OF PRIMARY CONTACT EMAIL: dave.march@kimballartcenter.org									
PUBLIC EVENT INFORMATION									
WEB SITE FOR PUBLIC EVENT INFORMATION: kimballartcenter.org									
PHONE NUMBER FOR PUBLIC EVENT INFORMATION: 435-649-8882									
EMAIL ADDRESS FOR PUBLIC EVENT INFORMATION: info@kimballartcenter.org									
Overall event description is attached as a separate document, with the contingency plan and is submitted with the application.									
EVENT LEVEL DETERMINATION									
THE EVENT WILL INCLUDE THE FOLLOWING ACTIVITIES: (Check all that apply)									
☒							☒		
FESTIVAL / FAIR	PARADE	SKI / SNOW BOARD	RUN	BIKE	WALK	TRAIL USE	CONCERT	CULINARY	FILMING
☒								OTHER:	
ARTS & CULTURE EVENT		HOLIDAY CELEBRATION			RECREATION / SPORTING EVENT				
THE EVENT WILL INVOLVE THE USE OF: (Check all that apply)									
☒	☒	☒	☒				☒		☒
MAIN STREET	RESORT PROPERTY	SCHOOL DISTRICT PROPERTY	PRIVATE PROPERTY	CITY PARKS	CITY FIELDS	CITY FACILITY RENTAL	RESIDENTIAL AREAS	PARK CITY LIMITS	AMPLIFIED SOUND
THE TARGET MARKET FOR THIS EVENT IS: (Check all that apply)									
☒	☒	☒	☒	☒	☒	☒	☒	☒	
YOUTH / FAMILIES	ADULTS	LOCAL	STATE-WIDE	REGIONAL	NATIONAL	INTER NATIONAL	SPECTATORS	PARTICIPANTS	OTHER:
THIS EVENT WILL: (Check all that apply)									
				☒		☒			
LIMIT # OF PARTICIPANTS		BE FREE FOR SPECTATORS		BE FREE FOR PARTICIPANTS		INCLUDE VENDORS OR SPONSOR		BE FREE AND OPEN TO THE PUBLIC	
		☒		☒		☒			
LIMIT # OF SPECTATORS		CHARGE ADMISSION FOR SPECTATORS		CHARGE PARTICIPANTS		NOT INCLUDE VENDORS OR SPONSOR		BE A PRIVATE EVENT	
THIS EVENT WILL BE HELD: (Check all that apply)									
EVENT DATE(S):									
☒	☒	☒	☒	☒	☒	☒	☒	☒	
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY			
WEEKLY		MONTHLY		SERIES		ONE DAY			
NUMBER OF EVENT(S): 2				# OF CONSECUTIVE DAYS: 3					



Park City Municipal Corporation

Special Event Permit Application

Special Events Department
City Hall, Third Floor
445 Marsac Avenue
P.O. Box 1480
Park City, Utah 84060
speialevents@parkcity.org

ONE DAY EVENT HOUR(S)			
EVENT HOUR(S): Gala 18:00-21:40		OPENING TIME: 18:00	EVENT ENDS: 21:40
EVENT SET-UP DATE: 7/10/17 - 7/13/17		BREAK-DOWN DATE: 7/14/17	
SET-UP TIME(S): 08:00 - 18:00		BREAK-DOWN TIME(S): 08:00 - 18:00	
MULTIPLE DAY EVENT HOUR(S) - If different for each date			
DAY: Tuesday-Thursday	DATE:	OPENING TIME:	EVENT ENDS:
EVENT SET-UP DATE: 8/1/17-8/3/17		BREAK-DOWN DATE:	
SET-UP TIME(S): 07:00 - 18:00		BREAK-DOWN TIME(S):	
DAY: Friday	DATE: 8/4/17	OPENING TIME: 17:00	EVENT ENDS: 21:00
EVENT SET-UP DATE: 8/4/17		BREAK-DOWN DATE:	
SET-UP TIME(S): 03:00-17:00		BREAK-DOWN TIME(S):	
DAY: Saturday	DATE: 8/5/17	OPENING TIME: 10:00	EVENT ENDS: 20:00
EVENT SET-UP DATE: 8/5/17		BREAK-DOWN DATE:	
SET-UP TIME(S): 06:00-10:00 - scheduled w/PCKAF		BREAK-DOWN TIME(S):	
DAY: Sunday	DATE: 8/6/17	OPENING TIME: 10:00	EVENT ENDS: 18:00
EVENT SET-UP DATE: 8/6/17		BREAK-DOWN DATE: 8/6/17	
SET-UP TIME(S): 06:00-10:00 - scheduled w/PCKAF		BREAK-DOWN TIME(S): 18:00-23:00	
DAY: Monday	DATE:	OPENING TIME:	EVENT ENDS:
EVENT SET-UP DATE:		BREAK-DOWN DATE: 8/7/17	
SET-UP TIME(S):		BREAK-DOWN TIME(S): 08:00-12:00	
INCLEMENT WEATHER INFORMATION:			
DAY:	DATE:	OPENING TIME:	EVENT ENDS:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
☒	No inclement weather date is required, and the event will be held rain or shine. I understand the event may be cancelled or postponed by the city due to hazardous or damaging conditions		
EVENT ATTENDANCE (Complete all that apply)			
IF ANNUAL EVENT: 50,000			
TOTAL EVENT ATTENDANCE OF PREVIOUS YEAR: 50,000		TOTAL DAILY EVENT ATTENDANCE OF PREVIOUS YEAR: 16,667	
ALL APPLICANTS MUST COMPLETE THE FOLLOWING SECTION (NEW OR ANNUAL EVENTS)			
ESTIMATED # OF PARTICIPANTS: 220		ESTIMATED # OF VENDORS: 20	
ESTIMATED # OF SPECTATORS: 50,000		ESTIMATED # OF VOLUNTEERS: 400	
ESTIMATED # OF STAFF: 50		ESTIMATED DAILY ATTENDANCE: 16,667	
ESTIMATED HIGHEST TOTAL ATTENDANCE AT ONE TIME: 8,000		ESTIMATED TOTAL ATTENDANCE OF ENTIRE EVENT: 50,000	
☒	I anticipate the event to have an attendance of 500 or more people and understand, as the applicant, I may be required to obtain a mass gathering permit from summit county: http://www.summitcountyhealth.org/		



Park City Municipal Corporation

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Special Events Department
City Hall, Third Floor
445 Marsac Avenue
P.O. Box 1480
Park City, Utah 84060
specialevents@parkcity.org

SIDEWALK & STREET USE (circle and complete all that apply)			
THE EVENT WILL HAVE:			
STREETS			
☒	STREET CLOSURE MAP IS ATTACHED		☒ CLOSURE SIGN / MARKING
☐	ROLLING CLOSURE	☐ PARTIAL CLOSURE	☐ FULL CLOSURE ☐ NO CLOSURE
NAMES OF STREETS TO BE CLOSED:		TIMES: (START / END OF CLOSURE)	
Main(Swede to 9th), 4th, 5th, Heber, 7th		START: 8/4 03:00	END: 8/6 23:00
Swede Alley		START: 8/4 07:00	END: 21:00
Swede Alley		START: 8/5 08:00	END: 20:00
Swede Alley		START: 8/6 08:00	END: 20:00
REASON FOR CLOSURE: Event & set-up requirements.			
SIDEWALKS			
☐	SIDEWALK CLOSURE MAP IS ATTACHED		☐ CLOSURE SIGN / MARKING
☐	PARTIAL CLOSURE	☐ FULL CLOSURE	☒ NO CLOSURE ☐ CROWD CONTROL PLAN
ADDRESS:			
ADDRESS OF CLOSURE: (FROM / TO)		TIMES: (START / END OF CLOSURE)	
FROM:	TO:	START:	END:
FROM:	TO:	START:	END:
FROM:	TO:	START:	END:
FROM:	TO:	START:	END:
REASON FOR CLOSURE:			
TRAILS			
☐ TRAIL COURSE MAP IS ATTACHED		☐ COURSE / SIGN MARKING INFORMATION IS ATTACHED	
NAMES OF TRAILS TO BE USED:			
PARADE			
ASSEMBLY AREA:		DISBANDING AREA:	# OF PARADE ATTENDEES:
PARADE IS:			
☐ WALKING ONLY	☐ VEHICLES & WALKING	☐ VEHICLES ONLY	☐ WILL HAVE ANIMALS
OTHER PARADE INFO:			



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CITY PARKING FACILITIES REQUEST

GENERAL PARKING (Where will you be directing event attendees to park cars?)

HOW MANY PARKING SPACES DOES THE EVENT NEED?

AT HIGHEST POINT?

✓
MAIN STREET

✓
CHINA BRIDGE

✓
FLAGPOLE LOT

✓
BREW PUB LOT

✓
SANDRIDGE PARKING LOTS

PARK AVENUE

CITY PARK

MAWHINNEY LOT

QUINNS LOT

RICHARDSON FLATS

OTHER:

WILL THE EVENT PROVIDE TRANSPORTATION SERVICES TO THE EVENT FROM PARKING AREAS?:

✓

YES

NO

ADA PARKING AVAILABLE?:

✓

YES

NO

THE EVENT WILL REQUIRE PARKING REMOVAL?:

✓

YES

NO

The event will require parking removal as indicated below, and I will complete a special use of public parking application as required with the Park City Parking Services Department

NAME OF AREA OR STREETS: Main @ designated parking space BETWEEN: Swede - 9th

TIME - START / END: 8/3/17 - 07:00

REASON (what/who): Equipment staging & set up

NAME OF AREA OR STREETS: Heber @ north curb lane

BETWEEN: Main & Park

TIME - START / END: 8/2-3/17 - 07:00

REASON (what/who): Equipment staging & set up

NAME OF AREA OR STREETS: Brew Pub Lot

BETWEEN: See OPS plan

TIME - START / END: 8/2-7/17

REASON (what/who): Equipment staging & set up

NAME OF AREA OR STREETS: Bob Wells Lot

BETWEEN: See OPS plan

TIME - START / END: 8/1/17-07:00 to 8/7/17-12:00

REASON (what/who): Equipment staging & set up

TRANSPORTATION

WILL THE EVENT PROVIDE ALTERNATIVE TRANSPORTATION OPTIONS?

✓
BUS

✓
BIKE

✓
WALK

THE APPLICANT IS PROVIDING SHUTTLE OR BUS TRANSPORTATION OUTSIDE OF THE CITY'S SCHEDULE. THE APPLICANT HAS PROVIDED BUS DROP OFF AREA ON THE SITE MAP ATTACHED WITH THIS APPLICATION.

NAME OF TRANSPORTATION PROVIDER / COMPANY: Park City Municipal Transportation

PHONE:

EMAIL:

✓ THE APPLICANT IS PROVIDING BIKE TRANSPORTATION AT THE EVENT. WE HAVE PROVIDED BIKE PARKING AREAS ON THE SITE MAP WITH THIS APPLICATION.

✓ WE ARE PROVIDING WALKING AS AN OPTION TO ATTEND THE EVENT. WE HAVE PROVIDED WALKING PATH IDEAS ON THE SITE MAP WITH THIS APPLICATION.

ADDITIONAL TRANSPORTATION INFORMATION:

PUBLIC FACILITY USE

CHECK ALL THAT APPLY:

MINERS HOSPITAL AT CITY PARK

PARK CITY LIBRARY MEETING ROOMS

JIM SANTY AUDITORIUM

SOUTH CITY PARK

CITY PARK COVERED BBQ AREA

CITY PARK GAZEBO / STAND

CITY PARK SOFTBALLFIELD

CITY PARK RUGBY FIELD

SKATE PARK AT CITY PARK

QUINN'S SPORTEX FIELDS

ROTARY PARK

SCHOOL DISTRICT FIELDS

DIRT JUMP PARK

PARK CITY ICE ARENA

OTHER:



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TEMPORARY STRUCTURES & FLAMMABLE MATERIALS

I UNDERSTAND ALL TEMPORARY STRUCTURES AND FLAMMABLE MATERIALS MUST BE APPROVED BY THE PARK CITY BUILDING DEPARTMENT. SUCH INSPECTIONS WILL REQUIRE A FIRE/BUILDING PERMIT TO BE SUBMITTED 10 DAYS BEFORE THE EVENT, AS WELL AS AN INSPECTION THE DAY OF THE EVENT.

TEMPORARY BLEACHERS	INFLATABLES	☒ CANOPIES	TEMPORARY BADGES	TEMPORARY LIGHTING
TENTS 10X10 OR UNDER	HOW MANY: 240			
TRAILER	HOW MANY: 10			
STRUCTURES OVER 6 FEET TALL	PURPOSE:			HOW MANY:
DOES EVENT HAVE ELECTRICAL NEEDS?:	☒ YES	☐ NO	DOES EVENT REQUIRE USE OF GENERATORS	☐ YES ☒ NO
WILL YOU BE REQUESTING PERMITS FOR FIREWORKS?:			☐ YES	☒ NO
WILL THE EVENT REQUIRE THE USE OF FLAMMABLE MATERIALS, FUELS OR GASSES?:			☒ YES	☐ NO
NAME SUCH MATERIALS: Propane fuel for cooking @ Food Trucks- Brew Pub Lot				

WASTE MANAGEMENT AND RECYCLING

THE EVENT WILL PROVIDE ITS OWN GARBAGE CANS AND WASTE MANAGEMENT.						
THE EVENT WILL PROVIDE ITS OWN DUMPSTERS, WHICH IS INDICATED ON THE SITE MAP.						
☒	THE EVENT WILL USE THE CITY'S GARBAGE CANS AND WASTE MANAGEMENT, REQUIRING ADDITIONAL FEES.					
☒	THE EVENT WILL USE THE CITY'S DUMPSTERS, REQUIRING ADDITIONAL FEES.					
☒	THE EVENT WILL HIRE A COMPANY AND PROVIDE RECYCLING SERVICES FOR THE FOLLOWING MATERIALS:					
☒ PLASTIC	☒ PAPER	☒ ALUMINUM	☒ GLASS	☒ CARDBOARD	COMPOST	OTHER
☒	THE EVENT WILL UTILIZE CITY RESTROOM FACILITIES (List areas of city restroom facilities below:					
☒	THE EVENT WILL BRING ITS OWN RESTROOMS AND SANATARY STATIONS. (May be required by Summit County Health Department or Park City Building Department)					
WILL ANIMALS BE AT THE EVENT?:	☐ YES	☒ NO	IF YES, PLEASE DESCRIBE TYPE OF ANIMALS AND WASTE PLANS			
TYPES OF ANIMALS:						
I HAVE INCLUDED THE PLACEMENT OF THE ANIMALS IN THE SITE MAP OR LINE UP IN THE CONTINGENCY PLAN						
WILL DOGS BE ALLOWED AT THE EVENT?:	☒ YES	☐ NO	☒ LEASHED	☐ UNLEASHED		
WASTE MANAGEMENT PLAN HAS BEEN DESCRIBED IN THE CONTINGENCY PLAN ATTACHED TO THIS APPLICATION.						

FOOD & MERCHANDISE SALES

I UNDERSTAND THAT ALL VENDORS MUST OBTAIN A PARK CITY BUSINESS LICENSE. ALL VENDORS SERVING FOOD OR DRINKS MAY BE REQUIRED TO OBTAIN A FOOD SERVICE OR FOOD HANDLERS PERMIT FROM SUMMIT COUNTY.				
WILL THERE BE SALE OF MERCHANDISE?:	☒ YES	☐ NO		
WILL THERE BE COMPLIMENTARY FOOD?:	☒ YES	☐ NO		
WILL THERE BE SALE OF FOOD?:	☒ YES	☐ NO		
WILL THERE BE ALCOHOL FOR SALE?:	☒ YES	☐ NO		
☒ BEER	☒ WINE	☒ LIQUOR		
☒	I HAVE CONTACTED THE PARK CITY FINANCE DEPARTMENT REGARDING REQUIREMENTS FOR BEER & LIQUOR LICENSES.			



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☒ I UNDERSTAND THAT THE UTAH DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL (UDABC) MAY REQUIRE OTHER PERMITS.				
WILL FOOD ITEMS BE PRE-PACKAGED?:			☒ YES	☒ NO
WILL FOOD ITEMS BE COOKED ON SITE?:			☒ YES	☐ NO
I UNDERSTAND THAT IF COOKING IS ONSITE, A PARK CITY BUILDING/FIRE PERMIT MAY BE REQUIRED.				
WILL FOOD ITEMS BE PREPARED OFFSITE?:			☒ YES	☐ NO
DESCRIBE ITEMS: Food Trucks, prepackaged artisan snacks and catering				
TEMPORARY SIGNS				
WILL THERE BE TEMPORARY SIGNS AT THE EVENT?:			☒ YES	☐ NO
☒ I HAVE ATTACHED A SIGN PLAN DESCRIBING THE CONTENT, SIZES AND LOCATIONS IN THE CONTINGENCY PLAN.				
SAFETY - SECURITY				
☒ THE EMERGENCY AND SECURITY PLAN HAS BEEN ATTACHED IN THE OPERATIONS PLAN, INCLUDING CROWD CONTROL, ACCESS, FIRST AID. AFTER REVIEW OF THIS APPLICATION, REQUIREMENTS FOR EMTS, FIRE AND POLICE SERVICES WILL BE DETERMINED AS PART OF THE CONDITIONS OF APPROVAL OF THIS EVENT. THE SPECIAL EVENTS DEPARTMENT WILL BE ABLE TO GIVE THE APPLICANT AN ESTIMATE OF SUCH CITY SERVICE REQUIREMENTS.				
☒ THE EVENT WILL REQUIRE LAW ENFORCEMENT SERVICES BEYOND ROUTINE PERIODIC PATROL.				
THE EVENT WILL NOT REQUIRE LAW ENFORCEMENT SERVICES BEYOND ROUTINE PERIODIC PATROL.				
COMMUNICATION NEEDS				
WILL THERE BE INSTALLATION OF AN ANTENNA FOR COMMUNICATION NEEDS?:			☐ YES	☒ NO
INSTALLATION OF AN ANTENNA FOR COMMUNICATION IS INDICATED IN THE SITE PLAN WITH SPECIFICATIONS.				
MARKETING OF EVENT				
PROPER MARKING OF YOUR EVENT IS VITAL TO ITS SUCCESS. PLEASE CONTACT THE PARK CITY CHAMBER FOR ADDITIONAL INFORMATION AND ASSISTANCE. www.visitparkcity.com				
☒ I HAVE CHOSEN TO LIST INFORMATION REGARDING MY EVENT ON THE PARK CITY CHAMBER'S WEBSITE.				
I HAVE CHOSEN NOT TO LIST INFORMATION REGARDING MY EVENT ON THE PARK CITY CHAMBER'S WEBSITE.				
WHO IS THE TARGET MARKET FOR THIS EVENT?:		Visitors		
WHERE IS THE TARGET MARKET FOR THIS EVENT?: (choose all that apply)				
☒ LOCAL	☒ REGIONAL	☒ NATIONAL	☒ INTERNATIONAL	
WILL THIS EVENT BE FILMED AND TELEVISED?: (choose all that apply)			☒ YES	☐ NO
☒ LOCAL	☒ REGIONAL	☒ NATIONAL	☐ INTERNATIONAL	
PLEASE LIST ALL ADVERTISEMENT INCLUDING MEDIA COVERAGE, NEWSPAPER AND MAGAZINES:				
MEDIA (RADIO/TV): See Media Plan				
NEWSPAPER: See Media Plan				
MAGAZINES: See Media Plan				
OTHER: See Media Plan				
PLEASE SELECT RANGE OF MARKETING BUDGET:				
☐ \$100 OR UNDER	☐ \$100 - \$500	☐ \$500 - \$1,000	☐ \$1,000 - \$2,500	☒ ABOVE \$2,500



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APPLICANT AGREEMENT & SIGNATURE

I, the undersigned representative, have read the rules and regulations with reference to this application and am duly authorized by the organization to submit this application on its behalf. The information contained herein, including supporting documentation is complete and accurate.

Name (Printed):

Kathy Kennedy

Signature:

Date:

May 10, 2017



PARK CITY MUNICIPAL CORPORATION
Special Event Hold Harmless and Indemnification Agreement

This Hold Harmless and Indemnification Agreement must be completed and returned to the Special Event Manager ten (10) working days prior to the event or the event will be cancelled.

PLEASE PRINT

Kathy Kennedy

Name of Applicant

Park City Kimball Arts Festival & Gala

Name of Special Event

Gala 7/13/17 & PCKAF 8/4-6/17

Date(s) of Event

Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement. Each party represents and warrants to Park City Municipal Corporation that the execution and delivery of the Agreement and the performance of such party's obligations hereunder have been duly authorized and that the Agreement is a valid legal agreement and binding on such party and enforceable in accordance with its terms.

The person signing this Agreement represents and warrants to Park City Municipal Corporation that it has insurance coverage in place that covers the scope of activities associated with this event. This person further represents and warrants that the insurance coverage limits meet or exceed the coverage required to obtain this permit.

For and in consideration of Park City Municipal Corporation (PCMC) issuing a permit permitting the use of City streets and/or City owned/public property for the conducting of an event to be held as reported above, hereby agrees to defend, hold harmless, and indemnify PCMC, its officers, agents, servants, employees, and their successors, from and against all claims, loss, or demands for damages, including claims for loss of life, personal injury or wrongful death and/or damage to property arising out of the conduct of said Special Event as defined by Title 4 of the Park City Municipal Code, and further agrees that Applicant is indemnifying and holding harmless PCMC irrespective of whether the scope or limits of Applicant's insurance policies adequately cover any of the aforementioned claims or demands.

Kathy Kennedy

Name of Applicant

Signature

Name Printed

Managing Director

Title

1401 Kearns Bid.
Park City, UT 84060
435-649-8882

Applicant Address and Phone Number

STATE OF UTAH)
)ss.
COUNTY OF SUMMIT)

On this _____ day of _____, 20____, before me, the undersigned notary, personally appeared _____, personally known to me/proved to me through identification documents allowed by law, to be the person whose name is signed on the preceding or attached document, and acknowledged that he/she signed it voluntarily for its stated purpose as _____ for _____.

Notary Public



Exhibit B – PCKAF Level Three Special Event Permit DRAFT

SPECIAL EVENT PERMIT

Type of License: Level One Level Two X Level Three
Event Name: 2017 Park City Kimball Arts Festival & Gala
Event Date(s): Thursday, July 13 – Gala
 Friday through Sunday, August 4 through 6 – Park City Kimball Arts Festival
Event Location: Main Street
Licensee: Kimball Art Center
Contact Person: Kathy Kennedy, Managing Director, Kimball Art Center
Approved By: Special Events Coordinator X City Council of Park City
Approval Date: June 29, 2017

The Park City Council has approved the Level Three Special Event Permit for the Park City Kimball Arts Festival as part of the current City Services Agreement that was executed on March 11, 2014. The Park City Kimball Arts Festival is to be held on Lower Main Street (from Heber Avenue to 9th Street) and on 5th Street, on Sundays June 4th through September 17th from 10:00 to 5:00 p.m. The market will not be held on August 6th to accommodate the Park City Kimball Arts Festival or August 13th. This Level Three Special Event Permit has been issued under the authority described within the Park City Municipal Code Section 4-8-4(C) based on the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. Park City Kimball Arts Festival & Gala will operate during the following 2017 dates:
Thursday, July 13, 2017 – Park City Kimball Arts Festival Gala
Friday, August 4 through 6
Friday – 5:00 p.m. to 9:00 p.m.
Saturday – 10:00 a.m. to 7:00 p.m.
Sunday – 10:00 a.m. to 6:00 p.m.
2. Main Street shall be reopened to traffic and parking by 12:00 p.m. or sooner when possible on Sunday, August 6, 2017. The permittee will organize load-in and load-out for each vendor, as well as, ensure that traffic in the area continues to move during this high traffic time. The permittee is responsible for working to establish and follow parking plans. The applicant will have volunteers as well as the help of Park City Police Department to ensure that efficiency of traffic, transportation and public safety.
3. The permittee has secured permission from the school district to allow the use their parking areas at the Schools around Kearns Blvd. (Hwy. 248) throughout the event. The permittee has also secured parking at with Vail Resorts and Deer Valley Resorts.
4. The permittee will use the City's current transit schedule for attendees that use this lot. Increased transit has been scheduled during the event through the City's Transit Department.
5. The permittee is working with Park City Parking Services Department on exclusive use of City parking lots for vendors.
6. The permittee has established a weather and emergency plan and will train staff and volunteers to the requirements of the plans. The applicant has established these plans to maximize the safety event attendees, volunteers, staff, the general public. There are no weather dates for the event, but the applicant is aware that weather could interfere with the possibility of the event's proposed activities. In the case that the event were to be cancelled

due to dangerous weather conditions, they would notify the general public as well as participants in the event. The applicant understands that Park City Special Events, Police, Fire, Building Official/Fire Marshal and Emergency Management have the right to cancel or postpone the event at anytime due weather or emergency conditions.

7. The events associated with the Park City Kimball Arts Festival will not require the diversion of so great a number of police, fire, or other essential public employees from their normal duties as to prevent reasonable police, fire, or other public services protection to the remainder of the City.
8. The concentration of persons, vehicles, or animals will not unduly interfere with the movement of police, fire, ambulance, and other emergency vehicles on the streets or with the provision of other public health or safety services.
9. There are other Special Event Permits that have been granted for July 13 and August 4, 5, 6, 2017.

The table below will show in column (A) - Geographic separation of events; column (B) - Proposed time and duration of the events; column (C) - Anticipated attendance. Park City Kimball Arts Festival will not substantially interfere with the logistics and venue for any event for which a license has already been granted and with the provision of City services in support of other such events or governmental functions based on the following:

DATE	EVENT	A – Geographic Separation	B - Proposed Time & Duration	C – Anticipated Attendance
July 13, 2017	Triple Crown	Locations throughout Park City	8am – 8pm	3,000 throughout the event.
August 4, 2017	Deer Valley Music Festival	Deer Valley	7:00 p.m. – 10:00 p.m.	4,000
August 4, 2017	Sundance Summer Series	City Park	7 a.m. to noon	300
August 5, 2017	Deer Valley Music Festival	Deer Valley	7:00 p.m. – 10:00 p.m.	4,000
August 5, 2017	PCREC Volleyball Tournament	City Park	7:00 a.m. to 9:00 p.m.	350
August 6, 2017	Big Stars Bright Nights Concert Series	Deer Valley	7:00 a.m. to 9:00 p.m.	3,000

10. The size of the crowd and nature of the event will not create an imminent possibility of violent disorderly conduct likely to endanger public safety or cause significant property damage.
11. The applicant has been working with City Staff and applicable departments to address all event concerns. The Applicant demonstrates an ability and willingness to conduct the event pursuant to the terms and conditions of this Chapter and has not failed to conduct a previously authorized event in accordance with the law or the terms of a license, or both.
12. Staff finds Park City Kimball Arts Festival is consistent with the measures as outlined in the City Services Agreement as entered into on December 16, 2017 and supports Council's goal of creating a complete community that values economic diversity, arts and culture, and a thriving mountain community. This event creates a community gathering place, encourages and supports the Historic Main Street Alliance, Park City Businesses and encourages local and regional tourism and supports continued Main Street vibrancy.



Conclusions of Law:

1. The application is consistent with the requirements of the Park City Municipal Code, Title 4, Chapter 8.

Conditions of Approval:

1. The applicant, at its' cost, shall incorporate such measures as directed by Staff in order to ensure that any safety, health, or sanitation equipment, and services or facilities reasonably necessary to ensure that the event will be conducted with due regard for safety are provided and paid for by the applicant.
2. The permittee shall keep all noise to the hours of the event as described above in the permit. which are between 10:00 a.m. and 5:00 p.m. The applicant must apply and receive permission pursuant to Park City Municipal Code [6-3](#) prior to conducting any activity in excess of the noise ordinance. The applicant will work with City Staff to orient the activities so as to minimize sound impacts to the neighborhood and the applicant shall monitor the following:
(A) The permittee, or his/her designee, shall provide on-site management for each aspect of the event.
3. The permittee has agreed to return to City Council and give a debrief of the 2017 event.
4. The permittee is required to submit minimum insurance as required by state law as approved by the City Attorney's office in the amounts as indicated below.
The permittee must name Park City Municipal Corporation as hereby an additional insure with respect to liability arising out of or in connection with KAC's activities under the Service Agreement and further indemnify the City from liability occurring at the event, except for any claim arising out of the sole negligence or intentional torts of the City or its employees. It is suggested that the insurer have AM Best Financial Strength rating of at least A:VII.
 - General Liability of \$2,000,000 per occurrence / \$4,000,000 aggregate
 - Auto Liability of \$2,000,000 combined single limit for bodily injury and property damage per accident.
 - Liquor Liability of \$1,000,000 per occurrence/ \$2,000,000 aggregate
 - Proof of Workers Compensation with regard to statutory limits of \$500,000 per accident. (Please note that the City does not have to be additionally insured on this specific policy).
 - The Kimball Art Center shall require any hired security to provide a policy of general liability and auto liability insurance and name both the Kimball Art Center and Park City Municipal Corporation as additional insureds on the policy limits set forth above.
 - The Kimball Art Center shall provide proof that they require any hired security to provide proof of Workers Compensation insurance in the amount that is required above. (Please note that the City does not have to be additionally insured on this specific policy)
5. All plans for tents, stages and other temporary structures as well as flammable materials shall be submitted to the Building Department for review and permitting no later than Friday, July 27, 2017.
6. The permittee is responsible for creating an Operational, Traffic, Parking, Pedestrian and Residential Management Plan in a form approved by the Park City Municipal Event Manager and Chief of Police.
7. The permittee is responsible for providing volunteers during event with a volunteer plan during the event.



8. The applicant use of barricade and signage will be in accordance with the Manual of Uniform Traffic Control Devices (MUTCD) for the duration of the event.
9. All third party approvals including the Park City School District, Summit County and State permit approvals required for this event shall be secured by Friday, July 27, 2017 and submitted to Park City Municipal Corporation.
10. The permittee is required to submit an Emergency Operations plan to be approved by the Chief of Police and the City's Emergency Manager. The Park City Special Events, Police, Fire, Building Official/Fire Marshal and Emergency Management have the right to cancel event upon any condition, violation or weather that jeopardizes the life, safety or property of the residents or visitors of Park City.
11. The Applicant will provide a vendor list and sign plan for the event. All handouts, flyers, banners and other signage, shall comply with Park City Municipal's sign code.
12. Estimated City Service fees for the Park City Kimball Arts Festival in 2017 are \$172,820.00. As per section 10.3 of the City Services Agreement, the Kimball Art Center is responsible for paying \$10,000.00 towards the cost of City Services. Final financial reporting in City Service fees shall be reported in the debrief.
13. The permittee shall report zero waste statistics in pounds for the 2017 season as to allow for comparison to future years.
14. The permittee shall have non-exclusive use of the upper and lower Sand Ridge Parking Lots, as well as the Top of China Bridge, Bob Wells Plaza, Flag Pole Lot and Galleria Lot for Artist Parking. Additionally the permittee will have the right to use spaces inside of China Bridge for artist parking.
15. The permittee estimates overall attendance in 2017 will be 40,000. PCKAF shall maintain public safety, traffic and transportation impacts to the City caused by the event.
16. The permittee's use area remains the same as in years past and is attached to this permit.

PASSED AND APPROVED this Thursday, the 29th day of June, 2017.

PARK CITY MUNICIPAL CORPORATION

City Manager, Diane Foster

Attest:

, City Recorder

Approved as to form:

Mark D. Harrington, City Attorney

Event Timeline & Operations

The Park City Kimball Arts Festival & Gala will be held as follows:

Park City Kimball Arts Festival Gala at the Kimball Art Center

- Thursday, July 13 from 6:00 to 9:30 p.m.

Park City Kimball Arts Festival

Featuring more than 225 national artists, children's activities & crafts, culinary arts, music and programs.

- Friday, August 4 from 5:00 to 9:00 p.m.
- Saturday, August 5 from 10:00 a.m. to 8:00 p.m.
- Sunday, August 6 from 10:00 a.m. to 6:00 p.m.

Please note time changes from years past. Saturday, the event starts and ends one hour later. On Sunday, the event starts one hour later and ends at the same time as years past.

Operations & Set Up for the Park City Kimball Arts Festival

- Operational Set Up begins on Tuesday, August 1, 2017. We will notice HPCA and surrounding residents of parking removals.
- Event Setup begins on Friday, August 4 at 3:00 a.m.
- Event Break Down will be complete by Sunday, August 7 at 11 p.m..
- Operational breakdown will be complete by Tuesday, August 8, 2017.

Please note that this is the same operational set up and breakdown as years past, but staff wanted to point out the specific 2017 dates.

It is important to note that this year, the Park City Kimball Arts Festival:

- Is being held on its historic date – the first full weekend in August
- Is not being held during the Extreme Soccer Tournament, though there are several concerts and other events planned during the weekend.

The footprint of the event includes all of Main Street (and side streets), Swede Alley, Heber Avenue and various parking lots including: Bob Wells Plaza, Flagpole Parking Lot, Wasatch Brew Pub Parking Lot and nonexclusive use of Sand Ridge Parking Lots and China Bridge.

- 9th Street is to remain open for Transit Operations.
- 5th Street is to remain the footprint for Park City Police, Fire, Sheriff, Emergency Management and other Public Safety Personnel.
- 7th Street will be utilized as the location for the Bike Valet.

Locations for Kids Activities, VIP, Volunteer, KAC and Staff Offices are as follows:

- Kids Activities – Town Lift Plaza (previously located on the Patio of the Kimball Garage Building)
- Volunteer Lounge – Gateway Business Center (previously located inside the Kimball Garage)
- Media Lounge – Gateway Business Center (previously located inside the Kimball Garage)
- KAC Staff Check In & Offices – Gateway Business Center (previously located inside the Kimball Garage)
- VIP Lounge – Summit Sotheby's International Realty Office (same location as years past)

The Kimball Art Center continues to make successful partnerships to help extend overnight stays throughout the weekend by increasing programming such as Festival After Dark and makes efforts to

Exhibit C – 48th Annual Park City Kimball Arts Festival Summary of Changes for 2017
highlight Park City’s restaurants and culinary arts. A full update of these activities can be found in the Kimball’s supplemental plan.

Construction Mitigations

Staff has continued to work with the Kimball Art Center in planning the event and mitigating construction impacts. Staff notified the Kimball Art Center of potential construction impacts in April, including the following:

- Main Street Sidewalk Project
- 4th Street Utilities
- Laydown Yards
- Streets Repaving Projects
- Hwy 248 Construction (UDOT)
- 638 Heber (Kimball Garage remodel) & Placement of a Crane

At the time of the construction notification in April, While staff notified the Kimball Art Center of the Kimball Garage Remodel project, staff did not fully understand the impacts of the construction. In early June, Special Events Department became aware of the specific layout of the crane and boardwalk installation at the Kimball Garage remodel. While Special Events staff was aware that a crane was being installed, they were not aware that the boardwalk was going to be installed. Because the boardwalk took the footprint of the parking spaces, this caused significant challenges for operations of the Kimball Art Festival’s already planned site. While Special Events staff is appreciative of the Kimball Art Festival’s ability to continue within the modified site, the Kimball Art Center put staff on notice of several concerns of these last minute changes including:

- This is the largest area that includes the Main Stage, biggest concession area and beer garden and is home to a key entry gate.
- The impact may have a reduction of their largest beer garden (both spatially and financially).
- Revision of emergency access for turning and fire lanes.
- Relocation of entry gate. The current configuration will not meet the requirements of the UDABC and will need work closely with surrounding business, Church Public House, and the City to ensure we have safe pedestrian walkway and meet the requirements of a clearly defined closure for the beer garden.
- The crane and covered sidewalk is a detriment to the overall guest experience including those attending the VIP Lounge which will house over 500 key sponsors, donors and members though the weekend.
- While it is less of a concern, the construction and crane will impact photography during the event, which helps to market both Park City and the Kimball Art Center.

The Kimball Art Center does appreciate that they were able to meet with the General Contractor of the Kimball Garage remodel (R&O Construction) along with a member of City Staff, and will be able to pull power from the project site for the venue’s needs.

The Construction Mitigation Plan for the Kimball Garage remodel allows the crane to be temporarily taken down at the City’s discretion. Staff believes the impact to overall construction timeline to the garage will be extended and therefore the cons outweigh the pros, and therefore recommends leaving it up during the Arts Festival.

Staff has discussed the challenges regarding anticipating construction impacts will make increased efforts between the Building and Sustainability Departments to ensure that impacts are understood.

Transportation & Parking Plans

Exhibit C – 48th Annual Park City Kimball Arts Festival Summary of Changes for 2017

The Kimball Art Center and Park City Staff continue to work closely regarding Transportation and Parking Plans. In coordination with the Transportation Planning and Parking Services Department the Kimball Art Center has created a transportation and parking plan that is consistent with the work that is being implemented to reduce traffic in the City.

Parking has been secured for Park City High School, Park City Resort and Deer Valley at various times throughout the Festival. PCKAF and Staff is working to coordinate consistent messaging for residents and attendees regarding impacts and expectations. Transportation Plans will include:

- Bus Only Lane on Deer Valley Drive
- Free Parking at High School and Resort Lots (times may vary)
- Paid Parking (\$20 recommended) at China Bridge Friday, Saturday and Sunday Night.
- Parking has historically been \$10 per vehicle and only charged on Saturday & Sunday evenings
- Increased Public Safety Personnel at Key Intersections at Daly and King Road, as well as, Park City Resort Residential Access Points on Friday Night of the Festival.
- Bike Valet added to 7th Street – Park Silly Sunday Market is loaning KAC the infrastructure needed to create this area. KAC has secured a sponsorship with Cole Sport to staff the Bike Valet which will be offered free of charge.
- As in years past, Transit will add additional Transit Operations on Swede Alley and 9th Street.
- Staff is working to develop Taxi, Ride Share and Hotel Shuttle drop off and pick up locations. These have not yet been finalized at the time of this report. Kimball Art Center does not have or anticipate a sponsorship agreement with Uber this year.
- In addition, KAC continues to encourage all attendees to Carpool, Bus, Bike and Walk to the event.

Residential Mitigation Plans

The Kimball Art Center will continue to distribute both Swede Alley Access and Old Town Access Passes. The purpose of this program is to reduce the amount of non-resident traffic in the Old Town and Main Street area.

Staff required the Kimball Art Center to increase residential mitigations on the Old Town area on Friday night of the festival by hiring private security at key intersections. Kimball Art Center has asked that the Park City Police Department increase security at key intersections around the Park City Resort residential access points as well as at the intersections of King Road and Daly Avenue. This has increased the Police Fees for the event this year.

- These increases in residential security will be staffed by Park City Police Department on Friday night of the festival only, due to the large crowds that are seen during a short timeframe (estimated 15,000 people in 4 hours).
- These increased in Police Department Services are reflected in the Financial Considerations below.
- After Friday night of the festival, these locations will be secured with barricades and signage to deter out of area guests from entering the residential areas.
- Staff will continue to monitor residential access points and will report on the increased mitigations in the debrief.

Security & Emergency Management

Due to the nature of protected information of Emergency and Security plans, this information is not included in the report. If Council wishes, they could request for this item to come back in a Closed Session.

Exhibit C – 48th Annual Park City Kimball Arts Festival Summary of Changes for 2017

Kimball Art Center has worked to secure a private security company to complement the Park City Police Department's work during the Festival. The private security company will specifically be tasked with ensuring security for the following:

- General security surveillance of the Park City Kimball Arts Festival, artist booths and other operational areas;
- Parking and vehicle access control supporting PCKAF operations;
- Alcohol zone access control and monitoring;
- Overnight security and surveillance of the Park City Kimball Arts Festival, artist booths and other operational areas;
- Incident reporting to the PCKAF;

Community Engagement & Notification Plans

The Kimball Art Center and Staff have worked to increase notifications regarding the event for both guests and residential impacts. The following is a list of Community Engagement & Notification plans for the event.

- Text Alert System – Text PCARTSFEST to 888777 to receive impact information
- HPCA Coordination & Information – City Staff attended May & June HPCA meetings to make them aware of changes this year. Staff will continue to update and coordinate with HPCA as the event approaches.
- Staff informed SEAC of the pending changes to the 2017 event at the June SEAC meeting.
- City Hosted Impact Information – To be hosted on the City and Kimball Art Center's Website. Such information is geared to help residents understand impacts and mitigations during the event.
- Impact Information will be translated into Spanish by Park City Staff.
- Kimball Art Center has provided a direct contact list for coordination with the City's Community Engagement and Emergency Management Teams.
- Social Media, Radio, TV and Newspaper Marketing & Information – specifically to address using alternate modes of transportation

Environmental Sustainability

The Kimball Art Center works with Park City Staff and two contracted Service Providers to maintain waste and recycling during the event.

Special Events and Sustainability Staff are working with the Kimball Art Center to create a baseline for Environmental Sustainability Reporting. Staff will report the baseline information during the debrief of the festival that will help to track waste diversion rate (KAC is responsible for reducing the amount of waste by 15% annually).

As part of their City Service Agreement, Kimball Art Center has a staff member in charge of managing waste for the event. In addition to offering recycling at their event, Kimball Art Center is taking steps to reduce environmental impacts at the 48th Park City Kimball Arts Festival by:

- Banners are printed so they can be reused. It is expected that banners should be reusable for the a minimum of the next 3 years.
- Used Mountain Flower T-shirt Company (increasing costs to the Kimball by \$1,500) to produce all Kimball Arts Festival T-shirts. Mountain Flower is a Park City company. Mountain Flower's mission includes sustainable GREEN measures, as well as, giving back to a handful of local organizations for each t-shirt sold.
- The Kimball continues to promote alternative transportation options to the event.

Exhibit C – 48th Annual Park City Kimball Arts Festival Summary of Changes for 2017

- The Kimball staff will work with vendors to promote a no idling policy during set up and breakdown of the event.
- Encourage vendors (food and artists) to no longer use plastic bags, and to use recyclable serving materials. It is highly encouraged that packaging and serving materials be biodegradable.
- Proper disposal of waste water
- Tents will be weighted with cement blocks instead of water filled weights as available.
- Kimball has encouraged their food vendors to no longer offer products in glass bottles or use Styrofoam.
- Offering a free Bike Valet
- Encouraged vendors to have materials printed on post-consumer recyclable materials.
- Many artists use repurposed or recycled materials in their work.
- The Kimball Art Center's Kids Area will offer a sustainable craft (Wind Catchers) made with bamboo poles donated from local Park City company Soul Poles, as well as, IKOS which are also made from repurposed plastics, and is also a local Park City Company.
- The Kimball Art Center is working towards increasing its year round sustainable standards with the Green Business Initiative.

Financial Considerations

The Kimball Art Center is required to make an annual contribution to the City towards the cost of City Services in the amount of \$10,000.00.

Currently, Estimated City Services for the Kimball Art Center are estimated not to exceed \$180,000.00 (one hundred and eighty thousand dollars). A Chart of Anticipated City Service Fees is below. Staff will provide a breakdown of comparison of City Services between 2016 and 2017 at the Council meeting, but was unable to provide this information below. Staff will report on actual City Services during the event's debrief.

2017 City Service Fee Estimate Chart is below.

Exhibit C – 48th Annual Park City Kimball Arts Festival Summary of Changes for 2017

2017 Park City Kimball Arts Festival City Service Fee Estimate			
Fee Item	Department	Estimated Cost	Notes
Special Events Application Fee	Special Events	\$160.00	
Building Permit	Building	\$2,000.00	Includes Gala & After Hours Fee
Special Use of Public Parking (Parking Removal)	Parking Services	\$10,000.00	Three days on Main Street, and City Owned spaces off of Main.
Increased Cleaning	Maintenance/ Parks	\$1,500.00	Including Main Street, Restrooms & Trash Cans
Transportation Operations	Transit	\$70,000.00	Operations, Labor & Enhanced Existing Routes
Banner Installation	Parks	\$800.00	Does not include production - just installation
Public Safety Personnel	Police	\$85,400.00	Includes increased residential mitigation & cost of mobile command trailer
Equipment	Streets	\$3,000.00	City Owned Barricades & VMS
Total Estimated City Service Cost		\$172,860.00	
<i>There are currently no anticipated fees associated with Field, Facility Rentals or Bleachers with this event.</i>			
<i>Kimball Art Center is responsible for paying Park City Fire District Fees.</i>			



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

Currently, a limited number of Storefronts in the HCB and HRC districts remain unoccupied or are vacant except during Sundance Film Festival or other Special Events.

In order to encourage a downtown district that is not marred by storefronts that appear unoccupied or abandoned, staff proposes adopting a "Vibrant Commercial Storefront" definition. This definition would incentivize commercial property owners to maintain a "Vibrant Commercial Storefront", by allowing them to obtain Temporary Liquor Licenses during Special Events. Properties that do not meet the definition of a "Vibrant Commercial Storefront" will not be otherwise eligible for temporary liquor licensing.

Creating this definition would not have a negative impact on the majority of commercial stores in the HCB and HRC zones, and creates allowances for legitimate circumstances properties, for example if they are between renters, under construction, etc.

If a storefront has been deemed vacant or "unoccupied" it will be the property owner's responsibility to provide documentation to the satisfaction of the Finance Manager that clearly shows the property meets the definition of "Vibrant Commercial Storefront" detailed in the recommended ordinance.

Respectfully:

Jonathan Weidenhamer, Economic Development Manager



City Council Staff Report

Subject: Vibrant Storefront Ordinance (Vacancies)
Author: Jonathan Weidenhamer
Department: Executive/Economic Development
Date: June 29, 2017
Type of Item: Legislative

Summary Recommendation

In order to protect and maintain the unique historic character of Park City's Historic District and ensure the long-term economic viability of Park City, staff recommends adding a "Vibrant Commercial Storefront" definition and other standards pertaining to the Historic Commercial Business District (HCB) and Historic Recreation Commercial District (HRC) to sections 4-1-1, 4-2-1, and 4-4A of the Municipal Code to prevent non-vibrant storefronts in the downtown.

Executive Summary

- Currently, some storefronts in the HCB and HRC districts remain unoccupied or are vacant except during Sundance Film Festival or other Special Events.
- In order to encourage a downtown district that is not marred by storefronts that appear unoccupied or abandoned, staff proposes adopting a "Vibrant Commercial Storefront" definition.
- This definition would incentivize commercial property owners to maintain a "Vibrant Commercial Storefront", by allowing them to obtain Temporary Liquor Licenses during Special Events. Properties that do not meet the definition of a "Vibrant Commercial Storefront" will not be otherwise eligible.
- This ordinance would not have a negative impact on the majority of commercial stores in the HCB and HRC zones, and creates allowances for legitimate circumstances properties, for example if they are between renters, under construction, etc.
- If a storefront does not meet the definition of "Vibrant Commercial Storefront", it will be the property owner's responsibility to provide documentation to the satisfaction of the Finance Manager that clearly shows the property meets the definition of "Vibrant Commercial Storefront" detailed in the recommended ordinance.

Acronyms

HCB	Historic Commercial Business Zoning District
HPCA	Historic Park City Alliance
HRC	Historic Recreation Commercial Zoning District
PCMC	Park City Municipal Corporation
CSL	Convention Sales License

The Problem

- In the recent past, several prominent storefronts along Main Street have been vacant or unoccupied except during select special events.
- During these Special Events, owners of these properties rent out their space and they or their tenants are granted liquor licenses for parties and events, after which, the properties then return to a vacated or unoccupied state the remainder of the year. This negatively affects the appeal and appearance of historic districts the remainder of the year by disrupting the natural rhythm and vibrant feel of the street and breaking up the continuity of the Downtown Commercial Corridor. The temporary event uses also creates noise, trash, and the need for additional public safety resources.
- Likewise, leaving a Storefront unoccupied for a majority of the year does not align with PCMC's Biennial Strategic Plan Goals and our commitment to a "Complete Community that values historic preservation, economic diversity, and the arts & culture" and the commitment to make PCMC a "Thriving Mountain Community".
- By encouraging occupation and therefore vibrancy in all commercial properties in the HCB and HRC zones, PCMC is committing to keeping its downtown corridor vibrant, attractive to businesses, tourists, and residents alike, and will help create a better looking Main Street.
- Staff recommends addressing this issue by incentivizing property owners to maintain a specifically defined "Vibrant Commercial Storefront", in order to reduce the number of Unoccupied Storefronts that operate only during Sundance Film Festival and similar Special Events. Staff recommends using licensing, especially through using Temporary or Special Event Liquor Licenses as a control tool to incentivize property owners to keep their space rented year round to be eligible to obtain liquor permits.

Background

- Presently, all properties in the HCB or HRC zone are eligible to obtain Temporary or Special Event Liquor Licenses for parties and events if they meet current standards. Several choose to utilize their properties for private parties and events only during major Events.
- Staff recommends adopting a "Vibrant Commercial Storefront" definition for these Zones, which would give incentives to properties that maintain year round occupancy, such as allowing them to obtain a temporary or special event liquor license, while restricting properties deemed unoccupied for their licensed purpose from having the same privilege.
- The language of the "Vibrant Commercial Storefront" sections are written so that every business operating on a year round basis will meet the requirements, and specific exemptions are listed due to extenuating circumstances, such as construction or tenant rollover.
- The goal of these sections is to encourage property owners to utilize their storefront space on a year round basis, and properties determined to not be "Vibrant Commercial Storefronts" will be noted by the Finance Department and have the burden of proving they meet the definition.

Alternatives for City Council to Consider

1. **Recommended Alternative:** Adopt the new section 4-2-29 Vibrant Commercial Storefront in HCB and HRC in Title 4 of the Municipal Code.

Pros

- a. This will incentivize Unoccupied Storefronts to adopt a year round presence, reducing negative impacts along the Main Street Commercial Corridor.
- b. Adopting these new sections would satisfy the City Council's identified Goals of maintaining a "Thriving Mountain Community, and "Complete Community that values historic preservation, economic diversity, and the arts & culture" by encouraging active commercial presences in the HCB and HRC zones.
- c. Virtually every business and property in this district would meet this definition, and would have to make no changes to how they currently operate to maintain compliance.
- d. Proper exemptions and conditions are set to ensure a property will not lose its classification due to specific circumstances.

Cons

1. Staff time would have to be spent identifying and cataloguing storefronts that do not meet the "Vibrant Commercial Storefront" definition and proper noticing and investigation of possible extenuating circumstances will need to be conducted.
2. Change will have to be clearly spelled out to property owners in the HCB and HRC district, so they know how to be in compliance in advance.
3. Properties deemed to not be "Vibrant Commercial Storefronts" because they operate as a high end art gallery or banquet space sporadically may challenge this ordinance.
4. The issue of "vacancy" appears to have greatly diminished recently. Approximately one year ago, there was 4% vacancy, which is considered healthy. At this time there are two known storefronts that don't have a vibrant storefront business.

2. **Null Alternative:** Make no changes to section 4.1 Business License definitions

Pros:

- a. City would not have to expend any resources or staff time on documenting and investigating properties that do not meet the Vibrant Commercial Storefront definition.

Cons:

- a. Property owners would continue to be able to utilize their storefronts in the Downtown HCB and HRC during Special Events that provide them significant economic benefit, and then leave them unoccupied and vacant the remainder of the year.

3. **Other Alternatives** Create a definition specifically focused on Vacant Storefronts.

Pros:

- a. More targeted approach at properties considered “the problem”

Cons:

- b. Harder to do legally, and does not meet council priorities as well as encouraging all Storefronts to be “Vibrant Commercial Storefronts”.

Analysis

- The issue of “vacancy” appears to have greatly diminished recently. Approximately one year ago, there was 4% vacancy, which is considered healthy. At this time there are only one or two storefronts that don’t have an active business, except those that would meet the proposed exceptions, i.e. construction. While staff believes this is more of a perceived issue, City Council has been decisive in their direction to pursue a remedy.
- The Claimjumper building was widely considered vacant for a number of years, but continues to be programmed during large special events. Approximately one year ago, in response to pressure from the City, the storefront was filled by an art gallery. Based on multiple site visits, staff has a perception that the business isn’t operating in a traditional manner and contributing vibrancy to Main Street, in that we’ve never found it open or operating.
- During a typical Sundance, PCMC issues approximately 100 Convention Sales Licenses and approximately 50 Single Event Temporary Liquor permits.

Department Review

Sustainability, Planning, Executive, Legal, Finance

Attachments

- A Draft Ordinance
- B Municipal Code Amendments (Proposed)
- C HCB/HRC Zoning Districts Map

Exhibit 1 – Draft Ordinance

Ordinance No. 2017-31

AN ORDINANCE AMENDING TITLE 4, LICENSING, CHAPTER 2, BUSINESS LICENSING IN GENERAL, SECTION 29 VIBRANT COMMERCIAL STOREFRONT IN HCB AND HRC, OF THE MUNICIPAL CODE OF PARK CITY, UTAH

WHEREAS, the City Council of Park City has been monitoring its tenant mix on Main street closely since 2002, and has provided regular updates to City Council; and

WHEREAS, the City Council and the Historic Park City Alliance have identified vacant storefronts as the largest threat to our vibrancy and long term economic stability; and

WHEREAS, storefronts that are vacant disrupt the natural rhythm and vibrancy of the National Registered Historic District; and

WHEREAS, storefronts that are only occupied during special events bring impacts that outweigh their benefit including trash and noise; and

WHEREAS, storefronts that are only occupied during special events, through issuance of additional temporary liquor licenses create the need for additional public safety resources; and

WHEREAS, the Municipal Code was adopted by the City Council of Park City, Utah to promote the health, safety and welfare of the residents, visitors, and property owners of Park City; and

WHEREAS, the Municipal Code implements the goals, objectives and policies of the Park City General Plan to maintain the quality of life and experiences for its residents and visitors and to preserve the community's unique character and values; and

WHEREAS, the City reviews the Municipal Code on a regular basis and identifies necessary amendments to address planning and zoning issues that have come up, specific LMC issues raised by Staff, Planning Commission, and City Council, and to align the Code with the Council's goals; and

WHEREAS, Park City has an interest in promoting vibrancy and activity in the historic Main Street downtown area located in the Historic Commercial Business (HCB) and the Historic Recreation Commercial (HRC) Zoning Districts and finds this vibrancy to be essential to the City's long term economic and financial well-being; and

WHEREAS, these proposed Title 4 amendments were reviewed for consistency with the recently adopted Park City General Plan.

WHEREAS, the Park City General Plan includes Goal 12 that states, “Foster diversity of jobs to provide greater economic stability and new opportunities for employment in Park City,” Objective 12C that states, “Support local owned, independent businesses that reflect the core values of Park City and add to the Park City experience,” Objective 12D that states, “Minimize commercial retail chains on Main Street and the impacts of big box and national chains on the unique Park City experience,” and the Detailed Implementation Strategy for Local Business vs. Chain Stores states, “As Park City seeks to maintain its distinct, historic, small-town, tourism based economy, an ordinance restricting formula businesses along Main Street and the Bonanza Park districts should be seriously considered.”

WHEREAS, Park City has an interest in the preservation of the historic integrity of Main Street and Heber Avenue as it relates to the historic feel and character, traditional rhythm and scale, and Main Street National Register Historic District designation. Main Street is the historic core of Park City and is a focal point of the tourism economy. The Historic Commercial Districts reflects the history of Park City.

WHEREAS, Park City’s Economic Development Plan encourages facilitation and establishment of attractions and areas of interest for both visitors and residents, maintaining and improving the balance of sustainable community goals by going beyond economic initiatives to include social and environmental strategies, and protection and preservation of the historic Main Street downtown area as the heart of the region; and

WHEREAS, in the HRC and HCB Zoning Districts, business storefronts located Main Street and Heber Avenue, that do not foster diversity or positive pedestrian experiences to the general public, may diminish the vibrancy, historic rhythm and scale, and activity of the historic Main Street area; and

WHEREAS, the City monitors the downtown business mix and sales tax generation as part of its financial health assessment and finds a diversified business mix is critical to the attractiveness, vitality, and success of the historic Main Street downtown area; and

WHEREAS, the long-term economic sustainability of Park City depends upon the continued economic success and aesthetic attractiveness of the historic Main Street area; and

WHEREAS, in the HRC and HCB Districts, building storefronts that are not inviting to the general public and reflective of Park City’s unique historic and resort character may have a negative effect upon the overall economy and vitality of the historic downtown area in terms of satisfaction of visitor experience, diversity of visitors, activity on the street, and sales tax revenue generation; and

WHEREAS, the City Council duly noticed and conducted a public hearing at its regularly scheduled meeting on June 29, 2017; and

WHEREAS, it is in the best interest of the residents of Park City, Utah to amend Title 4 to be consistent with the values and goals of the Park City General Plan and the Park City Council, to protect health and safety and maintain the quality of life for its residents and visitors, preserve and protect the vitality, attractiveness, activity and success of the historic Main Street area, ensure compatible development, and preserve historic resources and the community's unique character.

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

SECTION 1. ADOPTION OF 4-2-29 Vibrant Commercial Storefront in HCB and HRC. The recitals above are incorporated herein as findings of fact. Title 4 of the Municipal Code of Park City is hereby amended as redlined in Exhibit A.

SECTION 2. EFFECTIVE DATE. This Ordinance shall be effective upon publication.

PASSED AND ADOPTED this 29th day of June, 2017

PARK CITY MUNICIPAL CORPORATION

Jack Thomas, Mayor

Attest:

City Recorder

Approved as to form:

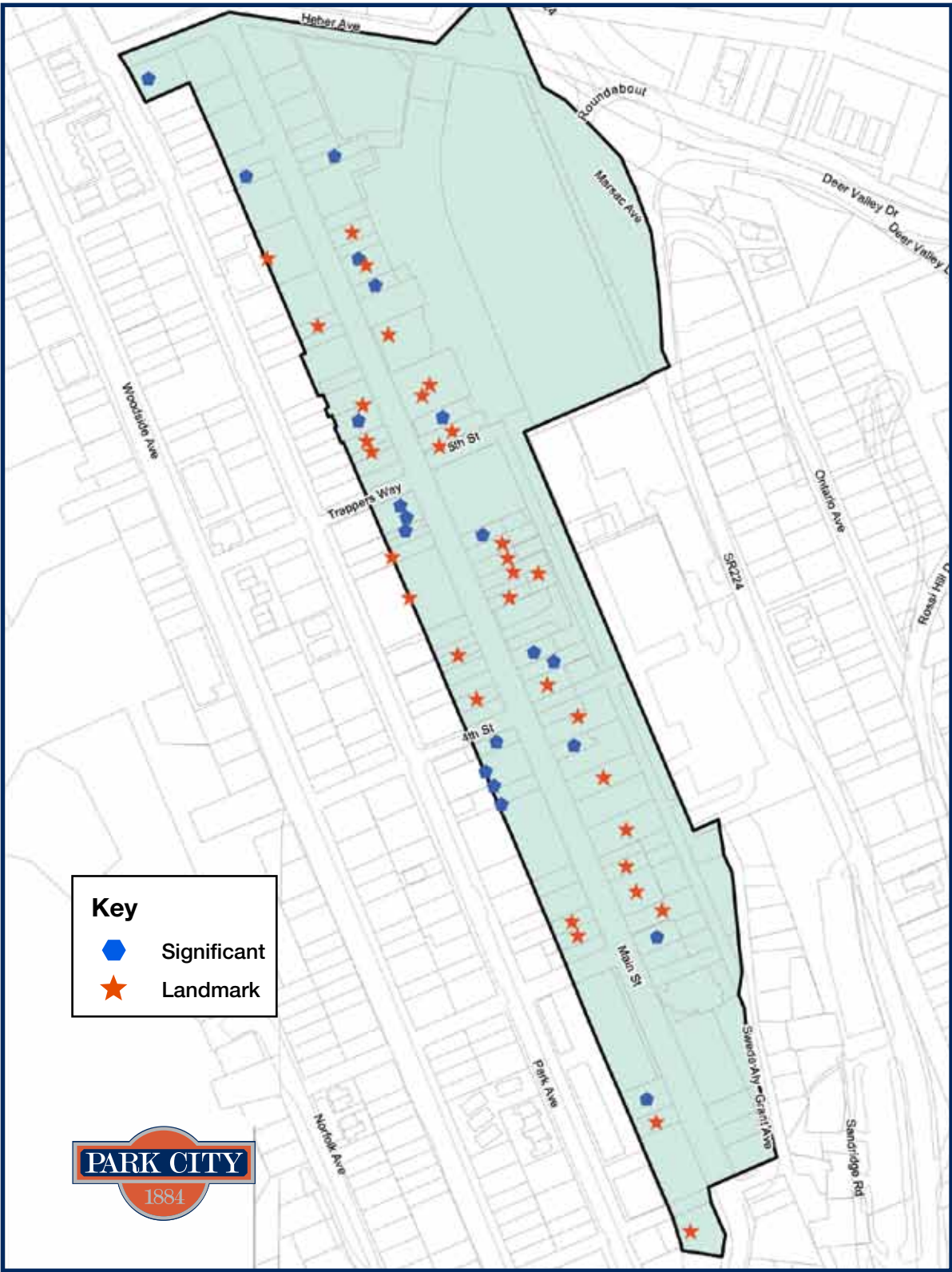
Mark Harrington, City Attorney

4-2-29 **Vibrant Commercial Storefront in HCB and HRC**

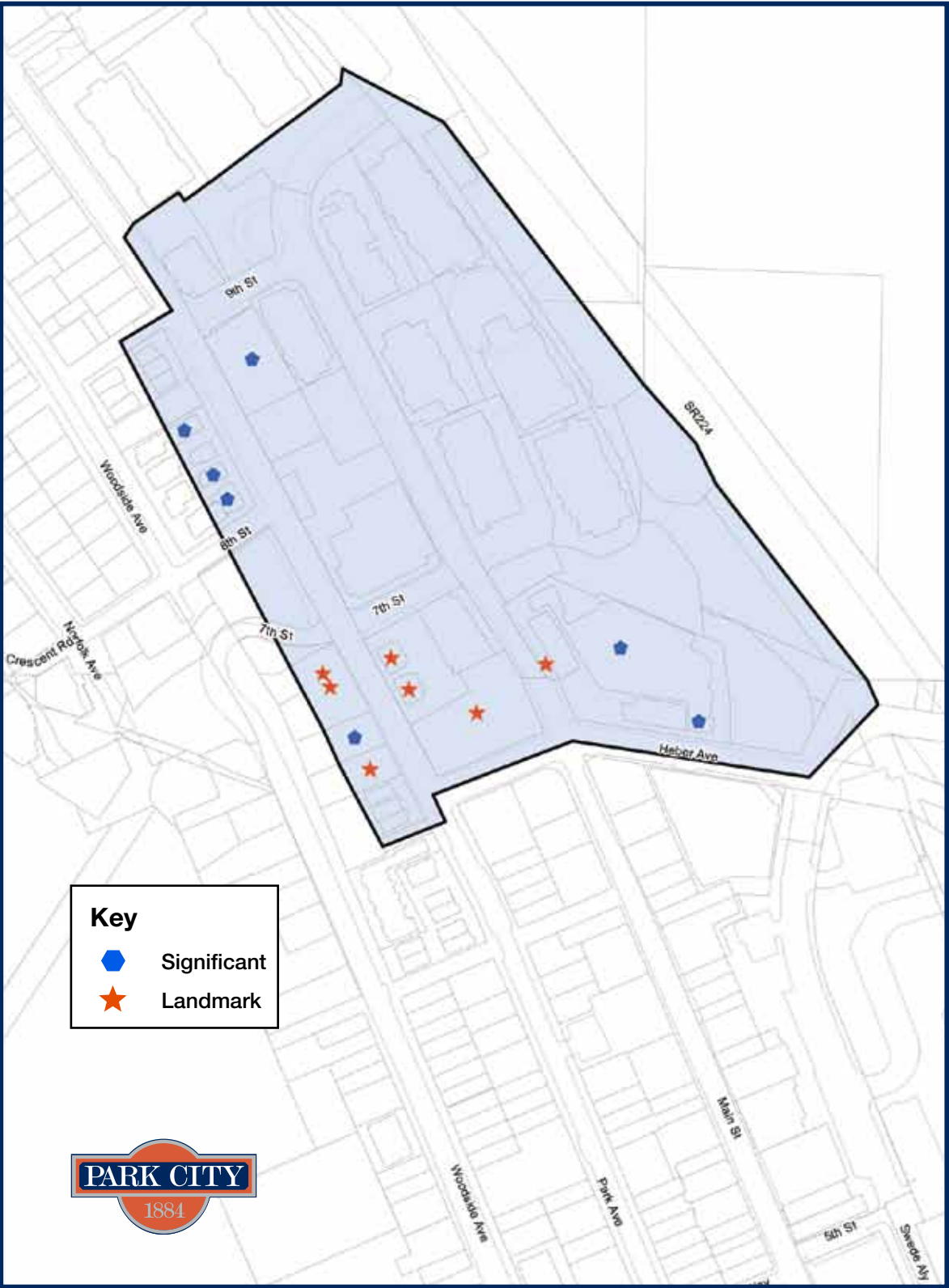
- (1) In order to be a Vibrant Commercial Storefront, a Storefront Property cannot meet four (4) or more of the seven (7) following conditions:
 - A. Is a Storefront Property as defined section 15-15-1 in the HRC or HCB Districts of the Land Management Code without a current lease in place or that is not actively advertising, utilizing, or occupying the property in a way that constitutes Engaging in Business for at least 270 days per year, or that is not open and physically occupied during the hours typically consistent with the licensed use of the property for at least the past 30 days; or
 - B. Has an approved business license but is not open during typical business hours consistent with its licensed use to the public, or is consistently open for less than five days a week, or under 270 days per year; or
 - C. There is not an active business license in place, or any pending business license application in the past 30 days; or
 - D. Tenants are not actively advertising, utilizing, or occupying the property in a way that fulfills the definition of Engaging in Business 4-1-1.20; or
 - E. A commercial storefront without signs, displays, or clear indication that they are open or occupied such as having an employee on site, doors open or clearly marked as open to the public, or lights on within the premises; or
 - F. Over a quarterly period cannot provide sales tax receipts, payroll records, quarterly profit/loss statements, or similar financial records that show consistent month-to-month occupation and commercial activity; or
 - G. Cannot provide utility bills or meter readings (water, gas, trash or electric) that are consistent the use of with similarly active licensed businesses.
- (2) If a property is not considered a “Vibrant Commercial Storefront”, and the property is located in in HCB and HRC zones, the property owner or business licensee must provide proof that the property meets one (1) of the following exceptions:
 - A. There is an open building, planning, or construction permit for repair, rehabilitation, or construction of a building on the parcel and the owner receives a certificate of occupancy for the repair, rehabilitation, or construction within one year from the date the initial permit was issued; or
 - B. The owner provides satisfactory evidence that the property is actively being offered for sale, lease, or rent. Satisfactory evidence shall include, but is not limited to, evidence that the owner has hired a real estate agent or other rental agent who advertises and promotes the commercial storefront for rent, lease, or sale, or proof the commercial storefront is offered for sale on multiple listing services or any other comparable real estate listing services.
- (3) Failure to maintain a Vibrant Commercial Storefront in the HCB or HCR zone shall result in the following:
 - A. The Business at the Storefront Property will not receive local consent or be eligible for a Liquor License of any kind including Single Event Temporary Liquor permits; and,

- B. The City reserves the right to utilize the area in front of the Storefront Property to display art or other educational materials in the pedestrian area in front of the property as approved by the City Council until such a space is occupied by a Vibrant Commercial Storefront.
- (4) Any property designation under this Chapter may be appealed any shall be conducted as set forth in Chapter 2 of this Title.

Historic Sites in the HCB Zone



Historic Sites in the HR-C Zone





DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

Following the withdrawal of Vail's "Park City" trademark application, the City Council has continued monitoring trademark applications involving the City's name. The Mayor and Council desire to create a practical framework to address similar applications moving forward without being overly adversarial with local business partners. The proposed co-existence agreement addresses the City's primary concern regarding stand-alone use of "Park City" as confusing and contrary to the continued availability/use of "Park City" as geographically descriptive by other businesses.

Respectfully:

Michelle Kellogg, City Recorder

City Council Staff Report



Subject: Trademark- Coexistence Agreement with HIBL & SONS, LLC
Regarding Park City Coffee Roaster
Author: Mark Harrington, City Attorney
Department: City Attorney's Office
Date: June 26, 2017
Type of Item: Administrative- Contract Approval

Summary Recommendation

Review and approve a Coexistence Agreement with HIBL & SONS, LLC d.b.a. Park City Coffee Roasters ("PCCR") which enables PCCR to proceed with their application to register a mark for "Park City Coffee Roaster" without objection from Park City.

Executive Summary

Given the public unrest that preceded the withdrawal of Vail's "Park City" trademark application, the City Council has continued monitoring trademark applications involving the City's name. The Mayor and Council desire to create a practical framework to address similar applications moving forward without being overly adversarial with local business partners. The proposed co-existence agreement addresses the City's primary concern regarding stand-alone use of "Park City" as confusing and contrary to the continued availability/use of "Park City" as geographically descriptive by other businesses, the greater Park City community, Park City Municipal, and residents of the general area within Summit County, Utah, that collectively uses and refers to itself as just "Park City."

Acronyms

- PCCR- Park City Coffee Roasters
- PCMC- Park City Municipal Corporation
- USPTO- U.S. Patent and Trademark Office

Background

Upon notice of PCCR's application, the Mayor and Assistant City Manager met with the owner of PCCR, Rob Hibl, and legal counsel who indicated a desire to help craft an agreement that could be used by other applicants and the City moving forward.

With the assistance of the City's trademark counsel, Brent Lorimer of Workman Nydegger and Mr. Hibl's trademark counsel, Rachel Jacques and Parrish Freedman of Maschoff Brennan, the parties reached an agreement that allows the PCCR application to proceed, without objection, while protecting the long term interests of the City in preventing confusion and the erosion of availability of "Park City" as geographically descriptive by other businesses, so long as such use doesn't create confusion with PCCR's mark.

Several other trademark applications are pending and the City hopes that upon approval of this agreement, similar agreements may be reached with other businesses desiring to use “Park City” in their business marks.

Analysis

Distinctiveness As a Whole

PCMC became concerned about PCCR’s application [**U.S. Trademark Application Serial No. 87120192 in classes 30, 35 and 40**] because it includes a SECTION 2(f) claim of acquired distinctiveness, for “Park City” based on five or more years’ use. This claim was in response to a preliminary rejection due to use of Park City as being merely geographically descriptive.

However, PCCR’s application is distinguishable from Vail’s in that the claim of distinctiveness goes to the “Park City Coffee Roaster” mark as a whole, not to the phrase “Park City” standing alone. No claim is made as to the exclusive use of “Park City” as a stand-alone mark. No claim is made to the exclusive right to use COFFEE ROASTER apart from the mark as shown. PCCR claims its mark has become distinctive of the goods/services through the applicant’s substantially exclusive and continuous use of the mark in commerce for at least the five years immediately before the date of application.

In the agreement, PCCR agrees:

- HIBL & SONS will not use the term “Park City” by itself, separately from the PARK CITY COFFEE ROASTER mark, in connection with any product or service, including, but not limited to, the products and services described in U.S. Trademark Application Serial No. 87/120,192.
- HIBL & SONS will not file any state or federal applications for registration of any mark that uses the phrase “PARK CITY” by itself, either as a word mark or a design mark.
- HIBL & SONS will not oppose, seek to cancel, or otherwise challenge the ownership or validity of any state or federal trademark application or registration for which PCMC is the record owner that includes the phrase “PARK CITY,” so long as such application or registration does not include the goods and services referenced in U.S. Trademark Application Serial No. 87/120,192.
- HIBL & SONS will not oppose, seek to cancel, or otherwise challenge the ownership or validity of any state or federal trademark application or registration of any mark including the phrase “PARK CITY,” for which a third party doing businesses in Summit County, Utah is the record owner, so long as such application or registration does not include the goods and services referenced in U.S. Trademark Application Serial No. 87/120,192 and the mark sought to be

registered is not used in a manner confusingly similar to the use by HIBL & SONS of the PARK CITY COFFEE ROASTER mark;

- HIBL & SONS will not bring any action against PCMC to enforce any trademark rights HIBL & SONS may have in the PARK CITY COFFEE ROASTER mark based on the use by PCMC of any mark including the phrase “PARK CITY,” so long as PCMC does not use such marks in connection with the goods and services listed in U.S. Trademark Application Serial No. 87/120,192.
- HIBL & SONS will not bring any action against any third party doing businesses in Summit County, Utah to enforce any trademark rights it may have in the PARK CITY COFFEE ROASTER mark based on the use by such third party of a mark including the phrase “PARK CITY,” so long as such third party does not use such mark in connection with the goods and services listed in U.S. Trademark Application Serial No. 87/120,192 or in a manner confusingly similar to the use by HIBL & SONS of the PARK CITY COFFEE ROASTER mark.

The City agrees:

- PCMC will not file any state or federal applications for registration of any mark that uses the phrase “PARK CITY” in connection with the goods or services identified in U.S. Trademark Application Serial No. 87/120,192.
- PCMC will not oppose, seek to cancel, or otherwise challenge the ownership or validity of any federal trademark registration issuing out of U.S. Trademark Application Serial No. 87/120,192, so long as such registration is limited to the goods and services currently identified in that application.
- PCMC will not bring any action against HIBL & SONS to enforce any trademark rights PCMC may have in marks including the phrase “PARK CITY” based on the use by HIBL & SONS of the PARK CITY COFFEE ROASTERS mark in connection with the goods and services listed in U.S. Trademark Application Serial No. 87/120,192.

Alternatives for City Council to Consider

- 1. Alternative 1:** Review and approve a Co-Existence Agreement with HIBL & SONS, LLC d.b.a. Park City Coffee Roasters which enables PCCR to proceed with their application to register a mark for “Park City Coffee Roaster.”

Pros:

- i. This action is consistent with existing Council direction to protect the community’s name (Park City) from the exclusive use and/or Federal protections, as described above.
- ii. This action is consistent with community and business stakeholder opposition to another application that sought to utilize and protect the mark “Park City” in singularity and without additional qualifiers.

Cons:

- i. Entering into this agreement sets a precedent for future interactions with businesses seeking trademark protections using the word(s) “Park City.”
- ii. This precedent likely requires the continuation of the need for budgeting for outside and ongoing trademark counsel.
- iii. In the past, this topic caused a great deal of business and community unrest. Unintentionally, this discussion may reignite those tensions.

2. Alternative 2: Provide staff with direction for changes to the proposed agreement.

3. Alternative 3: Reject the proposed agreement.

Department Review

The City Attorney’s Office and Executive Department reviewed this report.

Exhibits

Exhibit A: Coexistence Agreement

Coexistence Agreement

This Coexistence Agreement ("Agreement"), effective as of the date of the last signature below ("Effective Date"), is entered into by and between HIBL & SONS, LLC, a Utah Limited Liability Company with an address of 210 Parkview Drive PO BOX 682788, Park City, Utah 84068 ("HIBL & SONS") and Park City Municipal Corporation, a Utah Municipal Corporation, with an address of 445 Marsac Ave., Park City, Utah 84060 ("PCMC") (each a "party" and collectively the "parties").

WHEREAS, HIBL & SONS has operated under the name PARK CITY COFFEE ROASTER and has provided its goods and services to consumers under the PARK CITY COFFEE ROASTER mark for a number of years;

WHEREAS, in an effort to protect its investment and good will in the PARK CITY COFFEE ROASTER mark, HIBL & SONS applied for federal registration of this mark under U.S. Trademark Application Serial No. 87/120,192 in classes 30, 35 and 40;

WHEREAS, U.S. Trademark Application Serial No. 87/120,192 was published for opposition on February 21, 2017;

WHEREAS, on March 16, 2017, PCMC filed a request for extension of time to oppose the registration of U.S. Trademark Application Serial No. 87/120,192;

WHEREAS, PCMC has applied for federal registration of several trademarks that include the words "Park City"; and

WHEREAS, the parties wish to resolve any dispute regarding the use and registration of U.S. Trademark Application Serial No. 87/120,192 and the PARK CITY COFFEE ROASTER mark.

NOW THEREFORE, in consideration of the mutual promises and understandings set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Territory.
 - a. The territory covered by this Agreement shall be the United States.
2. Consideration.
 - a. The Parties agree that the covenants and undertakings herein constitute good and valuable consideration for the agreements set forth herein.

3. Obligations of HIBL & SONS

- a. HIBL & SONS will not use the term "Park City" by itself, separately from the PARK CITY COFFEE ROASTER mark, in connection with any product or service, including, but not limited to, the products and services described in U.S. Trademark Application Serial No. 87/120,192.
- b. HIBL & SONS will not file any state or federal applications for registration of any mark that uses the phrase "PARK CITY" by itself, either as a word mark or a design mark.
- c. HIBL & SONS will not oppose, seek to cancel, or otherwise challenge the ownership or validity of any state or federal trademark application or registration for which PCMC is the record owner that includes the phrase "PARK CITY," so long as such application or registration does not include the goods and services referenced in U.S. Trademark Application Serial No. 87/120,192.
- d. HIBL & SONS will not oppose, seek to cancel, or otherwise challenge the ownership or validity of any state or federal trademark application or registration of any mark including the phrase "PARK CITY", for which a third party doing businesses in Summit County, Utah is the record owner, so long as such application or registration does not include the goods and services referenced in U.S. Trademark Application Serial No. 87/120,192 and the mark sought to be registered is not used in a manner confusingly similar to the use by HIBL & SONS of the PARK CITY COFFEE ROASTER mark;.
- e. HIBL & SONS will not bring any action against PCMC to enforce any trademark rights HBIL & SONS may have in the PARK CITY COFFEE ROASTER mark based on the use by PCMC of any mark including the phrase "PARK CITY," so long as PCMC does not use such marks in connection with the goods and services listed in U.S. Trademark Application Serial No. 87/120,192. The prohibition in this section includes the bringing of any action based on state or federal trademark registrations, common law trademark law or state or federal unfair competition laws.
- f. HIBL & SONS will not bring any action against any third party doing businesses in Summit County, Utah to enforce any trademark rights it may have in the PARK CITY COFFEE ROASTER mark based on the use by such third party of a mark including the phrase "PARK CITY," so long as such third party does not use such mark in connection with the goods and services listed in U.S. Trademark Application Serial No. 87/120,192 or in a manner confusingly similar to the use by HIBL & SONS of the PARK CITY COFFEE ROASTER mark. The prohibition in this section includes

the bringing of any action based on state or federal trademark registrations, common law trademark law or state or federal unfair competition laws.

4. Obligations of PCMC.

- a. PCMC will not file any state or federal applications for registration of any mark that uses the phrase "PARK CITY" in connection with the goods or services identified in U.S. Trademark Application Serial No. 87/120,192.
- b. PCMC will not oppose, seek to cancel, or otherwise challenge the ownership or validity of any federal trademark registration issuing out of U.S. Trademark Application Serial No. 87/120,192, so long as such registration is limited to the goods and services currently identified in that application.
- c. PCMC will not bring any action against HBIL & SONS to enforce any trademark rights PCMC may have in marks including the phrase "PARK CITY" based on the use by HBIL & SONS of the PARK CITY COFFEE ROASTERS mark in connection with the goods and services listed in U.S. Trademark Application Serial No. 87/120,192. The prohibition in this section includes the bringing of any action based on state or federal trademark registrations, common law trademark law or state or federal unfair competition laws.

5. Assignment and Licensing.

- a. HIBL & SONS may assign or license its PARK CITY COFFEE ROASTER mark including U.S. Trademark Application Serial No. 87/120,192.
- b. Any assignee or licensee shall be bound by the terms of this Agreement.
- c. This agreement shall be considered personal to PCMC and HIBL & SONS and neither shall assign any of its rights under this Agreement.

6. Severance.

- a. If any provision of this Agreement is held invalid, illegal or unenforceable by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect and the parties shall negotiate in good faith to amend such provision so that, as amended, it is legal, valid and enforceable, and, to the greatest extent possible, achieves the intended commercial results of the original provision.



7. Entire Agreement.

- a. This Agreement supersedes any previous agreement or understanding between the parties and represents the entire understanding and agreement of the parties.

8. Costs.

- a. Each party shall bear its own costs with respect to this Agreement.

9. Waiver.

- a. No failure or delay on the part of either party to exercise any right under this Agreement shall be construed as a waiver, unless a waiver is expressly set forth in a writing signed by the waiving party.

10. Governing Law and Jurisdiction.

- a. This Agreement shall be governed by the laws of the State of Utah and any dispute arising under this Agreement shall be brought in the state or federal courts of Utah.

11. Binding Effect.

- a. This Agreement shall be binding on and inure to the benefit of the parties and their successors or assigns.

12. Amendment.

- a. This Agreement may be modified only by written agreement signed by both parties.

13. Authority to Execute.

- a. Each party represents and warrants that it has full authority to enter into this Agreement and that Agreement does not conflict with any other agreement or undertaking that a party has entered into.

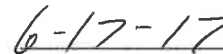
WHEREFORE, the parties, through their authorized representatives, have signified their assent to the terms of this Agreement by affixing their signature below.

HIBL & SONS, LLC


Signature


Title


Print Name


Date

Park City Municipal Corporation

Signature

Title

Print Name

Date





DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

Summary of Proposal

This application for the First Amended Park City Film Studios Subdivision plat, located at 4001 Kearns Boulevard, is a request to create three platted lots of record from an existing 29.55 acre lot. Also included in the amendment is a request to include into Lot A, a 0.8 acre parcel acquired from the Utah Department of Transportation (UDOT) for storm water detention. The purpose of this plat amendment is to provide platted lots for the three phases of Quinn's Junction Partnership Master Planned Development (aka Park City Film Studios MPD). Uses are restricted by conditions of the Annexation and MPD and associated Development Agreements. On June 14th, Planning Commission voted to continue the public hearing to June 28th to review conditions of approval. Staff requests City Council continue this item to July 20th to allow additional time for Planning Commission review and recommendation.

Respectfully:

Kirsten Whetstone, Senior Planner



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

The applicant is requesting to amend the existing Little Belle Condominiums plat for Unit 5 (Exhibit A). The amendment is a request to convert a small portion of private space into limited common area to be incorporated into the existing deck for Unit 5.

The Planning Commission reviewed this Plat Amendment on May 24, 2017 and forwarded a **positive recommendation** to the City Council with a unanimous vote in favor of this item.

Respectfully:

Tippe Morlan, Planner

City Council Staff Report



PLANNING DEPARTMENT

Subject: 7195 Little Belle Court
Little Belle Condominiums Sixth Amended (Amending Unit #5)
Authors: Tippe Morlan, Planner II
Date: June 29, 2017
Type of Item: Legislative – Condominium Plat Amendment

Project Number:	PL-17-03540
Applicant:	Littlebellefive, LLC/Cheryl Skender
Applicant Representative:	Michael Stoker, Stoker Architecture, Inc.
Location:	7195 Little Belle Court
Zoning:	Residential Development (RD-MPD) as part of the Deer Valley MPD
Adjacent Land Uses:	Condominium units, Stein Eriksen Lodge, open space
Reason for Review:	Condominium Amendments require Planning Commission review and City Council approval.

Executive Summary

The applicant is requesting to amend the existing Little Belle Condominiums plat for Unit 5 (Exhibit A). The amendment is a request to convert a small portion of private space into limited common area to be incorporated into the existing deck for Unit 5.

The Planning Commission reviewed this Plat Amendment on May 24, 2017 and forwarded a **positive recommendation** to the City Council with a unanimous vote in favor of this item.

Summary Recommendations

Staff recommends the City Council hold a public hearing and consider **approving** the Sixth Amendment to the Little Belle Condominium Plat amending Unit 5 based on the findings of fact, conclusions of law and conditions of approval as stated in the draft ordinance.

Background

December 21, 1981 – The original Little Belle Condominiums plat was recorded at Summit County with 20 residential units.

August 2, 2000 – A **plat amendment** was recorded after a request to expand the private areas for Units 5, 6, 7, and 8 was approved by the City; however, only Unit 7 showed the deck area as private on the final plat (See Exhibit B).

August 8, 2001 – A **second plat amendment** was recorded converting the limited common decks into private living space and expanding the private living areas to the furthest extensions of the exterior walls of the end units for Units 2, 9, and 10.

April 19, 2004 – A **third plat amendment** was recorded amending Unit 20 converting the limited common deck area into private ownership.

June 7, 2006 – A **fourth plat amendment** was recorded converting all deck and solarium areas from limited common to private space for Units 1, 3, 4, 11, 12, 13, 14, 15, 16, 17, 18, 19, and 20.

June 2, 2011 – A **fifth plat amendment** was recorded amending Unit 3 for an addition of 425 square feet expanding the unit into limited common and common area.

Residential District Zone 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.

Analysis

The Little Belle Condominiums are located within the Silver Lake community portion of the Deer Valley Resort Master Planned Development (MPD). This current application requests conversion of 46 square feet of private area in Unit 5 to limited common area for a future expansion of the deck (into the existing unit). There are no further exterior changes currently proposed. A building permit will be required for any changes to the exterior of the home.

The proposed amendment is consistent with the purpose statements of the district in that the use as residential condominiums is unchanged, the changes to the deck and floor area are proposed within the existing structure minimizing site disturbance, preserving the existing natural open space, and minimizing impacts of development. The additional common area will exist as deck space and any exterior changes will match the existing building.

The first amendment of the Little Belle Condominiums was originally intended to convert the existing limited common decks into private living space for Units 5-8 as the applicant is proposing in this amendment. This request was approved, although the plat which was recorded only showed Unit 7 as having the described limited common area converted to private area (Exhibit B). The plat was recorded without the common area for Unit 5 being converted to private area resulting in the need for a plat amendment before the applicant can make further changes to their deck area. The applicant has requested to convert the proposed deck area into all limited common area rather than private area for this amendment.

Deer Valley MPD Requirements

The property is subject to requirements and restrictions of the Deer Valley Resort 12th Amended and Restated Large Scale Master Planned Development (MPD). Under this MPD, the Little Belle multi-family development was approved for 20 units and were constructed as 20 units. There are no Unit Equivalencies for this development, so the proposed changes to private space will not affect the number of units or the number of required parking spaces for this development.

The property is subject to the following criteria:

	Permitted through MPD	Proposed
Height	Height allowed in the Deer Valley Master Plan for the Little Belle parcel is 28' from existing grade.	No additional building height is proposed. All proposed construction is within the existing building envelope and roof. Building complies with the 28' height allowance.
Front setback	Twenty feet (20')	No construction is proposed into the existing 20' front setbacks.
Rear setback	Fifteen feet (15')	No construction is proposed into the existing 15' rear setbacks.
Side setbacks	Twelve (12')	No construction is proposed into the existing 12' side setbacks.
Commercial and Office uses Support uses	No commercial or office uses exist	No commercial or office uses are proposed.
Parking	Existing: 2 car garage for each unit plus 8 spaces for 20 units	No additional parking is required for the proposed changes.

The building does not exceed the allowable 28' building height and there are no non-conforming setback issues. All construction is proposed within the existing building envelope.

Good Cause

Planning Staff finds that there is good cause for this plat amendment to reflect the as-built conditions and allow the owner to utilize and expand their existing deck space into Unit 5 without increasing the building footprint and without requiring additional parking, consistent with provisions of the Deer Valley MPD. Staff finds that the plat will not cause undue harm to adjacent property owners and all requirements of the Land Management Code for any future development can be met. The HOA has voted to approve this amendment and will be the applicant on any building permit that involves common or limited common area.

Department Review

This project has gone through an interdepartmental review. There were no issues raised by any of the departments regarding this proposal that have not been addressed by the conditions of approval.

Notice

On May 10, 2017, the property was posted and notice was mailed to property owners within 300 feet in accordance with the requirements in the LMC. On May 10, 2017, legal notice was also published in the Park Record and on the public notice website in accordance with the requirements of the LMC.

Public Input

A Public Hearing was held at the May 24, 2017 Planning Commission meeting with no public comment. Staff has not received public input on this application at the time of this report.

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 Sixth Amendment to the Little Belle Condominiums plat amending Unit 5 as conditioned or amended; or
- The City Council may deny the Sixth Amendment to the Little Belle Condominiums plat amending Unit 5 and direct staff to make Findings for this decision; or
- The City Council may continue the discussion on the Sixth Amendment to the Little Belle Condominiums plat amending Unit 5 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 unit and loft would remain as is and no construction could take place across the existing lot lines or into the private area.

Recommendation

Staff recommends the City Council hold a public hearing, consider input and consider **approval** of the Sixth Amendment to the Little Belle Condominiums plat amending Unit 5, based on the findings of fact, conclusions of law and conditions of approval as stated in the draft ordinance.

Exhibits

Ordinance

Exhibit A – Proposed 6th amended plat

Exhibit B – Existing plats

Exhibit C – Aerial photographs

Exhibit D – Applicant letter

Exhibit E – Site Photographs

Exhibit F- Approvals from the First Amended Plat (not recorded as approved)

Ordinance No. 2017-32

AN ORDINANCE APPROVING THE LITTLE BELLE CONDOMINIUMS 6TH AMENDED (AMENDING UNIT #5), LOCATED AT 7195 LITTLE BELLE COURT, PARK CITY, UTAH.

WHEREAS, the owner of the property known as the Little Belle Condominiums, located within the Deer Valley Community of the Deer Valley Resort Twelfth Amended and Restated Large Scale Master Planned Development (MPD) has petitioned the City Council for approval of a request for an amendment to the plat to convert limited common area in Unit 5 to private area; and

WHEREAS, on May 10, 2017, the property was properly noticed and posted according to the requirements of the Land Management Code; and

WHEREAS, courtesy notice was sent to all affected property owners on May 10, 2017 and legal notice was published in the Park Record and Public Notice Website; and

WHEREAS, the Planning Commission held a public hearing on May 24, 2017, to receive input on the amended plat;

WHEREAS, the Planning Commission, on May 24, 2017, forwarded a recommendation to the City Council; and,

WHEREAS, on ____, 2017, the City Council held a public hearing on the amended plat; and

WHEREAS, it is in the best interest of Park City, Utah to approve the Little Belle Condominiums Sixth Amended plat to reflect as-built conditions and allow the owner to utilize the deck area of Unit 5 as private area without increasing the building footprint or parking requirements beyond existing conditions, consistent with provisions of the Deer Valley MPD, as amended (12th Amended MPD).

WHEREAS, Staff finds that the plat will not cause undue harm to adjacent property owners and all requirements of the Land Management Code for any future development can be met.

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 Sixth Amended Little Belle Condominiums plat, 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 7195 Little Belle Court.
2. The Little Belle Condominiums plat was approved by the City Council on December 17, 1981 and recorded at Summit County on December 21, 1981.

3. The Little Belle Condominiums plat recorded 20 residential condominium units 8 parking spaces.
4. In August of 2000, an amended plat was approved to expand the private areas for Units 5, 6, 7, and 8 of the Little Belle Condominiums.
5. The first amended plat for the Little Belle Condominiums recorded in August of 2000 only shows expanded private space for Unit 7.
6. In August of 2001, a second plat amendment was recorded. This second amendment converted the limited common deck areas to private areas and expanded the private living areas to the furthest extensions of the exterior walls of the end units for Units 2, 9, and 10.
7. In April of 2004, a third plat amendment was recorded. This third amendment converted limited common deck area to private area for Unit 20.
8. In June of 2006, a fourth plat amendment was recorded. This fourth amendment converted all limited common deck and solarium areas to private areas for Units 1, 3, 4, 11, 12, 13, 14, 15, 16, 17, 18, 19, and 20.
9. In June of 2011, a fifth plat amendment was recorded. This fifth amendment added 425 square feet of private space to Unit 3.
10. Currently there are 20 condominium units and 31 underground parking spaces.
11. The property is subject to requirements and restrictions of the Deer Valley Resort 12th Amended and Restated Large Scale MPD.
12. The MPD originally allowed 20 condominium units for the Little Belle development.
13. On April 20, 2017, the City received a completed application for a Sixth Amendment to the Little Belle Condominiums plat requesting conversion of 46 square feet of private area to limited common area in Unit 5 for the purpose of expanding an existing deck into an area of the unit that is private.
14. On April 5, 2017, the Little Belle Homeowner's Association voted unanimously (with more than 2/3rds of members voting) to approve the conversion of limited common area to private area for Unit 5.
15. There are no exterior changes proposed.
16. The proposed amendment is consistent with the purpose statements of the district.
17. Unit 5 would decrease by 46 square feet from 3,216 square feet to 3,170 square feet.
18. All construction is proposed within the existing building envelope.
19. Each unit has a two car garage meeting parking requirements of the parking code.
20. 8 additional guest parking spaces have been provided in this development since the units were originally constructed

Conclusions of Law:

1. There is good cause for this amendment to the plat.
2. The amended plat is consistent with the Park City Land Management Code and applicable State law regarding condominium plats.
3. The amended plat is consistent with the 12th Amended and Restated Deer Valley Master Planned Development.
4. Neither the public nor any person will be materially injured by the proposed plat amendment.
5. Approval of the plat amendment, subject to the conditions of approval, 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 and content of the amended plat for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant will record the plat at the County within one year from the date of City Council approval. If recordation has not occurred within one 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. All conditions of approval of the Deer Valley Resort 12th Amended and Restated Large Scale MPD and the amended Courchevel Condominiums at Deer Valley plats shall continue to apply.
4. No building permit may be granted until after this plat amendment has been recorded. Once the deck area is recorded as limited common area, both the unit owner and the HOA must be the applicant for any building permit pulled for the deck area.

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

PASSED AND ADOPTED this 29th day of June, 2017.

PARK CITY MUNICIPAL CORPORATION

Jack Thomas, MAYOR

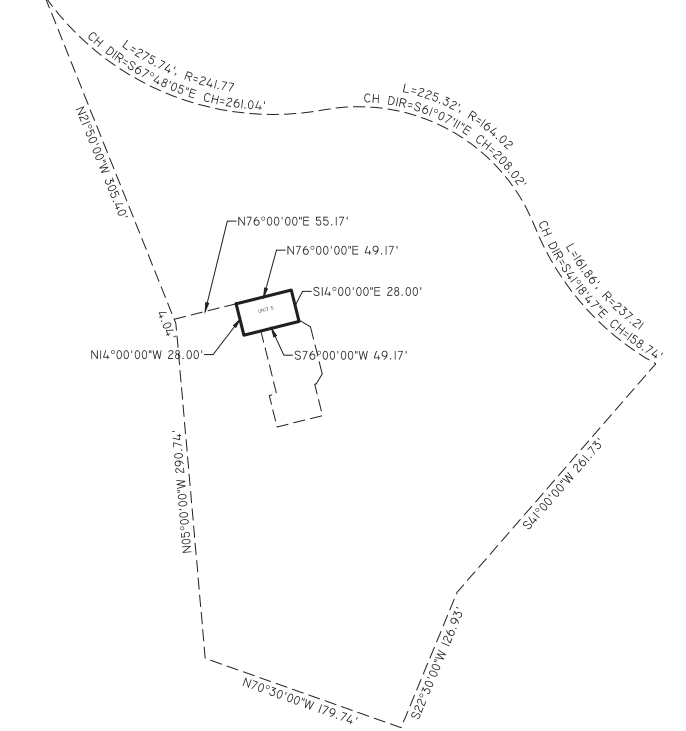
ATTEST:

City Recorder

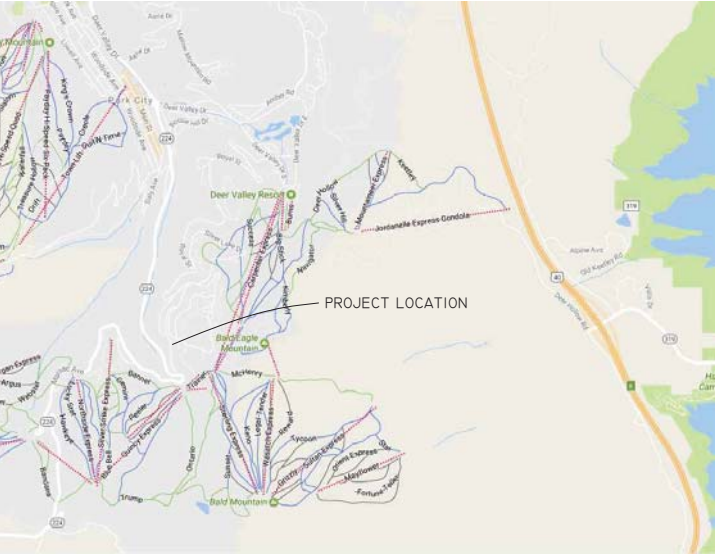
APPROVED AS TO FORM:

Mark Harrington, City Attorney

Exhibit A: Proposed Plat



LOCATION MAP
SCALE = NTS



VICINITY MAP
SCALE = NTS

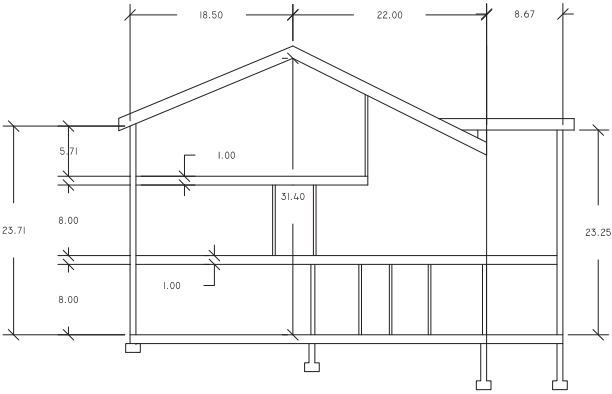


SYMBOL LEGEND	
	DEED LINE
	BOUNDARY
	PRIVATE OWNERSHIP
	LIMITED COMMON OWNERSHIP

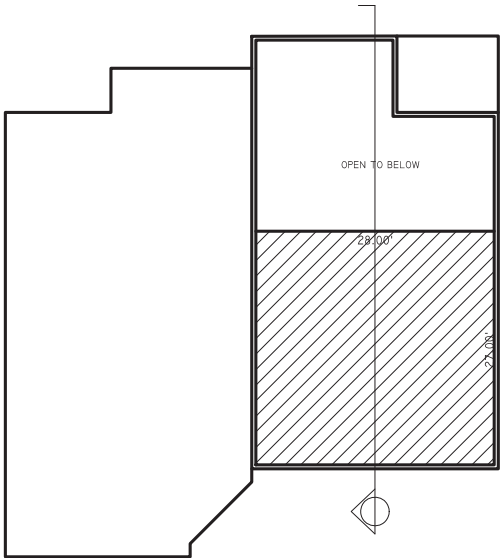
ZONING	
RD-MPD	
AREA	
199 SQUARE FT.	LIMITED COMMON
3,170 SQUARE FT.	PRIVATE
3,369 SQUARE FT.	TOTAL

LITTLE BELLE CONDOMINIUM - 6TH AMENDED
AMENDING UNIT #5

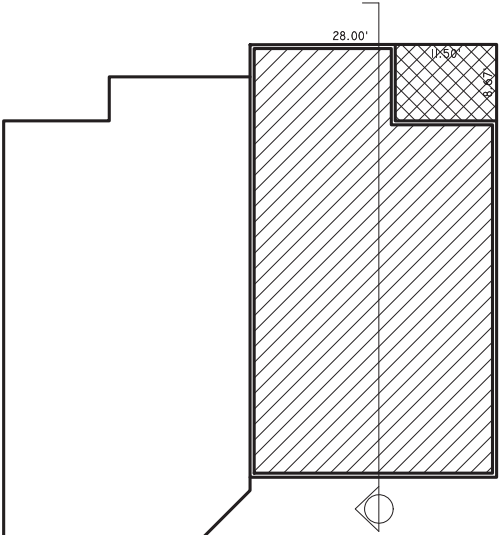
A PARCEL OF LAND SITUATED IN THE NORTHEAST QUARTER OF SECTION 28, TOWNSHIP 2 SOUTH,
RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN



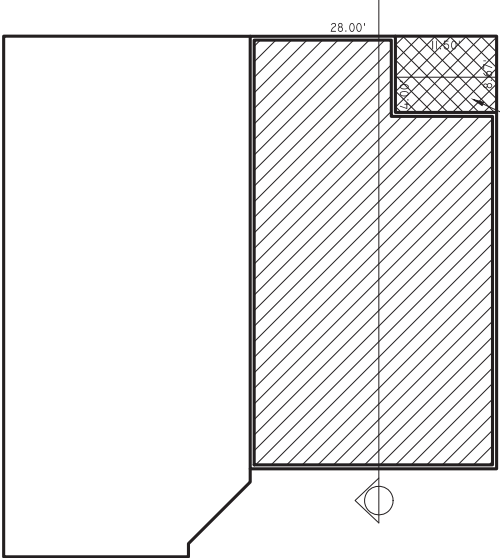
SECTION UNIT 5
SCALE = 1"=10'



UPPER LEVEL UNIT 5
SCALE = 1"=10'



MAIN LEVEL UNIT 5
SCALE = 1"=10'



LOWER LEVEL UNIT 5
SCALE = 1"=10'

BOUNDARY DESCRIPTION

BEGINNING AT A POINT WHICH IS SOUTH 578.78 FEET AND EAST 341.31 FEET FROM THE SOUTHWEST CORNER OF SECTION 22, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN, PARK CITY, SUMMIT COUNTY, UTAH, THENCE S41°00'00"W 261.73 FEET, THENCE S22°30'00"W 126.93 FEET, THENCE N70°30'00"W 179.74 FEET, THENCE N05°00'00"W 290.74 FEET, THENCE N21°50'00"W 305.40 FEET TO A POINT ON A 241.77 FOOT RADIUS CURVE WHOSE CENTER BEARS N54°52'20"E, THENCE SOUTHEASTERLY 275.74 FEET ALONG THE ARC OF SAID CURVE TO A POINT OF REVERSE CURVATURE OF A 164.02 FOOT RADIUS CURVE, THENCE SOUTHEASTERLY 225.32 FEET ALONG THE ARC OF SAID CURVE TO A POINT OF REVERSE CURVATURE OF A 237.21 FOOT RADIUS CURVE, THENCE SOUTHEASTERLY 161.86 FEET ALONG THE ARC OF SAID CURVE TO THE POINT OF BEGINNING.
AREA = 3.66 ACRES FOR 20 CONDOMINIUM UNITS.

PARCEL DESCRIPTION

BEGINNING AT A POINT WHICH IS SOUTH 578.78 FEET AND EAST 341.31 FEET FROM THE SOUTHWEST CORNER OF SECTION 22, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN, PARK CITY, SUMMIT COUNTY, UTAH, THENCE S41°00'00"W 261.73 FEET, THENCE S22°30'00"W 126.93 FEET, THENCE N70°30'00"W 179.74 FEET, THENCE N05°00'00"W 290.74 FEET, THENCE N21°50'00"W 4.04 FEET, THENCE N16°00'00"E 55.17 FEET TO THE TRUE POINT OF BEGINNING; AND RUNNING THENCE N76°00'00"E 49.17 FEET, THENCE S14°00'00"E 28.00 FEET, THENCE S76°00'00"W 49.17 FEET, THENCE N14°00'00"W 28.00 FEET TO THE POINT OF BEGINNING.

AREA = 0.03 ACRE FOR 1 CONDOMINIUM UNIT.

SURVEYOR'S CERTIFICATE

IN ACCORDANCE WITH SECTION 10-9A-603 OF THE UTAH CODE, I, CHAD A. ANDERSON, DO HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR HOLDING LICENSE NUMBER 7736336 IN ACCORDANCE WITH TITLE 58, CHAPTER 22, OF THE PROFESSIONAL ENGINEERS AND PROFESSIONAL LAND SURVEYORS LICENSING ACT. BY THE AUTHORITY OF THE OWNERS, I HAVE AMENDED SAID CONDO UNIT AS SHOWN HEREON.

CHAD ANDERSON
PROFESSIONAL LAND SURVEYOR
05/01/17
DATE
05/01/17
STATE OF UTAH
SURVEYOR'S SEAL

OWNER'S CONSENT TO RECORD - UNIT 5

KNOW ALL MEN BY THESE PRESENT THAT I, THE UNDERSIGNED OWNER OF UNIT 5 AT LITTLE BELLE CONDOMINIUM, CERTIFY THAT I CAUSED THIS PLAT AMENDMENT TO BE PREPARED, AND DO HEREBY CONSENT TO THE RECORDATION OF THIS PLAT.

BY: CHERYL A. SKENDER, TRUSTEE OF THE
CHERYL A. SKENDER TRUST DATED MAY 26, 2006

ACKNOWLEDGEMENT

STATE OF _____
COUNTY OF _____) S.S.

ON THIS _____ DAY OF _____, 20____, PERSONALLY APPEARED BEFORE ME CHERYL A. SKENDER, WHO AFTER BEING DULY SWORN, ACKNOWLEDGED TO ME THAT SHE IS THE TRUSTEE OF THE CHERYL A. SKENDER TRUST DATED MAY 26, 2006, WHICH OWNS UNIT 5 AT LITTLE BELLE CONDOMINIUM, AND DULY ACKNOWLEDGED TO ME THAT SHE SIGNED THE FOREGOING INSTRUMENT.

NOTARY PUBLIC

OWNER'S CONSENT TO RECORD - HOA

KNOW ALL MEN BY THESE PRESENT THAT LITTLE BELLE CONDOMINIUM OWNERS ASSOCIATION (THE ASSOCIATION), THE AUTHORIZED REPRESENTATIVE OF ALL OF THE UNIT OWNERS HOLDING OWNERSHIP INTEREST IN THE COMMON AREA AND FACILITIES OF THE PROJECT, CERTIFIES THAT IT HAS APPROVED THIS PLAT AMENDMENT TO BE PREPARED, AND ON BEHALF OF ALL OF THE UNIT OWNERS DOES HEREBY CONSENT TO THE RECORDATION OF THE PLAT.

LITTLE BELLE CONDOMINIUM OWNERS ASSOCIATION

BY: _____

ACKNOWLEDGEMENT

STATE OF _____
COUNTY OF _____) S.S.

ON THIS _____ DAY OF _____, 20____, PERSONALLY APPEARED BEFORE ME _____ WHO AFTER BEING DULY SWORN, ACKNOWLEDGED TO ME THAT _____ IS THE PRESIDENT OF LITTLE BELLE CONDOMINIUM OWNERS ASSOCIATION, AND DULY ACKNOWLEDGED TO ME THAT _____ IS AUTHORIZED TO SIGN THE FOREGOING INSTRUMENT ON BEHALF OF THE CORPORATION, AND FURTHER ACKNOWLEDGED TO ME THAT THE CORPORATION EXECUTED THE SAME.

NOTARY PUBLIC

CITY COUNCIL APPROVAL	CERTIFICATE OF ATTEST
SIGNATURE _____ DATE _____	CITY RECORDER _____ DATE _____
PARK CITY ENGINEER	PARK CITY PLANNING COMMISSION
SIGNATURE _____ DATE _____	SIGNATURE _____ DATE _____
COUNTY ASSESSOR	PARK CITY ATTORNEY
SIGNATURE _____ DATE _____	SIGNATURE _____ DATE _____

RECORDED
STATE OF UTAH COUNTY SUMMIT
RECORDED AND FILED AT THE REQUEST OF _____
DATE _____ TIME _____
SIGNATURE (COUNTY RECORDER) _____ DATE _____

CONSENT TO RECORDATION

THE UNDERSIGNED, **ASHLEY INVESTORS**, A UTAH CORPORATION, OWNER OF THE EQUITABLE INTEREST IN THE SUBJECT PROPERTY, DOES HEREBY CONSENT TO THE RECORDATION OF THIS RECORD OF SURVEY MAP AND THE SUBMISSION OF THE PROPERTY TO THE TERMS OF THE UTAH CONDOMINIUM OWNERSHIP ACT.

ASHLEY INVESTORS

BY Jon C. Heaton

JON C. HEATON, PRESIDENT

ACKNOWLEDGEMENT

STATE OF UTAH
COUNTY OF SALT LAKE S.S.

ON THIS 8TH DAY OF DECEMBER, 1981, PERSONALLY APPEARED BEFORE ME, JON C. HEATON, WHO BEING BY ME DULY SWORN, DID SAY THAT HE IS THE PRESIDENT OF **ASHLEY INVESTORS**, A UTAH CORPORATION, AND THAT THE WITHIN AND FOREGOING CONSENT TO RECORDATION WAS SIGNED IN BEHALF OF SAID CORPORATION BY AUTHORITY OF ITS BOARD OF DIRECTORS, AND SAID JON C. HEATON DULY ACKNOWLEDGED TO ME THAT SAID CORPORATION DULY EXECUTED THE SAME.

MY COMMISSION EXPIRES: 5 May 1982

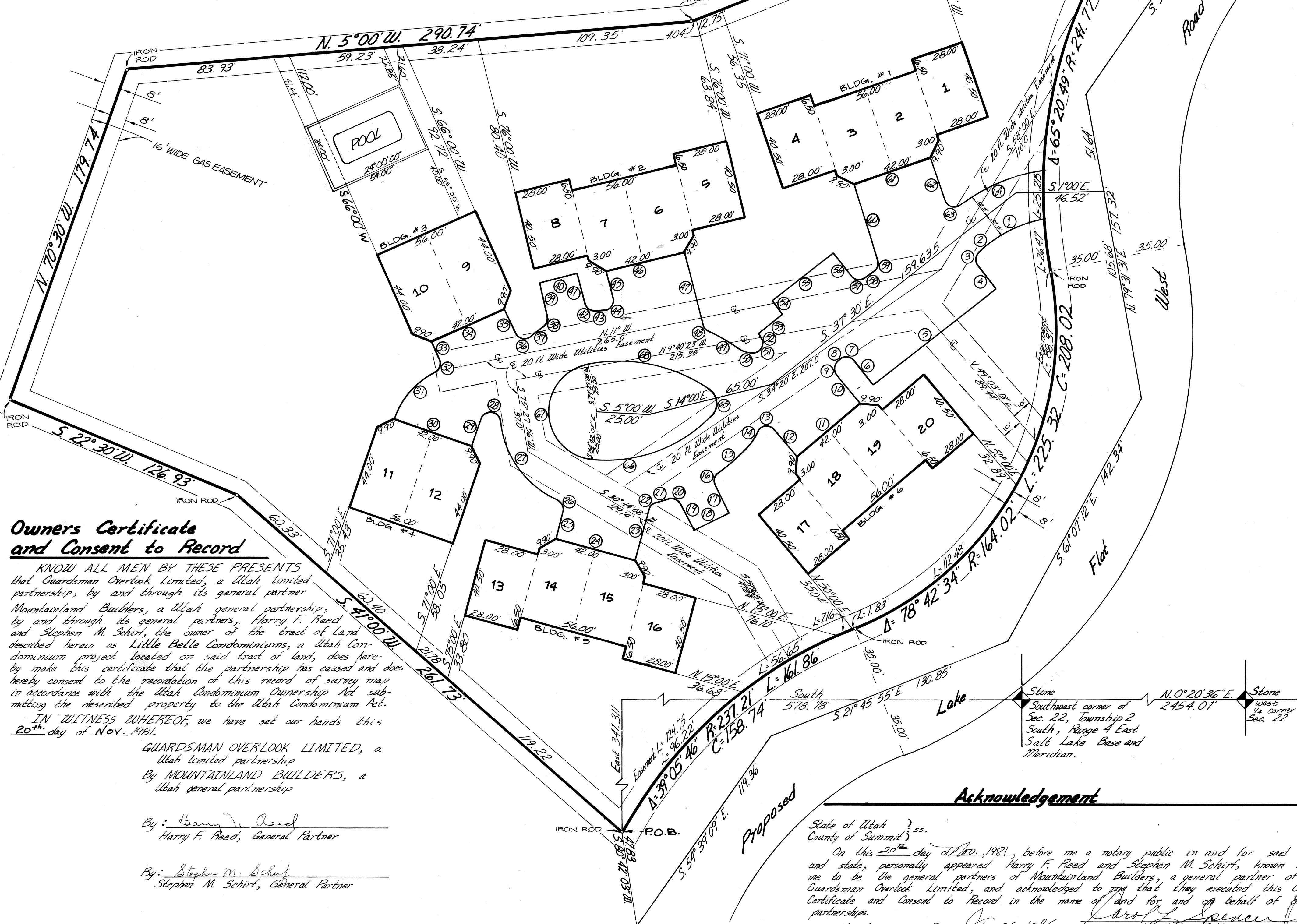
Ed Jenkins

NOTARY PUBLIC

RESIDING AT:

Salt Lake Co.

SCALE 1"=30'



Owners Certificate and Consent to Record

KNOW ALL MEN BY THESE PRESENTS that Guardsman Overlook Limited, a Utah limited partnership, by and through its general partner Mountainland Builders, a Utah general partnership, by and through its general partners, Harry F. Reed and Stephen M. Schurt, the owner of the tract of land described herein as Little Belle Condominiums, a Utah Condominium project located on said tract of land, does hereby make this certificate that the partnership has caused and does hereby consent to the recordation of this record of survey map in accordance with the Utah Condominium Ownership Act submitting the described property to the Utah Condominium Act.

IN WITNESS WHEREOF, we have set our hands this 20th day of Nov. 1981.

GUARDSMAN OVERLOOK LIMITED, a Utah limited partnership
By MOUNTAINLAND BUILDERS, a Utah general partnership

By: Harry F. Reed
Harry F. Reed, General Partner

By: Stephen M. Schurt
Stephen M. Schurt, General Partner

Acknowledgement

State of Utah } ss.
County of Summit }

On this 20th day of Dec. 1981, before me a notary public in and for said county and state, personally appeared Harry F. Reed and Stephen M. Schurt, known to me to be the general partners of Mountainland Builders, a general partner of Guardsman Overlook Limited, and acknowledged to me that they executed this Certificate and Consent to Record in the name of and for and on behalf of said partnership.

My Commission Expires Jan. 26, 1985

Notary Public
Residing at: Park City

Description

Beginning at a point which is South 578.78 feet and East 341.31 feet from the Southwest corner of Section 22, Township 2 South, Range 4 East, Salt Lake Base and Meridian, and running thence South 41°00'00" West 261.73 feet; thence South 22°30'00" West 126.93 feet; thence North 70°30'00" West 179.74 feet; thence North 5°00'00" West 290.74 feet; thence North 21°50'00" West 305.40 feet to a point on a 241.77 foot radius curve to the left (Center bears North 54°52'20" East 241.77 feet of which the central angle is 65°20'49"); thence Southeasterly along the arc of said curve 275.74 feet to a point on a 164.02 foot radius reverse curve to the right (Center bears South 10°28'29" East 164.02 feet of which the central angle is 78°42'34"); thence Southeasterly along the arc of said curve 225.32 feet to a point on a 237.21 foot radius reverse curve to the left (Center bears North 68°44'05" East 237.21 feet of which the central angle is 39°05'46"); thence Southeasterly along the arc of said curve 161.86 feet to the point of beginning. Contains: 159580.00 Square feet or 3.66345 Acres

Surveyor's Certificate

I, James G. West, do hereby certify that I am a registered Land Surveyor, and that I hold License No. 3082 as prescribed by the laws of the State of Utah, and do hereby certify that by authority of the owners I have made a survey of the above-described property to be hereafter known as LITTLE BELLE CONDOMINIUMS, and that the same has been surveyed and staked on the ground as shown on this plat.

Nov. 3, 1981

Date

James G. West

James G. West

Index Curve data, Bearing and Distance

1. R=67.50' L=31.32' Δ=26°35'14"	35. N 66°00'00" E. 14.41'
2. S 37°30'00" E. 6.81'	36. R=5.00' L=9.38' Δ=107°27'13"
3. R=3.00' L=7.85' Δ=90°00'00"	37. R=50.00' L=7.625' Δ=8°44'17"
4. N 32°30'00" E. 15.00'	38. R=5.00' L=6.22' Δ=71°17'04"
5. S 37°30'00" E. 80.00'	39. S 76°00'00" W. 18.02'
6. S 52°30'00" W. 15.00'	40. N 14°00'00" W. 20.00'
7. R=5.00' L=7.85' Δ=90°00'00"	41. N 76°00'00" E. 16.12'
8. S 37°30'00" E. 1.25'	42. R=5.00' L=7.16' Δ=82°00'09"
9. R=5.00' L=8.07' Δ=92°30'00"	43. R=10.00' L=4.43' Δ=2°18'26"
10. N 50°00'00" E. 18.85'	44. R=5.00' L=8.75' Δ=100°18'17"
11. S 40°00'00" W. 42.00'	45. S 76°00'00" W. 14.74'
12. S 50°00'00" W. 18.11'	46. N 14°00'00" W. 42.00'
13. R=5.00' L=9.99' Δ=114°26'05"	47. N 76°00'00" E. 38.675'
14. R=35.00' L=11.47' Δ=18°46'46"	48. R=5.00' L=4.44' Δ=50°52'79"
15. R=100.00' L=18.46' Δ=10°41'31"	49. R=10.00' L=7.21' Δ=8°57'59"
16. R=5.00' L=7.14' Δ=81°47'12"	50. R=15.00' L=8.69' Δ=33°12'36"
17. N 63°15'00" E. 16.08'	51. R=5.00' L=10.47' Δ=120°00'02"
18. S 26°45'00" E. 20.00'	52. S 60°53'02" W. 3.66'
19. S 63°15'00" W. 16.08'	53. N 37°30'00" W. 15.62'
20. R=5.00' L=7.14' Δ=81°47'12"	54. S 52°30'00" W. 8.67'
21. R=100.00' L=6.79' Δ=3°53'18"	55. N 37°30'00" W. 40.00'
22. R=5.00' L=5.27' Δ=60°21'06"	56. N 52°30'00" E. 15.03'
23. S 78°00'00" E. 26.37'	57. R=5.00' L=7.85' Δ=90°00'00"
24. S 15°00'00" W. 42.00'	58. N 37°30'00" W. 6.00'
25. N 75°00'00" W. 44.00'	59. R=5.00' L=6.24' Δ=71°30'00"
26. R=5.00' L=7.08' Δ=8°07'35"	60. S 71°00'00" W. 40.90'
27. R=50.00' L=52.65' Δ=60°20'15"	61. N 19°00'00" W. 42.00'
28. R=5.00' L=13.345' Δ=155°12'40"	62. N 71°00'00" E. 23.50'
29. S 71°00'00" E. 14.69'	63. R=5.00' L=9.43' Δ=108°01'31"
30. S 79°00'00" W. 42.00'	64. R=20.50' L=46.42' Δ=28°45'05"
31. R=42.00' L=32.15' Δ=43°51'27"	65. R=10.00' L=17.80' Δ=101°28'29"
32. R=5.00' L=7.38' Δ=86°51'27"	66. R=75.00' L=66.70' Δ=50°57'18"
33. S 66°00'00" W. 10.09'	67. R=25.00' L=71.64' Δ=164°11'10"
34. N 24°00'00" W. 42.00'	68. R=85.00' L=63.62' Δ=42°53'04"

LITTLE BELLE CONDOMINIUMS

LOCATED IN THE N.E. QUARTER OF SECTION 28 TOWNSHIP 2 S., RANGE 4 E., S.L.B.&M.

CITY COUNCIL APPROVAL

PRESENTED TO THE BOARD OF CITY COUNCIL THIS 17th DAY OF December A.D. 1981, AT WHICH TIME THIS RECORD OF SURVEY WAS APPROVED

M. Ralston
CITY CLERK
MAYOR

CITY ENGINEER

APPROVED AND ACCEPTED BY THE PARK CITY CITY ENGINEERING DEPARTMENT ON THIS 7th DAY OF DECEMBER A.D. 1981.

Eric W. DeHann, P.E.
ASST CITY ENGINEER

CITY PLANNING COMMISSION

APPROVED AND ACCEPTED BY THE CITY PLANNING COMMISSION ON THIS 7th DAY OF December A.D. 1981.

H. Guy Lawson
CHAIRMAN

APPROVAL AS TO FORM

APPROVED AS TO FORM ON THIS 17th DAY OF December A.D. 1981.

Michael W. May
CITY ATTORNEY

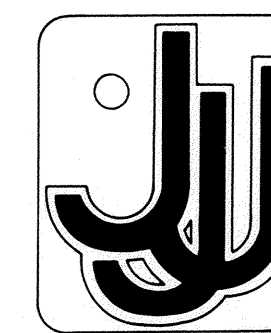
RECORDED

NO 186813 data 12-21-81 at 3:50
STATE OF Utah
COUNTY OF Summit
RECORDED AND FILED AT THE REQUEST OF:
Little Belle Condominiums Deer Valley
40.00 FEES
Shanda Y. Spriggs
COUNTY RECORDER

J.J. Johnson & Associates

Park Meadows Plaza,
Highway 248
Park City, Utah 84060

(801) 649-9811

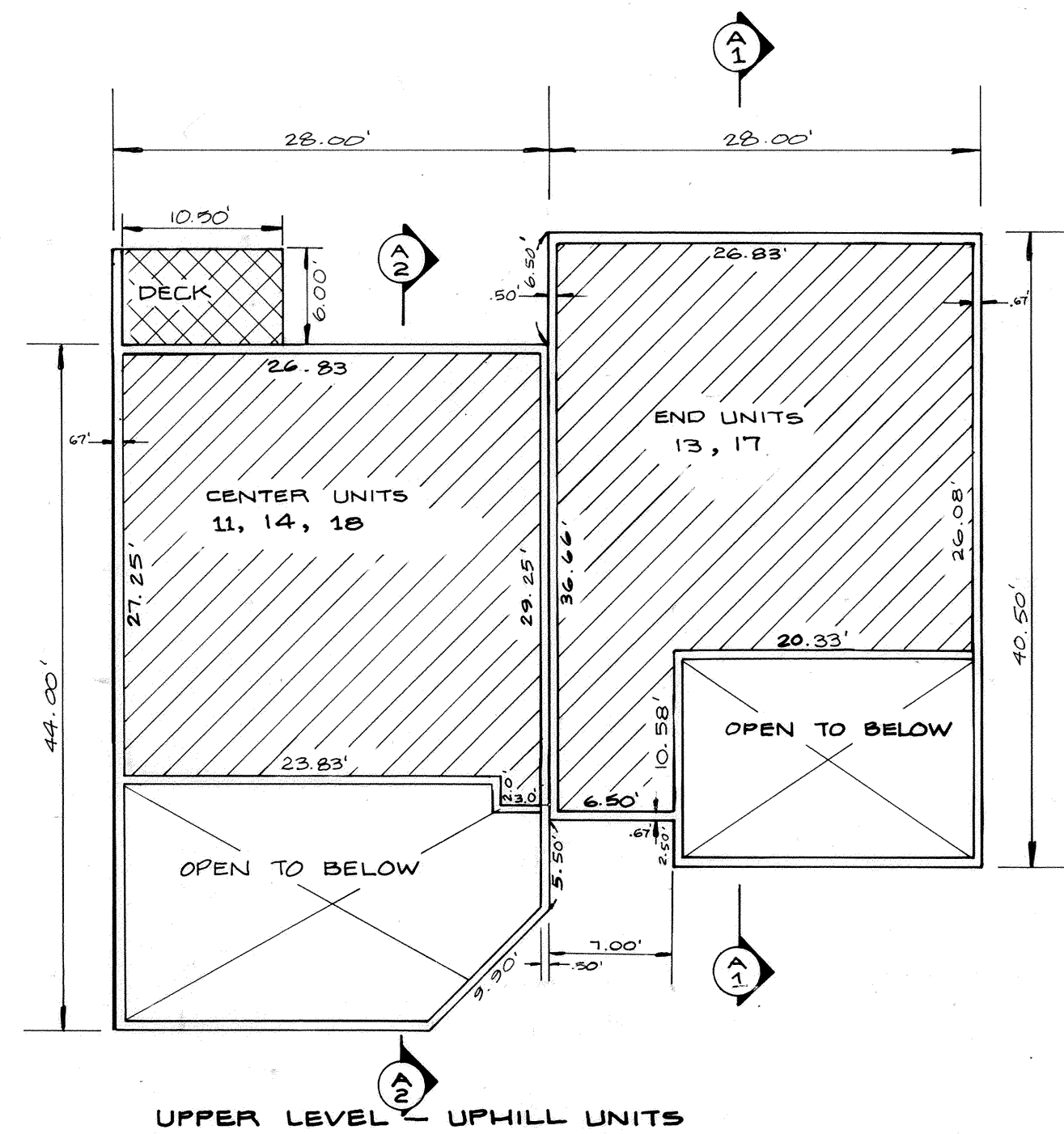
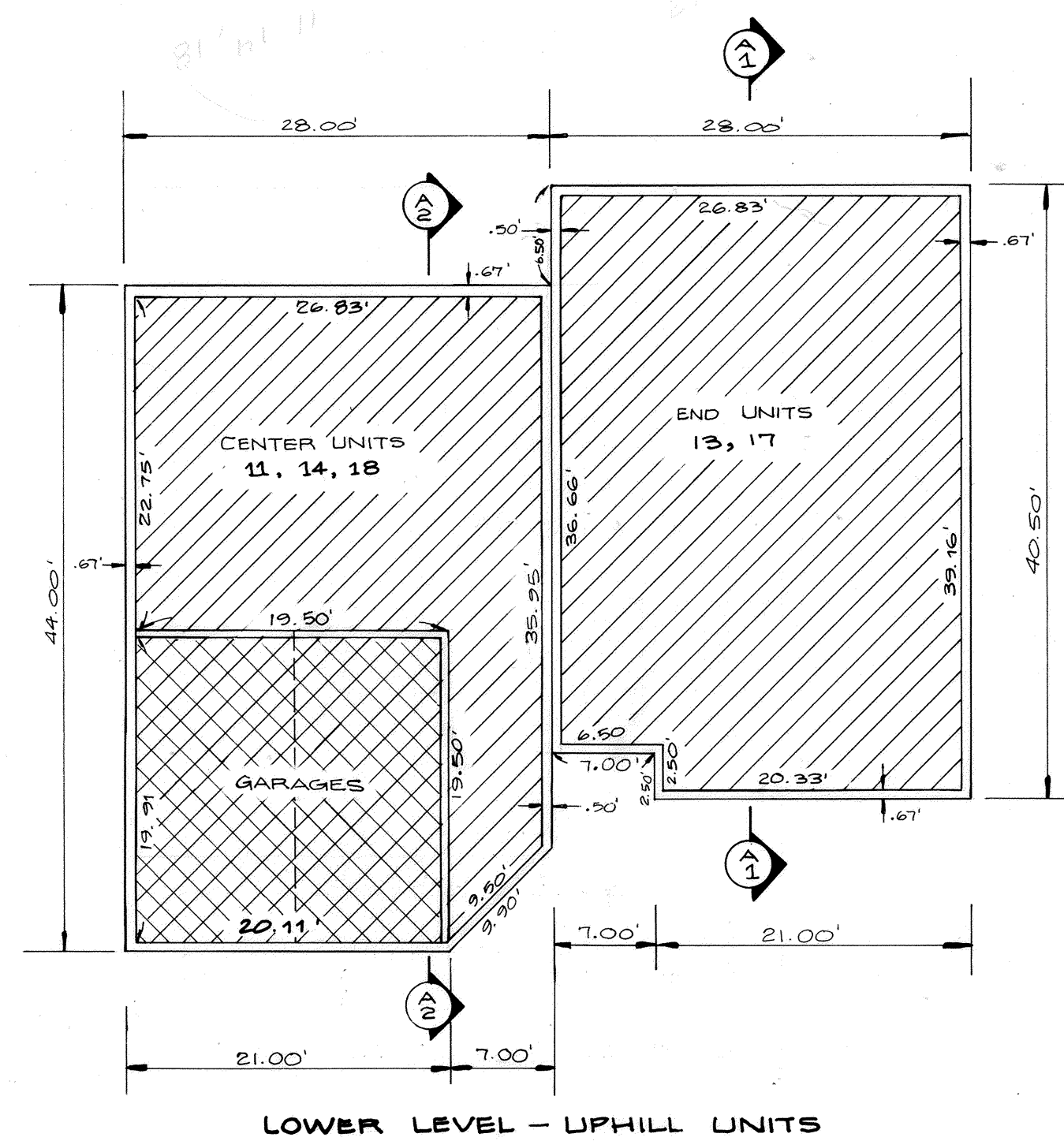
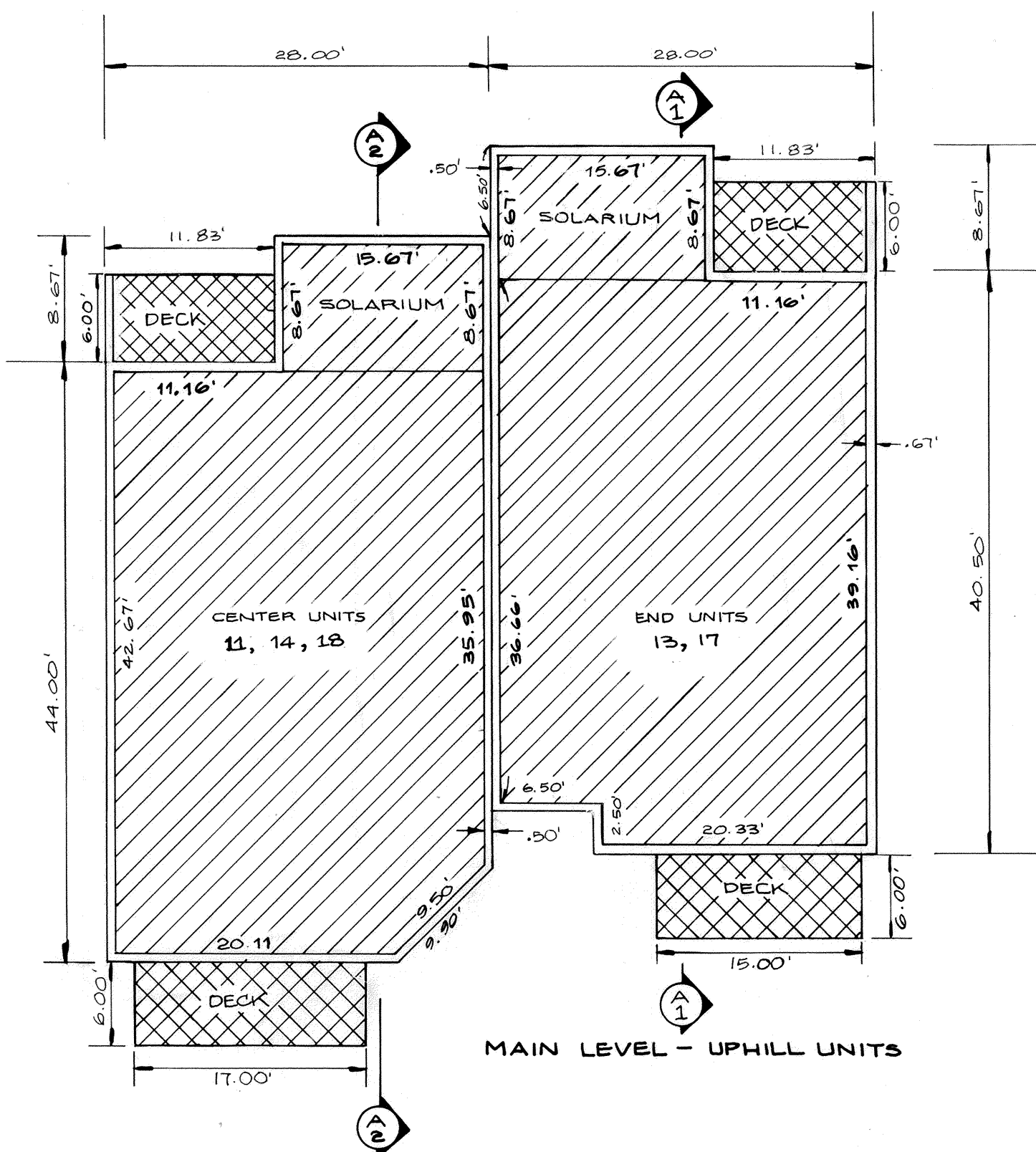
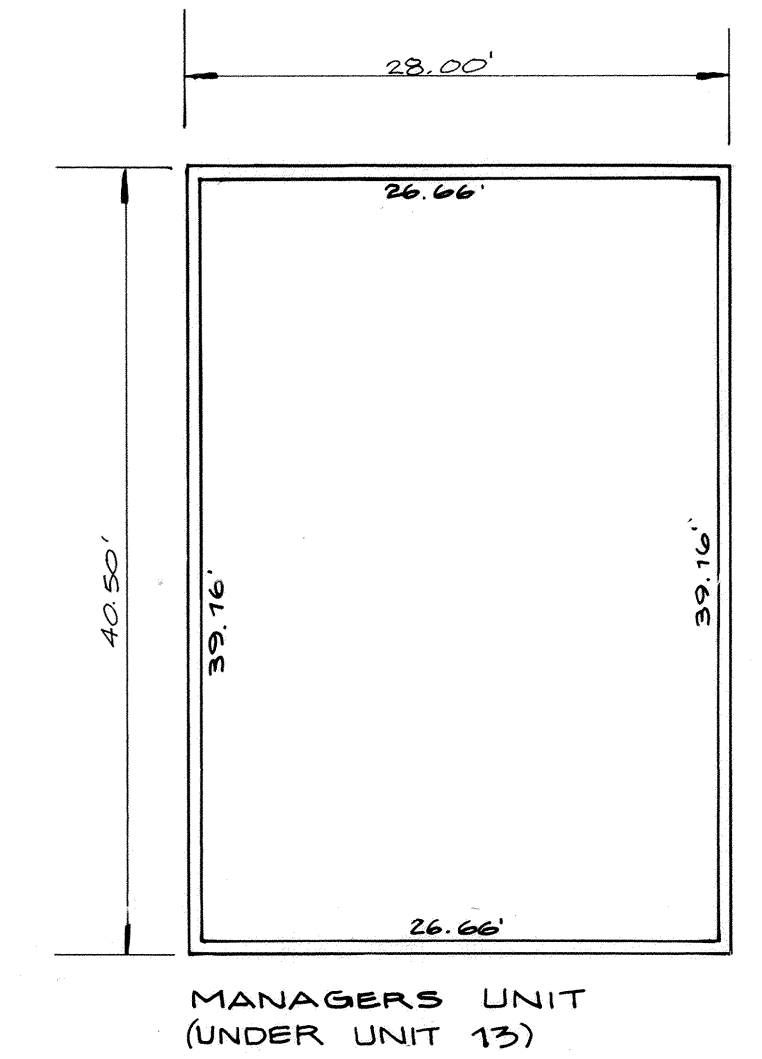
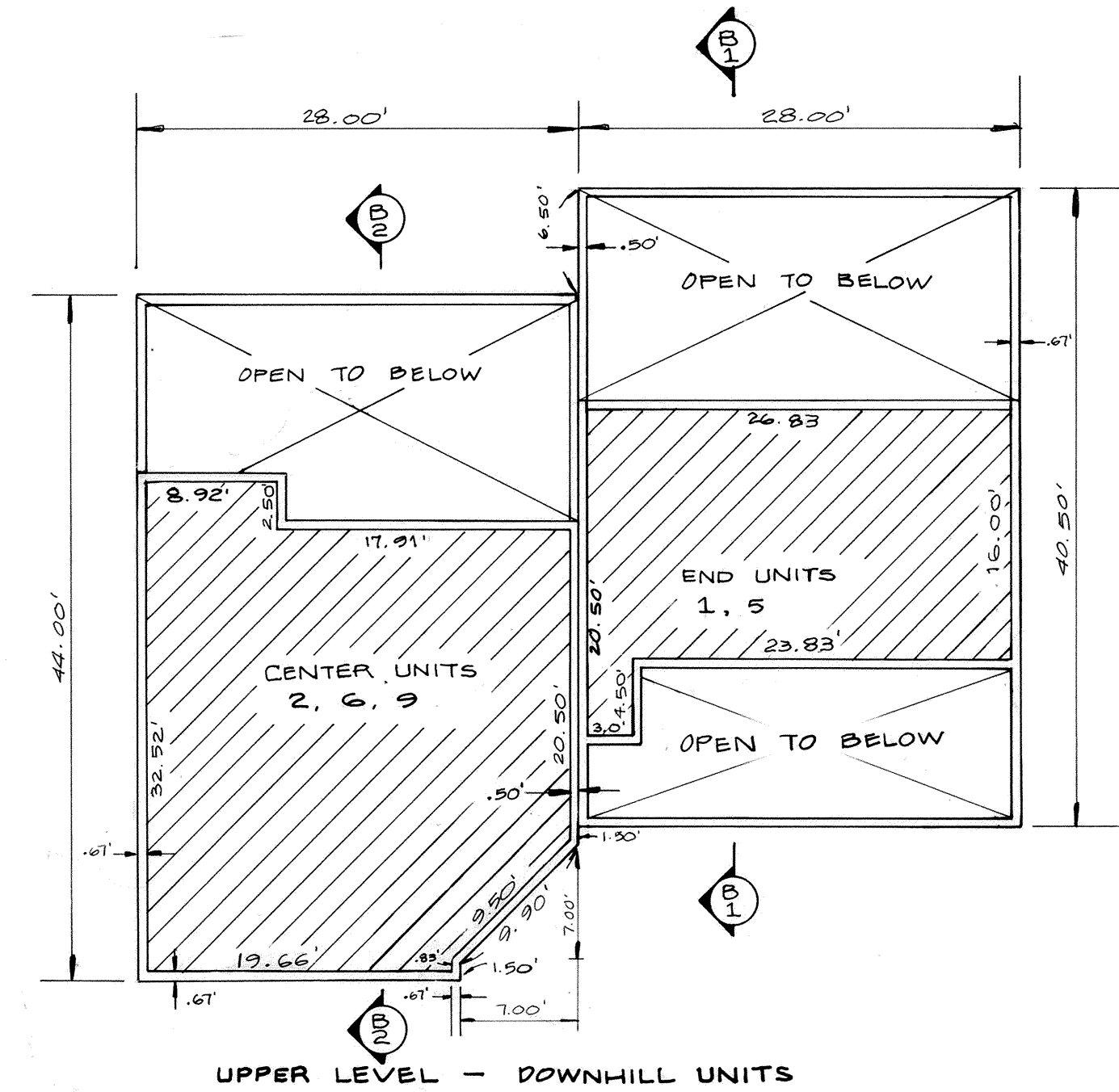
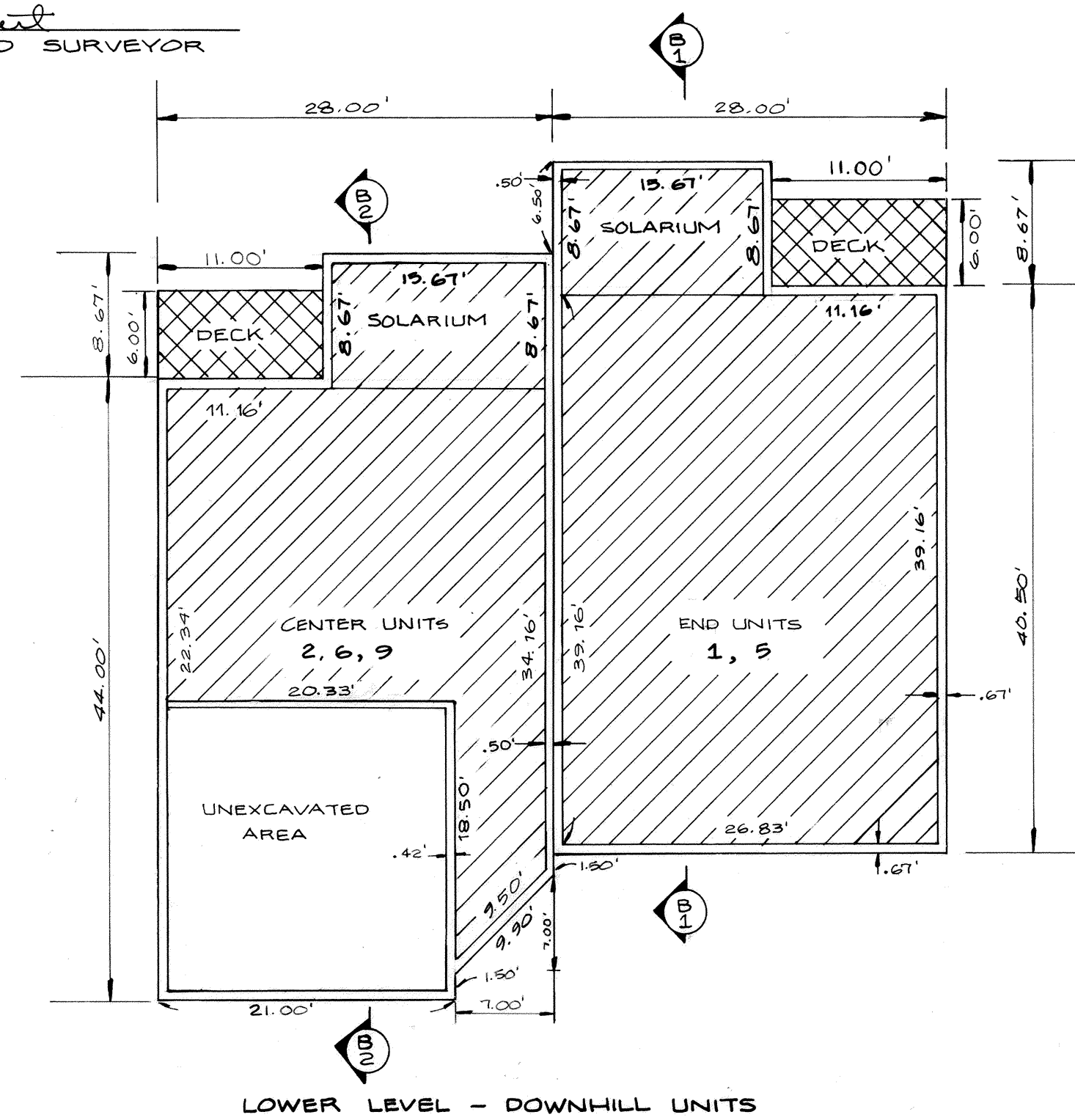
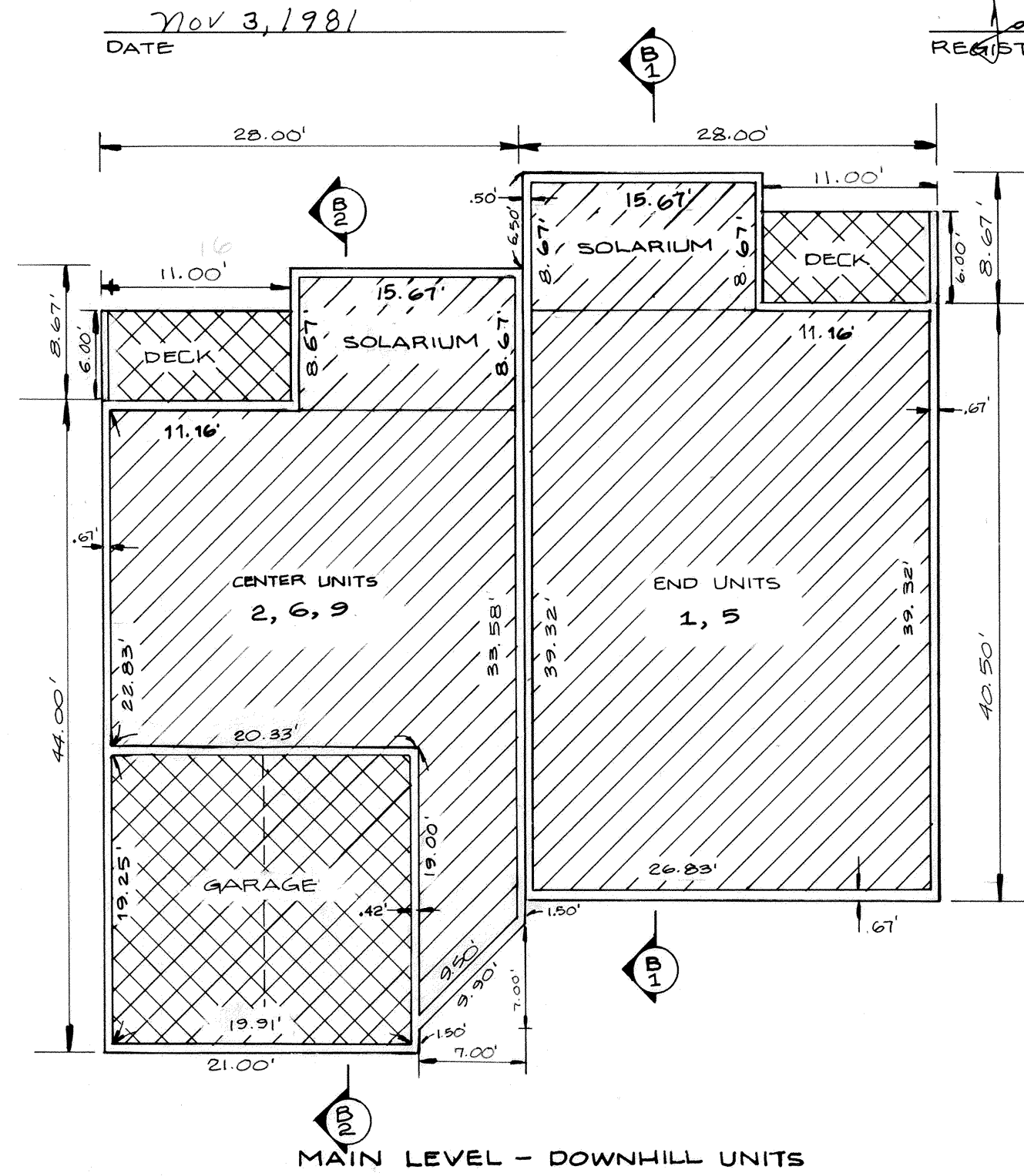


I, JAMES G. WEST, DO HEREBY CERTIFY THAT THE BUILDING SPECIFICATIONS OF
LITTLE BELLE CONDOMINIUMS, A UTAH CONDOMINIUM PROJECT, ARE
AND WILL BE AS SHOWN ON THIS PLAT.

NOTE: UNITS 3, 4, 7, 8, 10, 12, 15, 16, 19 & 20 ARE REVERSED FLOOR PLANS
OF THOSE SHOWN BELOW. ALL DIMENSIONS ARE EXACTLY THE SAME.

Nov 3, 1981
DATE

James G. West
REGISTERED LAND SURVEYOR



UNIT NO.	PRIVATE OWNERSHIP IN SQUARE FEET
1, 4, 5, 8	2684.26
2, 3, 6, 7, 9, 10	2680.79
11, 12, 14, 15, 18, 19	3024.63
16, 17, 20	3096.97
13 * MAIN & UPPER FLOORS ONLY	1822.26
MANAGERS UNIT (UNDER UNIT 13)	1044.01

FIGURES EXCLUDE GARAGE SQ. FOOTAGE
ALL FIGURES INCLUDE STORAGE SQ. FOOTAGE

COMMON OWNERSHIP	
LIMITED COMMON OWNERSHIP	
PRIVATE OWNERSHIP	

SHT. 2 OF 3

CITY COUNCIL APPROVAL

PRESENTED TO THE BOARD OF
CITY COUNCIL THIS _____ DAY OF _____
A.D. 19____, AT WHICH TIME THIS
RECORD OF SURVEY WAS APPROVED

CITY CLERK
MAYOR

CITY ENGINEER

APPROVED AND ACCEPTED BY THE
CITY ENGINEERING DEPART-
MENT ON THIS _____ DAY OF _____
A.D. 19____

CITY ENGINEER

CITY PLANNING COMMISSION

APPROVED AND ACCEPTED BY THE
CITY PLANNING COMMISSION ON THIS _____
DAY OF _____ A.D. 19____

CHAIRMAN

APPROVAL AS TO FORM

APPROVED AS TO FORM ON THIS _____
DAY OF _____ A.D. 19____

CITY ATTORNEY

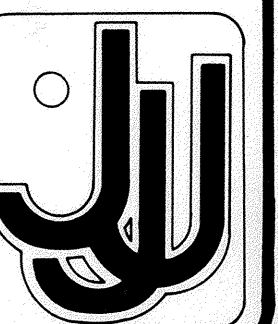
RECORDED

No. 186813 date 12-21-81 at 3:50
STATE OF Utah
COUNTY OF Summit
RECORDED AND FILED AT THE REQUEST OF:
Little Belle Condominiums, Inc. Vashley
\$ 40.00
FEES
Nanda Y. Sprigg
COUNTY RECORDER

J.J. Johnson & Associates

Park Meadows Plaza,
Highway 248
Park City, Utah 84060

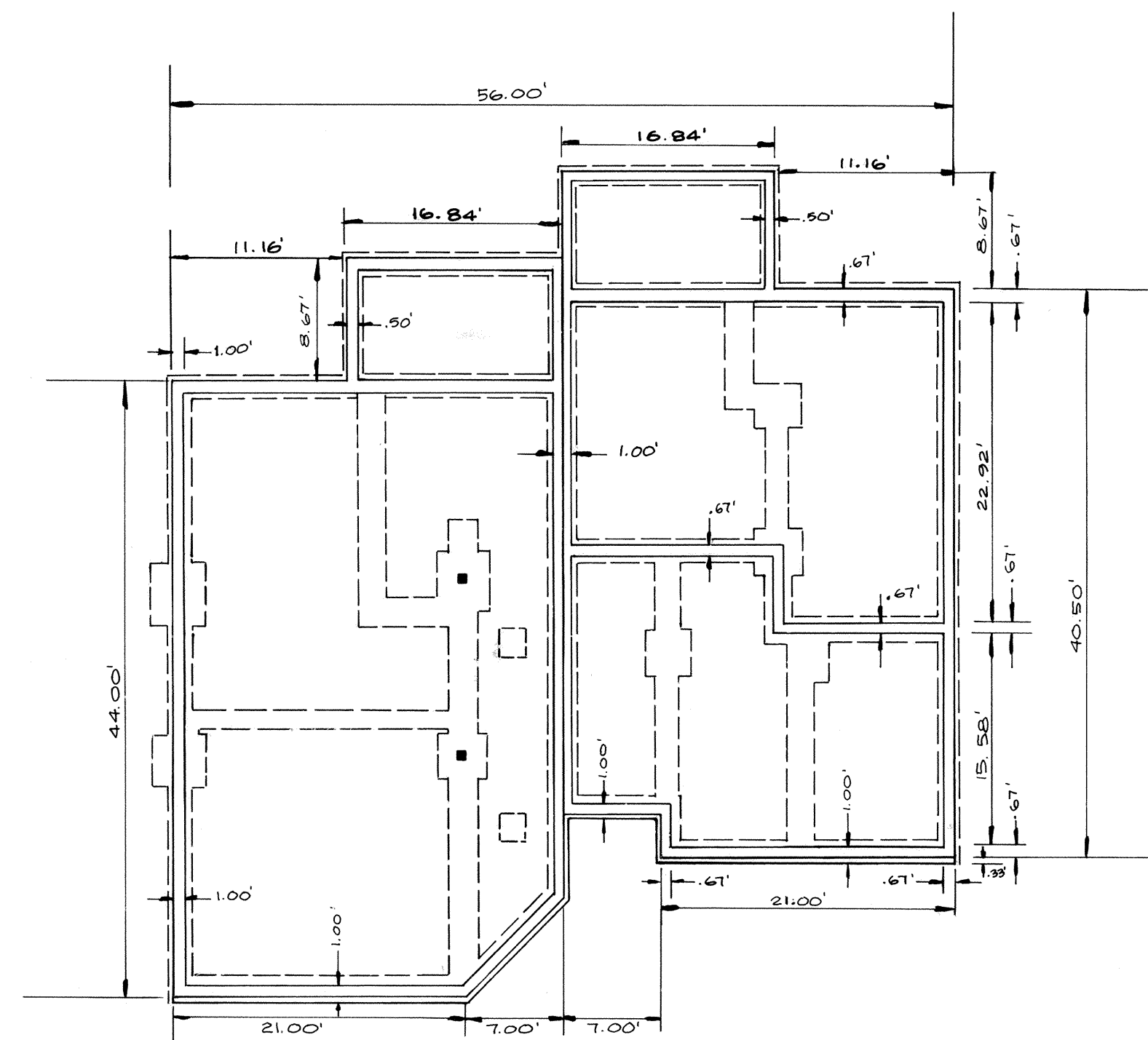
(801) 649-9811



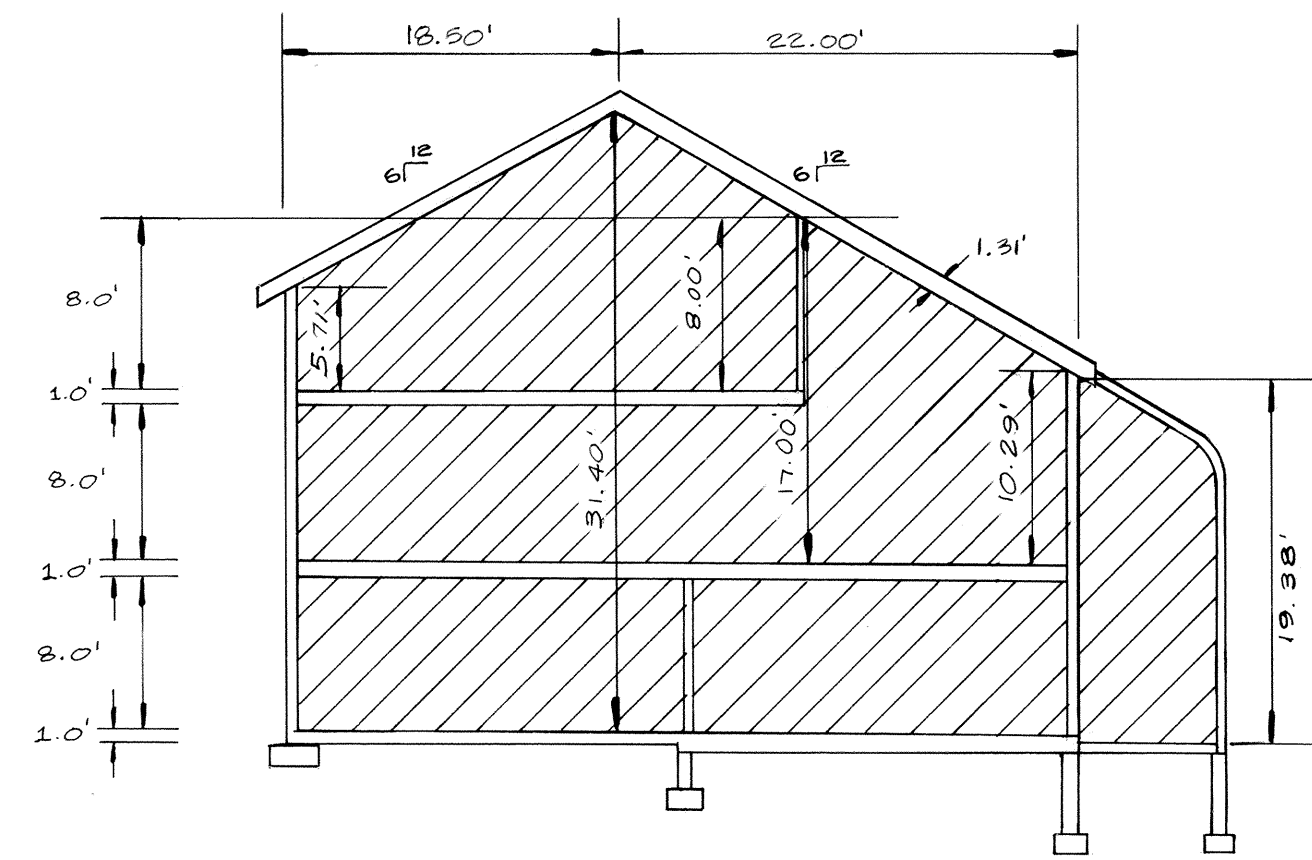
I, JAMES G. WEST, DO HEREBY CERTIFY THAT THE BUILDING SPECIFICATIONS OF
LITTLE BELLE CONDOMINIUMS, A UTAH CONDOMINIUM PROJECT, ARE
 AND WILL BE SHOWN ON THIS PLAT.

Nov 3, 1981
 DATE

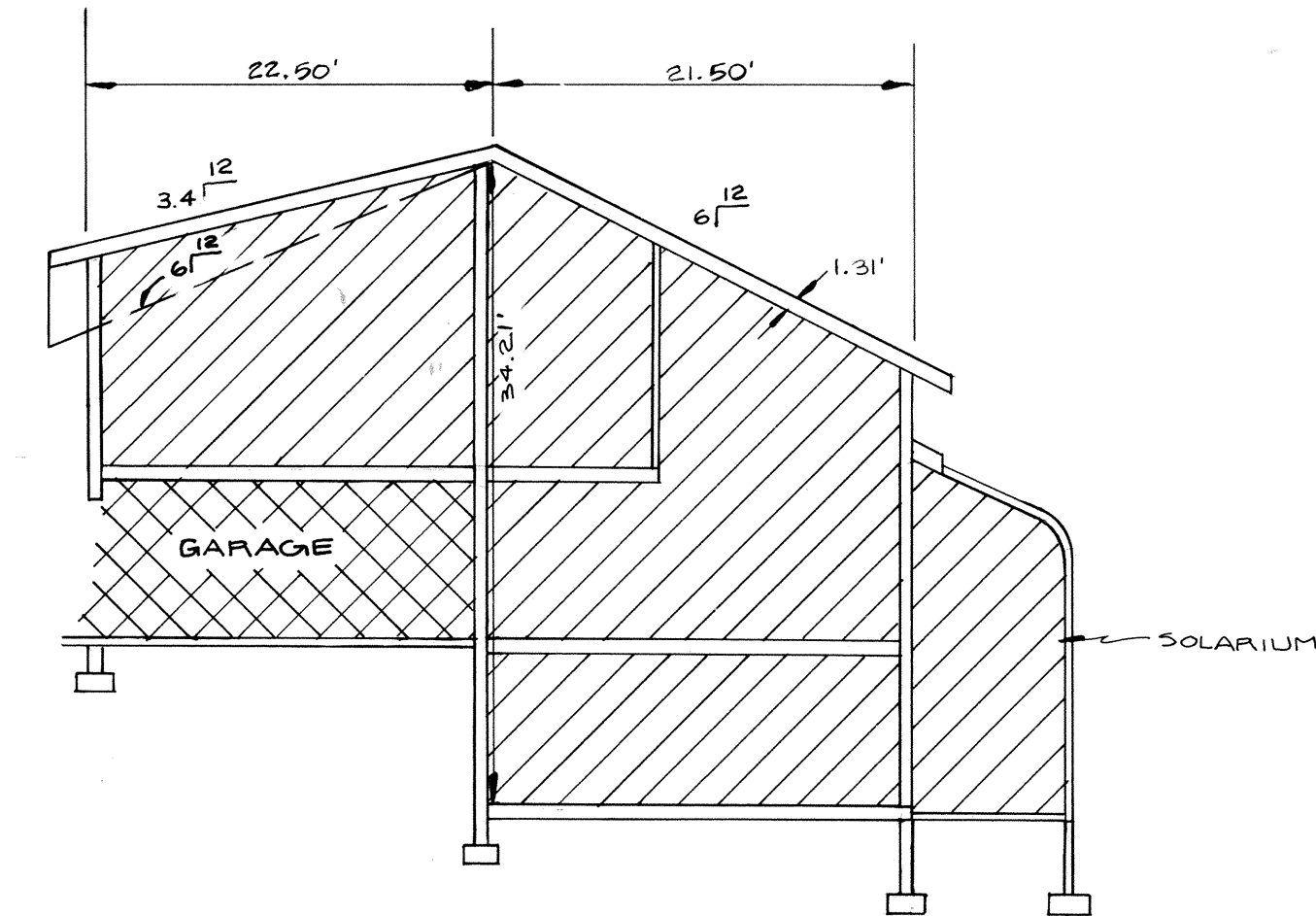
James H. West
 JAMES G. WEST
 REGISTERED UTAH LAND SURVEYOR
 LICENSE NO. 3082



FOOTING & FOUNDATION PLAN
 UPHILL UNITS - A

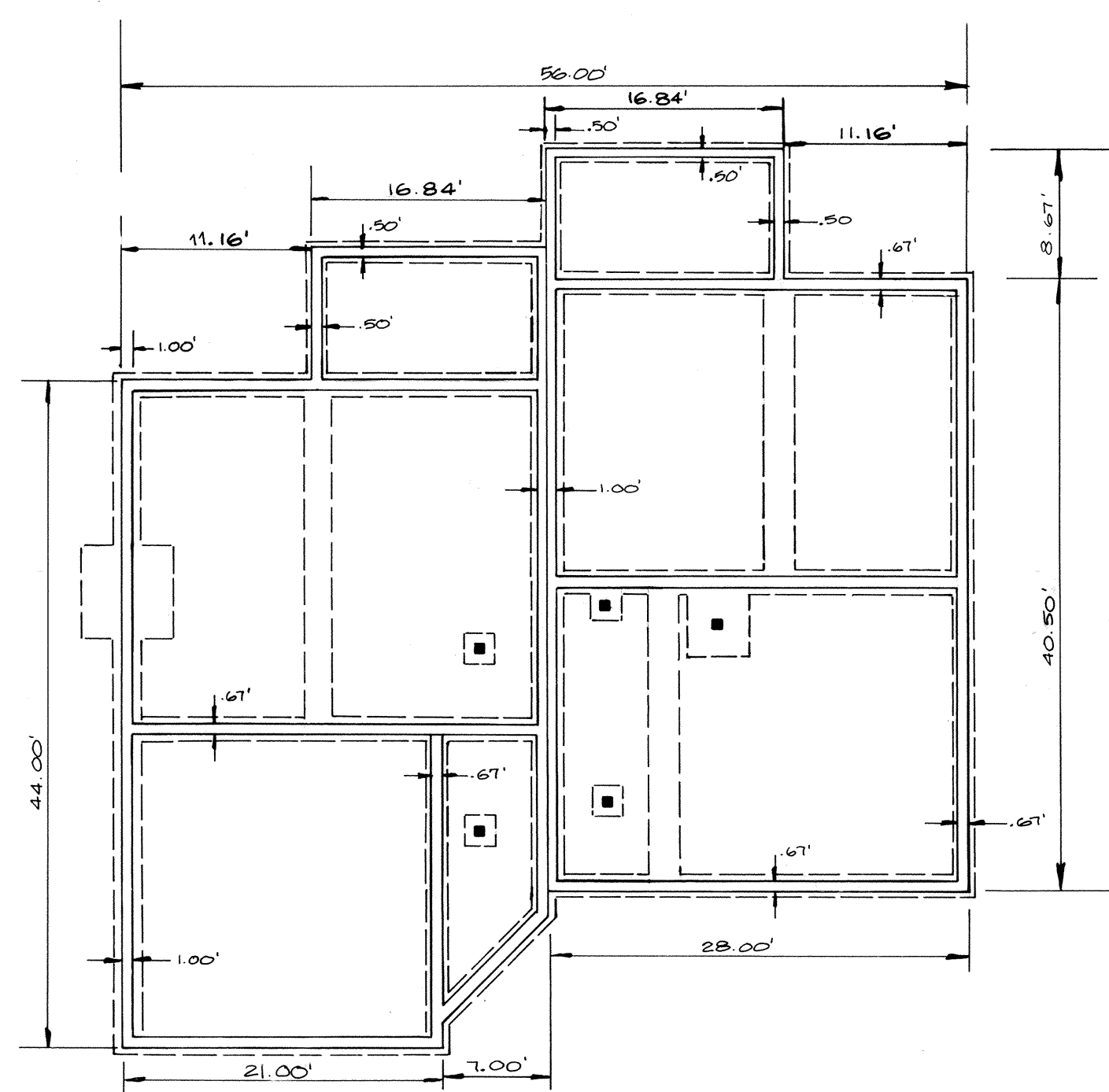


DOWNHILL END UNITS

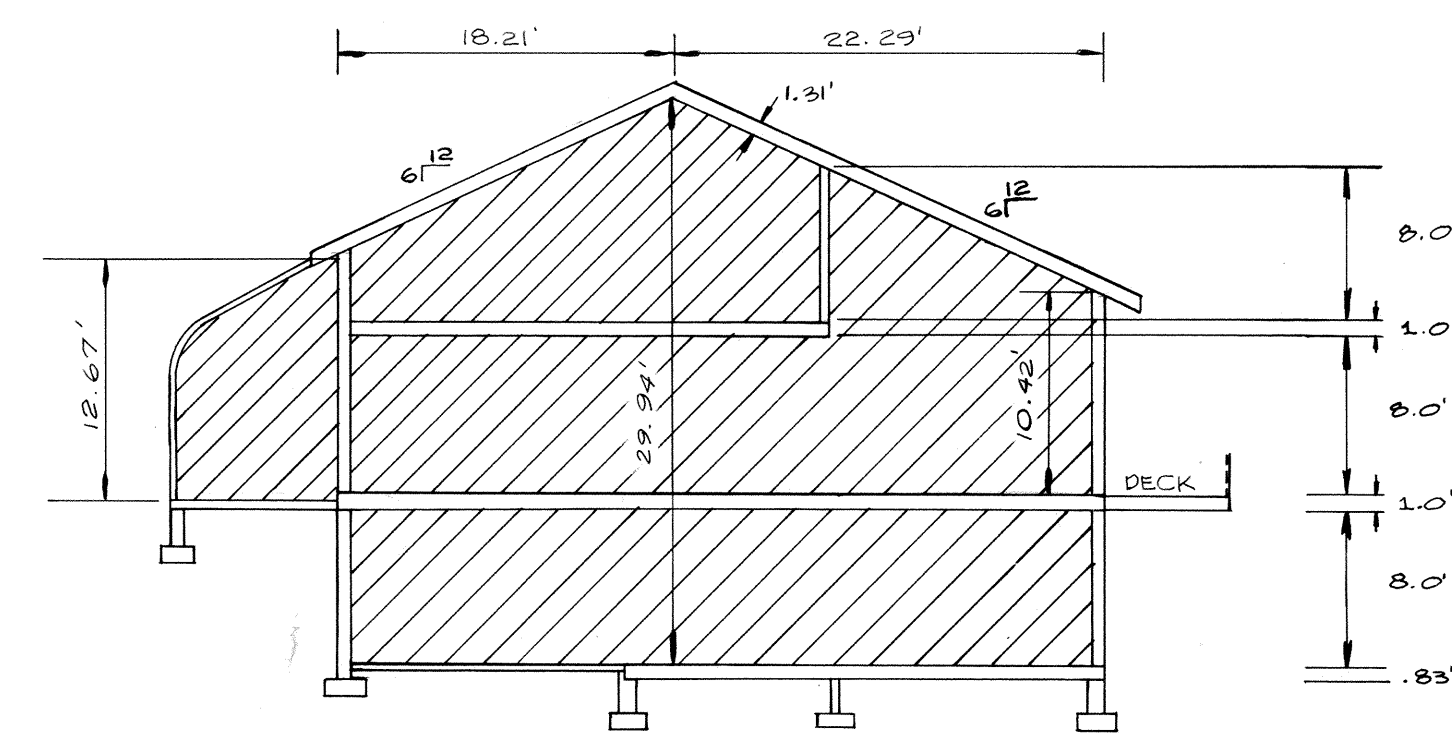


DOWNHILL CENTER UNITS

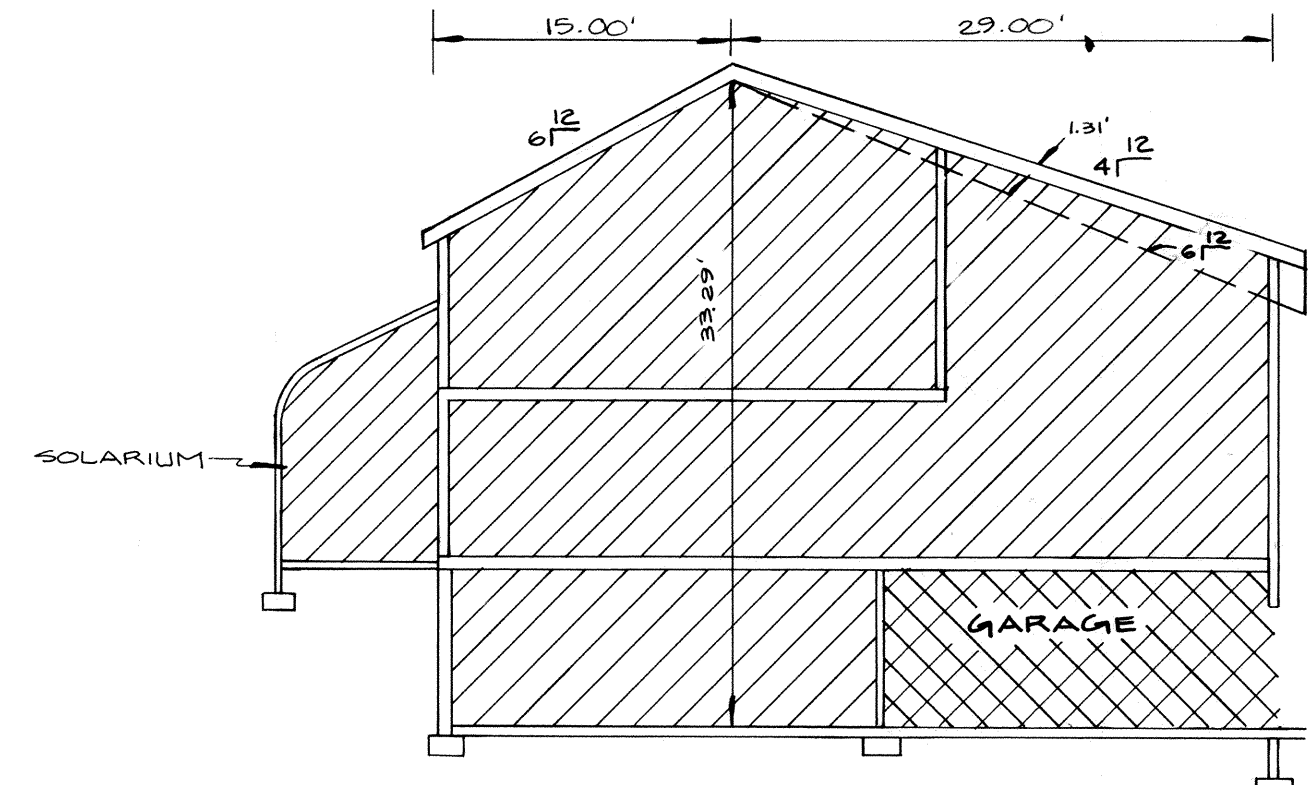
COMMON OWNERSHIP	
LIMITED COMMON OWNERSHIP	
PRIVATE OWNERSHIP	



FOOTING & FOUNDATION PLAN
 DOWNHILL UNITS - B



UPHILL END UNITS



UPHILL CENTER UNITS

BUILDING #1	FINISHED FLOOR ELEV'S	FINISHED CEILING ELEV'S
FINISHED BASEMENT	8062.01	8070.01
FINISHED FIRST FLOOR	8071.01	8079.01
FINISHED SECOND FLOOR	8080.01	8088.01

BUILDING #2	FINISHED FLOOR ELEV'S	FINISHED CEILING ELEV'S
FINISHED BASEMENT	8062.97	8070.97
FINISHED FIRST FLOOR	8071.97	8079.97
FINISHED SECOND FLOOR	8080.97	8088.97

BUILDING #3	FINISHED FLOOR ELEV'S	FINISHED CEILING ELEV'S
FINISHED BASEMENT	8064.43	8072.43
FINISHED FIRST FLOOR	8073.43	8081.43
FINISHED SECOND FLOOR	8082.43	8090.43

BUILDING #4	FINISHED FLOOR ELEV'S	FINISHED CEILING ELEV'S
FINISHED BASEMENT	8078.93	8086.93
FINISHED FIRST FLOOR	8087.93	8095.93
FINISHED SECOND FLOOR	8096.93	8104.93

BUILDING #5	FINISHED FLOOR ELEV'S	FINISHED CEILING ELEV'S
FINISHED BASEMENT	8086.02	8094.02
FINISHED FIRST FLOOR	8093.02	8103.02
FINISHED SECOND FLOOR	8104.02	8112.02

BUILDING #6	FINISHED FLOOR ELEV'S	FINISHED CEILING ELEV'S
FINISHED BASEMENT	8081.10	8089.10
FINISHED FIRST FLOOR	8090.10	8098.10
FINISHED SECOND FLOOR	8099.10	8107.10

BENCHMARK:
 DEER VALLEY CONTROL
 POINT #10, BRASS CAP IN
 CEMENT MARKED BY WOODEN
 RANGE POLE, LOCATION MARKED
 ON TOPOGRAPHY MAP
 ELEVATION IS 8170.41.

NOTE: CEILING ELEVATIONS ARE TAKEN FROM THE LOWEST
 POINT OF THE CEILING.

SHT. 3 OF 3

CITY COUNCIL APPROVAL

PRESENTED TO THE BOARD OF _____
 CITY COUNCIL THIS _____ DAY OF _____
 A.D. 19____, AT WHICH TIME THIS
 RECORD OF SURVEY WAS APPROVED

CITY CLERK

MAYOR

CITY ENGINEER

APPROVED AND ACCEPTED BY THE
 _____ CITY ENGINEERING DEPART-
 MENT ON THIS _____ DAY OF _____
 A.D. 19____.

CITY ENGINEER

CITY PLANNING COMMISSION

APPROVED AND ACCEPTED BY THE
 _____ CITY PLANNING COMMISSION ON THIS _____
 DAY OF _____ A.D. 19____.

H. Gregory Lawson
 CHAIRMAN

APPROVAL AS TO FORM

APPROVED AS TO FORM ON THIS _____
 DAY OF _____ A.D. 19____.

CITY ATTORNEY

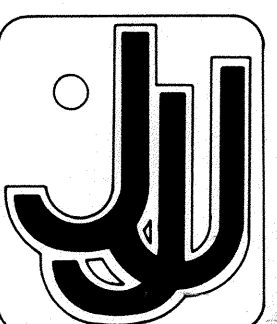
RECORDED

No. 186813 date 12-21-81 at 3:50
 STATE OF Utah
 COUNTY OF Summit
 RECORDED AND FILED AT THE REQUEST OF:
Little Belle Condominium Deer Valley
 \$ 40.00 FEES
Kanda Springs
 COUNTY RECORDER

J.J. Johnson & Associates

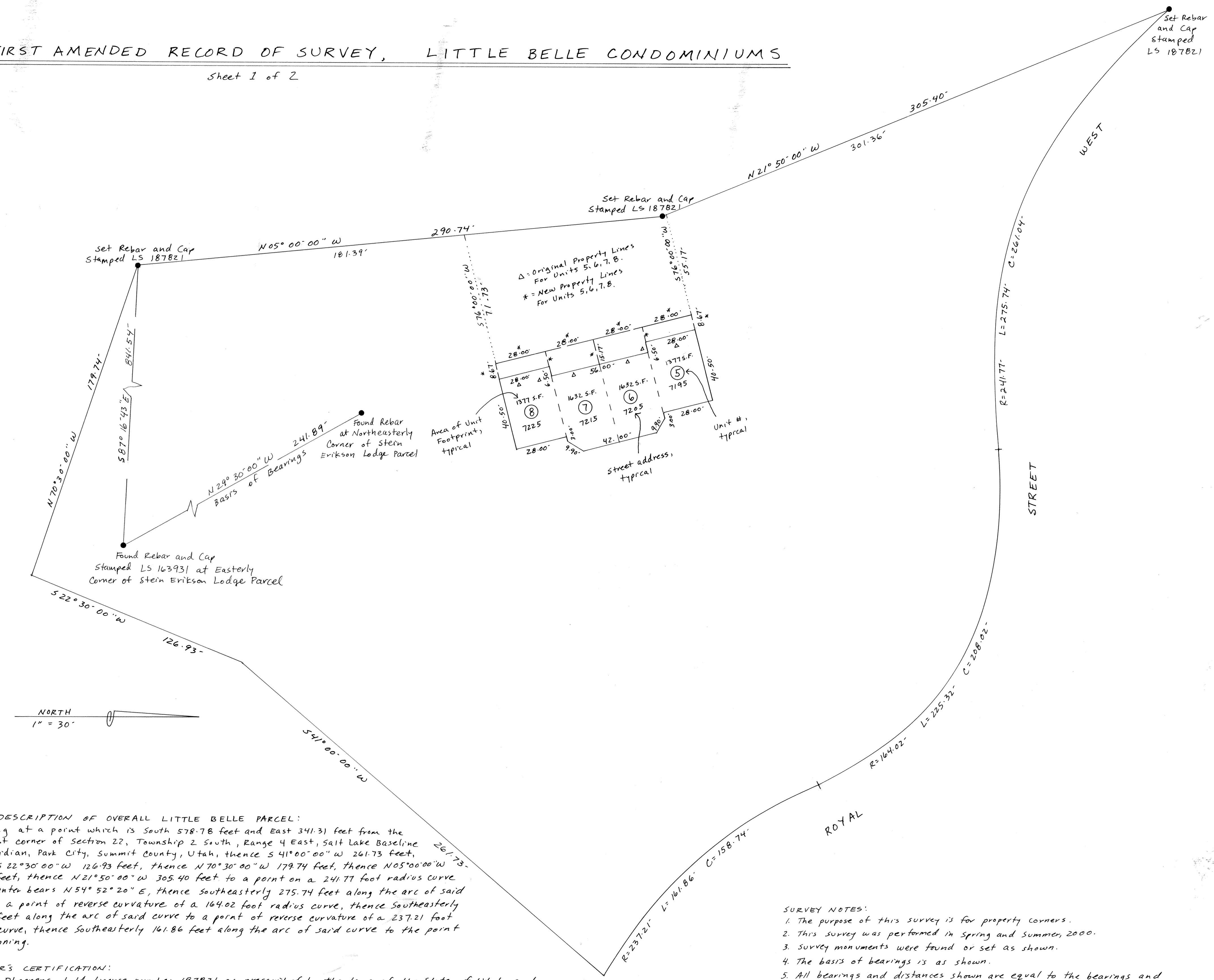
Park Meadows Plaza,
 Highway 248
 Park City, Utah 84060

(801) 649-9811



FIRST AMENDED RECORD OF SURVEY, LITTLE BELLE CONDOMINIUMS

Sheet 1 of 2



LEGAL DESCRIPTION OF OVERALL LITTLE BELLE PARCEL:
Beginning at a point which is South 578.78 feet and East 341.31 feet from the Southwest corner of Section 22, Township 2 South, Range 4 East, Salt Lake Baseline and Meridian, Park City, Summit County, Utah, thence S 41° 00' 00" W 261.73 feet, thence S 22° 30' 00" W 126.93 feet, thence N 70° 30' 00" W 179.74 feet, thence N 05° 00' 00" W 290.74 feet, thence N 21° 50' 00" W 305.40 feet to a point on a 241.77 foot radius curve whose center bears N 54° 52' 20" E, thence southeasterly 275.74 feet along the arc of said curve to a point of reverse curvature of a 164.02 foot radius curve, thence southeasterly 225.32 feet along the arc of said curve to a point of reverse curvature of a 237.21 foot radius curve, thence southeasterly 161.86 feet along the arc of said curve to the point of beginning.

SURVEYOR'S CERTIFICATION:
I, Joe Dhaenens, hold license number 187821 as prescribed by the laws of the State of Utah, and certify that I have made a survey of the property shown hereon and as described in the legal description and survey notes hereon. I further certify that the survey information shown hereon is correct.



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

City Council
Approved by the Park City Council
on this 15th day of JUNE, 2000.
James M. Smith
Mayor Pro Tem
City Recorder

City Planning Commission
Approved by the Park City Planning
Commission on this 12th day of
July, 2000.
Michael Smith
Chairperson

City Engineer
Approved by the Park City Engineer
on this 20th day of JULY, 2000.
Eric W. Callahan PE
City Engineer

City Attorney
Approved as to form by the Park City
Attorney on this 17th day of JULY,
2000.
Michael D. H. [Signature]
City Attorney

Sewer District
Reviewed for conformance to Snyder-
ville Basin Sewer Improvement
District Standards on this 7th
day of JULY, 2000.
John L. [Signature]
S.B.S.I.D.

Recorded
Number: 570172 Date: 08-2-2000
State of Utah. Time: 11:33 AM
County of Summit. Fee: \$64.93
Recorded and filed at the request of
Coalition Title
Doreen M. [Signature]
County Recorder

OWNERS' CONSENT TO RECORD:
Know all men, by these present, that we, Jeffrey L. Perlmuter, Trustee for Unit 5, Orré Santillo for Unit 6, Charles and Lydia Levy, trustees for Unit 7, and W. James Tozer, Jr. for Unit 8, the respective owners of the hereon shown condominium units, certify that we have caused this Amended Record of Survey to be prepared, and we do hereby consent to the recordation of this survey. We further certify that buildings shown on this survey, but not yet under construction, will, when completed, be substantially as shown hereon.

Jeffrey L. Perlmuter
Jeffrey L. Perlmuter,
Trustee, Unit 5
Orré Santillo
Orré Santillo, Unit 6
Charles Levy
Charles Levy, Trustee, Unit 7
Lydia Levy
Lydia Levy, Trustee, Unit 7
W. James Tozer, Jr.
W. James Tozer, Jr., Unit 8

ACKNOWLEDGEMENT:
State of Illinois
County of Cook
On this 8th day of June, 2000, personally appeared before me, the undersigned notary public, in and for said State and County, Jeffrey L. Perlmuter, trustee for Unit 5, who after being duly sworn, acknowledged to me that he is the trustee for the owner of the hereon shown Unit 5, and that he signed the above owners' consent to record freely and voluntarily.

Richard L. Haught
Notary Public
OFFICIAL SEAL
RICHARD L. HAUGHT JR.
Notary Public, State of Illinois
My Commission Expires 09/18/02

9/16/02
My Commission Expires

1337 Coon P. Hanover Park, IL 60153
Residing At

ACKNOWLEDGEMENT:
State of Utah
County of Summit
On this 3rd day of July, 2000, personally appeared before me, the undersigned notary public in and for said State and County, Orré Santillo, for Unit 6, who after being duly sworn, acknowledged to me that he is the owner of the hereon shown Unit 6, and that he signed the above owners' consent to record freely and voluntarily.

Danita Wright
Notary Public
NOTARY PUBLIC
DANITA WRIGHT
1912 Statewide Dr., Ste. 101
Park City, Utah 84099
My Commission Expires
November 22, 2002
STATE OF UTAH

11/22/02
My Commission Expires

PO Box 16, Coalville, Utah 84017
Residing At

ACKNOWLEDGEMENT:
State of CALIFORNIA
County of LOS ANGELES
On this 30th day of JUNE, 2000, personally appeared before me, the undersigned notary public in and for said State and County, Charles and Lydia Levy, trustees for Unit 7, who after being duly sworn, acknowledged to me that they are the trustees for the owners of the hereon shown Unit 7, and that they signed the above owners' consent to record freely and voluntarily.

Katherine B. Rogers
Notary Public
KATHERINE B. ROGERS
Commission # 1164025
Notary Public-California
Los Angeles County
My Comm. Expires Dec 23, 2001

12/23/2001
My Commission Expires

10542 1/2 Santa Monica Blvd., Los Angeles CA 90025
Residing At

ACKNOWLEDGEMENT:
State of New York
County of New York
On this 19th day of June, 2000, personally appeared before me, the undersigned notary public in and for said State and County, W. James Tozer, Jr., for Unit 8, who after being duly sworn, acknowledged to me that he is the owner of the hereon shown Unit 8, and that he signed the above owners' consent to record freely and voluntarily.

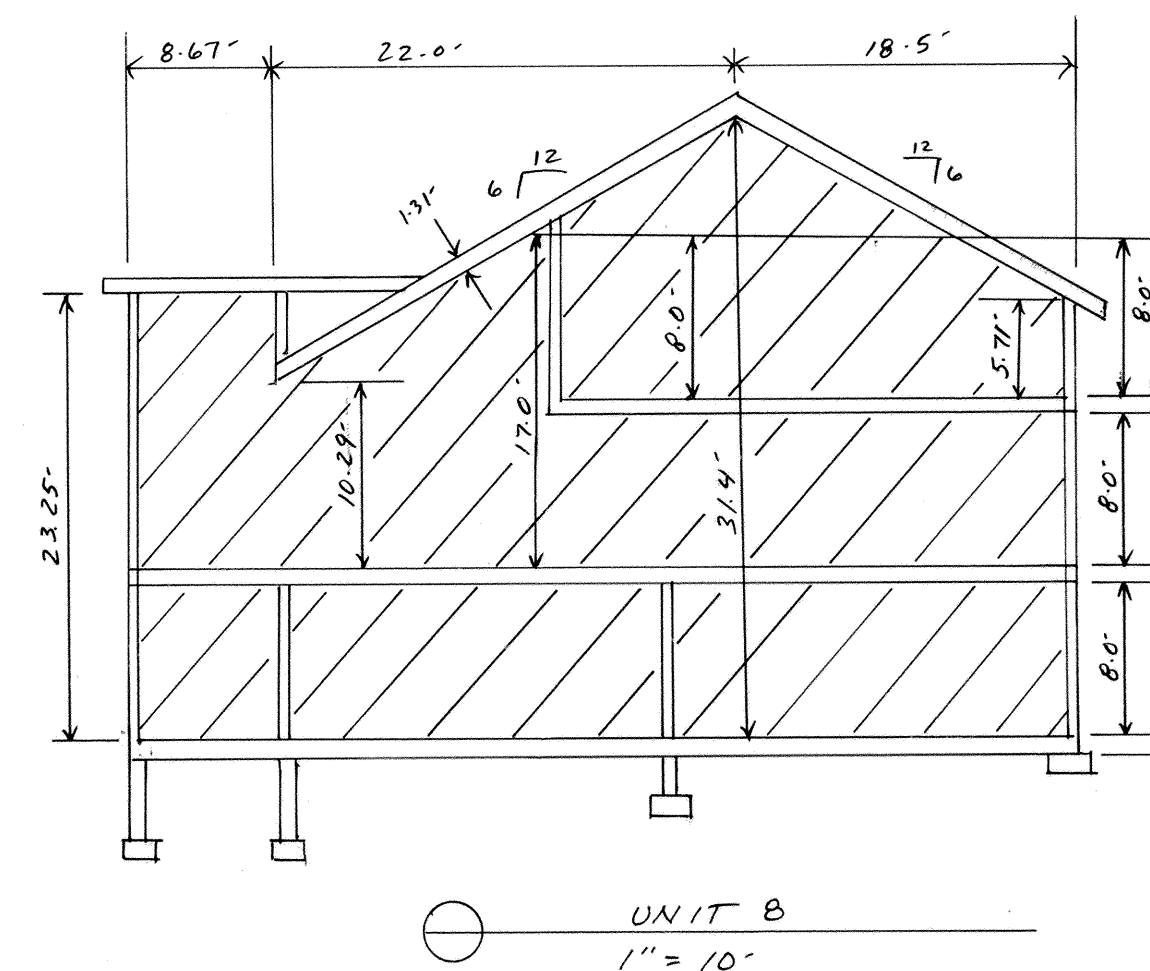
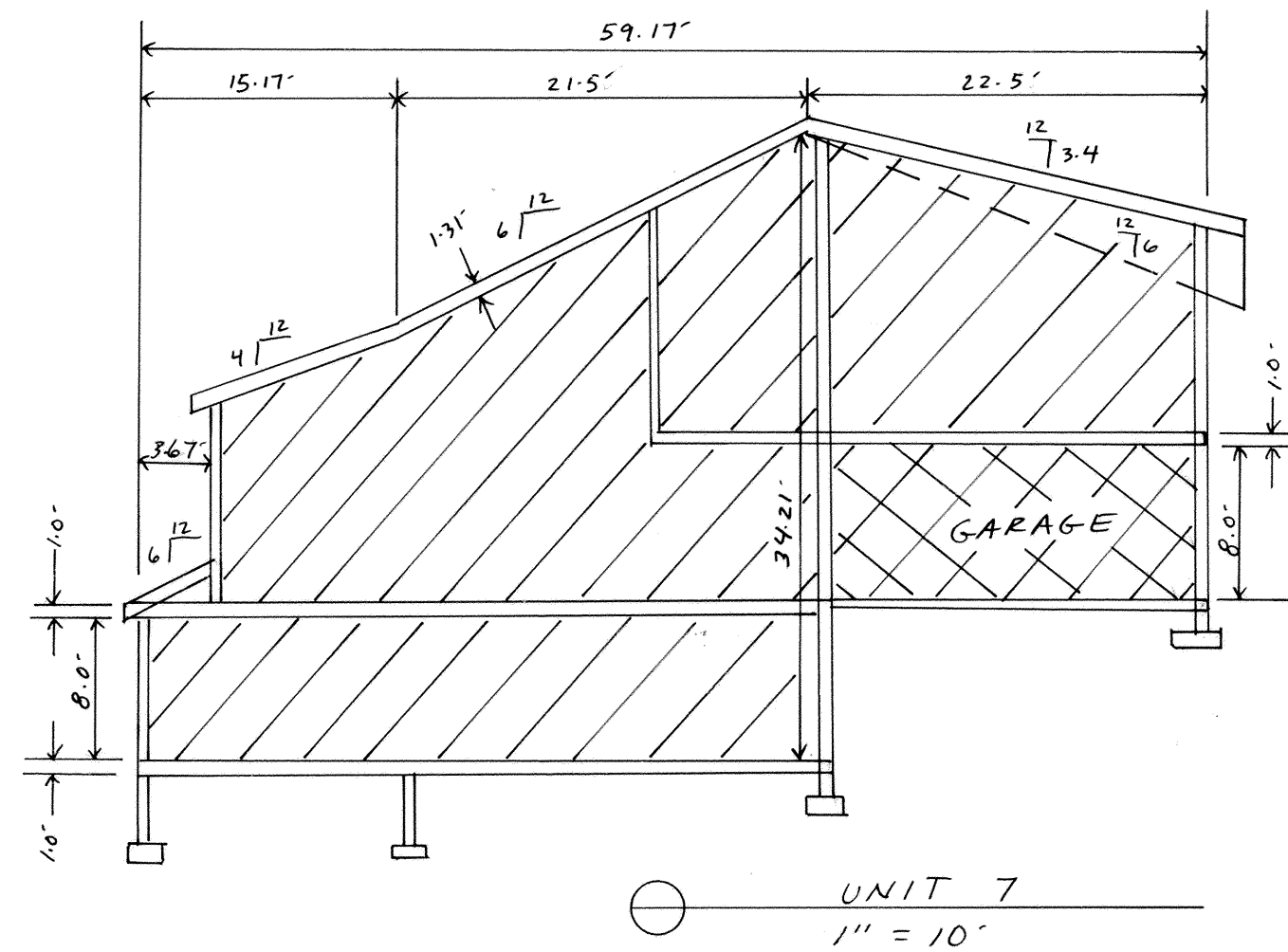
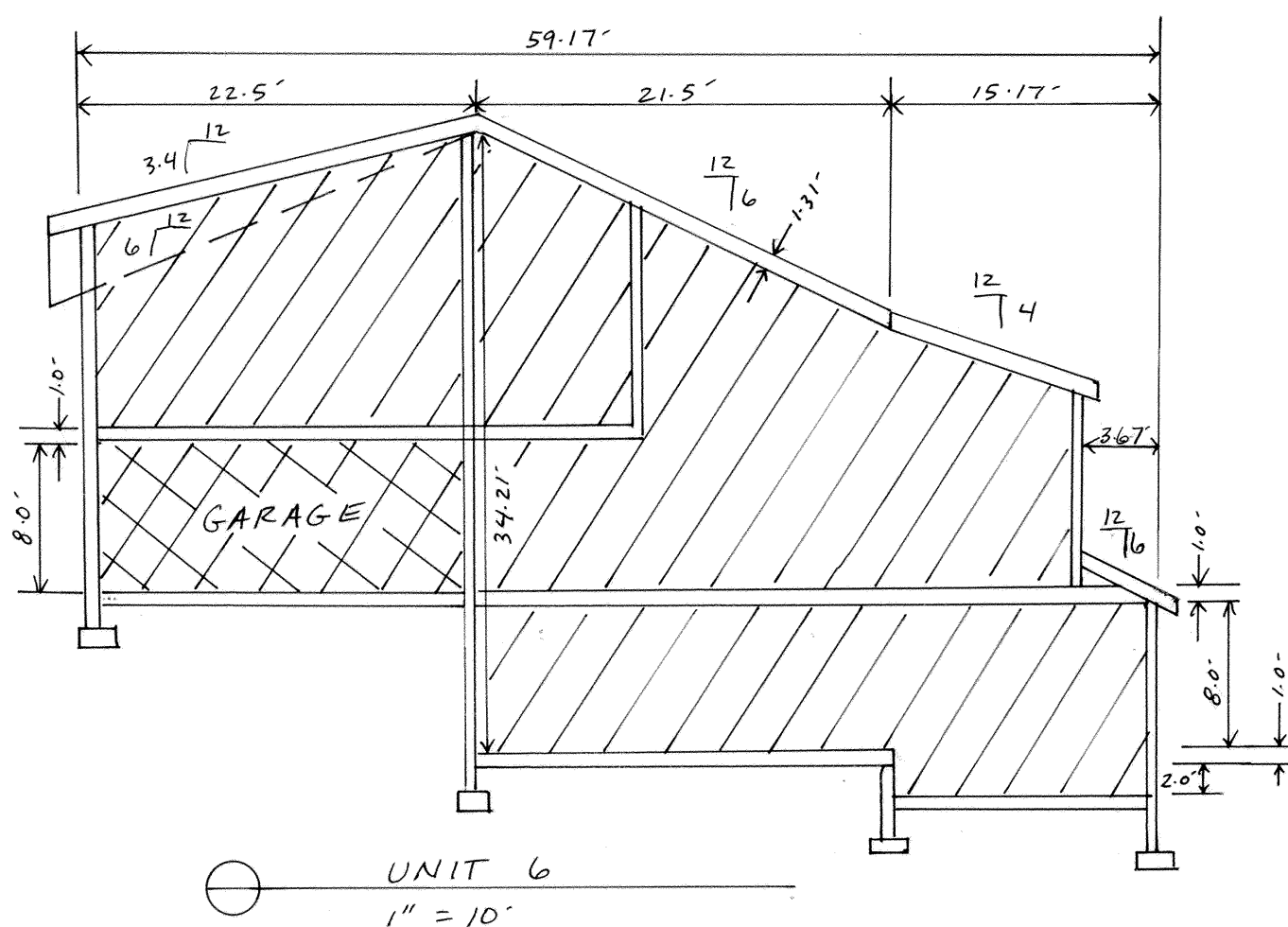
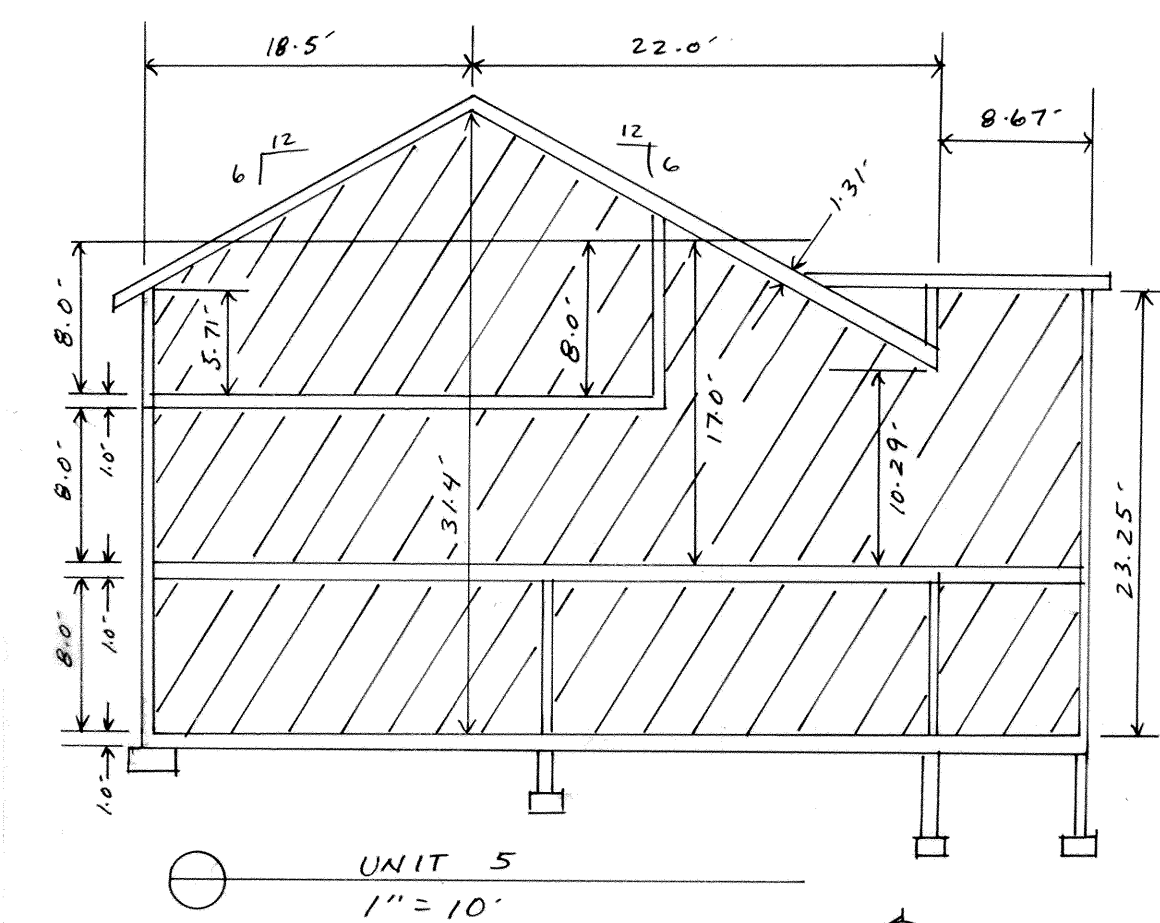
Ivonne Cruz
Notary Public
IVONNE CRUZ
Notary Public, State of New York
No. 01CR6013365
Qualified in New York County
Commission Expires 9/14/2000

9/14/2000
My Commission Expires

901 Fox Street, Bronx NY 10459
Residing At

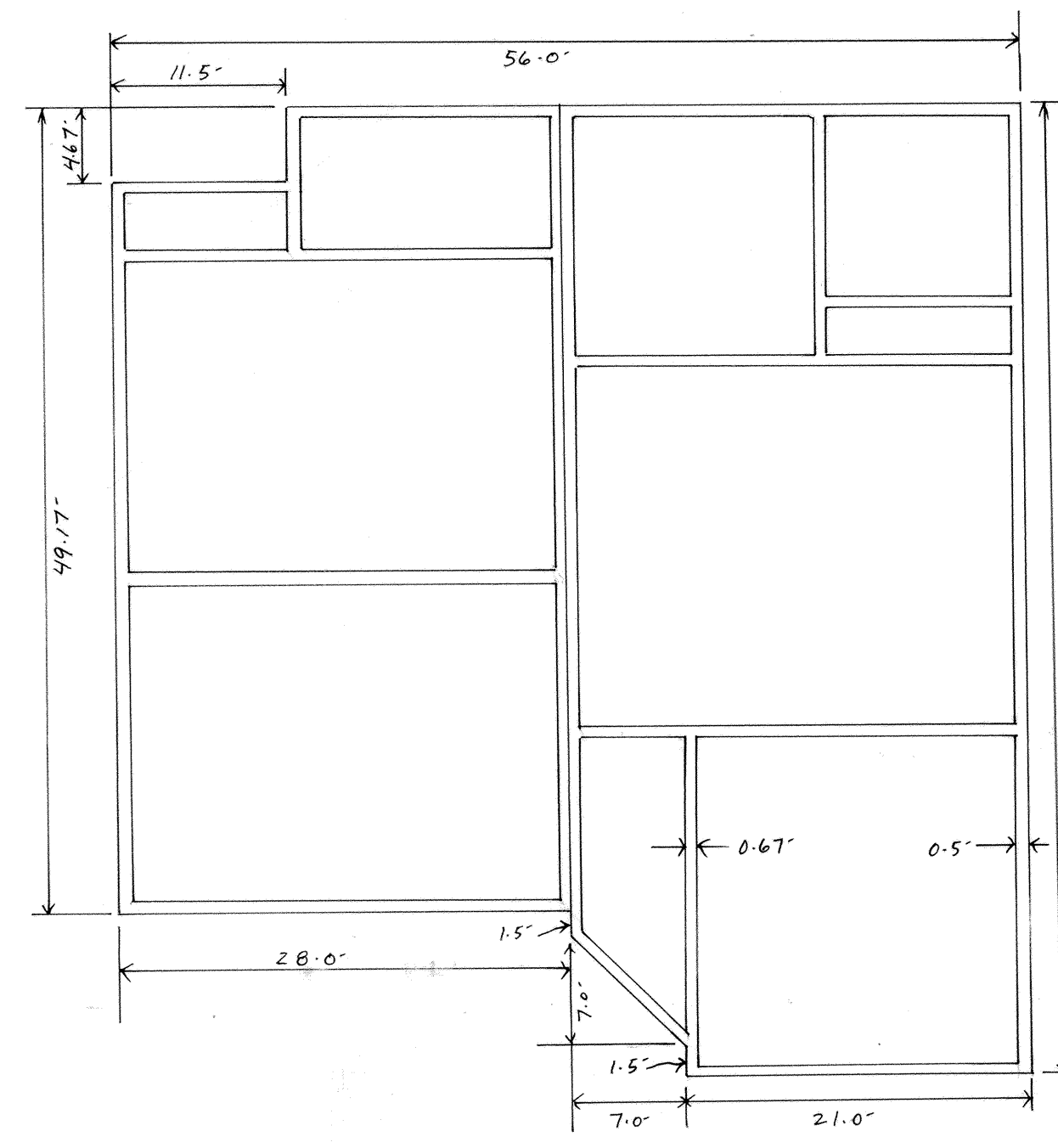
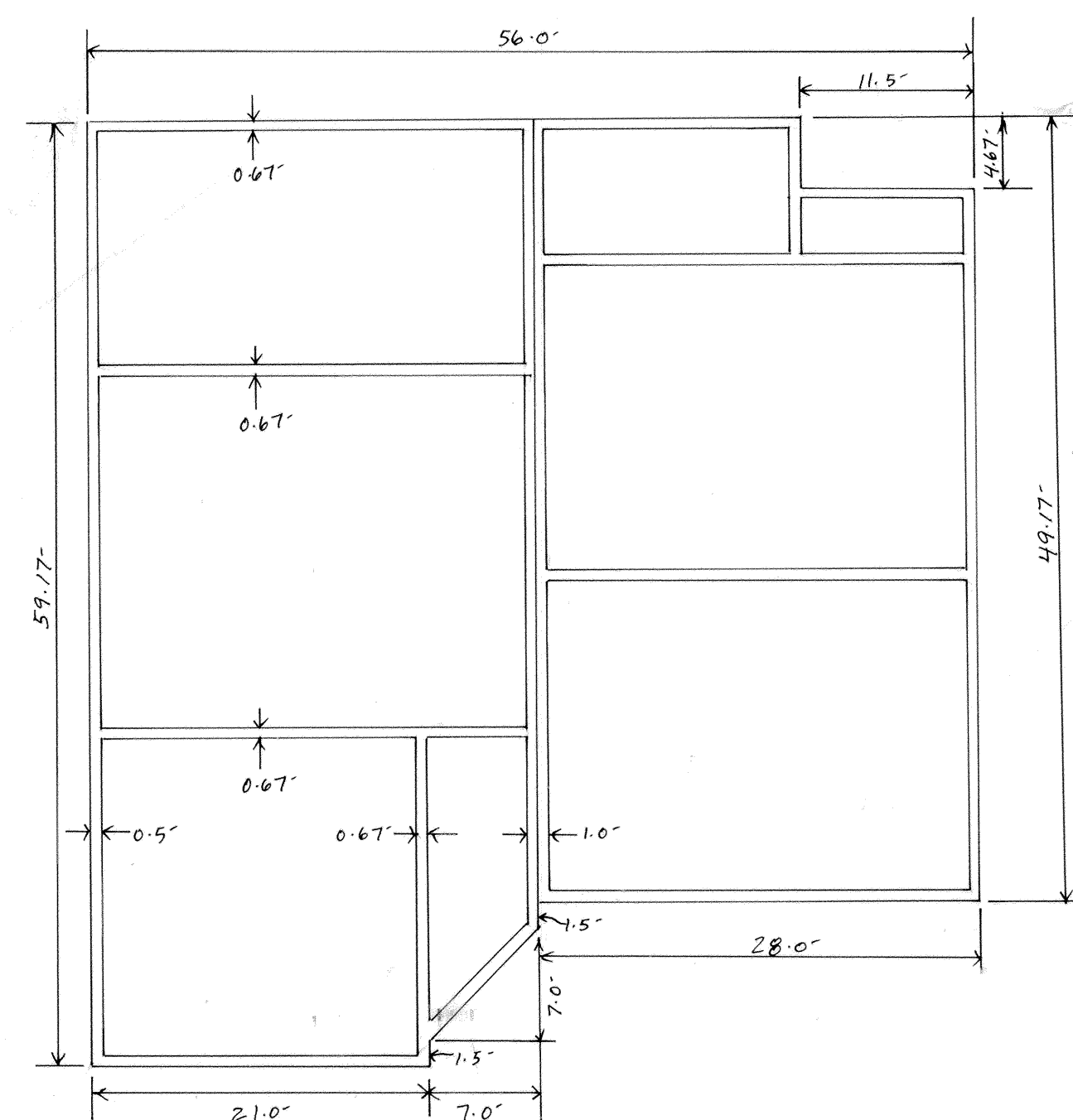
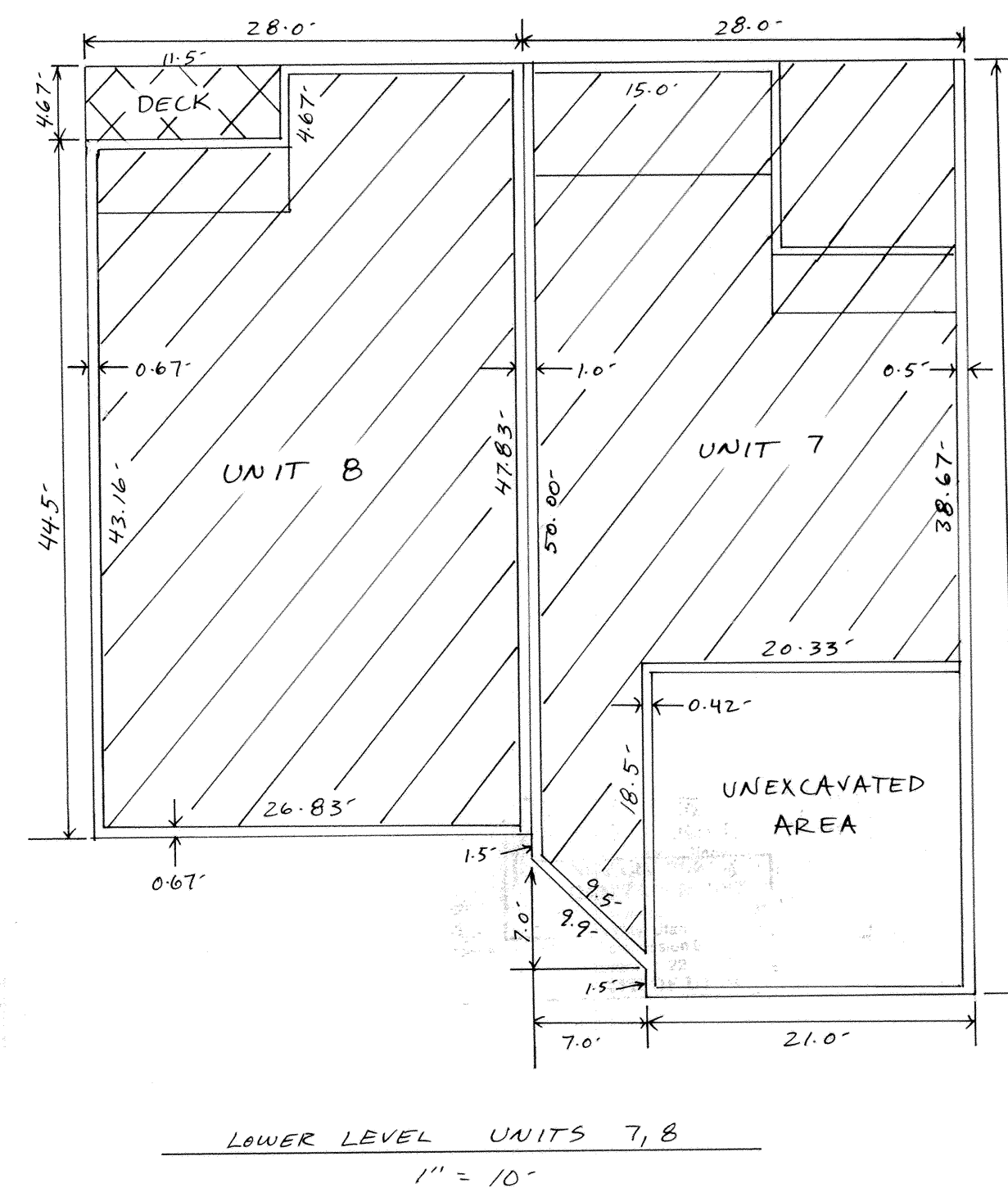
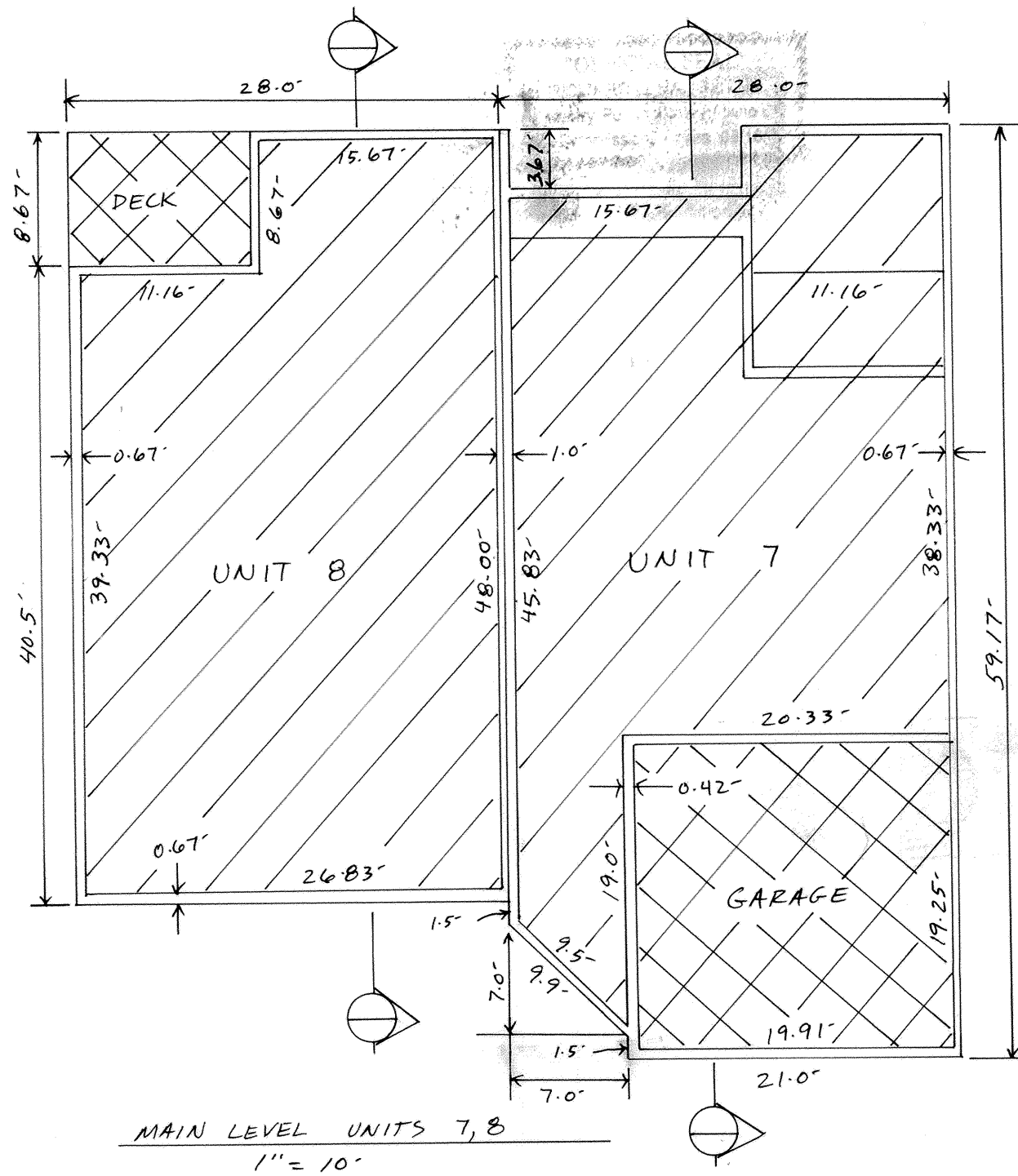
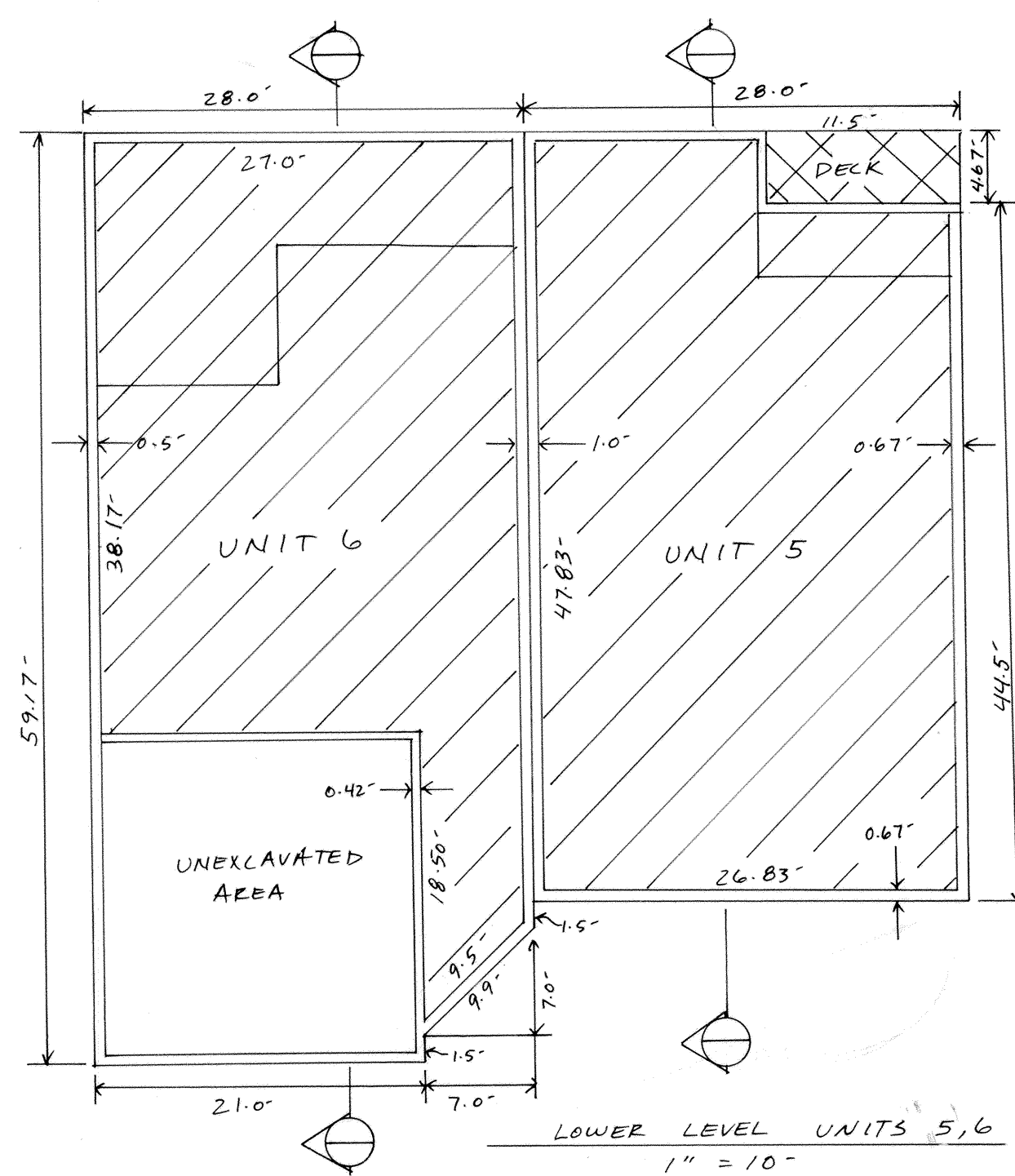
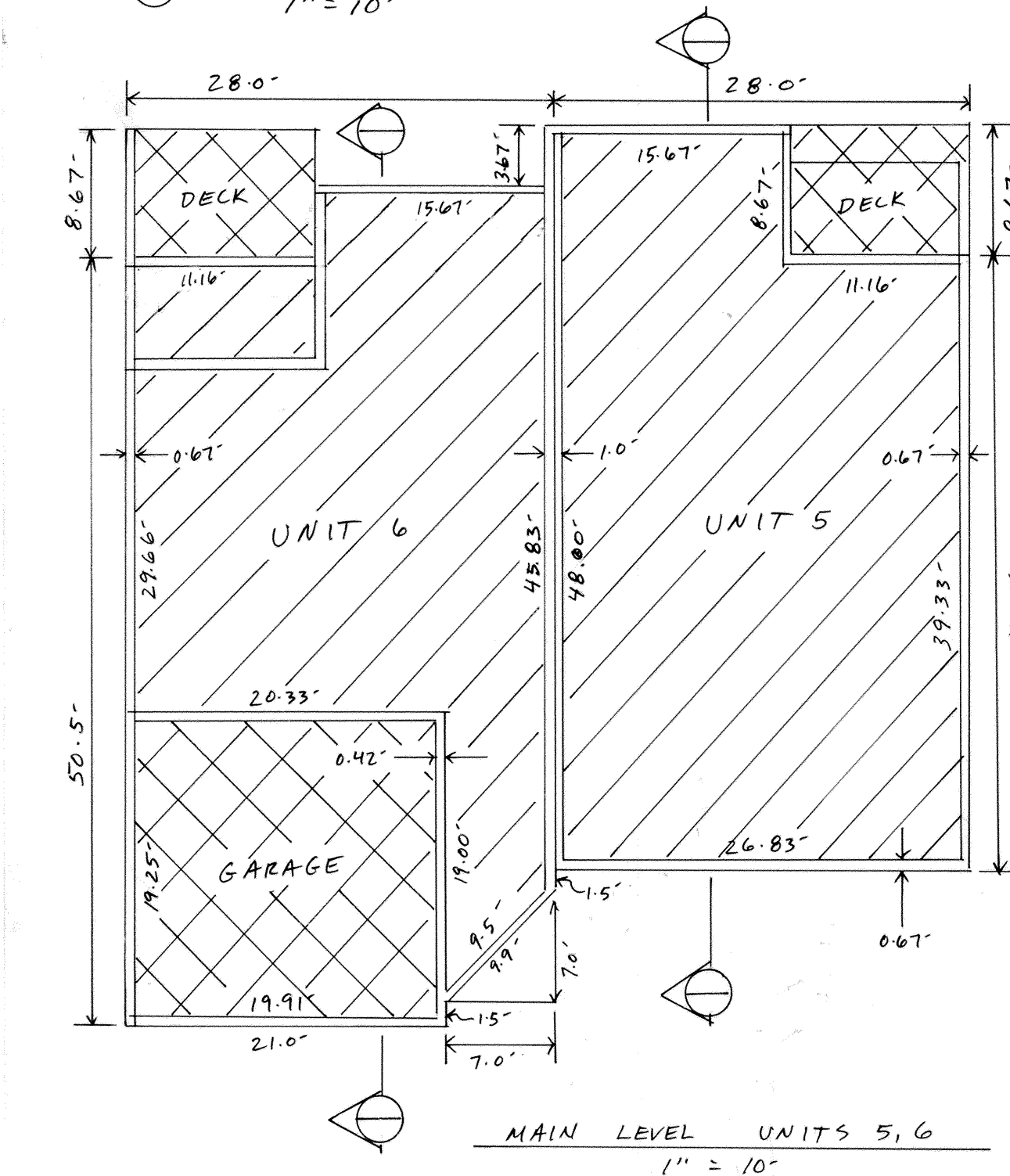
FIRST AMENDED RECORD OF SURVEY, LITTLE BELLE CONDOMINIUMS

Sheet 2 of 2



COMMON OWNERSHIP
LIMITED COMMON OWNERSHIP
PRIVATE OWNERSHIP

UNIT #	PRIVATE OWNERSHIP IN SQUARE FOOTAGE, PER THE LITTLE BELLE HOMEOWNER'S ASSOCIATION	NEW PRIVATE OWNERSHIP IN SQUARE FOOTAGE, PER THIS RELOD OF SURVEY	TOTAL PRIVATE OWNERSHIP
5	2956.3	178.4	3134.7
6	2315.7	544.3	2860.0
7	2315.7	653.9	2969.6
8	2956.3	178.4	3134.7



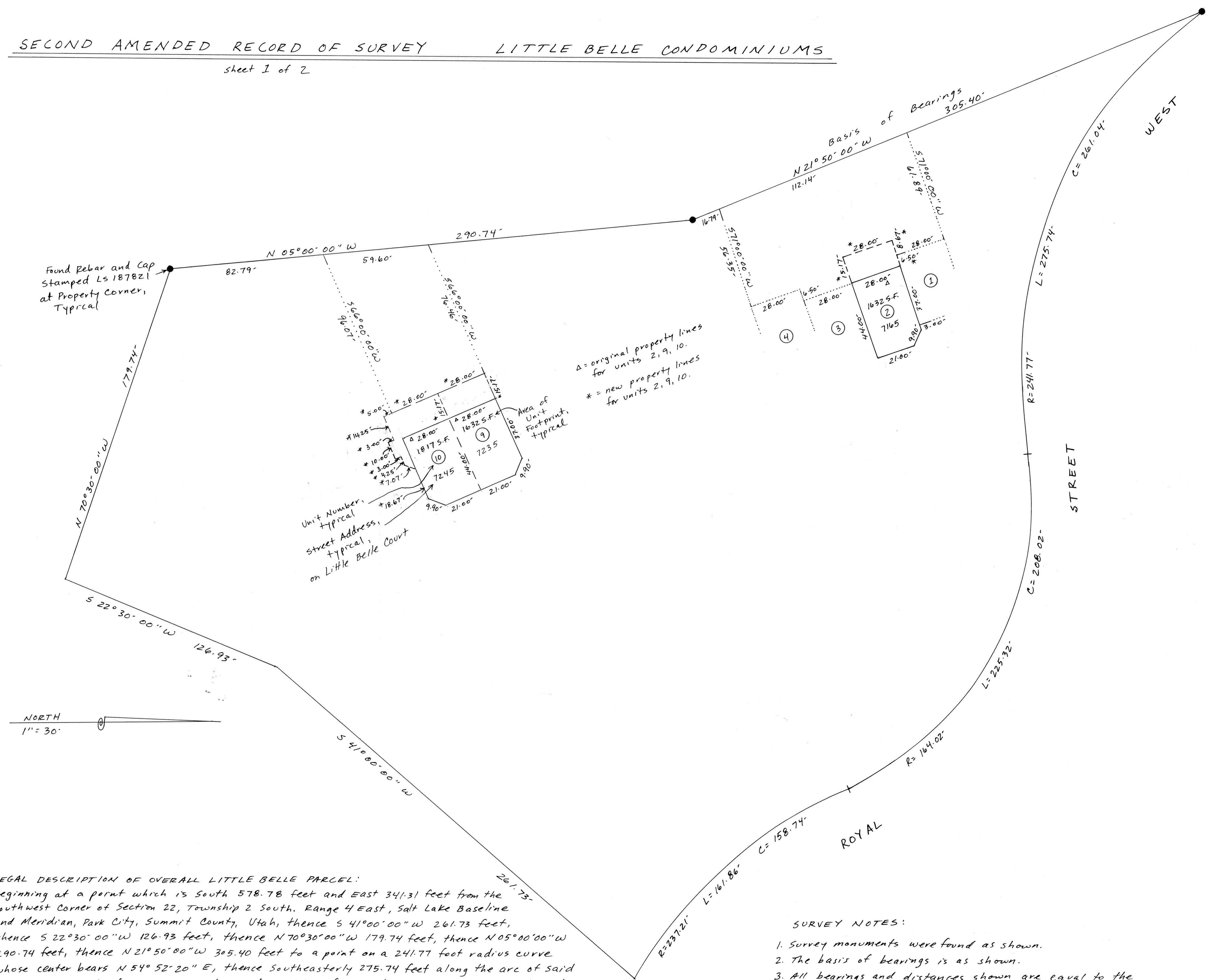
Note: no changes to the upper level of each unit.

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

Recorded
Number: 570172 Date: 08-02-2000
State of Utah Time: 11:34 AM
County of Summit Fee: \$64.00
Recorded and filed at the request of
Coalition Title
Deanne M. Dunn - Deputy
County Recorder

SECOND AMENDED RECORD OF SURVEY LITTLE BELLE CONDOMINIUMS

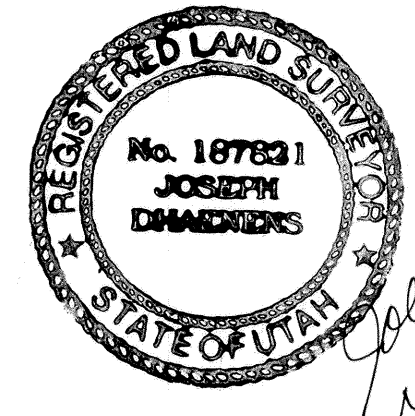
sheet 1 of 2



LEGAL DESCRIPTION OF OVERALL LITTLE BELLE PARCEL:
Beginning at a point which is South 578.78 feet and East 341.31 feet from the Southwest Corner of Section 22, Township 2 South, Range 4 East, Salt Lake Baseline and Meridian, Park City, Summit County, Utah, thence S 41°00'00"W 261.73 feet, thence S 22°30'00"W 126.93 feet, thence N 70°30'00"W 179.74 feet, thence N 05°00'00"W 290.74 feet, thence N 21°50'00"W 305.40 feet to a point on a 241.77 foot radius curve whose center bears N 54°52'20" E, thence Southeasterly 275.74 feet along the arc of said curve to a point of reverse curvature of a 164.02 foot radius curve, thence Southeasterly 225.32 feet along the arc of said curve to a point of reverse curvature of a 237.21 foot radius curve, thence Southeasterly 161.86 feet along the arc of said curve to the point of beginning.

SURVEYOR'S CERTIFICATION:
I, Joe Dhaenens, hold license number 187821 as prescribed by the laws of the State of Utah, and certify that I have made a survey of the property shown hereon and as described in the legal description and survey notes hereon; and that the survey information shown hereon is correct.

PREPARED BY:
On The Map Land Surveying
P.O. Box 3864
Park City, UT 84060
647-9826



City Council
Approved by the Park City Council
on this 22ND day of MARCH, 2001.
Bruce A. Orr
Mayor
David M. Scott
City Recorder

City Planning Commission
Approved by the Park City Planning Commission on this 25TH day of April, 2001.
Michael Cotton
Chairperson

City Engineer
Approved by the Park City Engineer on this 16TH day of APRIL, 2001.
Eric W. Johnson
City Engineer

City Attorney
Approved as to form by the Park City Attorney on this 30TH day of APRIL, 2001.
Timothy C. Turner
City Attorney

Sewer District
Reviewed for conformance to Snyderville Basin Sewer Improvement District standards on this 6TH day of April, 2001.
Gregory S. B. S. I. D.

Recorded
Number: 593276 Date: 8-8-2001
State of Utah Time: 15:38 PM
County of Summit Fee: 638
Recorded and filed at the request of
Coalition Title
Alan Hansen
County Recorder
Little Belle Condominiums

OWNERS' CONSENT TO RECORD:

Know all men, by these present, that we, Michael J. Amery for Units 2 and 10, and William L. Westerman for Unit 9, the respective owners of the hereon shown condominium units, certify that we have caused this Amended Record of Survey to be prepared, and we do hereby consent to the recordation of this survey. We further certify that the buildings shown on this survey, will, when completed, be substantially as shown hereon.

Michael J. Amery
Michael J. Amery, Units 2 and 10

William L. Westerman
William L. Westerman, Unit 9

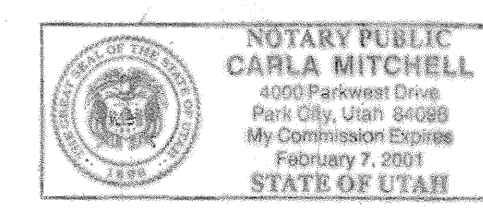
ACKNOWLEDGEMENT:

State of UTAH
County of SUMMIT
On this 8th day of JANUARY, 2001, personally appeared before me, the undersigned notary public, in and for said State and County, Michael J. Amery, for Units 2 and 10, who after being duly sworn, acknowledged to me that he is the owner of the hereon shown Units 2 and 10, and that he signed the above owners' consent to record freely and voluntarily.

Carla Mitchell
Notary Public

February 7, 2001
My Commission Expires

1489 Willow Loop Rd
Park City, UT 84098
Residing At



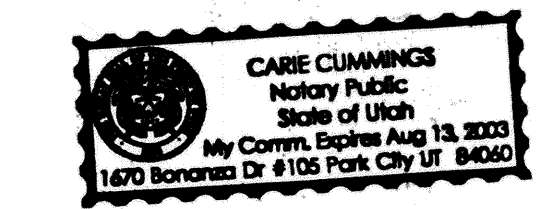
ACKNOWLEDGEMENT:

State of Utah
County of SUMMIT
On this 13th day of February, 2001, personally appeared before me, the undersigned notary public, in and for said State and County, William L. Westerman, for Unit 9, who after being duly sworn, acknowledged to me that he is the owner of the hereon shown Unit 9, and that he signed the above owners' consent to record freely and voluntarily.

Carrie Cummings
Notary Public

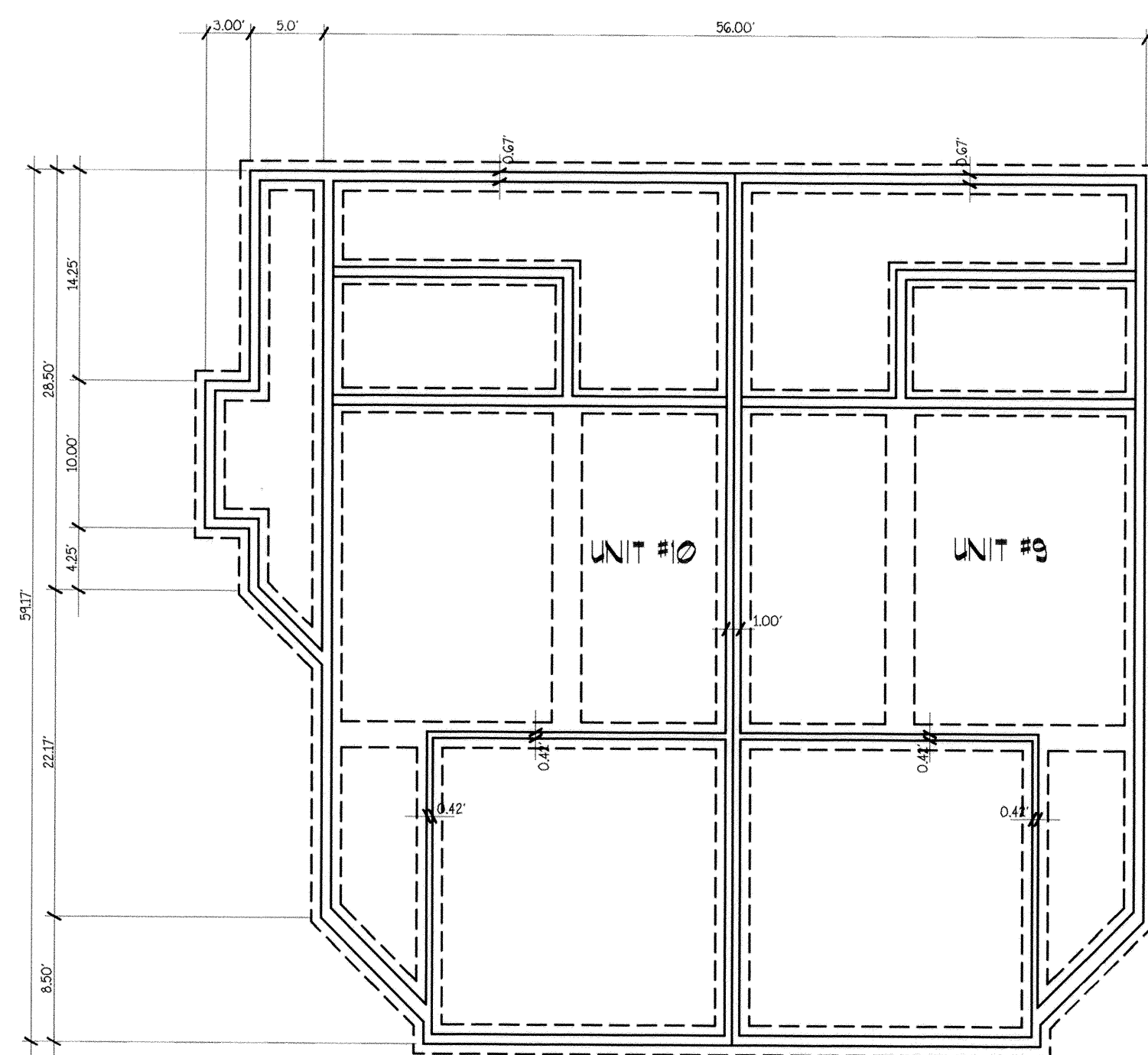
August 13, 2003
My Commission Expires

Heber City, UT 84032
Residing At

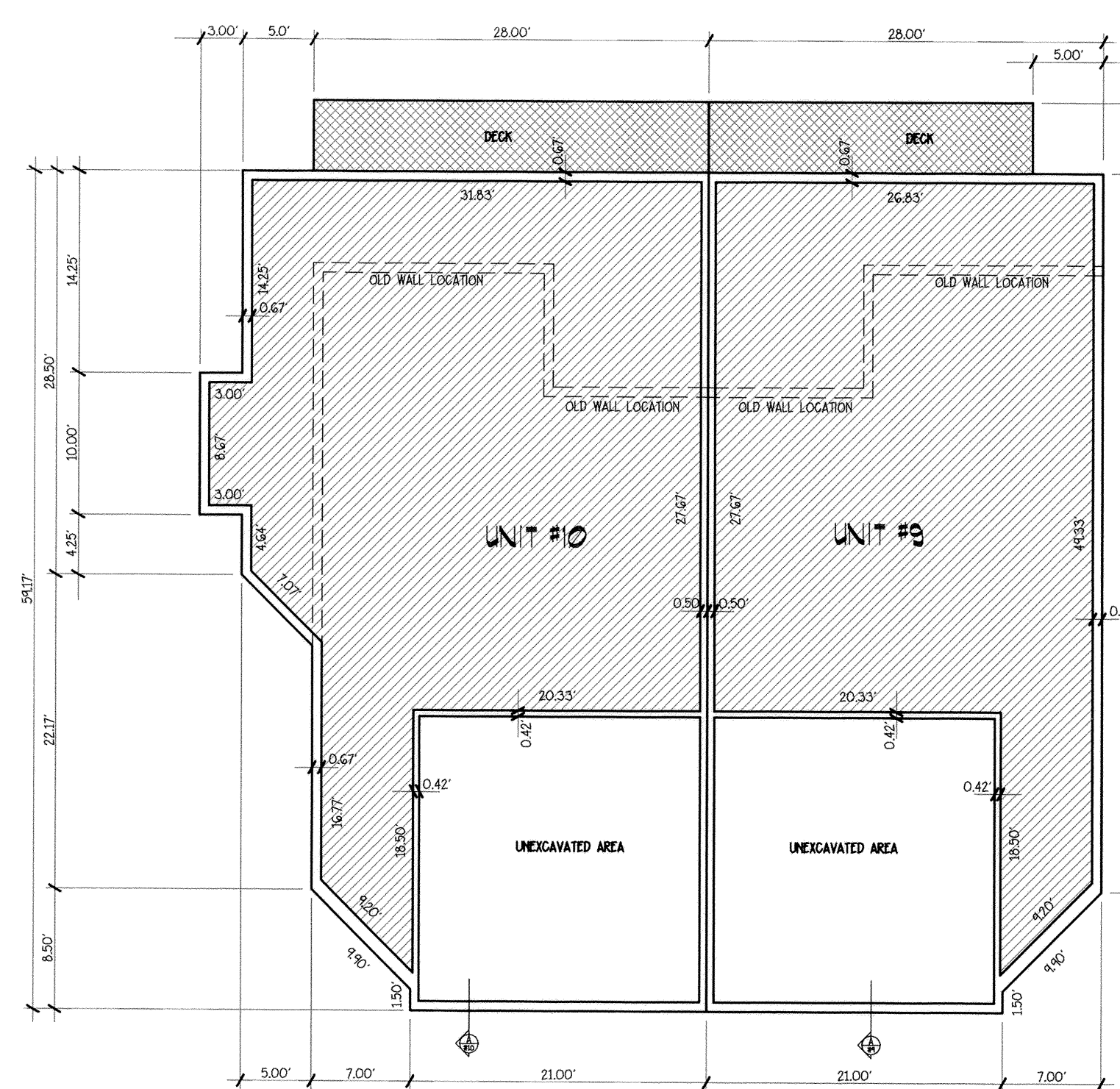


SURVEY NOTES:

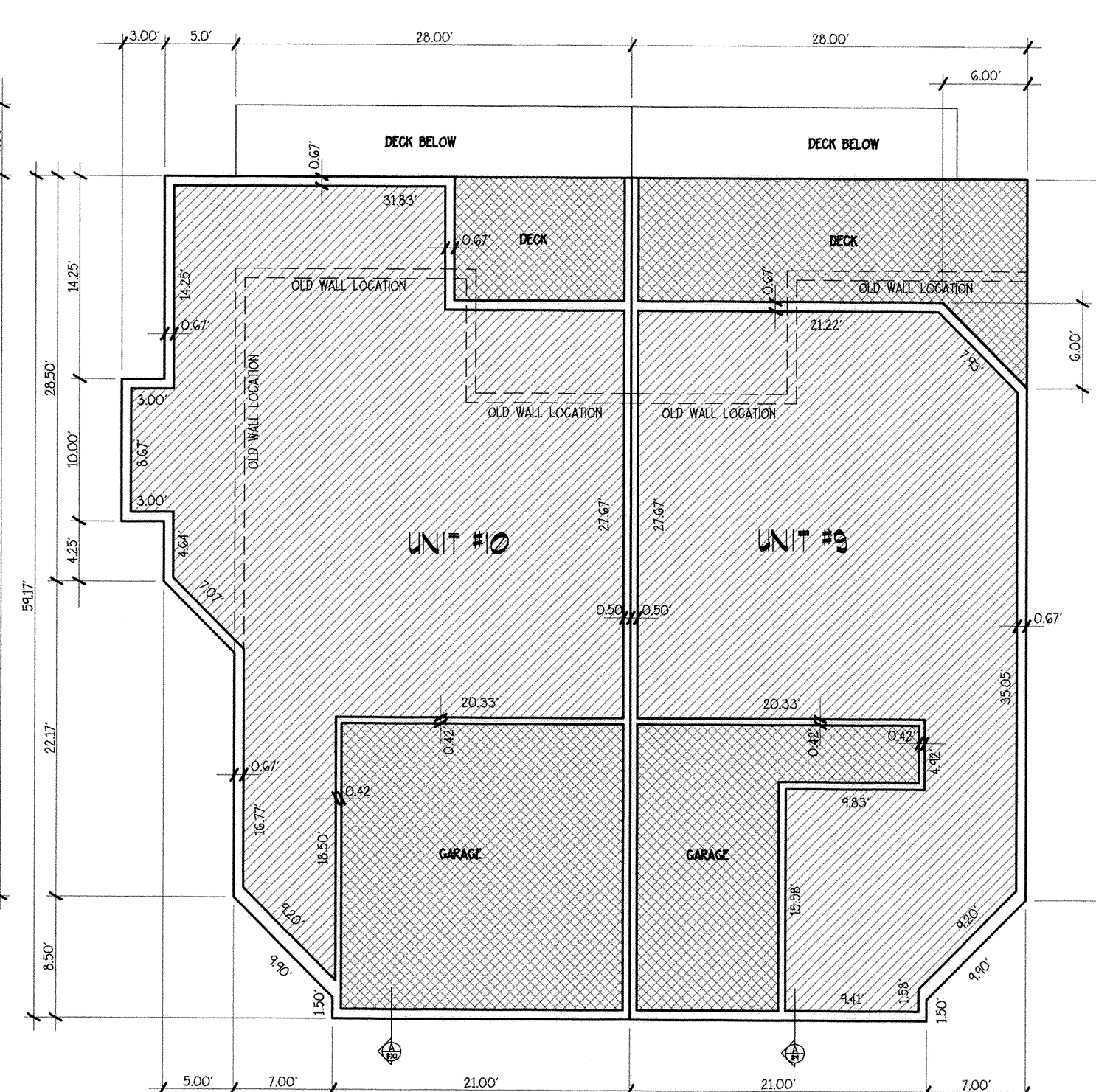
1. Survey monuments were found as shown.
2. The basis of bearings is as shown.
3. All bearings and distances shown are equal to the bearings and distances on recorded subdivision plats.



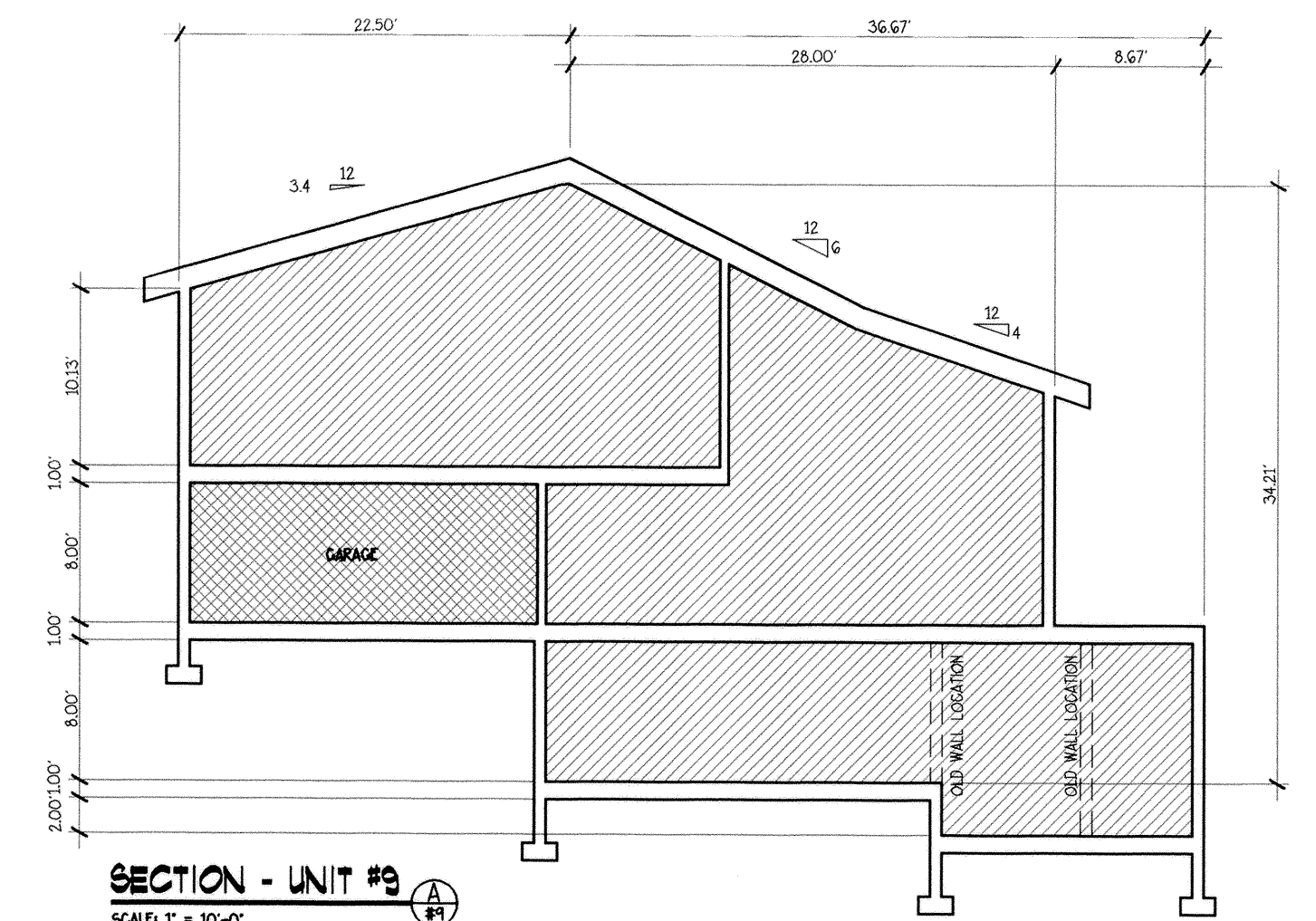
FOOTING & FOUNDATION PLAN - UNITS #9 & #10
SCALE: 1" = 10'-0"



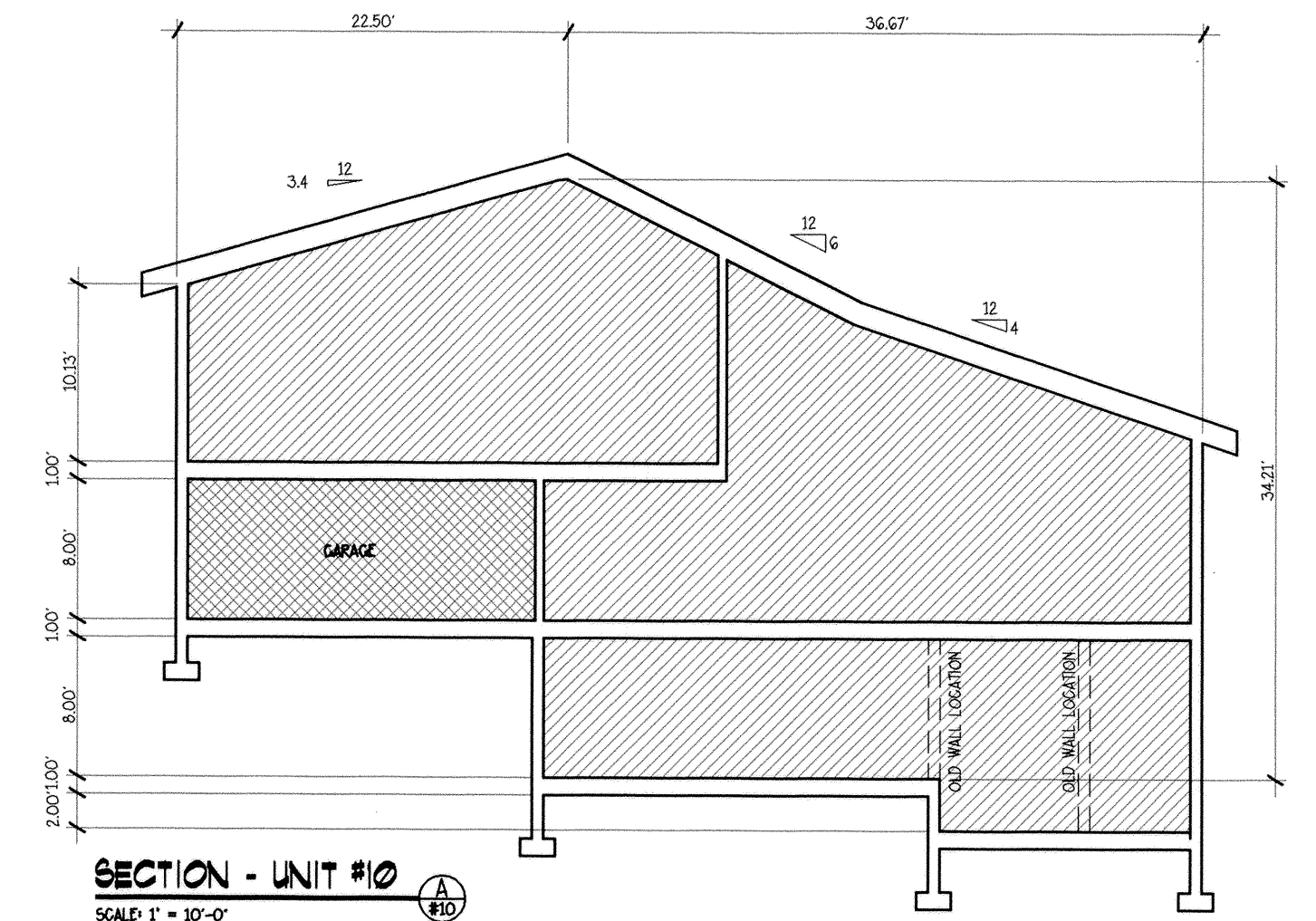
LOWER LEVEL - UNITS #9 & #10
SCALE: 1" = 10'-0"



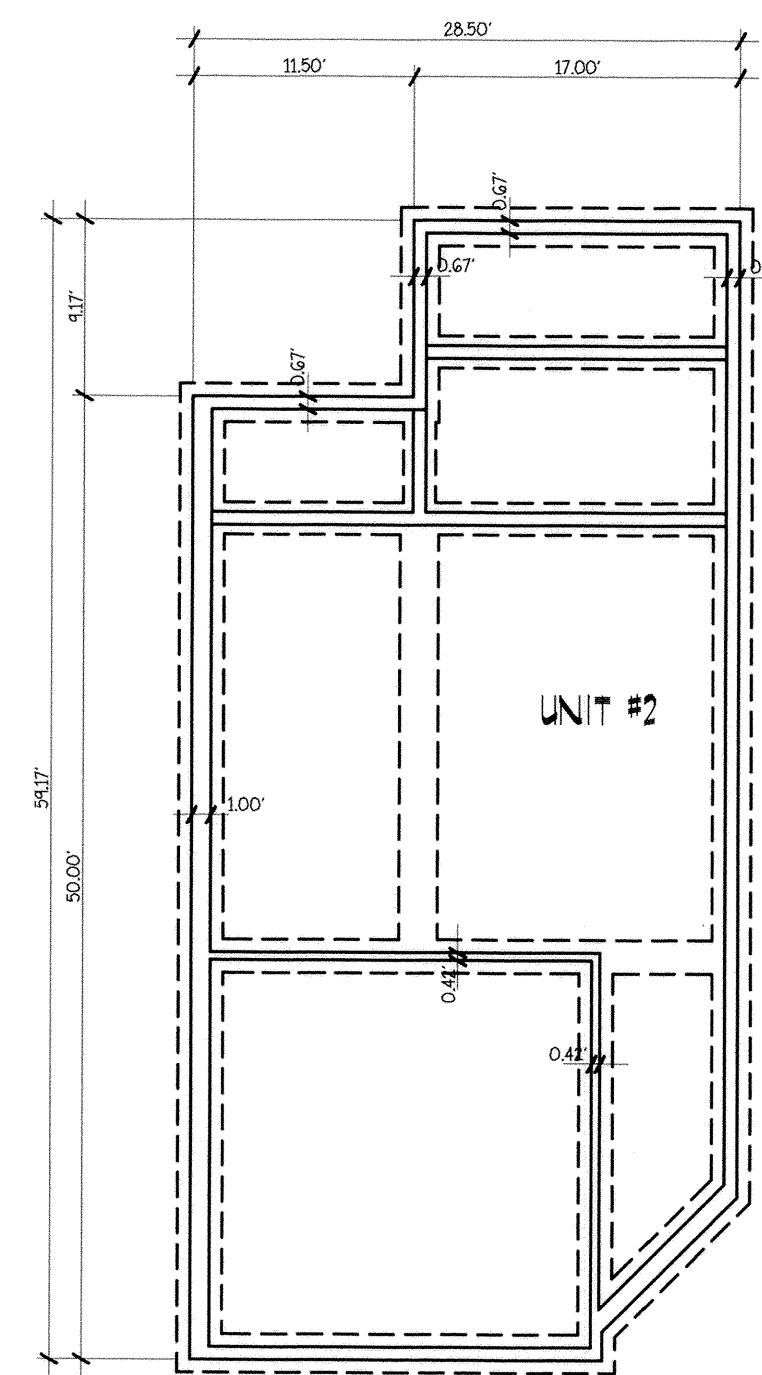
MAIN LEVEL - UNITS #9 & #10
SCALE: 1" = 10'-0"



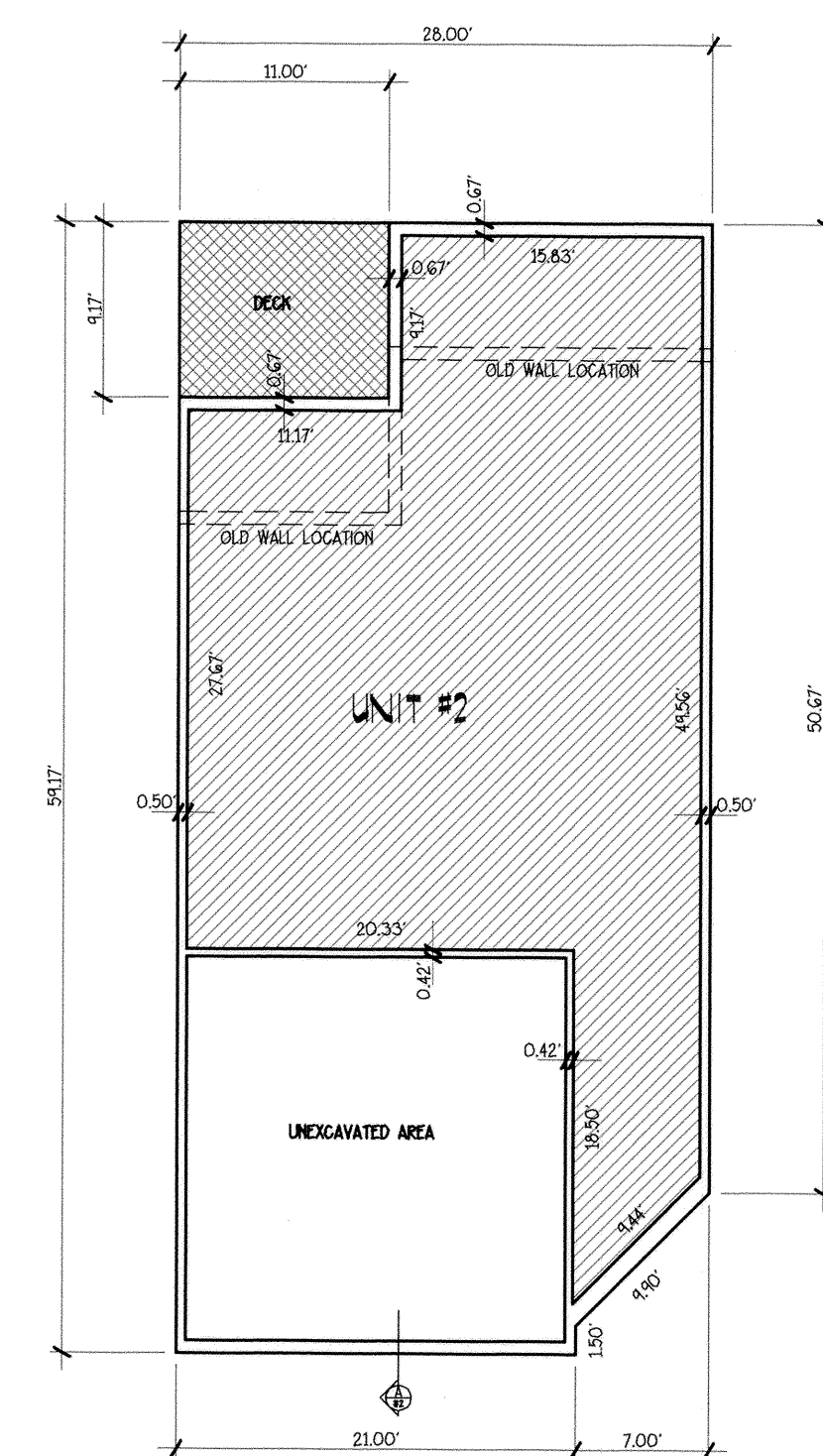
SECTION - UNIT #9
SCALE: 1" = 10'-0"



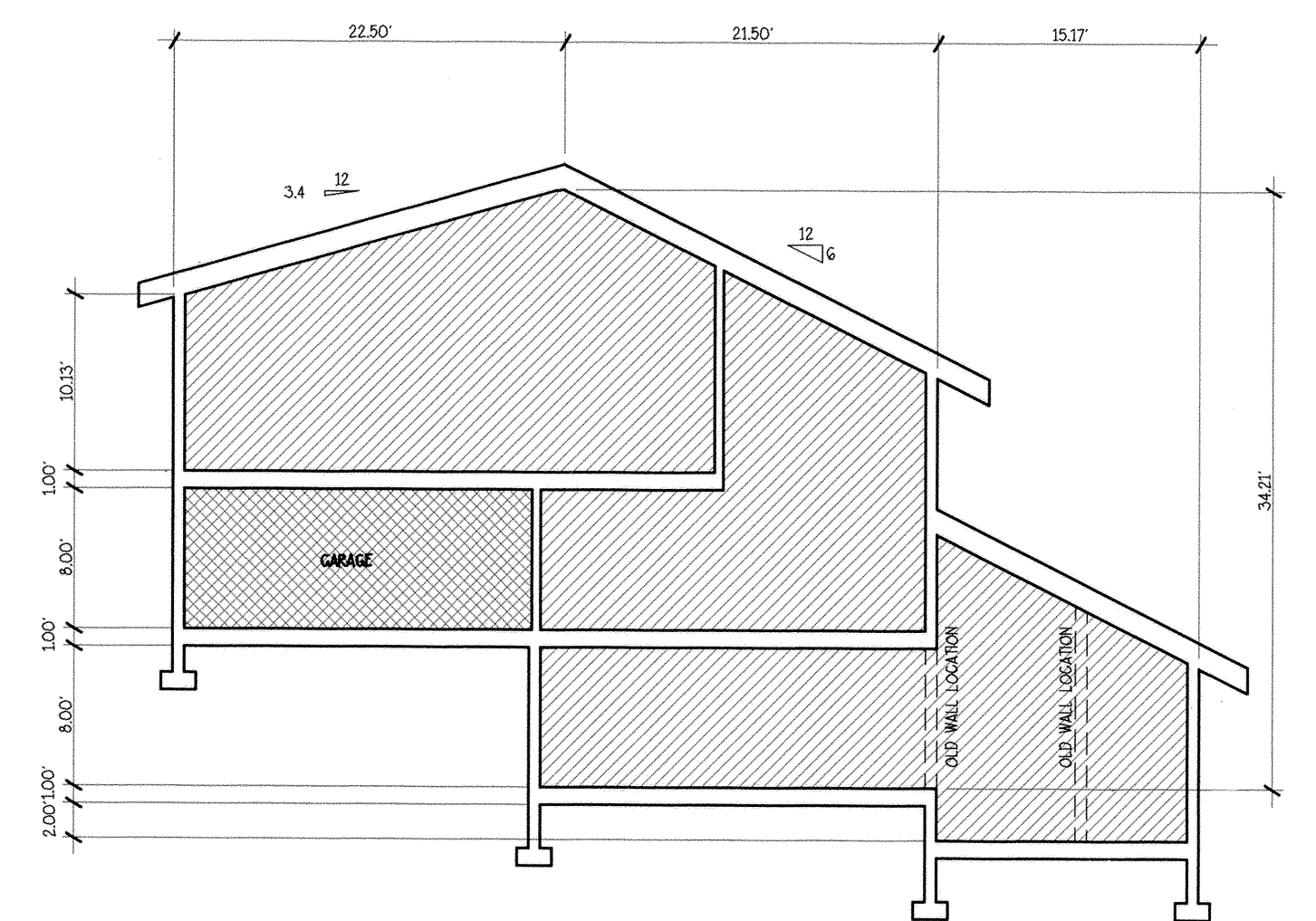
SECTION - UNIT #10
SCALE: 1" = 10'-0"



FOOTING & FOUNDATION PLAN - UNIT #2
SCALE: 1" = 10'-0"



LOWER LEVEL - UNIT #2
SCALE: 1" = 10'-0"



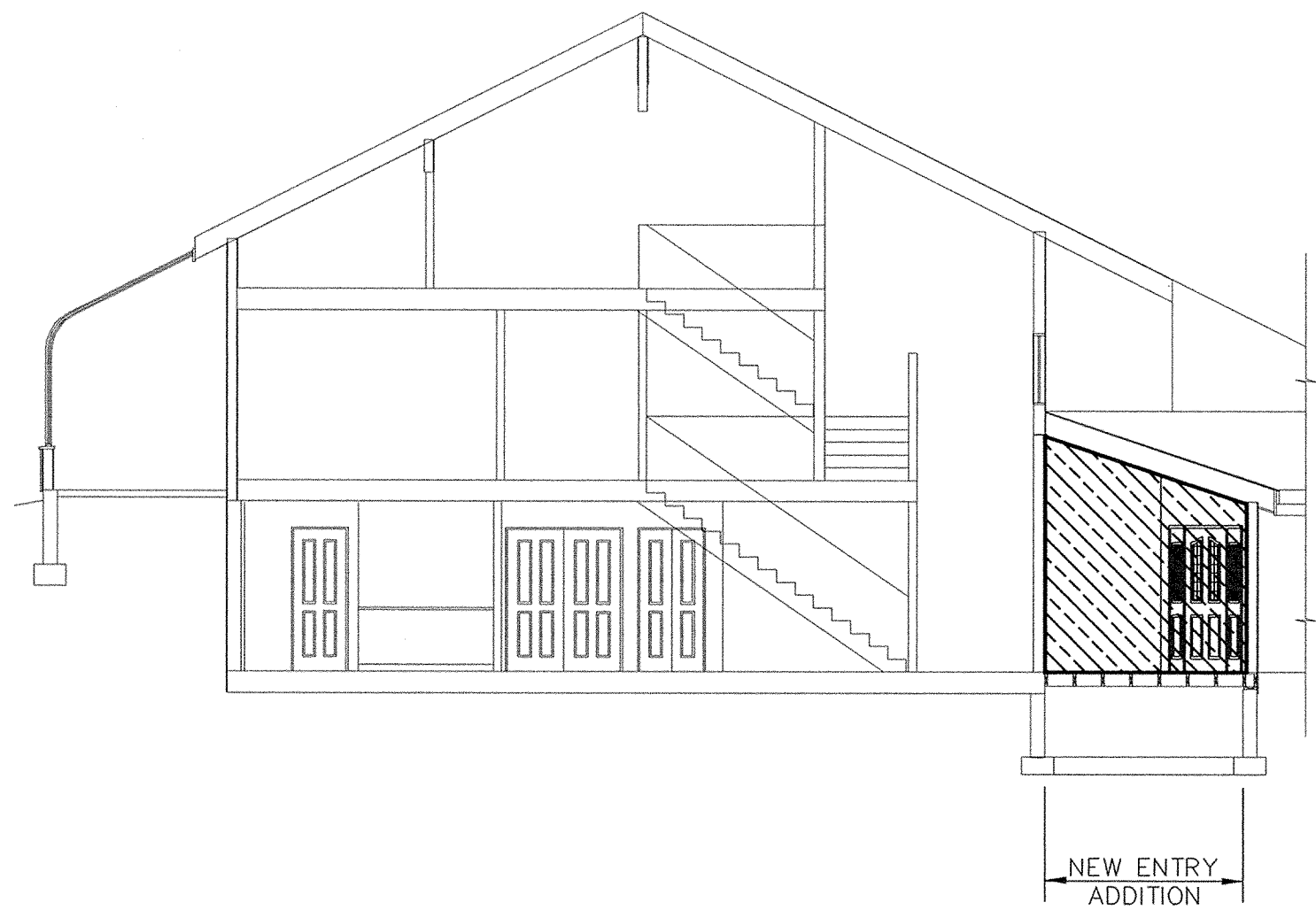
SECTION - UNIT #2
SCALE: 1" = 10'-0"

File No. 595276
ALAN SPRIGGS, SUMMIT COUNTY RECORDER
DATE: 08/08/2001 TIME: 15:58 PM
FEE \$ 63.00 BY *Alan Spriggs*
REQUEST: COALITION TITLE

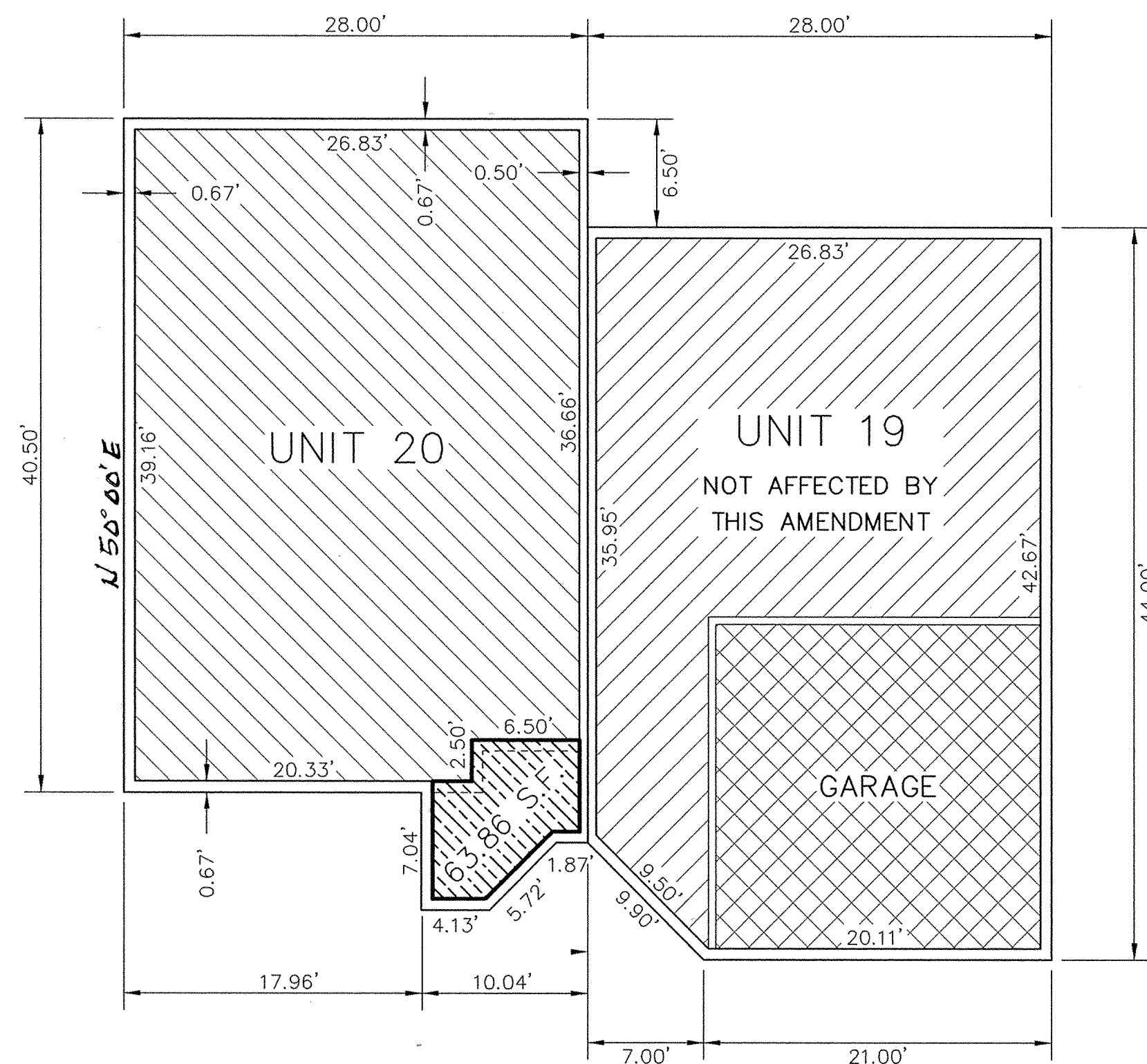
UNIT NUMBER	PRIVATE OWNERSHIP IN SQUARE FOOTAGE PER LITTLE BELLE HOMEOWNER'S ASSOCIATION	NEW PRIVATE OWNERSHIP IN SQUARE FOOTAGE PER THIS RECORD OF SURVEY	TOTAL PRIVATE OWNERSHIP IN SQUARE FOOTAGE
2	2,680.79	168.80	2,849.59
9	2,680.79	496.00	3,176.79
10	2,680.79	784.00	3,464.79

FIGURES EXCLUDE GARAGE SQ. FOOTAGE
ALL FIGURES INCLUDE STORAGE SQ. FOOTAGE

- COMMON OWNERSHIP
- LIMITED COMMON OWNERSHIP
- PRIVATE OWNERSHIP



SECTION - LOOKING SOUTH
SCALE 1"=8'



LOWER LEVEL FLOOR PLAN
SCALE 1"=8'

JCo. #750.0103.00
03-11-04/RJSr.

CITY PLANNING COMMISSION	WATER RECLAMATION DISTRICT	CITY ENGINEER	CITY COUNCIL	APPROVAL AS TO FORM	RECORDED	
APPROVED AND ACCEPTED BY THE PARK CITY PLANNING COMMISSION ON THIS <u>14th</u> DAY OF <u>APRIL</u> , 2004. <u>[Signature]</u> CHAIRMAN	REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS <u>17th</u> DAY OF <u>MARCH</u> , 2004. <u>[Signature]</u> S.B. R.D. (REPRESENTATIVE)	REVIEWED FOR CONFORMANCE WITH AVAILABLE INFORMATION IN THE PARK CITY ENGINEERING DEPARTMENT ON THIS <u>13th</u> DAY OF <u>APRIL</u> , 2004. <u>[Signature]</u> PE CITY ENGINEER	PRESENTED TO THE PARK CITY COUNCIL THIS <u>30th</u> DAY OF <u>OCTOBER</u> , 200 <u>4</u> . AT WHICH TIME THIS PLAT WAS APPROVED. <u>[Signature]</u> MAYOR <u>[Signature]</u> CITY RECORDER	APPROVED AS TO FORM ON THIS <u>13th</u> DAY OF <u>APRIL</u> , 2004. <u>[Signature]</u> CITY ATTORNEY	ENTRY NO. <u>695554</u> BOOK <u>---</u> PAGE(S) <u>---</u> STATE OF <u>Utah</u> , COUNTY OF <u>Summit</u> DATE <u>4-19-2004</u> , TIME <u>14:11 p.m.</u> RECORDED AND FILED AT THE REQUEST OF: <u>Daniel S. German</u> <u>[Signature]</u> COUNTY RECORDER	 JACK JOHNSON COMPANY Designing World Destinations In-Person - 1777 Sun Peak Drive - Park City, Utah 84098 Telephone - 435.645.9000 - Facsimile - 435.649.1620 www.jackjohnson.com

CONSENT TO RECORD:

The undersigned, James H. Frisbie, President of the 'Little Belle Homeowner's Association', a Utah nonprofit corporation, pursuant to that 'Amendment To Condominium Declaration', adopted June 28, 2004, by said corporation, hereby consents to the Recordation of this Amended Plat of Unit 20 of the 'Little Belle Condominiums', A Utah Condominium Project.

Executed this 11 day of March, 2004.

Little Belle Homeowner's Association,
a Utah nonprofit corporation.

James H. Frisbie
By: James H. Frisbie, President

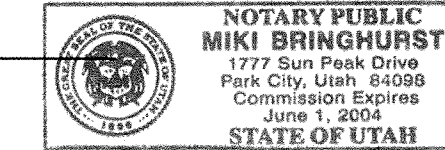
ACKNOWLEDGMENT

State of Utah }
County of Summit }

On this 11th Day of March, 2004, personally appeared before me,
James H. Frisbie, who being by me duly sworn, did say he is the president of the 'Little Belle Homeowner's Association', a Utah nonprofit corporation, and pursuant to that 'Amendment To Condominium Declaration', adopted June 28, 2004, by said corporation, the within and foregoing Consent to Record, was signed on behalf of said corporation and duly acknowledged that said corporation executed the same.

[Signature]
Notary Public

My commission expires: 6-1-04



TRUST DEED BENEFICIARY'S CONSENT TO RECORD

TRUST DEED BENEFICIARY, the undersigned Trust Deed Beneficiary, hereby consents to the recordation of this plat.

Executed this 25 day of MARCH, 2004.

NATIONAL CITY MORTGAGE, CO.

By: [Signature]
It's: Private Banker

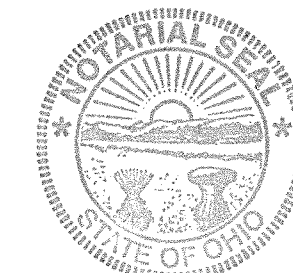
ACKNOWLEDGMENT

State of Ohio }
County of Montgomery }

On this 25 day of MARCH, 2004, personally appeared before me,
Angela E. Shaw, who, being by me duly sworn, did acknowledge to me that he is the Private Banker and executed the foregoing Trust Deed Beneficiary's Consent to Record.

Margene Opperman
Notary Public

My commission expires: April 1, 2007



PROPERTY DESCRIPTION:

All of Unit No. 20 of the 'LITTLE BELLE CONDOMINIUMS', recorded on December 21, 1981 as Entry No. 186813, on file at the Summit County Recorder's Office, and as amended herein.

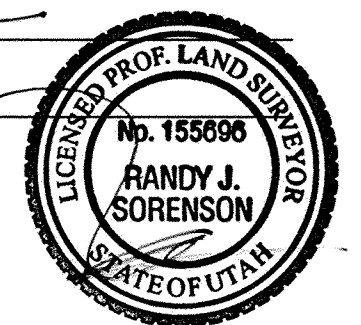
AMENDMENT NOTE:

This Plat is Amended for the purpose of transferring ownership of approximately 63.86 square feet of common area from the 'Little Belle Homeowner's Association' to the Owners of Record of Unit No. 20 of the 'LITTLE BELLE CONDOMINIUMS', recorded on December 21, 1981 as Entry No. 186813, on file at the Summit County Recorder's Office. No modifications, amendments or changes to the Plat Boundary, nor any other Units not specifically noted on this Amended Plat are made. This amendment brings the total square footage of Unit 20 private area to 2956.3 square feet.

SURVEYOR'S CERTIFICATE:

I, Randy J. Sorenson, on behalf of the Jack Johnson Company, do hereby certify that I am a Professional Land Surveyor and that I hold Certificate No. 155596 as prescribed under the laws of the State of Utah. I further certify that the plat shown herein is a correct representation of Unit 20 as Amended, and that this plat has been prepared in conformity with the minimum standards and requirements of the law.

[Signature]
Randy J. Sorenson
Date March 11, 2004



OWNERS' CONSENT TO RECORD:

The undersigned, Daniel S. German and Teri German, owners, hereby consent to the Recordation of this Amended Plat of Unit 20 of the 'Little Belle Condominiums', A Utah Condominium Project.

Executed this 23rd day of March, 2004.

[Signature]
Daniel S. German

[Signature]
Teri German

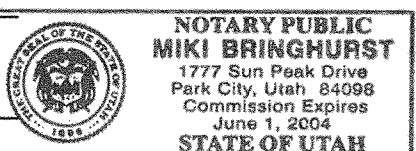
ACKNOWLEDGMENT

State of Utah }
County of Summit }

On this 23rd Day of March, 2004, personally appeared before me,
Daniel S. German and Teri German, who being by me duly sworn, did say they are the owners of Unit 20 of the 'Little Belle condominiums', A Utah Condominium Project, and the within and foregoing Consent to Record, was signed by them and they duly acknowledged that they executed the same.

[Signature]
Notary Public

My commission expires: 6-1-04



AMENDED UNIT No. 20 LITTLE BELLE CONDOMINIUMS A Utah Condominium Project

LOCATED AT 7160 LITTLE BELLE COURT,
IN THE NORTHEAST QUARTER OF SECTION 28,
TOWNSHIP 2 SOUTH, RANGE 4 EAST,
SALT LAKE BASE AND MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH

SHEET 1 OF 1

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS: that we, James H. Frisbie and Marlene J. Frisbie, Trustees of The Frisbie Trust, Dated October 11, 1982, the respective owners of the hereon shown condominium Unit 1 (Parcel 1) certify that we have caused this Amended Record of Survey to be prepared, and we do hereby consent to the recordation of this survey. We further certify that the buildings shown on this survey will, when completed, be substantially as shown hereon.

In witness whereof, the undersigned has set its hand on this 12th day of September, 2004.

James H. Frisbie
James H. Frisbie
Marlene J. Frisbie
Marlene J. Frisbie
Attorney in Fact for Marlene J. Frisbie

ACKNOWLEDGMENT

State of Utah CALIFORNIA

County of Summit ORANGE

On the 12th day of September, 2004, personally appeared before me, the undersigned Notary public in and for the said State and County, James H. Frisbie and Marlene J. Frisbie, Trustees of The Frisbie Trust, Dated October 11, 1982, who after being duly sworn, acknowledged to me that they are the owners of Unit 1 (Parcel 1), and that they signed the above owners consent to record freely and voluntarily.

Chris Paul J.
Notary Public
My commission expires: 11/26/07



KNOW ALL MEN BY THESE PRESENTS: that we, Martin Horn and Rita Horn, husband and wife, as joint tenants, an undivided (50%) interest as a tenant in common and Billy Mills and Ruby Mills, husband and wife, as joint tenants, an undivided (50%) interest as a tenant in common, the respective owners of the hereon shown condominium Unit 3 (Parcel 2) certify that we have caused this Amended Record of Survey to be prepared, and we do hereby consent to the recordation of this survey. We further certify that the buildings shown on this survey will, when completed, be substantially as shown hereon.

In witness whereof, the undersigned has set its hand on this 21st day of December, 2004.

Martin Horn
Martin Horn
Rita Horn
Rita Horn
Billy Mills
Billy Mills
Ruby Mills
Ruby Mills

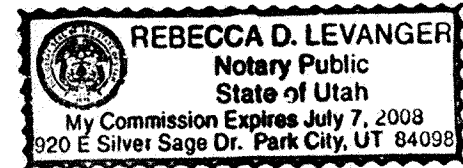
ACKNOWLEDGMENT

State of Utah CALIFORNIA

County of Summit ORANGE

On the 21st day of December, 2004, personally appeared before me, the undersigned Notary public in and for the said State and County, Martin Horn and Rita Horn, husband and wife, as joint tenants, an undivided (50%) interest as a tenant in common and Billy Mills and Ruby Mills, husband and wife, as joint tenants, an undivided (50%) interest as a tenant in common, who after being duly sworn, acknowledged to me that they are the owners of Unit 3 (Parcel 2), and that they signed the above owners consent to record freely and voluntarily.

Rebecca D. Levanger
Notary Public
My commission expires: 7-7-2008



KNOW ALL MEN BY THESE PRESENTS: that we, Robert N. Goodman and Lori Goodman, Trustees of the Robert and Lori Goodman Living Trust, Dated May 23, 1985, the respective owners of the hereon shown condominium Unit 4 (Parcel 3) certify that we have caused this Amended Record of Survey to be prepared, and we do hereby consent to the recordation of this survey. We further certify that the buildings shown on this survey will, when completed, be substantially as shown hereon.

In witness whereof, the undersigned has set its hand on this 5th day of OCTOBER, 2004.

Robert N. Goodman
Robert N. Goodman
Lori Goodman
Lori Goodman

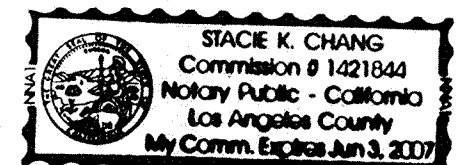
ACKNOWLEDGMENT

State of Utah CALIFORNIA

County of Summit LOS ANGELES

On the 5th day of October, 2004, personally appeared before me, the undersigned Notary public in and for the said State and County, Robert N. Goodman and Lori Goodman, Trustees of the Robert and Lori Goodman Living Trust, Dated May 23, 1985, who after being duly sworn, acknowledged to me that they are the owners of Unit 4 (Parcel 3), and that they signed the above owners consent to record freely and voluntarily.

Stacie K. Chang
Notary Public
My commission expires: June 3, 2007



KNOW ALL MEN BY THESE PRESENTS: that we, James Bergman and Judy Bergman, husband and wife, as joint tenants, the respective owners of the hereon shown condominium Unit 11 (Parcel 4) certify that we have caused this Amended Record of Survey to be prepared, and we do hereby consent to the recordation of this survey. We further certify that the buildings shown on this survey will, when completed, be substantially as shown hereon.

In witness whereof, the undersigned has set its hand on this 18th day of January, 2005.

James Bergman
James Bergman
Judy Bergman
Judy Bergman

ACKNOWLEDGMENT

State of Utah CALIFORNIA

County of Summit ORANGE

On the 18th day of January, 2005, personally appeared before me, the undersigned Notary public in and for the said State and County, James Bergman and Judy Bergman, husband and wife, as joint tenants, who after being duly sworn, acknowledged to me that they are the owners of Unit 11 (Parcel 4), and that they signed the above owners consent to record freely and voluntarily.

Terri G. Meisberger
Notary Public
My commission expires: 9/23/2006



KNOW ALL MEN BY THESE PRESENTS: that we, Douglas S. Dvorak and Wendi T. Dvorak, husband and wife, as joint tenants, the respective owners of the hereon shown condominium Unit 12 (Parcel 5) certify that we have caused this Amended Record of Survey to be prepared, and we do hereby consent to the recordation of this survey. We further certify that the buildings shown on this survey will, when completed, be substantially as shown hereon.

In witness whereof, the undersigned has set its hand on this 29th day of December, 2004.

Douglas S. Dvorak
Douglas S. Dvorak
Wendi T. Dvorak
Wendi T. Dvorak

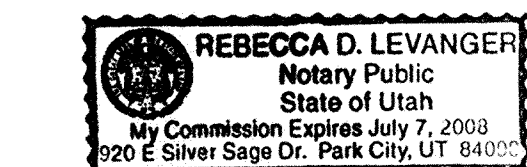
ACKNOWLEDGMENT

State of Utah CALIFORNIA

County of Summit ORANGE

On the 29th day of December, 2004, personally appeared before me, the undersigned Notary public in and for the said State and County, Douglas S. Dvorak and Wendi T. Dvorak, husband and wife, as joint tenants, who after being duly sworn, acknowledged to me that they are the owners of Unit 12 (Parcel 5), and that they signed the above owners consent to record freely and voluntarily.

Rebecca D. Levanger
Notary Public
My commission expires: 7-7-2008



FOURTH AMENDED RECORD OF SURVEY MAP

LITTLE BELLE CONDOMINIUMS

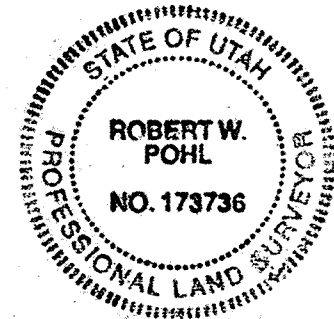
A UTAH CONDOMINIUM PROJECT

LOCATED IN THE NORTHEAST QUARTER OF SECTION 28, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN, PARK CITY, SUMMIT COUNTY, UTAH

This plot amendment converts certain limited common area, consisting of decks and balconies, to private area, and provides for the future construction of and enclosure of these area(s) and the relocation of related common area walls. Examples of a converted area prior to construction, and after construction are shown herein as sheet 3 and sheet 4 respectively.

SURVEYOR'S CERTIFICATE

I, Robert W. Pohl, do hereby certify that I am a Registered Land Surveyor and that I hold Certificate No. 173736 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 owner, this Record of Survey Map of the Fourth Amended Record of Survey Little Belle Condominiums, a Utah Condominium Project in accordance with the provisions of Section 57-6-13 of the Utah Condominium Ownership Act. I further certify the buildings and property are shown correctly.



Robert W. Pohl
Robert W. Pohl L.S. 173736
9/15/04
Date

KNOW ALL MEN BY THESE PRESENTS: that we, John P. Hunt and Alicia H. Hunt, Trustees of the Hunt Family Trust, Dated November 10, 1982, the respective owners of the hereon shown condominium Unit 13 (Parcel 6) certify that we have caused this Amended Record of Survey to be prepared, and we do hereby consent to the recordation of this survey. We further certify that the buildings shown on this survey will, when completed, be substantially as shown hereon.

In witness whereof, the undersigned has set its hand on this 29th day of December, 2004.

John P. Hunt
John P. Hunt
Alicia H. Hunt
Alicia H. Hunt

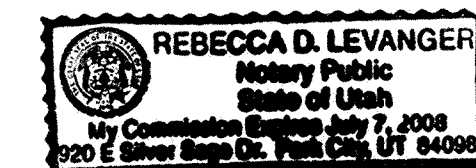
ACKNOWLEDGMENT

State of Utah

County of Summit

On the 29th day of December, 2004, personally appeared before me, the undersigned Notary public in and for the said State and County, John P. Hunt and Alicia H. Hunt, Trustees of the Hunt Family Trust, Dated November 10, 1982, who after being duly sworn, acknowledged to me that they are the owners of Unit 13 (Parcel 6), and that they signed the above owners consent to record freely and voluntarily.

Rebecca D. Levanger
Notary Public
My commission expires: 7-7-2008



KNOW ALL MEN BY THESE PRESENTS: that we, Clifford Bochner and Sandy Bochner, husband and wife, as joint tenants, the respective owners of the hereon shown condominium Unit 14 (Parcel 7) certify that we have caused this Amended Record of Survey to be prepared, and we do hereby consent to the recordation of this survey. We further certify that the buildings shown on this survey will, when completed, be substantially as shown hereon.

In witness whereof, the undersigned has set its hand on this 6th day of DECEMBER, 2004.

Clifford Bochner
Clifford Bochner
Sandy Bochner
Sandy Bochner

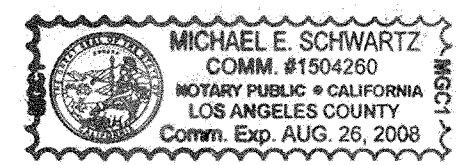
ACKNOWLEDGMENT

State of Utah

County of Summit

On the 6th day of December, 2004, personally appeared before me, the undersigned Notary public in and for the said State and County, Clifford Bochner and Sandy Bochner, husband and wife, as joint tenants, who after being duly sworn, acknowledged to me that they are the owners of Unit 14 (Parcel 7), and that they signed the above owners consent to record freely and voluntarily.

Michael E. Schwartz
Notary Public
My commission expires: August 26, 2008



KNOW ALL MEN BY THESE PRESENTS: that we, Stephen S. Morgan and Analee R. Morgan, husband and wife, as joint tenants, the respective owners of the hereon shown condominium Unit 15 (Parcel 8) certify that we have caused this Amended Record of Survey to be prepared, and we do hereby consent to the recordation of this survey. We further certify that the buildings shown on this survey will, when completed, be substantially as shown hereon.

In witness whereof, the undersigned has set its hand on this 29th day of December, 2004.

Stephen S. Morgan
Stephen S. Morgan
Analee R. Morgan
Analee R. Morgan

ACKNOWLEDGMENT

State of Utah

County of Summit

On the 29th day of December, 2004, personally appeared before me, the undersigned Notary public in and for the said State and County, Stephen S. Morgan and Analee R. Morgan, husband and wife, as joint tenants, who after being duly sworn, acknowledged to me that they are the owners of Unit 15 (Parcel 8), and that they signed the above owners consent to record freely and voluntarily.

Rebecca D. Levanger
Notary Public
My commission expires: 7-7-2008

KNOW ALL MEN BY THESE PRESENTS: that I, Carinda Johnson Holistone, the respective owner of the hereon shown condominium Unit 19 (Parcel 12) certify that I have caused this Amended Record of Survey to be prepared, and I do hereby consent to the recordation of this survey. I further certify that the buildings shown on this survey will, when completed, be substantially as shown hereon.

In witness whereof, the undersigned has set its hand on this 15th day of June, 2005.

Carinda Johnson Holistone
Carinda Johnson Holistone

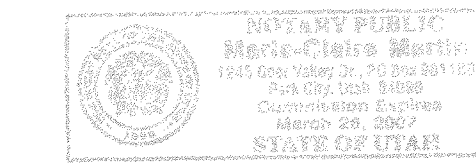
ACKNOWLEDGMENT

State of Utah

County of Summit

On the 15th day of June, 2005, personally appeared before me, the undersigned Notary public in and for the said State and County, Carinda Johnson Holistone, who after being duly sworn, acknowledged to me that she is the owner of Unit 19 (Parcel 12), and that she signed the above owner consent to record freely and voluntarily.

Rebecca D. Levanger
Notary Public
My commission expires: March 26, 2007



KNOW ALL MEN BY THESE PRESENTS: that we, Stephen B. Oveson and Dixie R. Oveson, as joint tenants, the respective owners of the hereon shown condominium Unit 16 (Parcel 9) certify that we have caused this Amended Record of Survey to be prepared, and we do hereby consent to the recordation of this survey. We further certify that the buildings shown on this survey will, when completed, be substantially as shown hereon.

In witness whereof, the undersigned has set its hand on this 21st day of March, 2005.

Stephen B. Oveson
Stephen B. Oveson
Dixie R. Oveson
Dixie R. Oveson

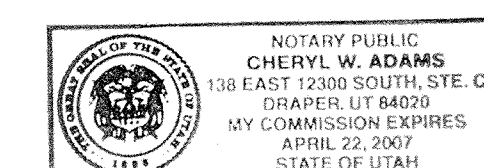
ACKNOWLEDGMENT

State of Utah

County of Summit

On the 21st day of March, 2005, personally appeared before me, the undersigned Notary public in and for the said State and County, Stephen B. Oveson and Dixie R. Oveson, as joint tenants, who after being duly sworn, acknowledged to me that they are the owners of Unit 16 (Parcel 9), and that they signed the above owners consent to record freely and voluntarily.

Charles W. Adams
Notary Public
My commission expires: 04/22/2007



KNOW ALL MEN BY THESE PRESENTS: that we, SC 2 Properties, a partnership, the respective owners of the hereon shown condominium Unit 17 (Parcel 10) certify that we have caused this Amended Record of Survey to be prepared, and we do hereby consent to the recordation of this survey. We further certify that the buildings shown on this survey will, when completed, be substantially as shown hereon.

In witness whereof, the undersigned has set its hand on this 27th day of October, 2004.

Alvin W. Coughlin
Alvin W. Coughlin
Paul W. Coughlin
Paul W. Coughlin

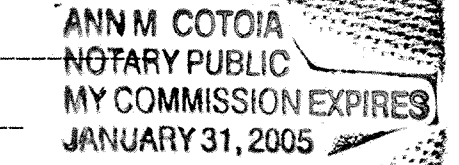
ACKNOWLEDGMENT

State of Utah

County of Summit

On the 27th day of October, 2004, personally appeared before me, the undersigned Notary public in and for the said State and County, SC 2 Properties, a partnership, who after being duly sworn, acknowledged to me that they are the owners of Unit 17 (Parcel 10), and that they signed the above owners consent to record freely and voluntarily.

Ann M. Cotoia
Notary Public
My commission expires: 1/31/2005



KNOW ALL MEN BY THESE PRESENTS: that we, Alan P. Mintz and Gloria P. Mintz, husband and wife, as joint tenants, the respective owners of the hereon shown condominium Unit 18 (Parcel 11) certify that we have caused this Amended Record of Survey to be prepared, and we do hereby consent to the recordation of this survey. We further certify that the buildings shown on this survey will, when completed, be substantially as shown hereon.

In witness whereof, the undersigned has set its hand on this 22nd day of February, 2005.

Alan P. Mintz
Alan P. Mintz
Gloria P. Mintz
Gloria P. Mintz

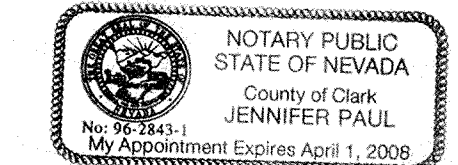
ACKNOWLEDGMENT

State of Utah

County of Summit

On the 22nd day of February, 2005, personally appeared before me, the undersigned Notary public in and for the said State and County, Alan P. Mintz and Gloria P. Mintz, husband and wife, as joint tenants, who after being duly sworn, acknowledged to me that they are the owners of Unit 18 (Parcel 11), and that they signed the above owners consent to record freely and voluntarily.

Jennifer Paul
Notary Public
My commission expires: 4-1-08



KNOW ALL MEN BY THESE PRESENTS: that we, Daniel S. German and Teri German, husband and wife, as joint tenants, the respective owners of the hereon shown condominium Unit 20 (Parcel 13) certify that we have caused this Amended Record of Survey to be prepared, and we do hereby consent to the recordation of this survey. We further certify that the buildings shown on this survey will, when completed, be substantially as shown hereon.

In witness whereof, the undersigned has set its hand on this 7th day of February, 2005.

Daniel S. German
Daniel S. German
Teri German
Teri German

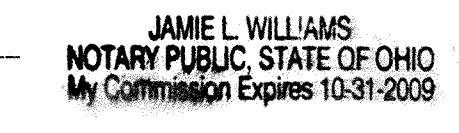
ACKNOWLEDGMENT

State of Utah

County of Summit

On the 7th day of February, 2005, personally appeared before me, the undersigned Notary public in and for the said State and County, Daniel S. German and Teri German, husband and wife, as joint tenants, who after being duly sworn, acknowledged to me that they are the owners of Unit 20 (Parcel 13), and that they signed the above owners consent to record freely and voluntarily.

Jamie L. Williams
Notary Public
My commission expires: 10-31-2009



PARK CITY
SURVEYING, INC.
P.O. Box 3003
PARK CITY, UTAH 84060
(435) 649-2918

SNYDERVILLE BASIN WATER RECLAMATION DISTRICT
REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER
RECLAMATION DISTRICT STANDARDS ON THIS 12th
DAY OF April, 2006 A.D.
BY B. B. W. R. D.

PLANNING COMMISSION
APPROVED BY THE PARK CITY
PLANNING COMMISSION THIS 27th
DAY OF April, 2006 A.D.
BY B. B. W. R. D.
CHAIRMAN

ENGINEERS CERTIFICATE
I FIND THIS PLAT TO BE IN
ACCORDANCE WITH INFORMATION ON
FILE IN MY OFFICE THIS 12th
DAY OF April, 2006 A.D.
BY Quinn W. O'Brien PE
PARK CITY ENGINEER

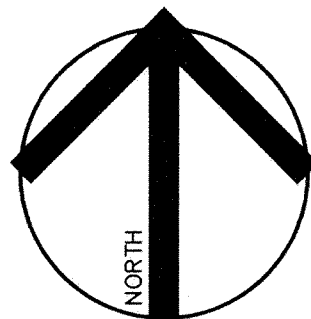
APPROVAL AS TO FORM
APPROVED AS TO FORM THIS 27th
DAY OF April, 2006 A.D.
BY Ray Mc
PARK CITY ATTORNEY

CERTIFICATE OF ATTEST
I CERTIFY THIS RECORD OF SURVEY
MAP WAS APPROVED BY PARK CITY
COUNCIL THIS 27th DAY
OF October, 2005 A.D.
BY Paul M. Scott
PARK CITY RECORDER

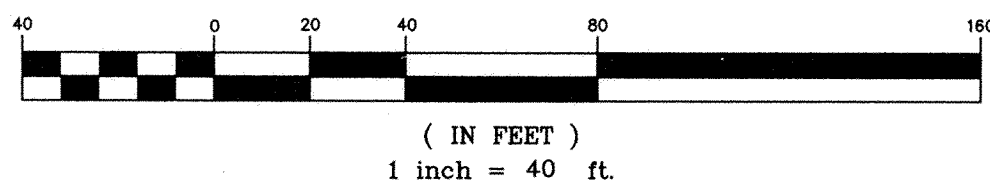
COUNCIL APPROVAL AND ACCEPTANCE
APPROVAL AND ACCEPTANCE BY THE PARK CITY
COUNCIL THIS 27th DAY OF OCTOBER,
2004 A.D.
BY Dana Williams
MAYOR

RECORDED
STATE OF UTAH COUNTY OF SUMMIT AND FILED
AT THE REQUEST OF Founders Title
DATE 6-07-06 TIME 10:44AM BOOK 163 PAGE 2
FEE \$163.00
BY Dana Williams
RECORDER

SHEET 1 OF 5



GRAPHIC SCALE



BOUNDARY DESCRIPTION

Beginning at a point which is South 578.78 feet and East 341.311 feet from the Southwest corner of Section 22, Township 2 South, Range 4 East, Salt Lake Base and Meridian, and running thence South 41°00'00" West 261.73 feet; thence South 22°30'00" West 126.93 feet; thence North 70°30'00" West 179.74 feet; thence North 50°00'00" West 290.74 feet; thence North 21°50'00" West 305.40 feet to a point on a 241.77 foot radius curve to the left (Center bears North 54°52'20" East 241.77 feet of which the central angle is 65°20'49"); thence Southeasterly along the arc of said curve 275.74 feet to a point on a 164.02 foot radius reverse curve to the right (Center bears South 10°28'29" East 164.02 feet of which the central angle is 78°42'34"); thence Southeasterly along the arc of said curve 225.32 feet to a point on a 237.21 foot radius reverse curve to the left (Center bears North 68°14'05" East 237.21 feet of which the central angle is 33°06'46"); thence Southeasterly along the arc of said curve 161.86 feet to the point of beginning.

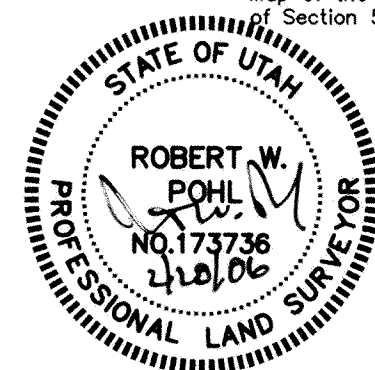
Contains: 159,580.00 square feet or 3.66345 acres.

NOTES:

This plot amendment converts certain limited common area, consisting of decks and balconies, to private area, and provides for the future construction of and enclosure of these area(s) and the relocation of related common area walls. Examples of a converted area prior to construction, and after construction are shown herein as sheet 3 and sheet 4 respectively.

SURVEYOR'S CERTIFICATE

I, Robert W. Pohl, do hereby certify that I am a Registered Land Surveyor and that I hold Certificate No. 173736 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 owner, this Record of Survey Map of the Fourth Amended Record of Survey Little Belle Condominiums, a Utah Condominium Project in accordance with the provisions Section 57-8-13 of the Utah Condominium Ownership Act. I further certify the buildings and property are shown correctly.



Robert W. Pohl
Robert W. Pohl L.S. 173736

2/28/06
Date

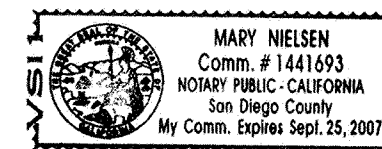
KNOW ALL MEN BY THESE PRESENTS: that we, 17 Little Belle Partnership, the respective owners of the hereon shown condominium Unit 17 (Parcel 10) certify that we have caused this Amended Record of Survey to be prepared, and we do hereby consent to the recordation of this survey. We further certify that the buildings shown on this survey will, when completed, be substantially as shown hereon.

In witness whereof, the undersigned has set its hand on the 23 day of March, 2006.
Little Belle Partnership
17 Little Belle Partnership

ACKNOWLEDGMENT
State of California) ss: 544-64-6843
County of San Diego

On the 23 day of March, 2006, personally appeared before me, the undersigned Notary public in and for the said State and County, 17 Little Belle Partnership, a partnership, who after being duly sworn, acknowledged to me that they are the owners of Unit 17 (Parcel 10), and that they signed the above owners consent to record freely and voluntarily.

Mary Nielsen
Notary Public
My commission expires: Sept 26, 2007



KNOW ALL MEN BY THESE PRESENTS: that we James R Bergman and Judy G Bergman Trustees of the of the Bergman Family Trust, the respective owners of the hereon shown condominium Unit 11 (Parcel 4) certify that we caused this Amended Record of Survey to be prepared, and we do hereby consent to the recordation of this survey. We further certify that the buildings shown on this survey will, when completed, be substantially as shown hereon.

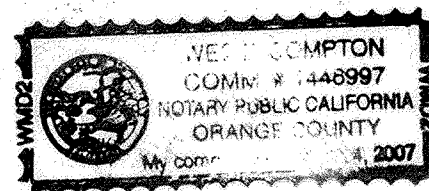
James R Bergman Trustee *Judy G Bergman Trustee*
James R Bergman Trustee Judy G Bergman Trustee

ACKNOWLEDGMENT
State of Utah
County of Summit:

On this 15th day of May, 2006, personally appeared before me, James R Bergman and Judy G Bergman Trustees of the Bergman Family Trust Who acknowledged to me that they executed the above owner's dedication and consent to record.

W. B. Cook
Notary Public

My commission expires:
Residing in:



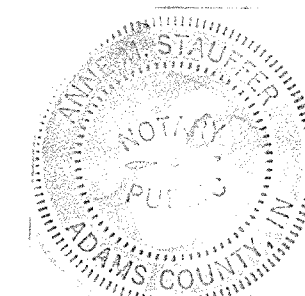
KNOW ALL MEN BY THESE PRESENTS: that we, SDM Investments of Utah LLC, an Indiana Limited Liability Company, the respective owners of the hereon shown condominium Unit 20 (Parcel 13) certify that we have caused this Amended Record of Survey to be prepared, and we do hereby consent to the recordation of this survey. We further certify that the buildings shown on this survey will, when completed, be substantially as shown hereon.

In witness whereof, the undersigned has set its hand on the 8th day of March, 2006.
Naomi A. Muschman Pres.
SDM Investments of Utah, LLC

ACKNOWLEDGMENT
State of Indiana) ss: 317-62-3821
County of Adams

On the 8th day of March, 2006, personally appeared before me, the undersigned Notary public in and for the said State and County, SDM Investments of Utah, LLC, an Indiana Limited Liability Company, who after being duly sworn, acknowledged to me that they are the owners of Unit 20 (Parcel 13), and that they signed the above owners consent to record freely and voluntarily.

Anne M. Stauffer
Notary Public
My commission expires: 11/16/108



PARK CITY
SURVEYING, INC.
P.O. Box 3003
PARK CITY, UTAH 84060
(435) 649-2918

SHEET 2 OF 3

780095

RECORDED

STATE OF UTAH COUNTY OF SUMMIT AND FILED

AT THE REQUEST OF Founders Title

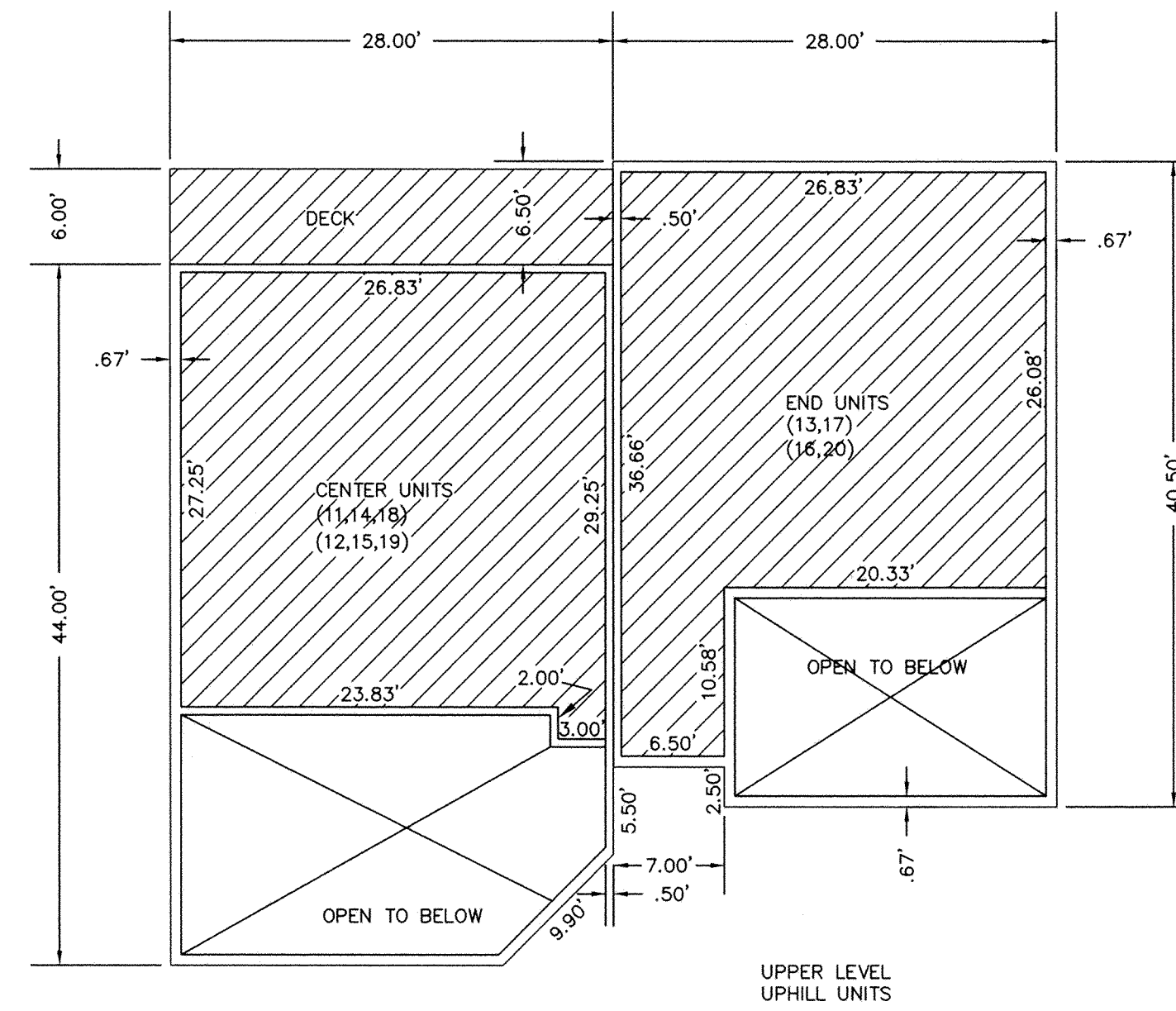
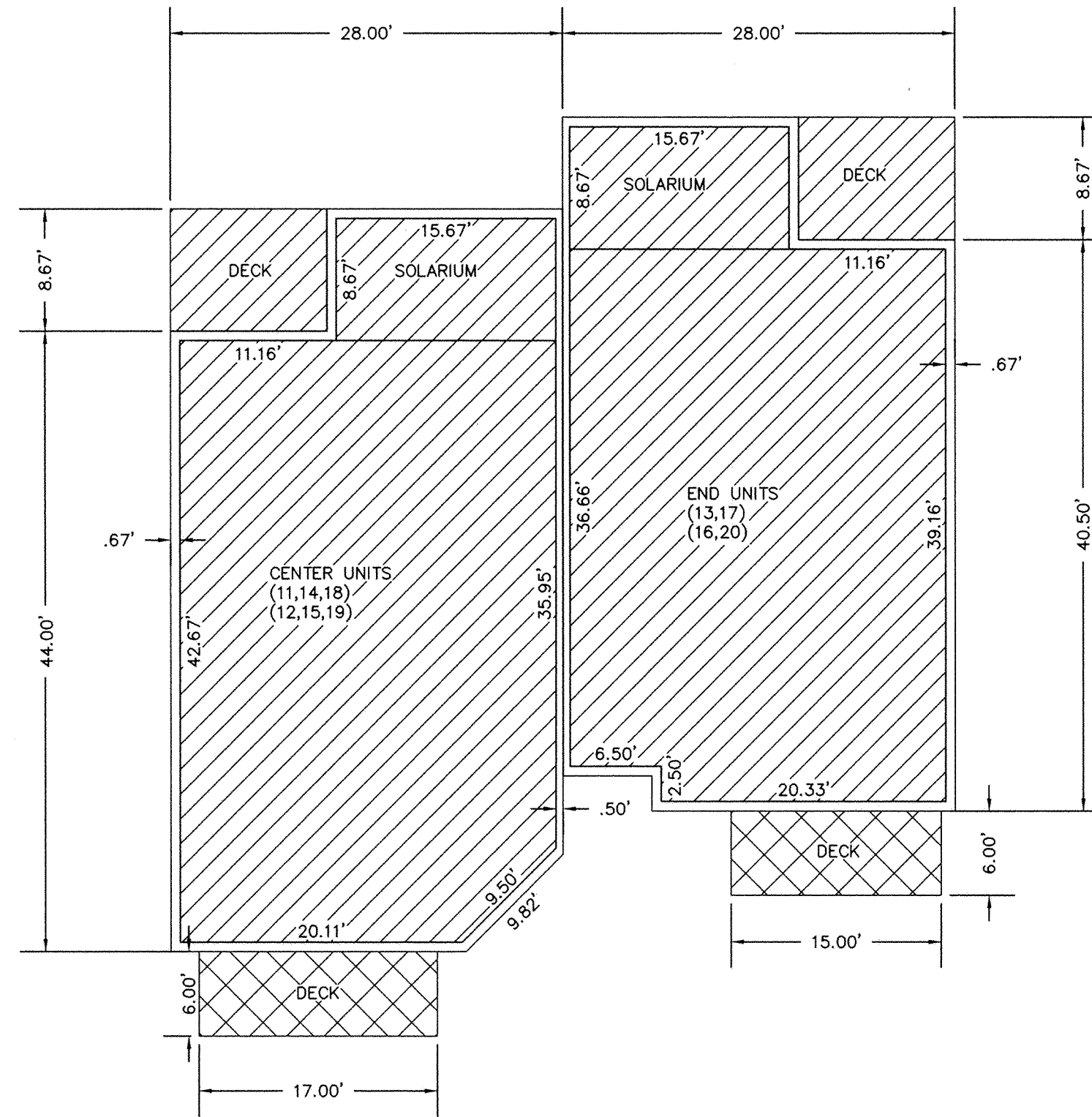
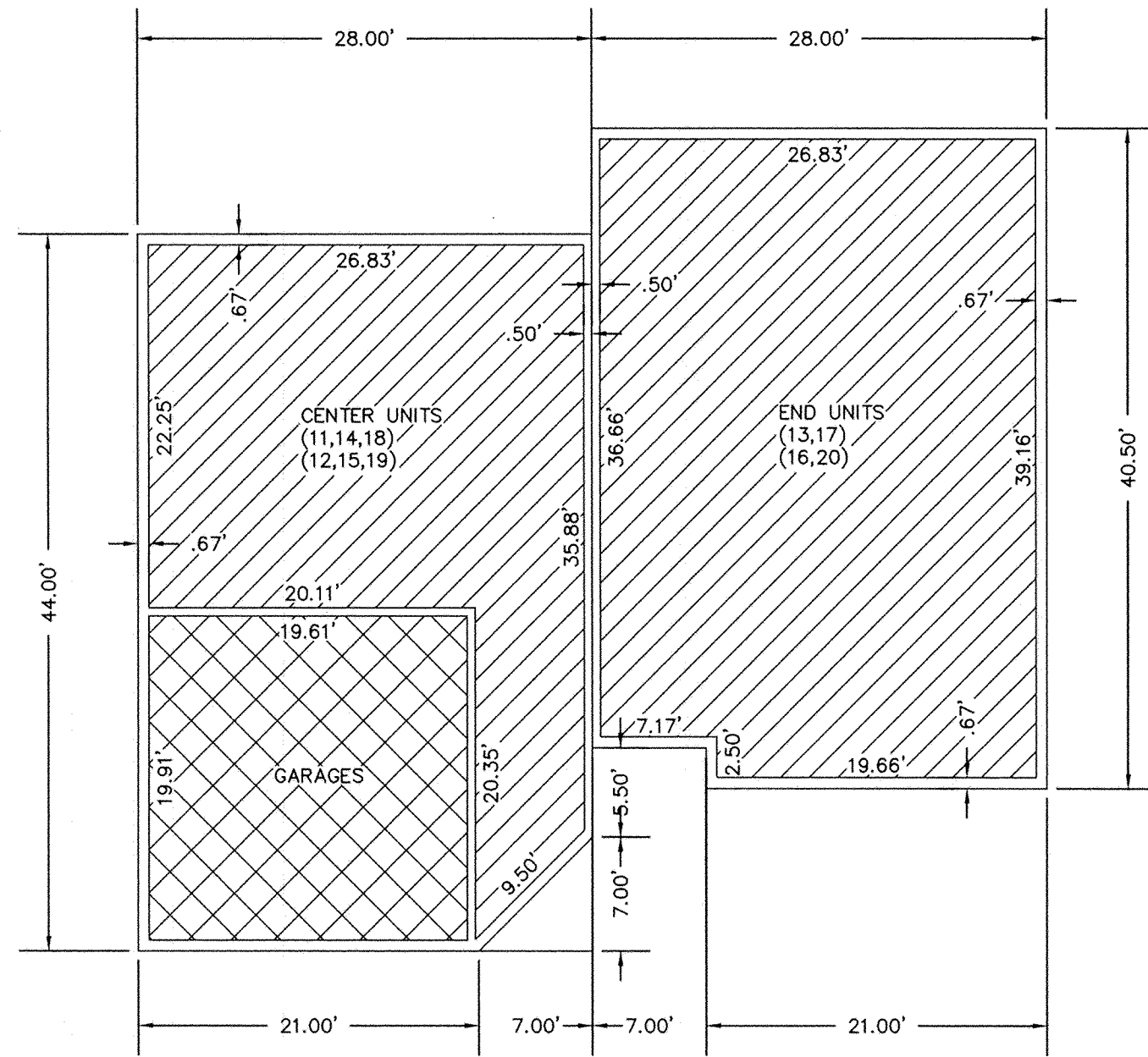
DATE 6-7-06 TIME 10:44 BOOK 2 PAGE 1

1630

FEE

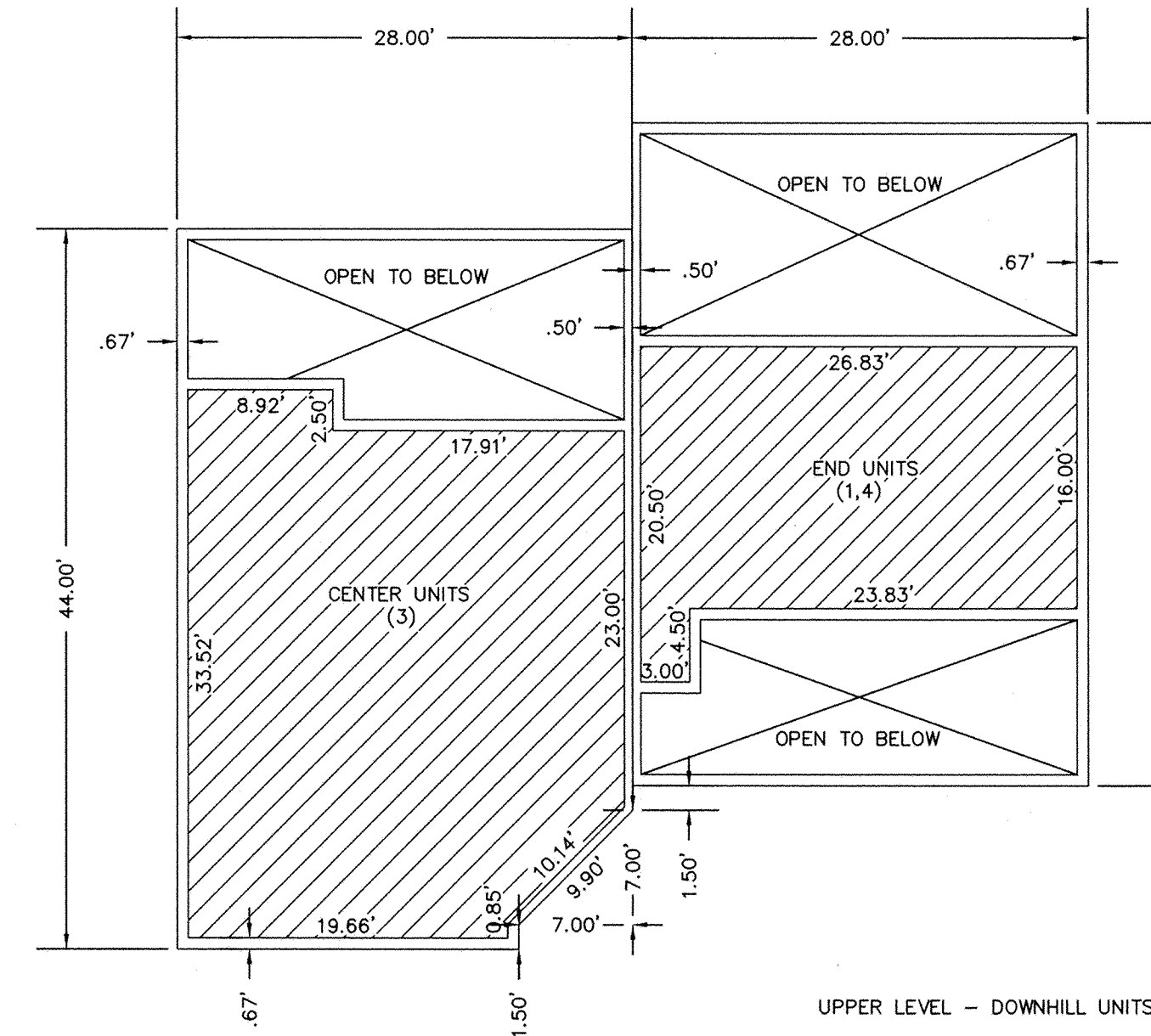
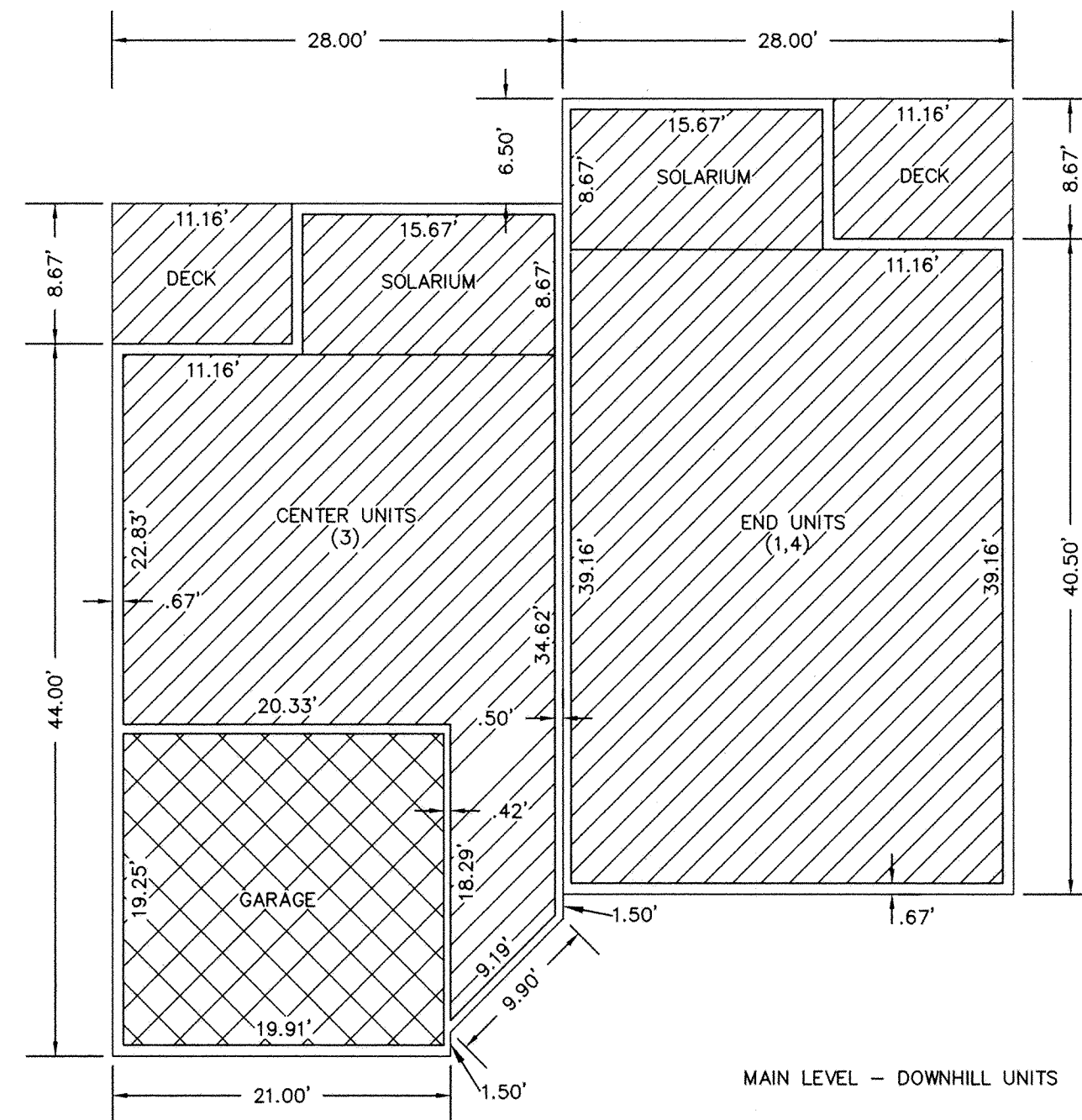
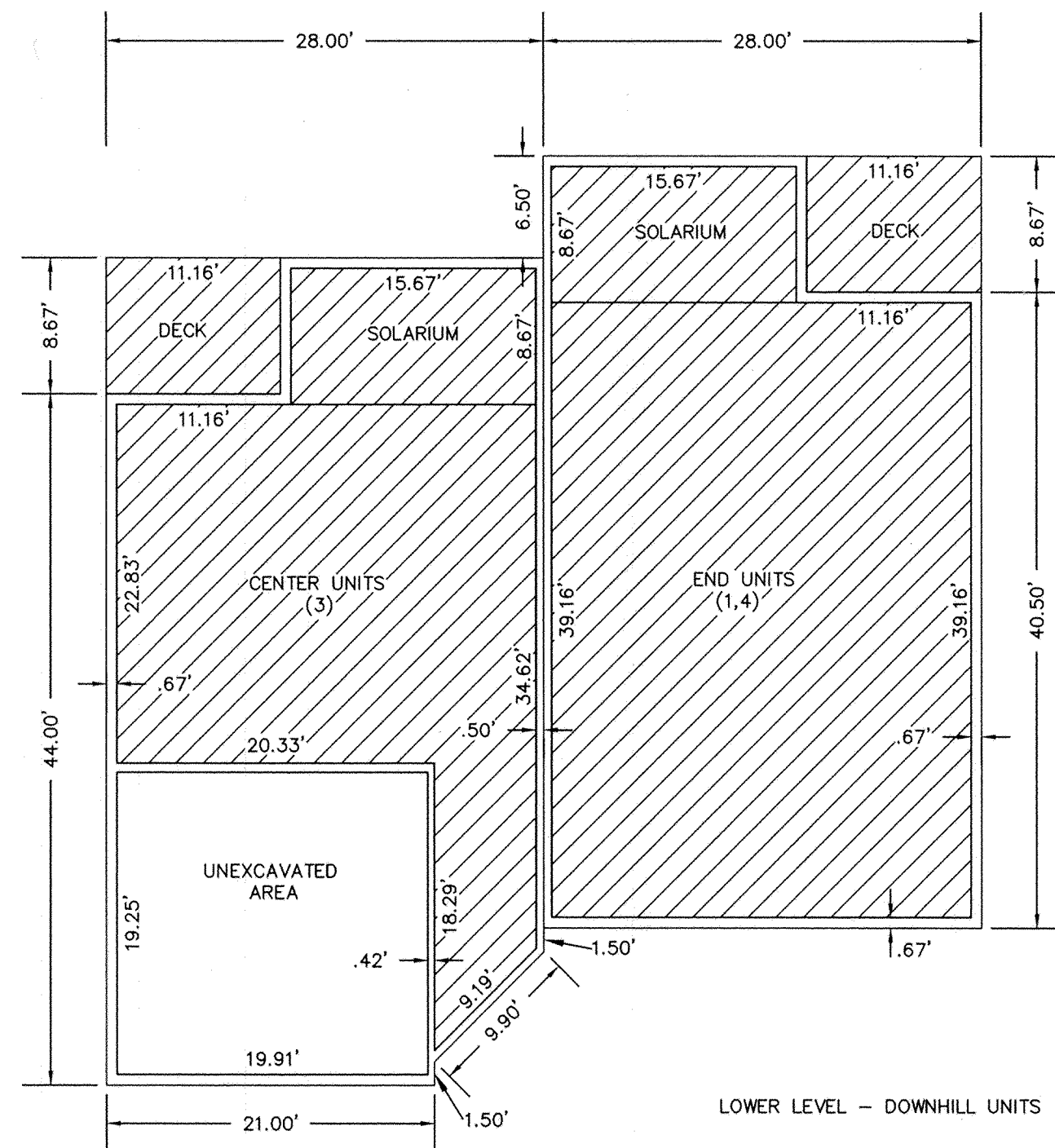
RECORDER

Emiel A. Bower, Deputy



UNIT NO.	PRIVATE OWNERSHIP SQ. FT.
1, 4	3009.33
3	2708.62
11, 12, 14, 15, 18, 19	2971.16
13, 16, 17, 20	3068.27

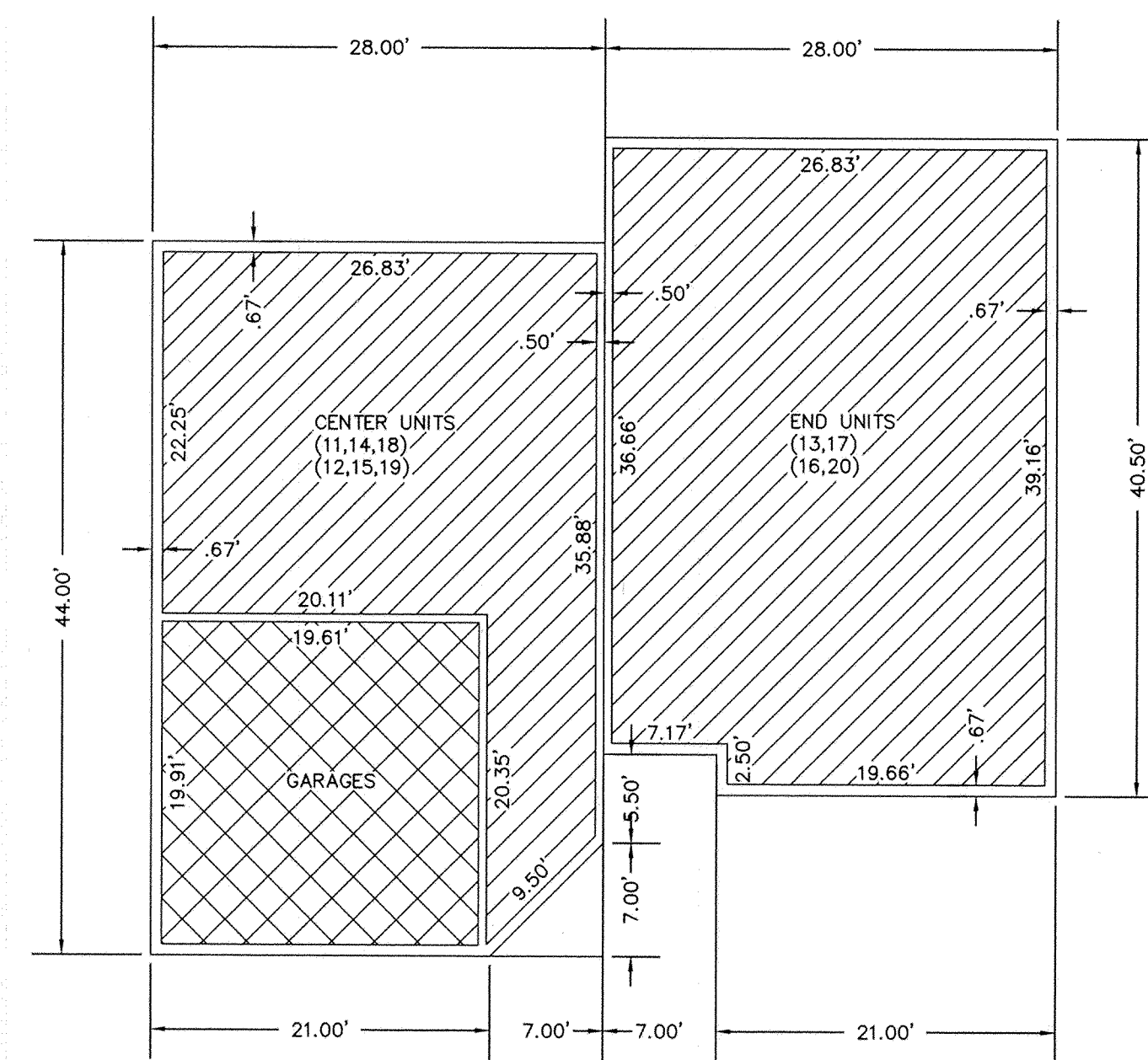
PRIVATE OWNERSHIP	
LIMITED COMMON OWNERSHIP	
COMMON OWNERSHIP	



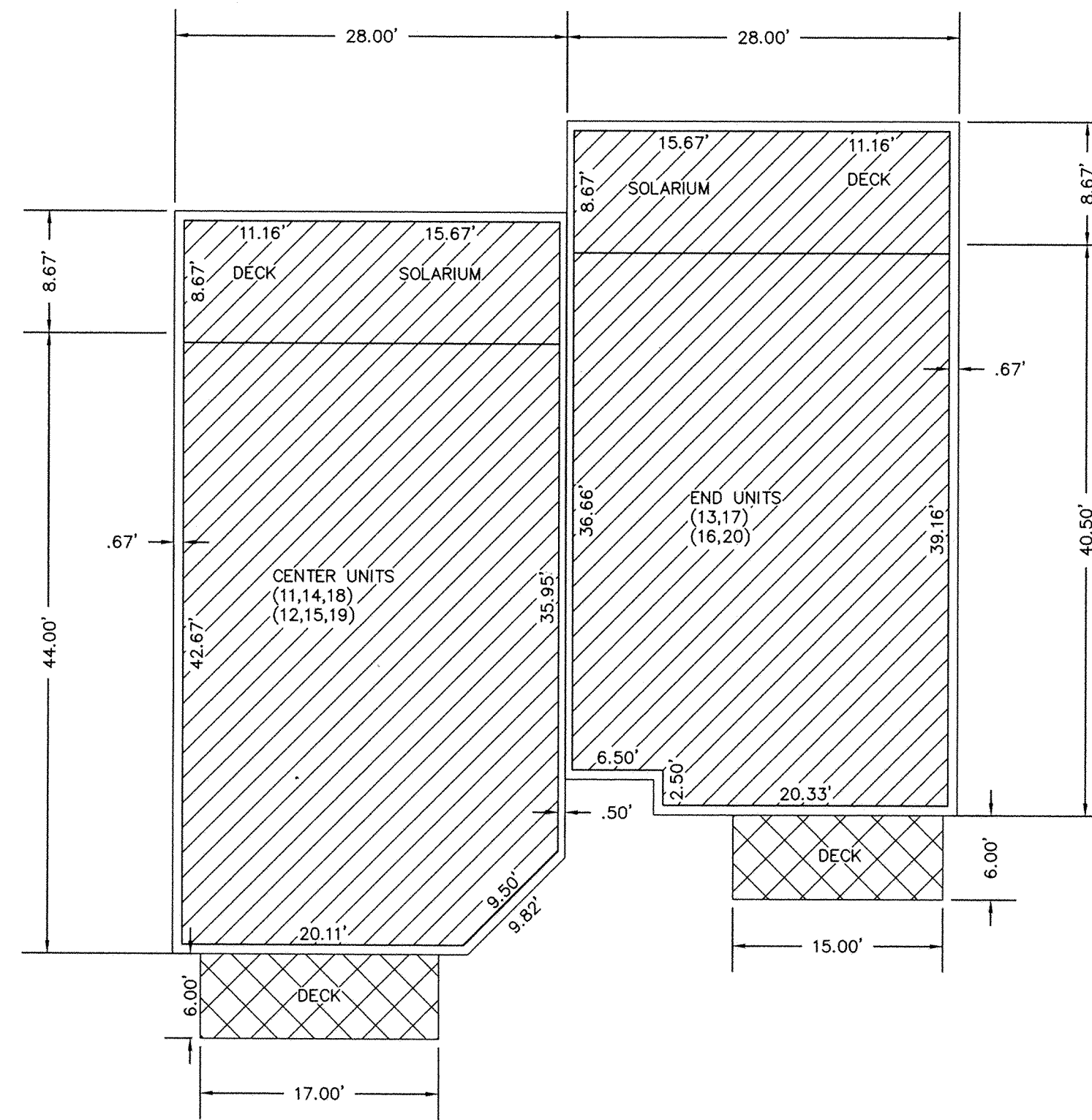
NOTES:
THIS SHEET ILLUSTRATES THE CONVERTED AREA PRIOR TO CONSTRUCTION.

PARK CITY
SURVEYING, INC.
P.O. Box 3003
PARK CITY, UTAH 84060
(435) 649-2918

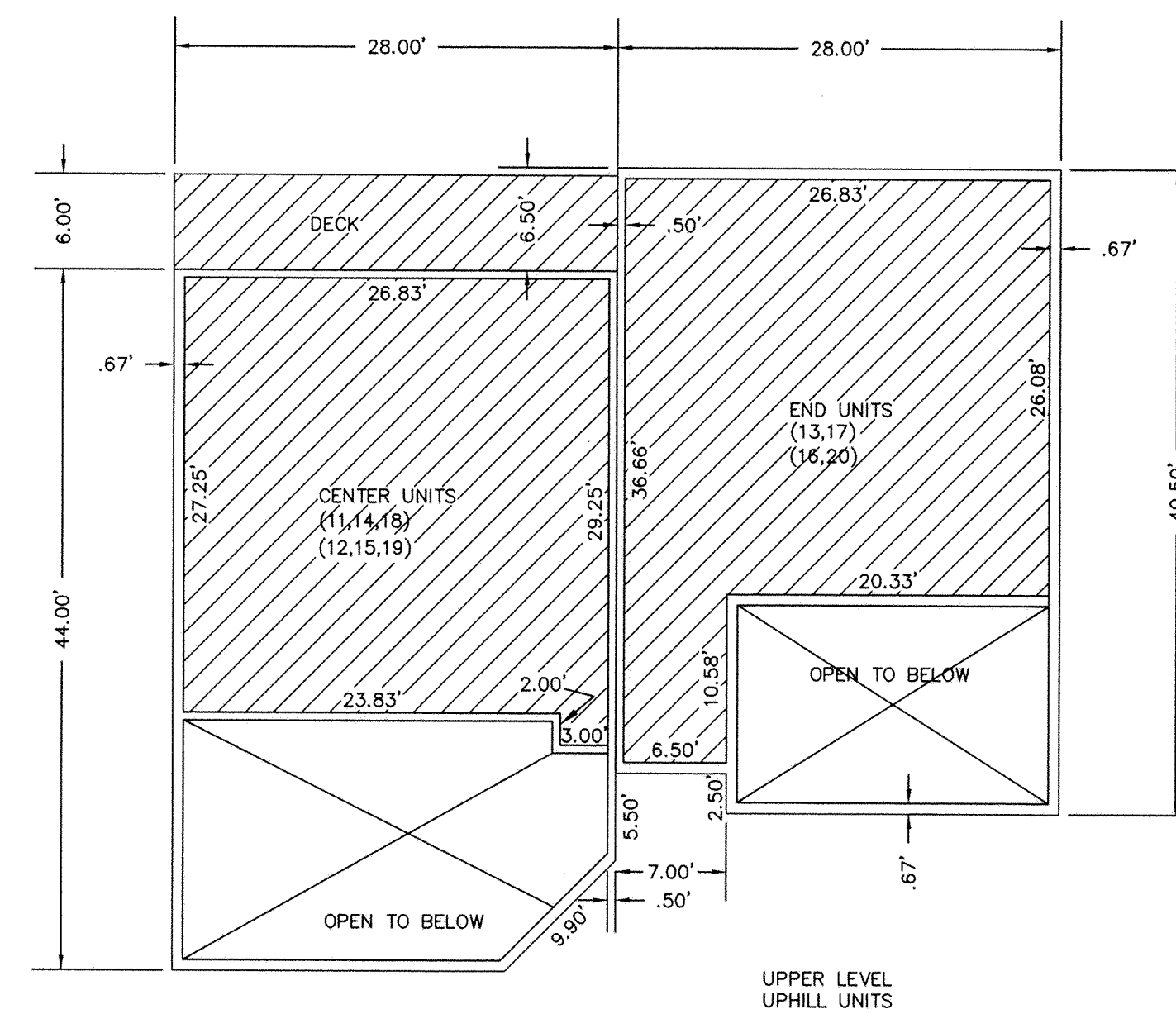
780095 RECORDED
STATE OF UTAH COUNTY OF SUMMIT AND FILED
AT THE REQUEST OF Founders Title
DATE 6-07-06 TIME 10:44 AM BOOK 1 PAGE 1
FEE \$163.00 RECORDER Denise A. Brown, Deputy



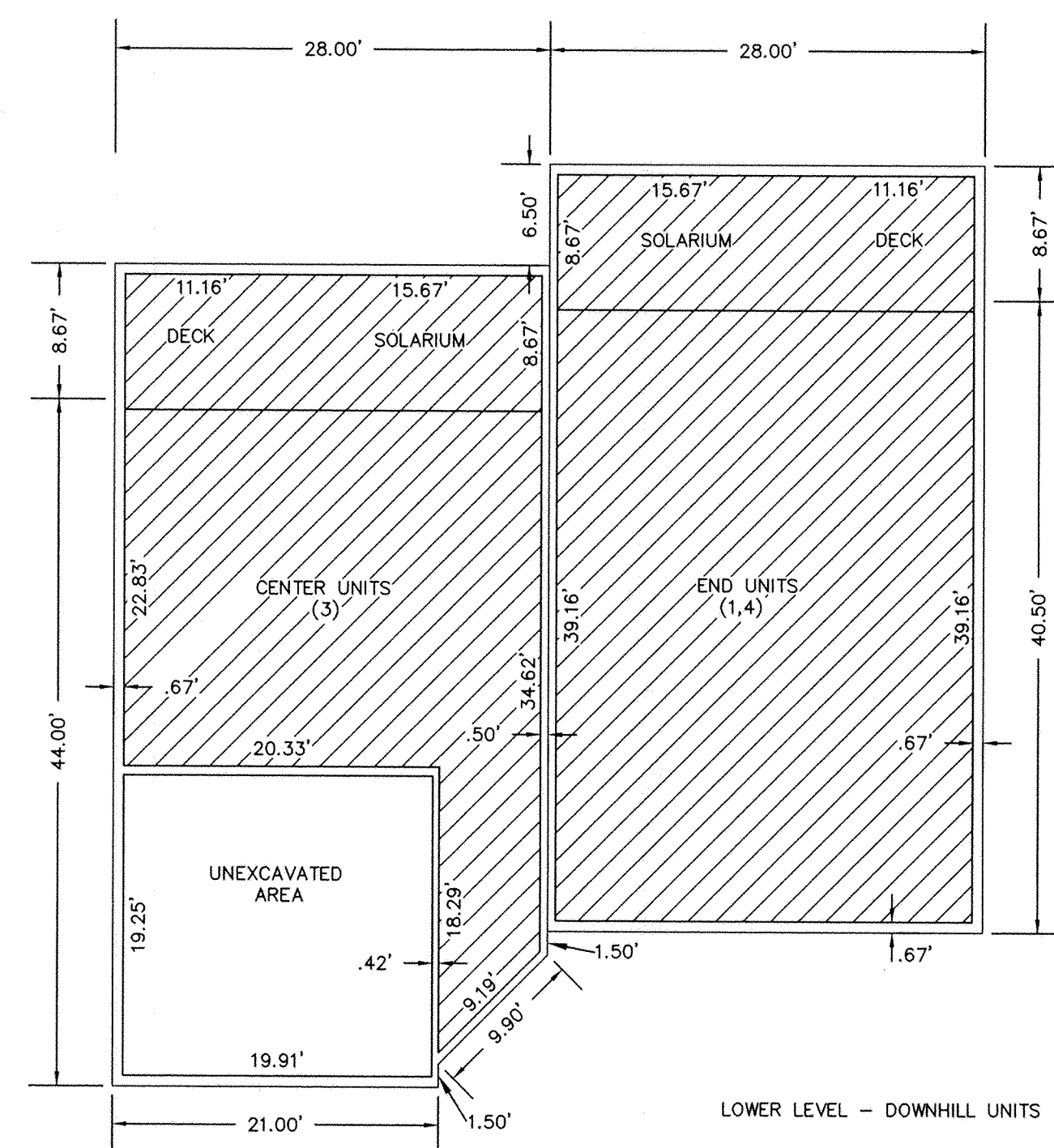
LOWER LEVEL – UPHILL UNITS



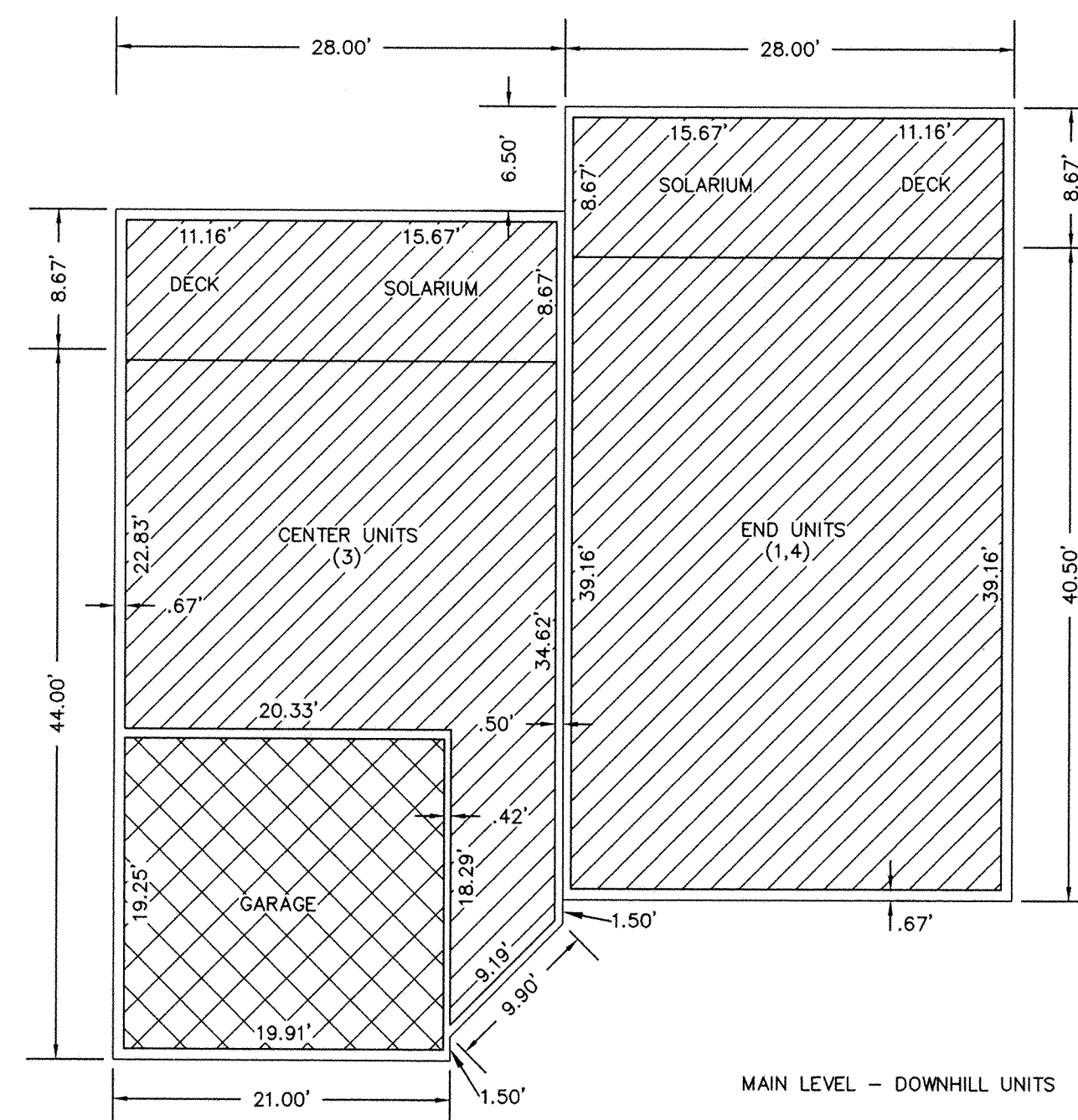
MAIN LEVEL - UPHILL UNITS

UPPER LEVEL
UPHILL UNITS

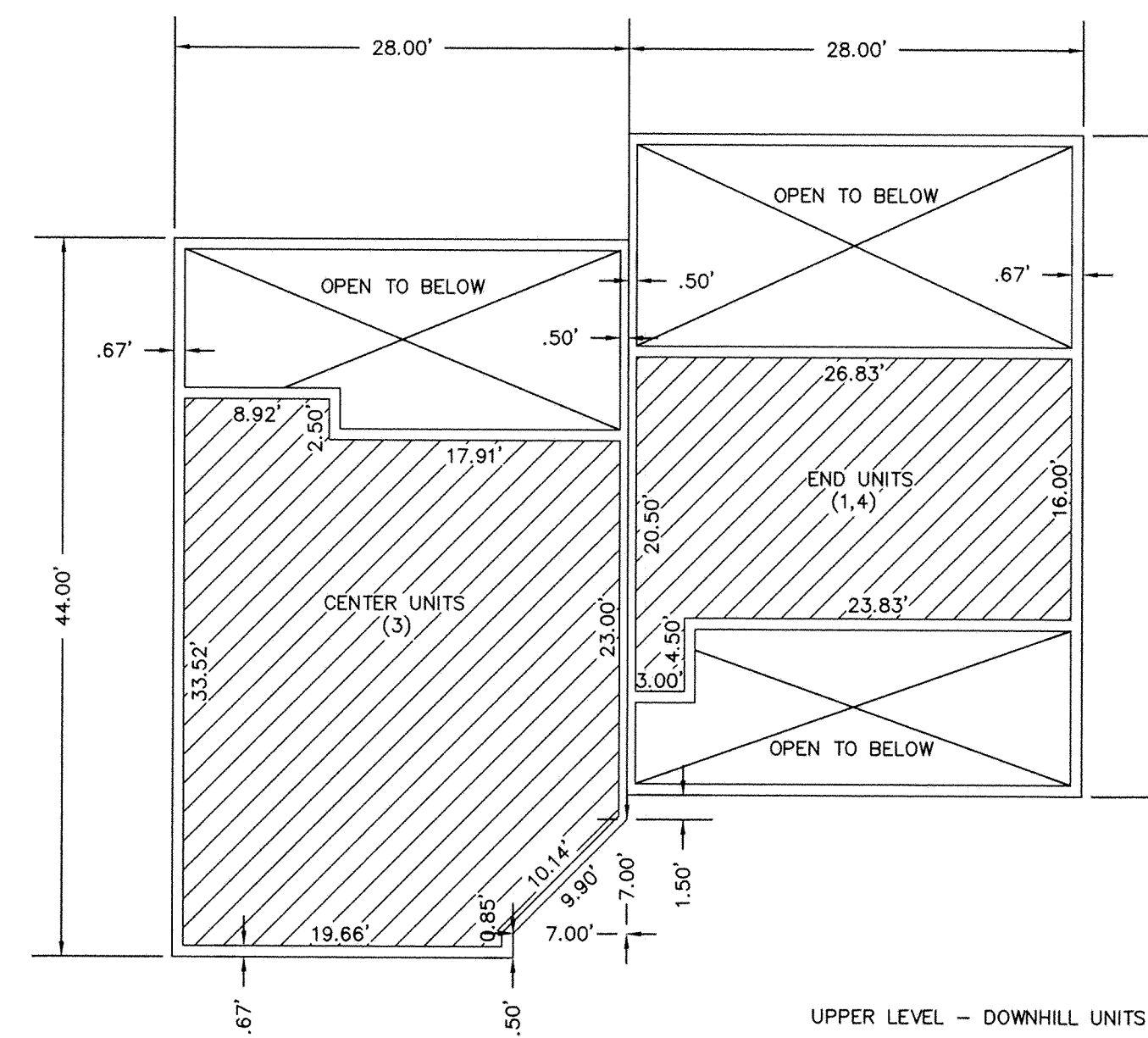
<i>UNIT NO.</i>	<i>PRIVATE OWNERSHIP SQ. FT.</i>
<i>1, 4</i>	<i>3009.33</i>
<i>3</i>	<i>2708.62</i>
<i>11, 12, 14, 15, 18, 19</i>	<i>2971.16</i>
<i>13, 16, 17, 20</i>	<i>3068.27</i>



LOWER LEVEL - DOWNHILL UNITS

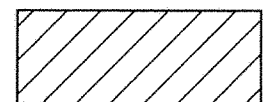


MAIN LEVEL – DOWNHILL UNITS



UPPER LEVEL - DOWNHILL UNITS

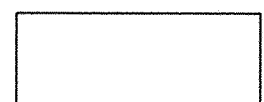
PRIVATE OWNERSHIP



LIMITED COMMON
OWNERSHIP



COMMON OWNERSHIP



PARK CITY
SURVEYING, INC.
P.O. Box 3003
PARK CITY, UTAH 84060
(435) 649-2918

NOTES:

THIS SHEET ILLUSTRATES THE CONVERTED AREA AFTER CONSTRUCTION.

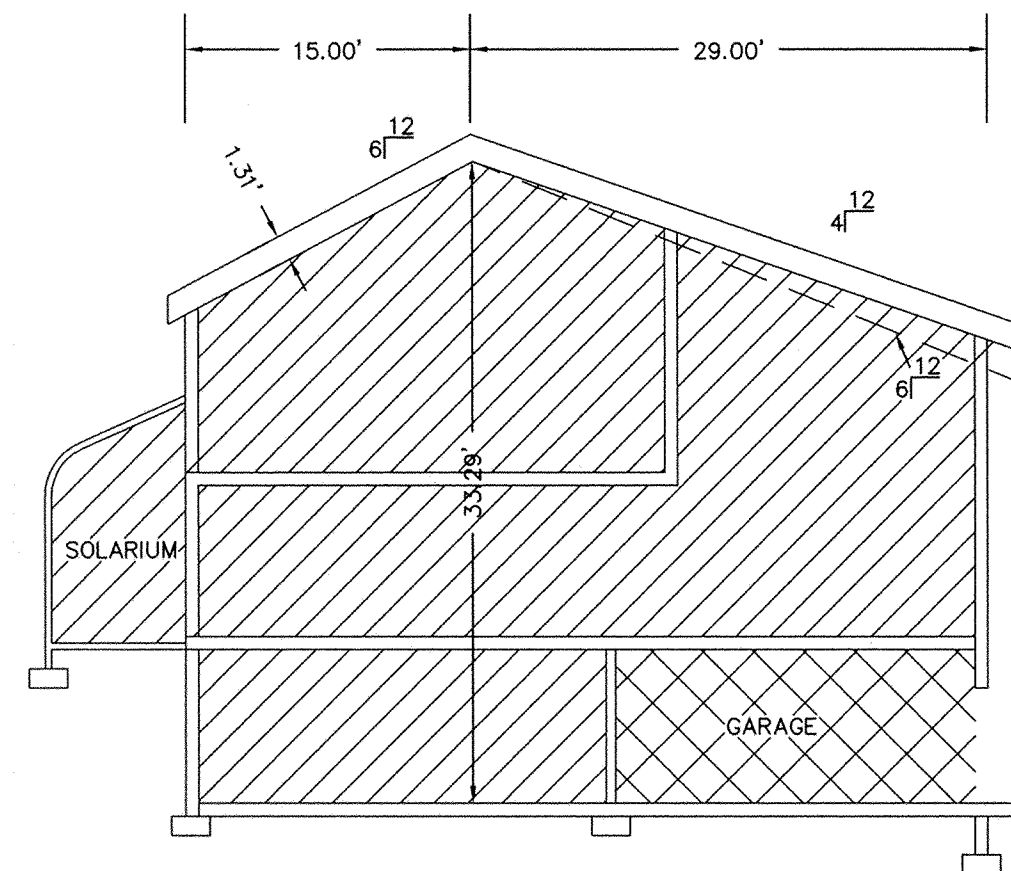
SHEET 4 OF 5

780095

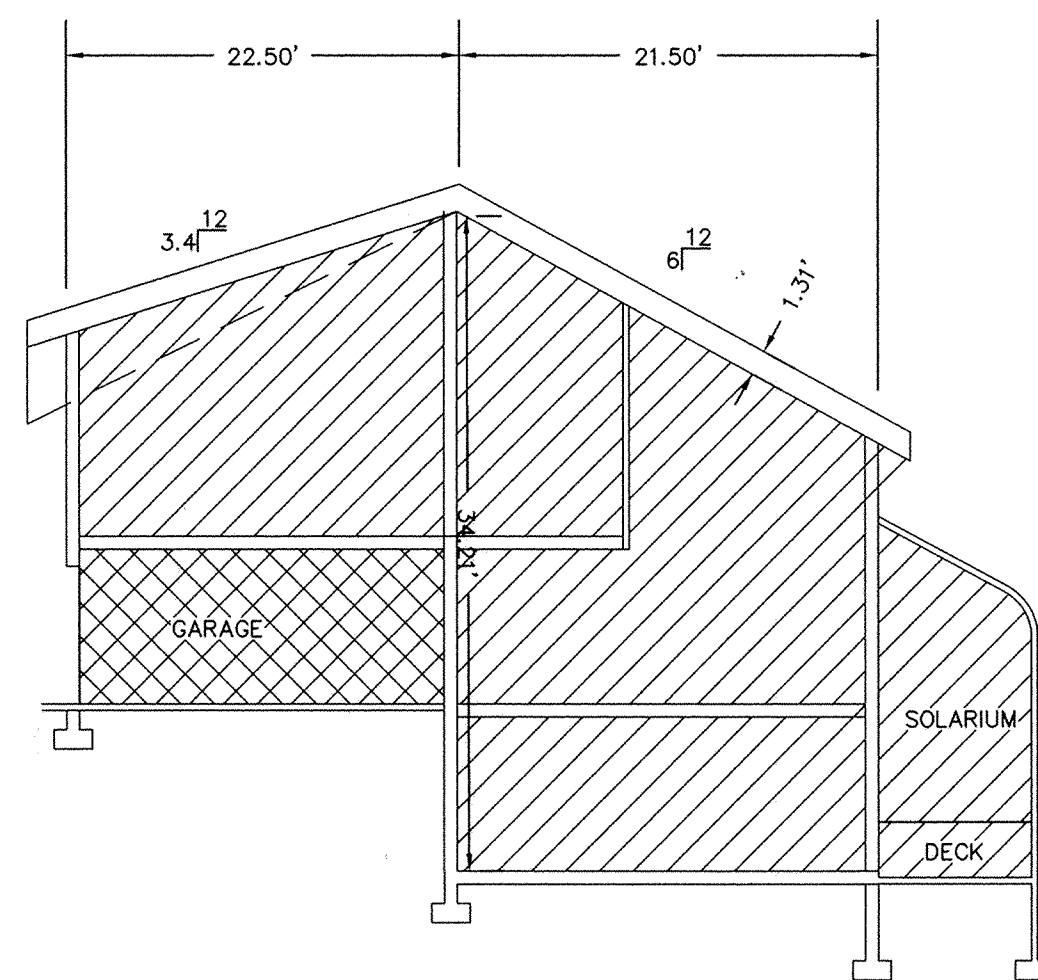
RECORDED

STATE OF UTAH COUNTY OF SUMMIT AND FILED
AT THE REQUEST OF Founders Title
DATE 6-7-06 TIME 10:44 BOOK — PAGE —

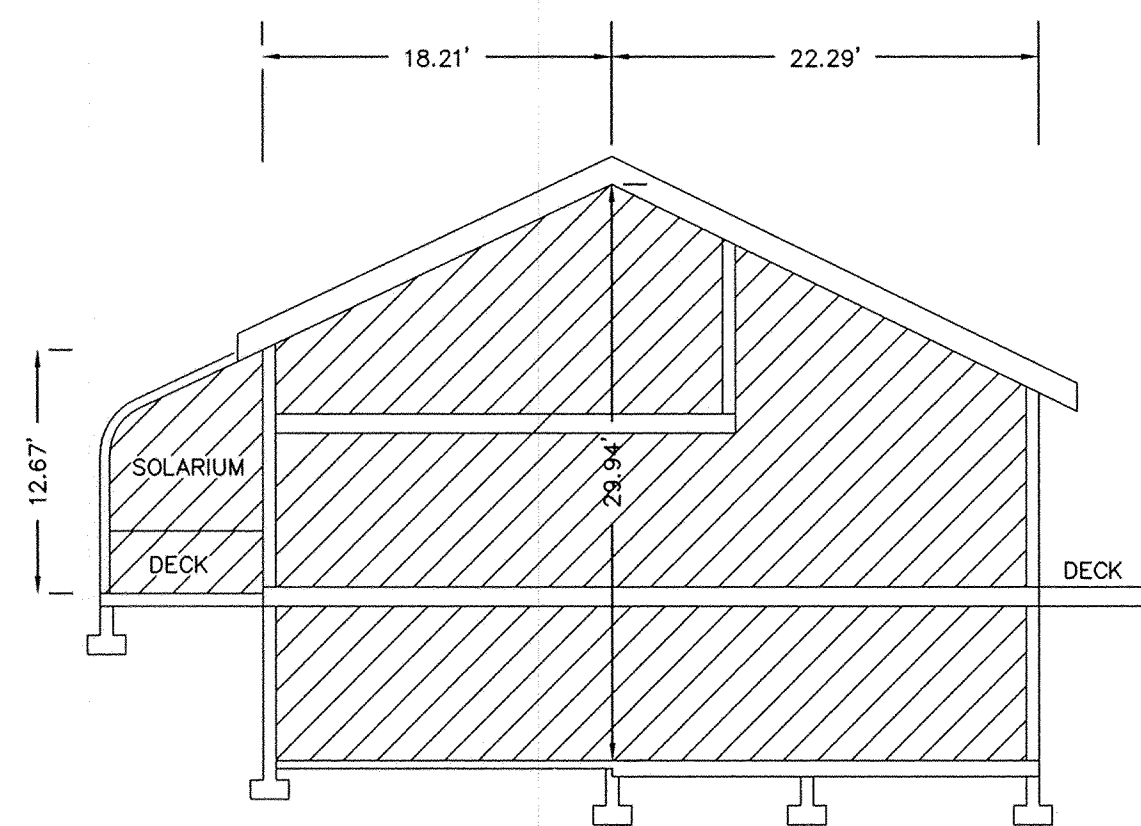
\$ 163.⁰⁰ *Geniel A. Bower, Deputy*
FEE RECORDER



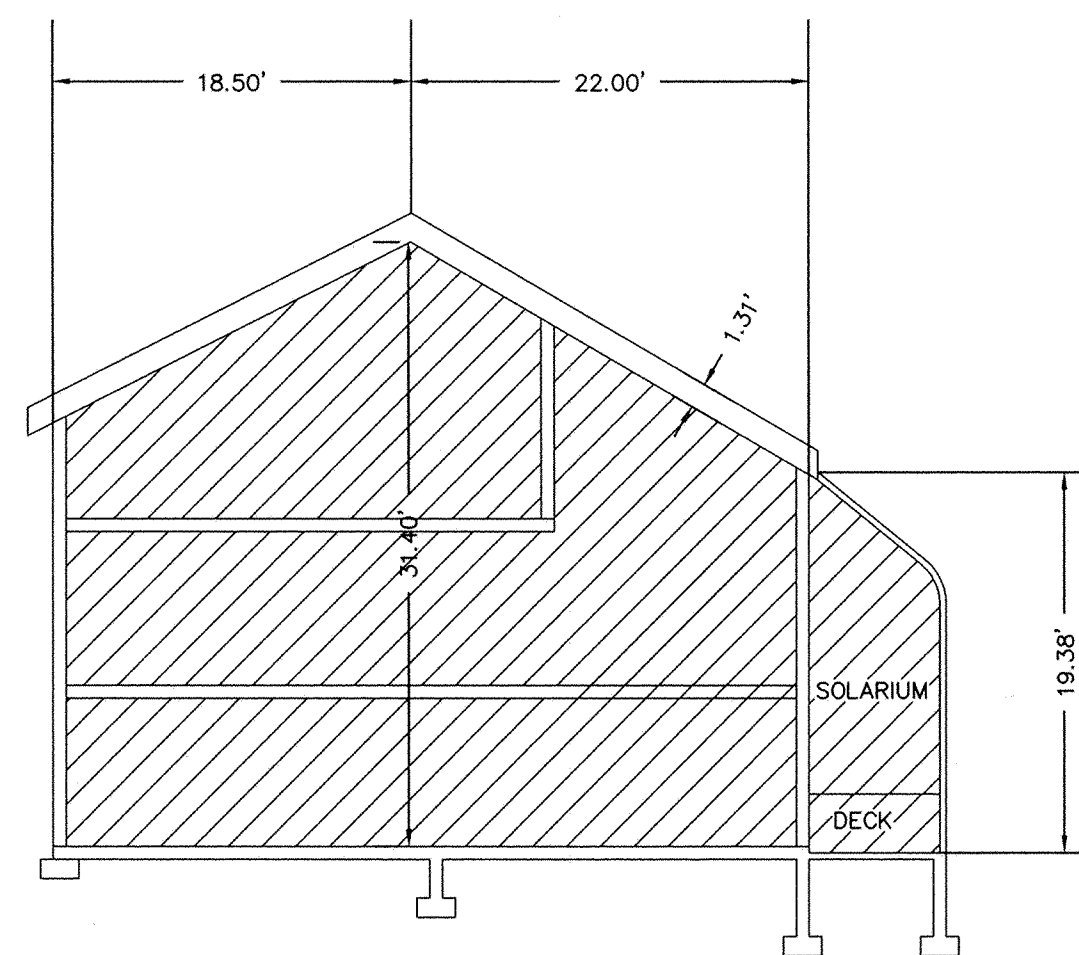
UPHILL CENTER UNITS



DOWNHILL CENTER UNITS



UPHILL END UNITS



DOWNHILL END UNITS

PRIVATE OWNERSHIP	
LIMITED COMMON OWNERSHIP	
COMMON OWNERSHIP	

PARK CITY
SURVEYING, INC.
P.O. Box 3003
PARK CITY, UTAH 84060
(435) 649-2918

SHEET 5 OF 5

780095 RECORDED
STATE OF UTAH COUNTY OF SUMMIT AND FILED
AT THE REQUEST OF Founders Title
DATE 6-07-06 TIME 10:44 BOOK PAGE
FEE \$163.00 RECORDER Daniel A. Bowen, Deputy

PLAT NOTES:

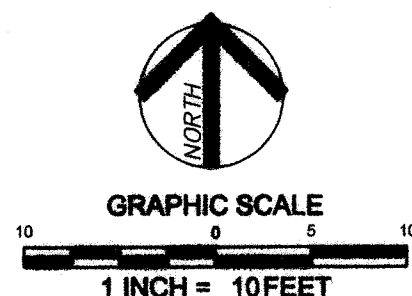
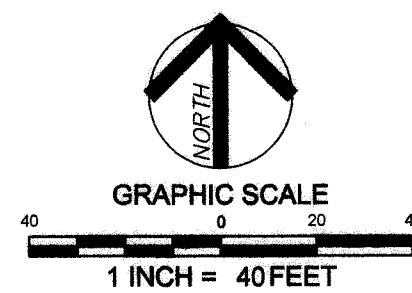
1. THIS PLAT AMENDMENT CONVERTS CERTAIN COMMON AREA, CONSISTING OF DECKS AND BALCONIES, TO PRIVATE AREA, AND PROVIDES FOR THE FUTURE CONSTRUCTION OF AND ENCLOSURE OF THESE AREA(S) AND THE RELOCATION OF RELATED COMMON AREA WALLS.
2. ALL NOTES AND COVENANTS OF LITTLE BELLE CONDOMINIUMS REMAIN IN EFFECT ON THIS PLAT AMENDMENT.

LEGAL DESCRIPTION:

ALL OF UNIT 3, 3RD AMENDED CONDOMINIUM PLAT, ON FILE AND OF RECORD IN THE OFFICE OF THE SUMMIT COUNTY RECORDER.

LITTLE BELLE CONDOMINIUMS 5TH AMENDED PLAT UNIT 3

LOCATED IN THE NORTHEAST QUARTER
SECTION 28, TOWNSHIP 2 SOUTH, RANGE 4 EAST,
SALT LAKE BASE & MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH



SURVEYOR'S CERTIFICATE

I, Christopher R. Braun, certify that I am a Registered Land Surveyor and that I hold Certificate No. 5152604, as prescribed by the laws of the State of Utah, and this Plat was prepared under my direction in accordance with the requirements of Park City Municipal Corporation. I further certify that the property boundaries as shown are correct.

Christopher R. Braun
Christopher R. Braun
PLS 5152604
2/22/2011
Date

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENT THAT, the undersigned owner of Unit 3, the herein described tract of land, to be known hereafter as the LITTLE BELLE CONDOMINIUM 5TH AMENDED PLAT do hereby certify that I have caused this Plat to be prepared, and I, hereby consent to the recordation of this Plat. ALSO, the owners, or their representatives, 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 of dedication.

In witness whereof, We have hereunto set our hand this 1st day of MAR. 2011.

BY:

Lenore Wyatt, Trustee of C. Wyatt Ungr. Decedent's Trust
Lenore Wyatt, Trustee of C. Wyatt Ungr. Decedent's Trust dated 12-30-91
dated 12-30-91

ACKNOWLEDGMENT

State of CALIF.
County of EL DORADO
On this 1st day of MARCH, 2011, personally appeared before me, the undersigned Notary Public, in and for said County of EL DORADO, in said State of CALIF.
Lenore Wyatt, as Trustee, the persons that executed the within instrument and known to me to be (or proved to me on the basis of satisfactory evidence) the persons who executed the within instrument on behalf of said person, being duly sworn acknowledged to me that they are the owners of the herein described tract of land and he signed the above Owner's Dedication and Consent to Record freely and voluntarily.

Marvin O'Connor
Notary Public
My Commission Expires: MAY 25, 2014

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENT THAT, the undersigned owner of Unit 3, the herein described tract of land, to be known hereafter as the LITTLE BELLE CONDOMINIUM 5TH AMENDED PLAT do hereby certify that I have caused this Plat to be prepared, and I, hereby consent to the recordation of this Plat. ALSO, the owners, or their representatives, 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 of dedication.

In witness whereof, We have hereunto set our hand this 24 day of Feb 2011.

BY:

Lenore Wyatt
Lenore Wyatt,

ACKNOWLEDGMENT

State of UTAH
County of SUMMIT
On this 24 day of Feb, 2011, personally appeared before me, the undersigned Notary Public, in and for said County of SUMMIT, in said State of UTAH
Lenore Wyatt, the persons that executed the within instrument and known to me to be (or proved to me on the basis of satisfactory evidence) the persons who executed the within instrument on behalf of said person, being duly sworn acknowledged to me that they are the owners of the herein described tract of land and he signed the above Owner's Dedication and Consent to Record freely and voluntarily.

Marvin O'Connor
Notary Public
My Commission Expires: MARCH 26, 2011

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENT THAT, the undersigned owner of Unit 3, the herein described tract of land, to be known hereafter as the LITTLE BELLE CONDOMINIUM 5TH AMENDED PLAT do hereby certify that I have caused this Plat to be prepared, and I, hereby consent to the recordation of this Plat. ALSO, the owners, or their representatives, 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 of dedication.

In witness whereof, We have hereunto set our hand this 24 day of Feb 2011.

BY:

Amy Unger
Amy Unger

ACKNOWLEDGMENT

State of UTAH
County of SUMMIT
On this 24 day of Feb, 2011, personally appeared before me, the undersigned Notary Public, in and for said County of SUMMIT, in said State of UTAH
Amy Unger, the persons that executed the within instrument and known to me to be (or proved to me on the basis of satisfactory evidence) the persons who executed the within instrument on behalf of said person, being duly sworn acknowledged to me that they are the owners of the herein described tract of land and he signed the above Owner's Dedication and Consent to Record freely and voluntarily.

Marvin O'Connor
Notary Public
My Commission Expires: MARCH 26, 2011

CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENT THAT, the undersigned, being the President of the Little Belle Condominium Home Owners Association (HOA), certifies that the vote taken gave him/her the authority to sign this plat amendment on behalf of the said HOA.

In witness whereof, We have hereunto set our hand this 28 day of February 2011.

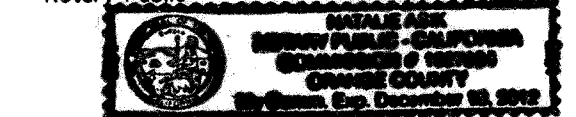
BY:

J.H. Frisbie
President of the Little Belle Condominium HOA

ACKNOWLEDGMENT

State of California
County of Orange
On this 28th day of February, 2011, personally appeared before me, the undersigned Notary Public, in and for said County of Orange, in said State of CALIFORNIA
James H. Frisbie, the persons that executed the within instrument and known to me to be (or proved to me on the basis of satisfactory evidence) the persons who executed the within instrument on behalf of said person, being duly sworn acknowledged to me that they are the President of the HOA of the herein described tract of land and he signed the above Consent to Record freely and voluntarily.

Notary Public
Notary Public
My Commission Expires: December 16, 2012



February 2011 SHEET 1 OF 2

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

COUNCIL APPROVAL & ACCEPTANCE

APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS 9th DAY OF DECEMBER, 2010 A.D.

Dana Williams
MAYOR

PARK CITY PLANNING COMMISSION

APPROVED AND ACCEPTED BY THE PARK CITY PLANNING COMMISSION ON THIS 10th DAY OF NOVEMBER, 2010, A.D.

Chairman
CHAIRMAN

CERTIFICATE OF ATTEST

I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS 28 DAY OF MAY, 2011 A.D.

Chris R. Brown
PARK CITY RECORDER

SNYDERVILLE BASIN WATER RECLAMATION DISTRICT

REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS 28th DAY OF MARCH, 2011 A.D.

B. B. Brown
S.B.W.R.D.

ENGINEER'S CERTIFICATE

I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS 28th DAY OF MARCH, 2011 A.D.

Engineer
PARK CITY ENGINEER

APPROVAL AS TO FORM

APPROVED AS TO FORM THIS 2nd DAY OF MAY, 2011 A.D.

Attorney
PARK CITY ATTORNEY
DATE

RECORDED

ENTRY NUMBER: 923784
BOOK: 123 PAGE: 11
STATE OF UTAH, COUNTY OF SUMMIT
DATE: Feb 28, 2011 TIME: 11:47 AM
FEE PAID: 60.00
RECORDED AND FILED AT THE REQUEST OF:
C. Williams - Deputy
COUNTY RECORDER

**LOCATED IN THE NORTHEAST QUARTER
SECTION 28, TOWNSHIP 2 SOUTH, RANGE 4 EAST,
SALT LAKE BASE & MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH**

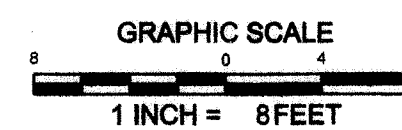
LOWER LEVEL



PRIVATE OWNERSHIP

LIMITED COMMON OWNERSHIP

<u>SQUARE FEET</u>	<u>LIMITED COMMON</u>	<u>PRIVATE OWNERSHIP</u>
LOWER LEVEL:	0	1,121
MAIN LEVEL:	550	829
UPPER LEVEL:	0	966
TOTALS:	550	2,916







March 22, 2017

Park City Municipal Corporation
Planning Department
445 Marsac Avenue
Park City, UT 84060

RE: WRITTEN DESCRIPTION
Plat Amendment
7195 Little Belle Court
Park City, Utah

Dear Planning Department,

The owners of 7195 Little Belle Court (Joe and Cheryl Skender) would like to improve their existing condominium unit. These improvements will include modifying the interior of the structure and a slight exterior change. In order for them to proceed in the development process, a plat amendment is being requested by Park City Planning Department.

The original plat (1981) provided for a limited common ownership area on the lower level of the unit accommodating an 11' x 6' deck. The First Amended Record of Survey (2000) transferred the limited common ownership into private ownership.

The work relating to this plat amendment revolves around returning the private ownership back to limited common ownership. This change will allow the owners to return a lower level deck to their unit.

Sincerely,

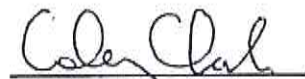
A handwritten signature in black ink, appearing to read 'Michael J. Stoker', is written over a horizontal line.

Michael J. Stoker, AIA, NCARB - Architect
President, Stoker Architecture, Inc.



On April 5, 2017 a ballot describing the proposed amendment of the Plat for the modifications to Unit 5. The ballot was distributed to the owners of all twenty Little Belle condominiums. Sixteen ballots, or 80% were returned, all favoring approval and consent to the proposed amendment.

I certify that the vote of approval as required in Articles XII and XXVII has taken place. Representing the Little Belle Homeowners' Association as the duly elected President of this Association, this amendment to the plat, Ownership of Common Areas, and of the Condominium Declaration described above is hereby authorized.



Coley Clark, President
Little Belle Homeowners' Association

RECEIVED

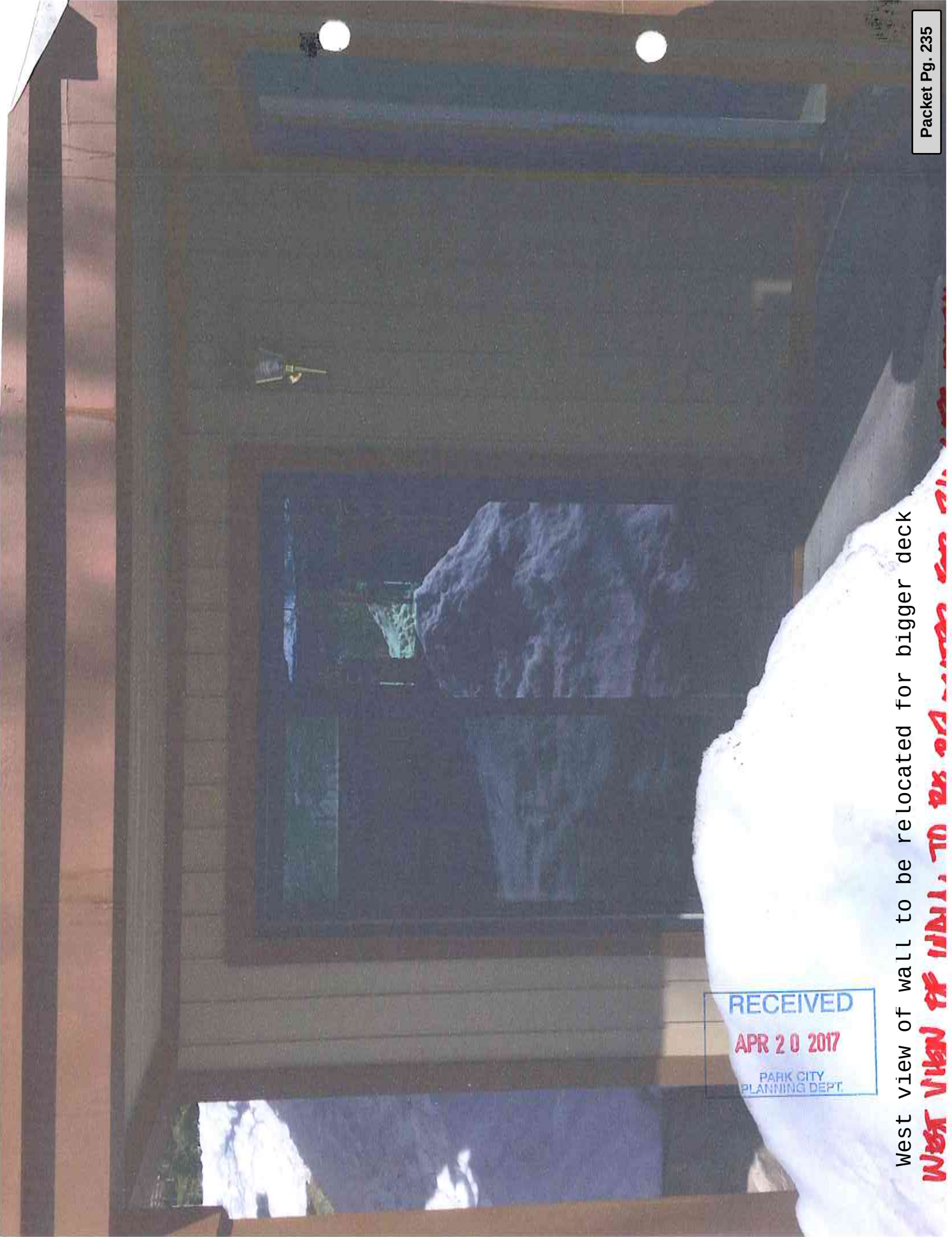
APR 20 2017

PARK CITY
PLANNING DEPT.



RECEIVED
APR 20 2017
PARK CITY
PLANNING DEPT.

VIEW FROM EAST LOOKING AT FRONT



RECEIVED

APR 20 2017

PARK CITY
PLANNING DEPT.

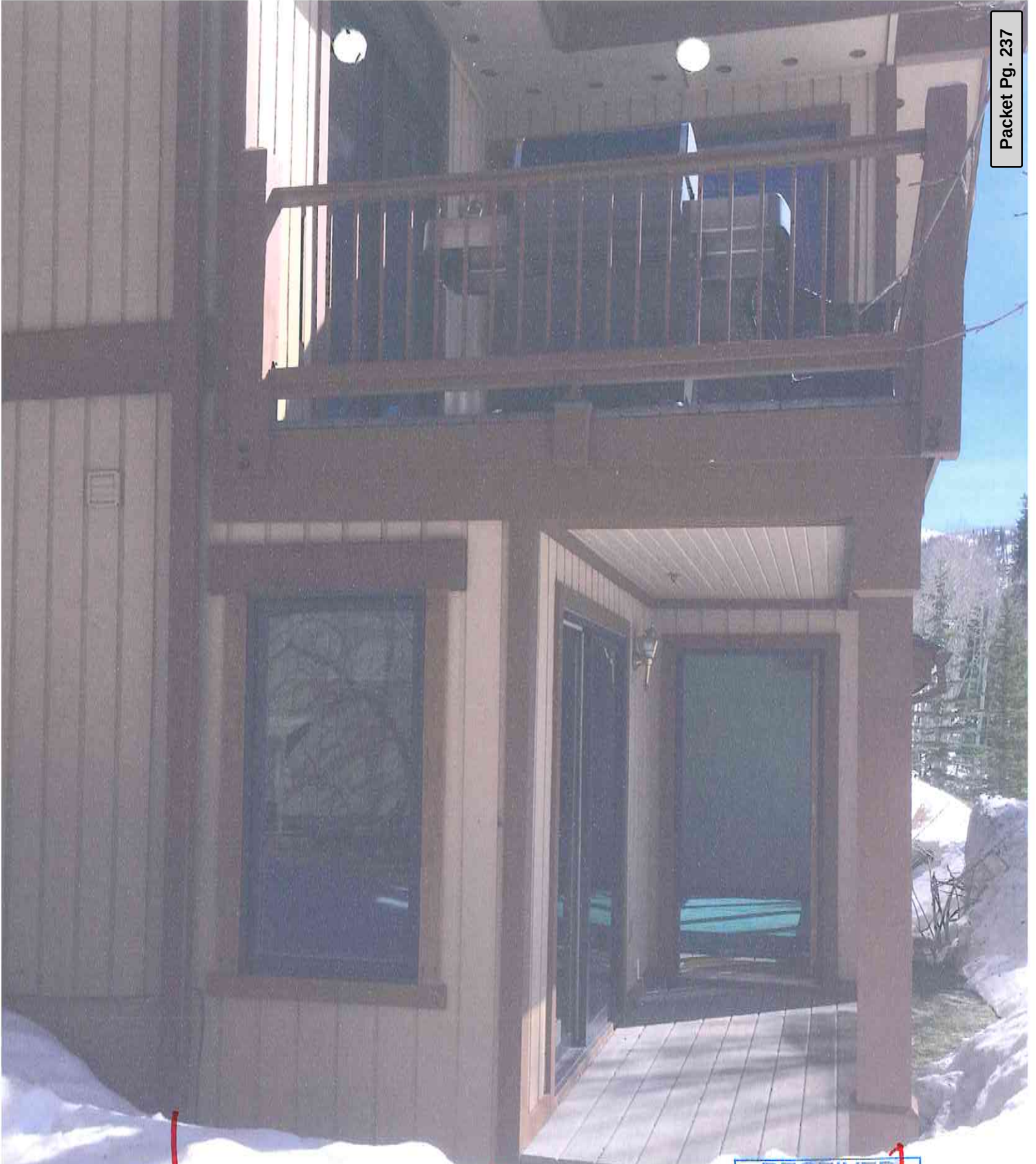
West view of wall to be relocated for bigger deck

WEST VIEW OF WALL TO BE RELOCATED FOR BIGGER DECK



View from west at existing deck to be enlarged

VIBW FROM WEST AT EXISTING DECK TO BE ENLARGED



~~EXIST. PRIVATE TO
186 REPLATED TO
LIMITED COMMON~~

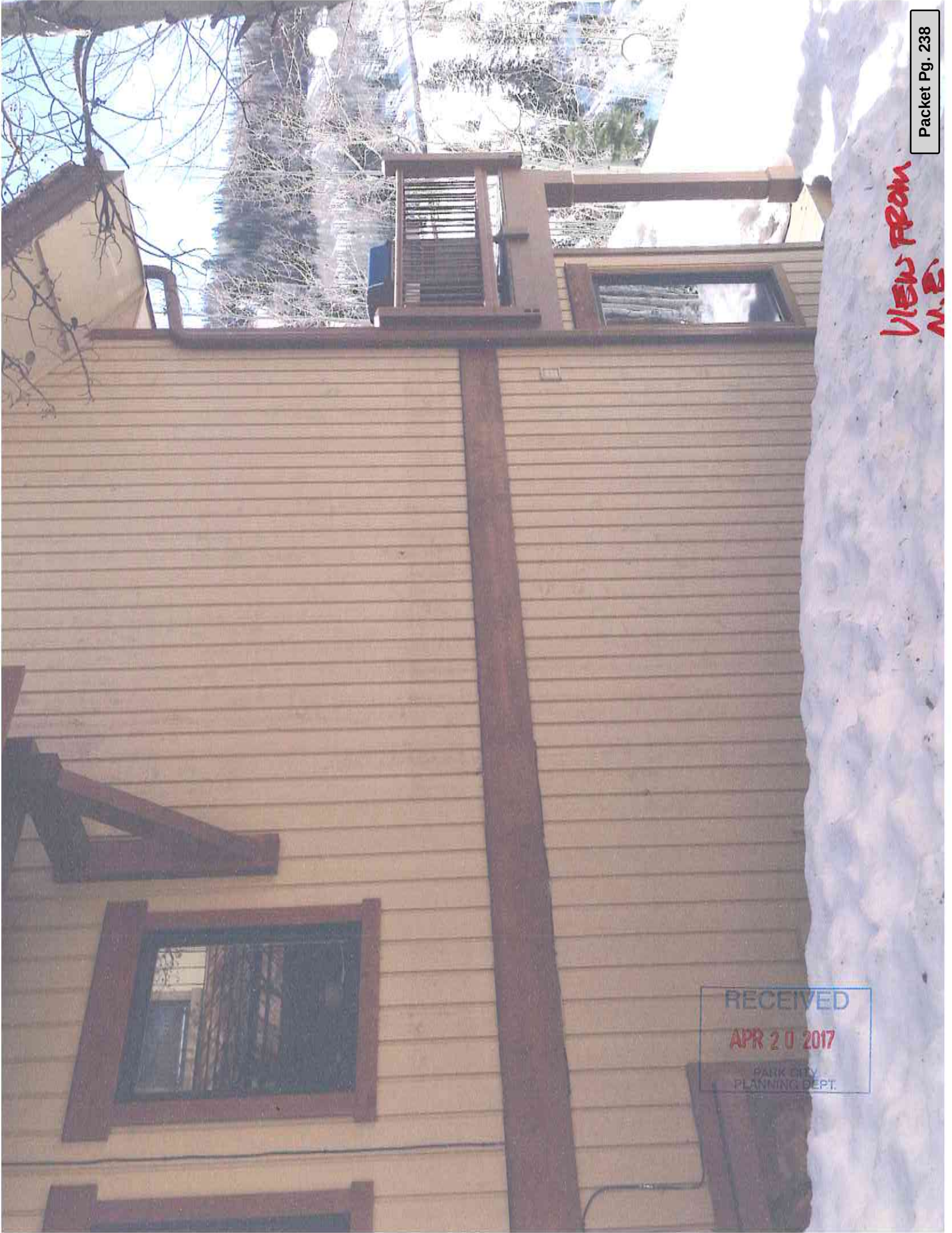
LIMITED
COMMON

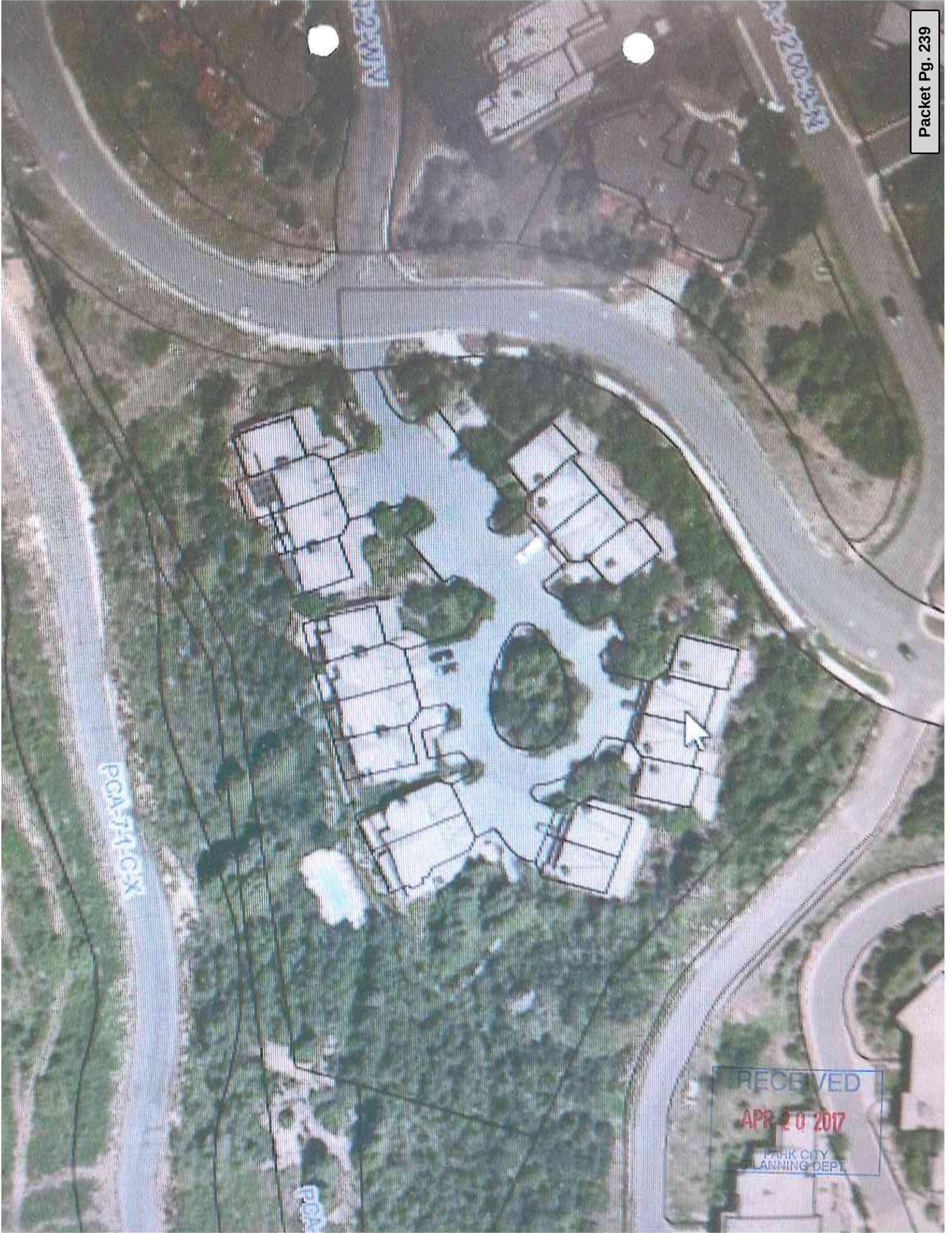
RECEIVED
APR 20 2017
PARK CITY
PLANNING DEPT

VIEW FROM NORTH

View from
N.E.

RECEIVED
APR 20 2017
PARK CITY
PLANNING DEPT.





PGASHEX

PGAS

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APR 20 2017
PARK CITY
PLANNING DEPT



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APR 24 2017
PARK CITY
PLANNING DEPT.

PARK CITY

1884

CITY COUNCIL STAFF REPORT

DATE: June 15, 2000
DEPARTMENT: Planning Department
AUTHOR: Alison Kuhlow
TITLE: 7195 Little Belle Court, Little Belle Condominiums
TYPE OF ITEM: Amendment to Record of Survey

SUMMARY RECOMMENDATIONS Conduct a public hearing, consider public input, and approve the amendment to the Record of Survey as conditioned.

A. DESCRIPTION

Applicant's Representative: Michael Stoker, Architect
Applicant: Owners of Little Belle units 5, 6, 7 and 8
Location: 7195 Little Belle Court
Zoning: RD-MPD
Adjacent Land Uses: Residential

B. Background

The applicant proposes to amend the condominium record of survey plat to allow existing limited common decks to be enclosed and converted to private living space. The applicant also proposes to extend the existing living areas to the furthest extensions of the exterior walls of the end units, please refer to Exhibit B.

The Planning Commission is scheduled to review the amendment to the Record of Survey at their June 14, 2000, meeting.

C. Analysis

Staff has no outstanding issues with this proposal. No further parking is required as no additional bedrooms are created and the additional square footage does not otherwise create a demand for new parking. The amendment results in no change in open space or setbacks. While all units within the building will be extended to the same vertical plane, the minimum building facade variation will be met by the placement of decks and variation of roof forms.

D. Department Review

This project has gone through an interdepartmental review team. There are no outstanding issues.

At such time as a final plat is required, the City Engineer and City Attorney will review the plat as to form and compliance with the Land Management Code prior to recordation.

E. Notice

The property was posted and notice was mailed to property owners within 300 feet. Legal notice was also placed in the Park Record. No public input has been received by the time of this report.

ALTERNATIVES

- A. The City Council may adopt the amendment to the Record of Survey with the conditions stated, or modify the conditions, or
- B. The City Council may deny the amendment to the Record of Survey and direct staff to prepare findings supporting this recommendation, or
- C. The City Council may continue the discussion to a later date.

SIGNIFICANT IMPACTS

There are no significant fiscal or environmental impacts to the City with this condominium conversion.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION

The Little Belle units 5, 6, 7 and 8 would not be able to enclose the decks and add space to the units.

RECOMMENDATION

The staff recommends that the City Council approve the amended record of survey based on the following findings of fact, conclusions of law and conditions of approval:

Findings of Fact:

- 1. The condominium project known as the Little Belle Condominiums is located at 7195 Little Belle Court and is zoned RD-MPD.
- 2. The proposed amended record of survey adds private living space and changes limited common and common area to private ownership.
- 3. A vote of 66.66% for approval of the amendment was received by the members of the Homeowners association, record of this vote has been received by the Planning Department.
- 4. The number of bedrooms does not increase.

Conclusions of Law:

- 1. There is good cause for this Amended Record of Survey.
- 2. The Amended Record of Survey 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 Amended Record of Survey.
- 4. Approval of the Amended Record of Survey, 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 Amended Record of Survey 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 Amended Record of Survey 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 and the plat will be void.
3. During the construction of the additions, gas and electrical shall be extended from the existing service areas.
4. All other conditions of approval of the Little Belle Condominiums project continue to apply.

EXHIBITS

Ordinance

Exhibit A -Proposed Amended Record of Survey

Exhibit B - Location Map

Exhibit C - Elevations

Exhibit D - Standard Conditions of Approval

Ordinance No. 20-

**AN ORDINANCE APPROVING AN AMENDMENT TO THE LITTLE BELLE
CONDOMINIUMS RECORD OF SURVEY, UNITS 5, 6, 7 AND 8 AT 7195 LITTLE
BELLE COURT, PARK CITY, UTAH.**

WHEREAS, the Little Belle unit 5, 6, 7 and 8 owners located at 7195 Little Belle Court have petitioned the City Council for approval of a final plat; 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; and

WHEREAS, the Planning Commission held a public hearing on June 14, 2000, to receive input on the proposed amended record of survey;

WHEREAS, the Planning Commission, on June 14, 2000, forwarded a positive recommendation to the City Council; and,

WHEREAS, on June 15, 2000, the City Council held a public hearing to receive input on the proposed amended record of survey; and

WHEREAS, it is in the best interest of Park City, Utah to approve the plat amendment.

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

SECTION 1. FINDINGS. The following findings are hereby adopted.

1. The condominium project known as the Little Belle Condominiums is located at 7195 Little Belle Court and is zoned RD-MPD.
2. The proposed amended record of survey adds private living space and changes limited common and common area to private ownership.
3. A vote of 66.66% for approval of the amendment was received by the members of the Homeowners association, record of this vote has been received by the Planning Department.
4. The number of bedrooms does not increase.

SECTION 2. CONCLUSIONS OF LAW. The City Council hereby concludes that there is good cause for the above-mentioned amendment to the record of survey, that neither the public nor any person will be materially injured by the proposed amendment and that the proposal is consistent with both the Park City Land Management Code and State subdivision requirements.

SECTION 3. PLAT APPROVAL. The amended record of survey for units 5, 6, 7, and 8 also know as the Little Belle Condominiums at 7195 Little Belle Court, is approved as shown on Exhibit B, with the following conditions:

1. The City Attorney and City Engineer will review and approve the final form and content of the Amended Record of Survey 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 Amended Record of Survey 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 and the plat will be void.
3. During the construction of the additions, gas and electrical shall be extended from the existing service areas.
4. All other conditions of approval of the Little Belle Condominiums project continue to apply.

SECTION 4. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 15th day of June, 2000 .

PARK CITY MUNICIPAL CORPORATION

Bradley A. Olch, MAYOR

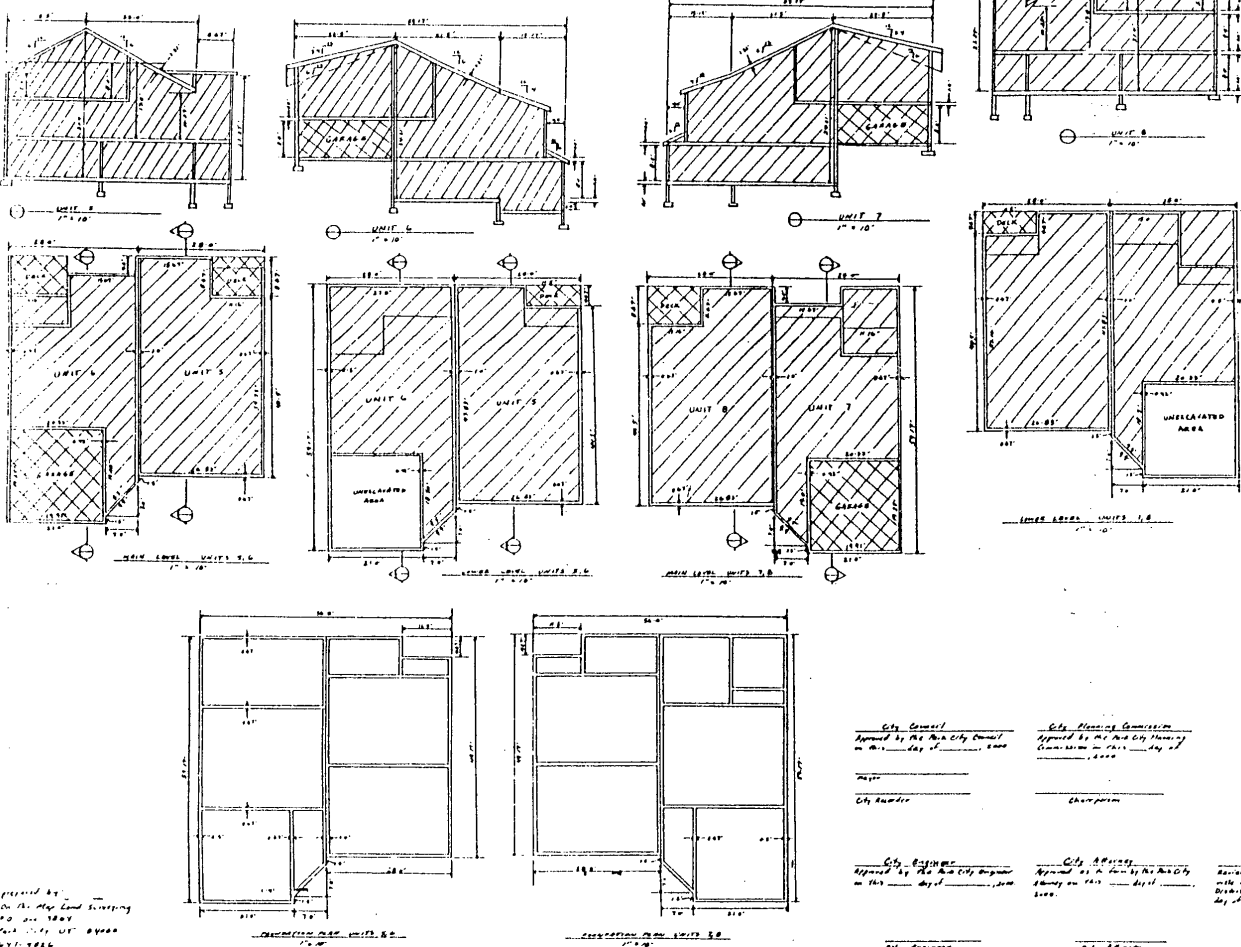
ATTEST:

Jan Scott, City Recorder

APPROVED AS TO FORM:

Mark Harrington, City Attorney

FIRST AMENDED RECORD OF SURVEY, LITTLE BELLE CONDOMINIUMS
Sheet 2 of 2



UNIT	PRIVATE ENCLOSURE IN SQUARE FEET FOR THE ORIGINAL RECORD OF SURVEY	NEW PRIVATE ENCLOSURE IN SQUARE FEET FOR THIS RECORD OF SURVEY	TOTAL PRIVATE ENCLOSURE
1	1,000	75	1,075
2	1,000	75	1,075
3	1,000	75	1,075
4	1,000	75	1,075

City Council
Approved by the City Council
on this _____ day of _____, 2000

City Engineer
Approved by the City Engineer
on this _____ day of _____, 2000

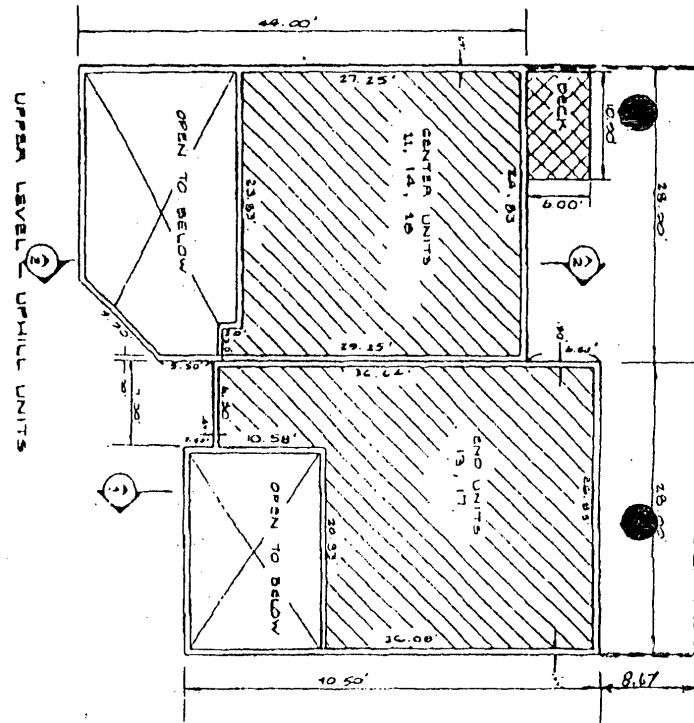
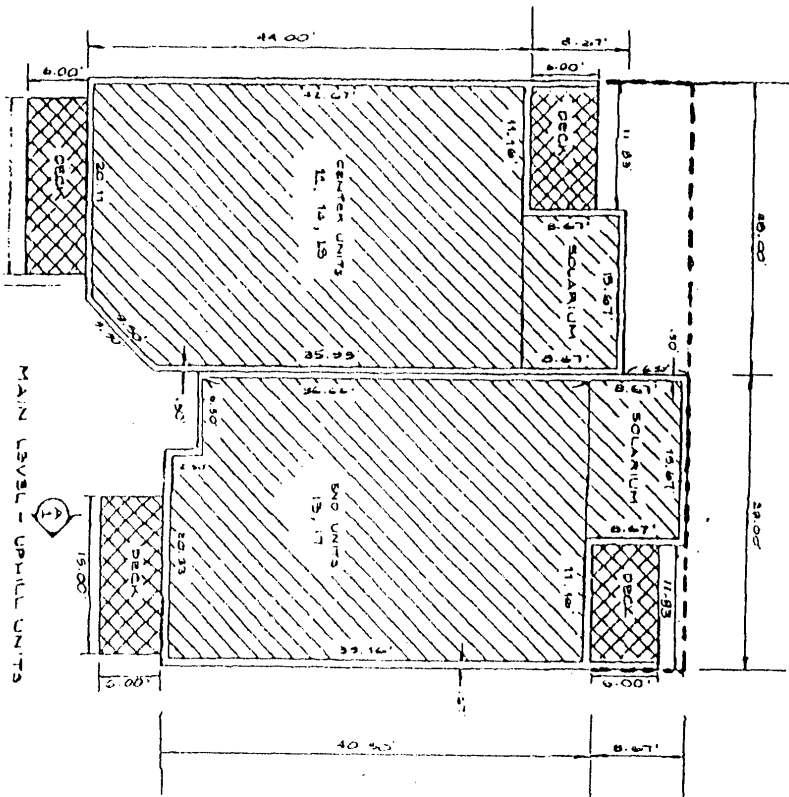
City Attorney
Approved by the City Attorney
on this _____ day of _____, 2000

Surveyor
Reviewed for Accuracy & Legality
with due care & diligence
on this _____ day of _____, 2000

Notary Public
Subscribed and sworn to at the request of
the City of Little Belle, Louisiana
on this _____ day of _____, 2000

EXHIBIT A AMENDED RECORD OF SURVEY

EXHIBIT A - ADDED RECORD OF SURVEY



--- DASHED LINE DEFINES AREA OF ADDED PRIVATE OWNERSHIP

--- DEFINES AREA OF ADDED PRIVATE OWNERSHIP

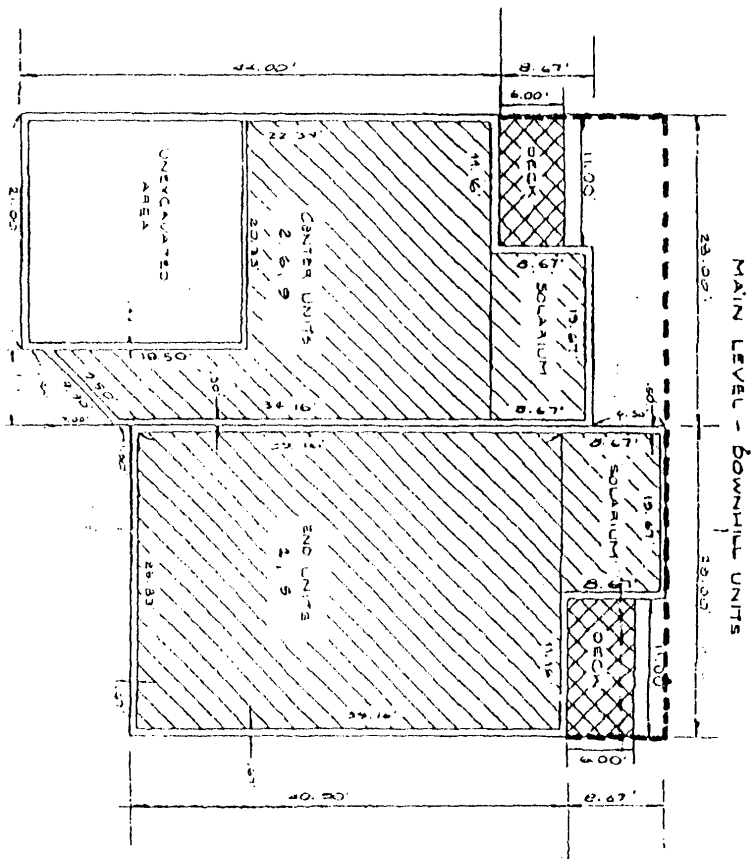
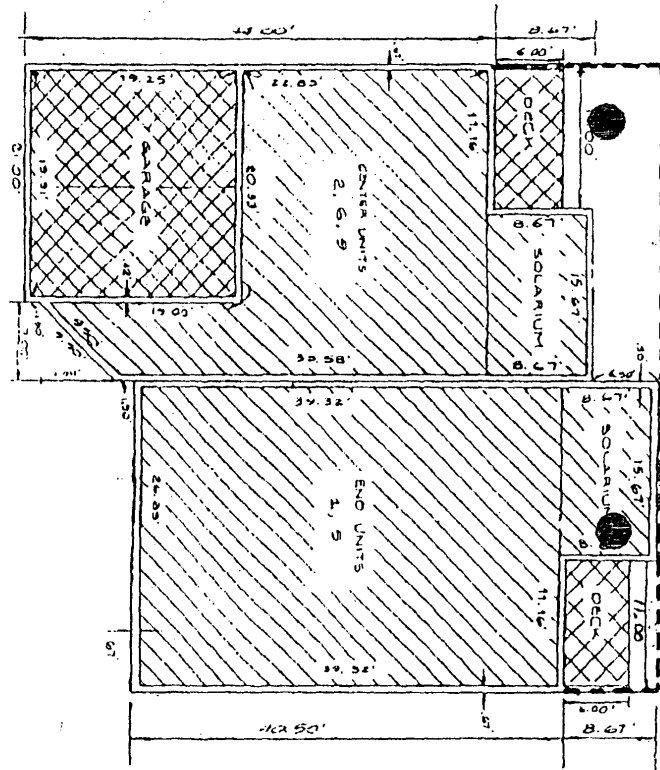


EXHIBIT A - ATTENDED RECORD OF SURVEY

LITTLE BELLSUNITS 5 & 8 (END UNITS)

- LOWER LEVEL

≈ 604

- EXPAND EXISTING DECK BY 11'-0" x 2'-0" (29 S.F.) EA.

- MAIN LEVEL

- EXPAND EXISTING DECK BY 11'-0" x 2'-0" (29 S.F.) EA.

- EXPAND EXISTING LIVING ROOM 10'-3" x 8'-8" (141 S.F.) OVER EXISTING SPA ROOM - EA. UNIT

UNITS 6 & 7 (INSIDE UNITS)≈ 349*
230*

- LOWER LEVEL

- EXPAND EXISTING LIVING SPACE 15'-9" x 6'-8" (105 S.F.) EA.

- EXPAND EXIST. LIVING/SPA ROOMS 12'-3" x 9'-6" (116 S.F.) EA.

- MAIN LEVEL

- EXPAND EXISTING LIVING SPACE 15'-9" x 15'-6" (244 S.F.) EA.
OVER EXISTING SPA ROOMS

- EXPAND EXISTING LIVING/DECKS 12'-3" x 9'-4" (114 S.F.) EA.

may be folks who are leaving the cans on the street to be obstinate. With regard to zoning enforcement and the trees on Park Avenue, he hoped to hear back from City Council. He felt that the report from the Manager's Office is somewhat misleading as the trees have not been regularly watered by the developer or by the City. He is upset that developers ignore zoning requirements which should be enforced. Although the City watered the trees today, the developer should be required to honor his agreement.

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

III COMMUNICATIONS FROM COUNCIL AND STAFF

Mark Harrington noted that Prosecutor Terry Christiansen has been invited to the next meeting. He has been our prosecutor for many years and has been appointed a judgeship. Pat Putt reported that a commissioners workshop will be conducted on Monday, June 26 starting at 9 a.m. This will be an orientation for new board members and an update for tenured members. The Snyderville Basin Planning Commission will join the meeting in the afternoon for the mock public hearing exercise. It is the intention to hold workshops on a regular basis when there are new appointments. Tom Bakaly reported on the closure of Marsac Avenue at Deer Valley for the transit center construction.

IV WORK SESSION NOTES AND MINUTES OF THE MEETING OF MAY 18, 2000

Peg Bodell corrected her comment in the work session notes to insert to *continue* to redefine goals. With that correction, the Mayor requested a motion to approve. Roger Harlan, "I so move". Shauna Kerr seconded. Motion carried unanimously.

V CONSENT AGENDA PUBLIC HEARING

1. Master festival license for 2000 summer events - Park City Mountain Resort - See staff report and work session comments. Melissa Caffey stated that based on letters of support from adjacent property owners, the benefits of additional entertainment for residents and visitors in the community, and good utilization for one of the new mountain stages, staff recommends approval of the master festival license for an outdoor music program, as proposed. In response to a question from Peg Bodell, Ms. Caffey clarified that four events are allowed per week, which could include amplified music for all performances. There has been no negative input regarding this application and Ms. Caffey described the location of the stage. With no further comments or questions from the Council or the public, the Mayor closed the public hearing.

2. Ordinance approving an amendment to the Little Belle Condominiums Record of Survey, Units 5, 6, 7 and 8 at 7195 Little Belle Court, Park City, Utah - Alison Kuhlowl explained that this amendment changes common area to individual ownership. The open space and setbacks

are maintained according to the Land Management Code. The Planning Commission recommends approval 4-1 in favor of the amendment. Fred Jones felt it unusual that this application is before Council tonight as it was just approved last night by the Planning Commission. Although this is not typical procedure, Ms. Kuhlow felt the application is straight-forward and action could be taken by Council. With no questions or comments from the Council or the public, the public hearing was closed.

3. Ordinance approving a final subdivision plat for 503 and 503 ½ Woodside Avenue, known as Treasure Hill Subdivision Phase 2, Park City, Utah - Kirsten Whetstone explained these are the 5th Street lots within the Sweeney Master Plan. The Master Plan includes 126 acres on Treasure Hill with 109 acres of open space. This is Phase 2 of the Treasure Hill Plat, the first phase included four single family lots; two off of King Road and two off of Norfolk Avenue. The addresses are located on the 5th Street right-of-way and Council will be asked to consider encroachment permits after the final designs have been approved. Ms. Whetstone explained that the concept is to tunnel under the existing ski access and the homes would be adjacent to the run. The Planning Commission held a public hearing on May 24 and there was no public input. The Commission forwarded a positive recommendation to the City Council with findings of fact, conclusions of law, and conditions of approval as stated in the staff report. She added that there is a condition of approval regarding a stairway which would connect with trails. Although Mr. Sweeney did an excellent job of designing and staging construction for the first phase of construction, Mr. Harlan expressed concern about the visibility of the site. Ms. Whetstone stated that the application must go to the Historic District Commission for the design of the driveway and because this is a master plan, the development of the lots will be a conditional use permit, resulting in additional layers of review.

With no further comments or questions, the public hearing was closed.

VI CONSENT AGENDA

The Mayor requested a motion to approve the Consent Agenda. Roger Harlan, "I move approval of Consent Agenda Items 1 - 4". Shauna Kerr seconded. Motion unanimously carried.

1. Master festival license for 2000 summer events - Park City Mountain Resort - See staff report and public hearing.

2. Ordinance approving an amendment to the Little Belle Condominiums Record of Survey, Units 5, 6, 7 and 8 at 7195 Little Belle Court, Park City, Utah - See staff report and public hearing.



PLANNING COMMISSION STAFF REPORT

DATE: June 14, 2000
DEPARTMENT: Planning Department
AUTHOR: Alison Kuhlowsky
TITLE: 7195 Little Belle Court, Little Belle Condominiums
TYPE OF ITEM: Amendment to Record of Survey

SUMMARY RECOMMENDATIONS Conduct a public hearing, consider public input, and forward a positive recommendation to the City Council as conditioned.

A. DESCRIPTION

Applicant's Representative: Michael Stoker, Architect
Applicant: Owners of Little Belle units 5, 6, 7 and 8
Location: 7195 Little Belle Court
Zoning: RD-MPD
Adjacent Land Uses: Residential

B. Background

The applicant proposes to amend the condominium record of survey plat to allow existing limited common decks to be enclosed and converted to private living space. The applicant also proposes to extend the existing living areas to the furthest extensions of the exterior walls of the end units, please refer to Exhibit B.

C. Analysis

Staff has no outstanding issues with this proposal. No further parking is required as no additional bedrooms are created and the additional square footage does not otherwise create a demand for new parking. The amendment results in no change in open space or setbacks. While all units within the building will be extended to the same vertical plane, the minimum building facade variation will be met by the placement of decks and variation of roof forms.

D. Department Review

This project has gone through an interdepartmental review team. There are no outstanding issues. At such time as a final plat is required, the City Engineer and City Attorney will review the plat as to form and compliance with the Land Management Code prior to recordation.

E. Notice

The property was posted and notice was mailed to property owners within 300 feet. Legal notice was also placed in the Park Record. No public input has been received by the time of this report.

ALTERNATIVES

- A. The Planning Commission may forward a positive recommendation to the City Council with the conditions stated, or modify the conditions, or
- B. The Planning Commission may forward a negative recommendation and direct staff to prepare findings supporting this recommendation, or
- C. The Planning Commission may continue the discussion to a later date.

SIGNIFICANT IMPACTS

There are no significant fiscal or environmental impacts to the City with this condominium conversion.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION

The Little Belle units 5, 6, 7 and 8 would not be able to enclose the decks and add space to the units.

RECOMMENDATION

The staff recommends that the Planning Commission forward a positive recommendation to the City Council for the amended record of survey based on the following findings of fact, conclusions of law and conditions of approval:

Findings of Fact:

- 1. The condominium project known as the Little Belle Condominiums is located at 7195 Little Belle Court and is zoned RD-MPD.
- 2. The proposed amended record of survey adds private living space and changes limited common and common area to private ownership.
- 3. A vote of 66.66% for approval of the amendment was received by the members of the Homeowners association, record of this vote has been received by the Planning Department.
- 4. The number of bedrooms does not increase.

Conclusions of Law:

- 1. There is good cause for this Amended Record of Survey.
- 2. The Amended Record of Survey 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 Amended Record of Survey.
- 4. Approval of the Amended Record of Survey, 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 Amended Record of Survey 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 Amended Record of Survey 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 and the plat will be void.
3. During the construction of the additions, gas and electrical shall be extended from the existing service areas.
4. All other conditions of approval of the Little Belle Condominiums project continue to apply.

EXHIBITS

Exhibit A - Location Map

Exhibit B - Proposed Amended Record of Survey

Exhibit C - Rear Elevation

Exhibit D - Standard Conditions of Project Approval

Chair O'Hara asked about sigs. Mr. Clyde replied that a sign plan has not been drafted, but they will conform with City ordinances. They hope for a permanent Olympic legacy sign to be installed on the building. Chair O'Hara asked for confirmation that no exterior lighting is proposed. Mr. Clyde replied that some exterior lighting will be necessary to the extent that it runs with existing nighttime operations such as night skiing. Chair O'Hara stated that he was comfortable with the use in this location except for the vertical element. He understood its necessity but felt it was an unfortunate requirement.

Commissioner Larson stated that he believed if it were not for SLOC requirement, the Planning Commission would probably not approve the vertical element. He felt strongly that parking should be addressed or they would have defacto parking without a limit.

Commissioner Powers stated that he understood the office staff use but the coaches would not be working in the summer time. Mr. Clyde replied that the Foundation has ongoing, year-round office use, but they recognize that there will be limitations on when they can access the building.

4. 7195 Little Belle Court - Amendment to the Record of Survey Plat

Due to a conflict of interest, Commissioner Zimney abstained from discussing and voting on this matter.

Planning Alison Kuhlow reviewed the request for an amendment to the record of survey for the Little Belle Condominiums. The owners of Units 5, 6, 7, and 8 have submitted an application to amend a portion of the common area to become individual unit space. Units 5 and 8 will receive an additional 60 square feet, Unit 6 will receive 230 square feet, and Unit 7 will receive 249 square feet. The square footage includes the upper floor. The setback and open space requirements outlined in the Land Management Code will be maintained, and no additional parking is required for the additional square footage. The Staff requested that the Planning Commission conduct a public hearing, consider public input, and forward a positive recommendation to the City Council based on the findings of fact, conclusions of law, and conditions of approval outlined in the staff report.

Chair O'Hara opened the public hearing.

There was no input.

Chair O'Hara closed the public hearing.

MOTION: Commissioner Larson moved to forward a POSITIVE recommendation to the City Council for an amendment to the record of survey plat at 8195 Little Belle Court with the findings of fact, conclusions of law, and conditions of approval outlined in the staff report. Commissioner Hier seconded the motion.

VOTE: The motion passed by a vote of 4 to 1, with Commissioners Hier, Larson, Powers, and Volkman voting in favor of the motion, Commissioner Erickson voting against the motion, and Commissioner Zimney abstaining from the vote.

5. LMC Phase I - RD, RDM, GC, LI, E-40, E, R-1, RM

Administrator Putt reported that in April the City received a letter from the Solamere Homeowners Association requesting some relief from problems that have been experienced in the subdivision for a number of years having to do with impacts related to nightly rentals in the subdivision. The problem is not nightly rentals per se but the impacts associated with those activities such as increased traffic, parking problems, and noise. The Association board requested that a footnote be added to the Land Use Table in the RD district to prohibit nightly rentals in Solamere Subdivisions 1 and 2. Other alternatives are listed in the staff report. One alternative would be to modify the RD zone to require an administrative CUP for nightly rentals in that zone, which would allow a site-specific review of the proposed uses and place conditions as necessary to deal with site-specific problems. The Staff report contains sample criteria that could be applied. Administrator Putt noted that nightly rental criteria were established for all zones that allow nightly rentals which could be applied consistently with applications for nightly rentals across the board with or without an administrative permit. It is within the purview of the Association to commence proceedings for rezoning of Subdivisions 1 and 2 to SF. An alternative not listed in the Staff report is legal remedy and enforcement under the CC&R's.

Planner Whetstone reviewed the E-40, E, R-1, and RM zones and noted that these sections were discussed during this evening's work session and at previous Planning Commission meetings. The Staff has made the requested changes regarding setback exceptions in the E-40 zone and the gate criteria in the E District. No changes were made to the R-1 District. Based on discussion during the work session, neighborhood markets as a conditional use would be deleted from the RM District and other residential districts where it was added.

LITTLE BELLE HOMEOWNERS' ASSOCIATION
9 Whiteshore
Newport Coast, California 92657
Tel. 949 494 6174 Fax. 949 494 6707

March 25, 2000

Park City Municipal Corporation
P O Box 1480
Park City, UT 84060

Attn: Planning Department

Re: Amendment to Condominium Declaration, Little Belle Homeowners' Association

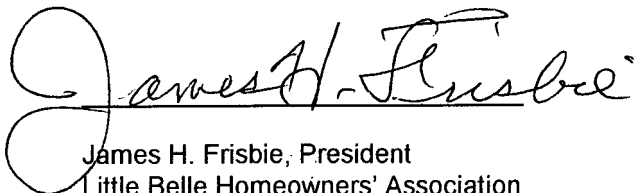
The Condominium Declaration for Little Belle Condominiums was recorded on December 21, 1981, Summit County Book 206 beginning page 359.

Article XII, paragraph 1. (b) of the Condominium Declaration for Little Belle Condominiums states that the "Management Committee has the authority to execute and record, on behalf of all Unit Owners, any amendment to the Declaration or Map which has been approved by the vote or consent necessary to authorize such amendment."

Article XXII further states that "...this Declaration and/or Map may be amended upon the affirmative vote or approval and consent of owners having ownership of not less than 66.66 percent of the undivided interest in the Common Areas and Facilities."

A proposal authorizing the Management Committee to make an Amendment to the Common and or Limited Areas bounded by the westerly exterior walls of units 2, 3, 6, 7, and the easterly walls of units 14, 15, 18, and 19 and lying within the furthest extensions of the exterior walls of the end units of those buildings has been presented in writing to the membership. This letter certifies that written ballots in the affirmative have been received from 66.66 of the membership. The Management committee is thus authorized to make Amendments to the Common Areas so defined.

The Management Committee now approves the Common and/or Limited Area adjustments as defined by proposed plans prepared by Michael J. Stoker, Architect, as they apply to Units 5, 6, 7, and 8 of Little Belle Condominiums, and approves an amendment to the surveyors plat of Little Belle Condominiums to reflect the changes as shown in the proposed plans by Michael J. Stoker.



James H. Frisbie, President
Little Belle Homeowners' Association



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

The proposed Saldarini Replat - First Amended plat seeks to combine the two existing lots located at 158 Main Street into one lot of record. The site consists of the Saldarini Replat parcel and a remnant parcel from Lot 6 of Block 20 of the Park City Survey which was dedicated to the owner after the plat was recorded in 1997.

The Planning Commission reviewed this Plat Amendment on May 24, 2017 and forwarded a **positive recommendation** to the City Council with a unanimous vote in favor of this item.

Respectfully:

Tippe Morlan, Planner

City Council Staff Report



Subject: Saldarini Replat – First Amended
Author: Tippe Morlan, Planner II
Date: June 29, 2017
Type of Item: Legislative – Plat Amendment

Project Number:	PL-17-03523
Applicant:	Helen E. Wallace
Location:	158 Main Street
Zoning:	Historic Residential (HR-2B) Sub-Zone B
Adjacent Land Uses:	Single family dwellings
Reason for Review:	Plat Amendments require Planning Commission review and City Council approval.

Executive Summary

The proposed Saldarini Replat – First Amended plat seeks to combine the two existing lots located at 158 Main Street into one lot of record. The site consists of the Saldarini Replat parcel and a remnant parcel from Lot 6 of Block 20 of the Park City Survey which was dedicated to the owner after the plat was recorded in 1997.

The Planning Commission reviewed this Plat Amendment on May 24, 2017 and forwarded a **positive recommendation** to the City Council with a unanimous vote in favor of this item.

Summary Recommendations

Staff recommends the City Council hold a public hearing and consider **approving** the Saldarini Replat – First Amended plat located at 158 Main Street based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the draft ordinance.

Background

March 1, 1996 – The City executed a Quit Claim Deed of property to the east of this address from the City to Orlean Turner, property owner of the original 158 Main Street property.

July 21, 1997- The City Council approved the Saldarini Replat combining two lots and one metes and bounds parcel into one lot of common ownership. This plat was recorded on September 30, 1997.

July 23, 1997 – The Historic District Commission approved a residential addition to the historic residence at this address. The Historic District Design Review application was submitted for a 505 SF addition to an existing 954 SF home on site. 217 SF

comprised of one bedroom and one bathroom and 288 SF comprised of a garage.

April 4, 2017 – The City received a Plat Amendment application for the Saldarini Replat Amendment; the application was deemed complete on April 7, 2017.

Purpose

The purpose of the HR-2 District is to:

- A. allow for adaptive reuse of Historic Structures by allowing commercial and office Uses in Historic Structures in the following Areas:
 - a. Upper Main Street;
 - b. Upper Swede Alley; and
 - c. Grant Avenue,
- B. encourage and provide incentives for the preservation and renovation of Historic Structures,
- C. establish a transition in Use and scale between the HCB, HR-1, and HR-2 Districts, by allowing Master Planned Developments in the HR-2, Subzone A,
- D. encourage the preservation of Historic Structures and construction of historically Compatible additions and new construction that contributes to the unique character of the Historic District,
- E. define Development parameters that are consistent with the General Plan policies for the Historic core that result in Development that is Compatible with Historic Structures and the Historic character of surrounding residential neighborhoods and consistent with the Design Guidelines for Park City's Historic Districts and Historic Sites and the HR-1 regulations for Lot size, coverage, and Building Height, and
- F. provide opportunities for small scale, pedestrian oriented, incubator retail space in Historic Structures on Upper Main Street, Swede Alley, and Grant Avenue,
- G. ensure improved livability of residential areas around the historic commercial core,
- H. encourage and promote Development that supports and completes upper Park Avenue as a pedestrian friendly residential street in Use, scale, character and design that is Compatible with the historic character of the surrounding residential neighborhood,
- I. encourage residential development that provides a range of housing opportunities consistent with the community's housing, transportation, and historic preservation objectives,
- J. minimize visual impacts of the automobile and parking by encouraging alternative parking solutions,
- K. minimize impacts of Commercial Uses on surrounding residential neighborhood.

Properties within the HR-2 District located east of Main Street, including properties fronting on Main Street, Swede Alley, and Grant Avenue along with properties west of Main Street within Both 13 and fronting on Main Street fall under Sub-Zone B. This includes the subject property. On this property, special requirements for Sub-Zone B of the HR-2 District are not applicable since they apply only to Commercial Uses and

commercial uses within historic structures, and this property is not proposed for commercial uses at this time.

Analysis

The purpose of the plat amendment is to remove the interior lot line between the lot and the parcel is to create one lot of record for an existing significant Historic single family dwelling. The original Saldarini Replat combined most of both Lots 5 and 6 of Block 20 of the Park City Survey the into one lot at this address, although today there exists a small remnant parcel on the south side which needs to be incorporated into the lot.

The applicant intends to submit an application to remodel the existing home and to lift the property up to 2 feet, subject to the Historic District Design Review process. Any modifications to the structure may not be made until this plat amendment is approved and recorded. The existing building currently straddles the lot line and sits on a lot and parcel, and this amendment would clean up the parcels so that the building does not sit on top of any lot lines.

The existing structure at 158 Main Street is listed as Significant in the Historic Sites Inventory. This home is estimated to have been built around 1885, and the building straddles the south property line of the main lot and over into the remnant parcel. The Saldarini Replat lot consists of 3,613 square feet, and the remnant parcel of Lot 6 consists of 75 square feet; the total lot size of the combined lot is 3,688 square feet.

The subject property meets the requirements of the HR-2 zone. According to existing Land Management Code requirements, historic structures that do not comply with Building Setbacks, Building Footprint, Building Height, Off-Street parking, and driveway location standards are valid Non-Complying Structures as per requirements for Existing Historic Structures in the HR-2 zone.

Several additions to the home have been installed over time, although the City only has documentation for the most recent addition of 505 square feet to the rear of the home in 1997. There have been no modifications to the home itself since the 1997 addition. This plat amendment does not change any of the requirements of the zone.

This property is not located in the Sensitive Lands Overlay zone; however, it sits in FEMA Flood Zone A due to its proximity to the stream that runs through Old Town Park to the rear of this property. As a result, a Hydraulic and Hydrology study is required before the applicant may submit for a building permit. If the flood zone changes by more than 1 foot, a Letter of Map Revision (LOMR) will also be required to be submitted to FEMA.

This plat amendment only concerns the Saldarini Replat parcel and the adjacent remnant parcel of Lot 6 of Block 20 of the Park City Survey. The remainder of Lot 6 belongs to the property addressed at 150 Main Street, and those property owners will need to do a separate plat amendment in the future to officially incorporate the portion of the parcel that they own into their lot.

Encroachments

There are several existing encroachments along the boundaries of this property. On the north side of this property, there is a concrete block retaining wall which crosses over on to the lot to the north (166 Main Street). An encroachment agreement will be required for this wall with this approval if it is to stay in place.

To the west of the property, in the frontage area along the Main Street Right-of-Way, there is an additional concrete retaining wall which sits 2 feet from the property line in the front yard. An encroachment agreement will be required for this wall with Park City if this wall is to also stay in place.

On the east side of this property, to the rear of the house, there are several encroachment issues which need to be resolved before this plat amendment can be recorded. The existing deck with a wood steel fence and a stone retaining wall that lines its borders encroaches onto City property by a few feet. There is also a larger stone retaining wall on City property along the banks of the stream which also needs to be removed off of City property. The applicant will need to make the required adjustments to bring these structures back onto their private property or ensure they are removed before the plat amendment may be recorded.

Good Cause

Staff finds good cause for this plat amendment as the existing encroachments will be addressed. The plat amendment will also clean up the lot and resolve any issues created by the extraneous lot line running through the property and through the house. This amendment will allow the property owner to make improvements and changes to the existing house as allowed by the LMC and Historic District Design Guidelines.

Process

The approval of this plat amendment application by the City Council constitutes Final Action that may be appealed following the procedures found in LMC §15-1-18. A Historic District Design Review application will need to be submitted for review by Planning Staff prior to issuance of building permits.

Department Review

This project has gone through an interdepartmental review. No further issues were brought up at that time.

Notice

On May 10, 2017, the property was posted and notice was mailed to property owners within 300 feet. Legal notice was also published in the Park Record and the Utah Public Notice Website on May 10, 2017, according to requirements of the Land Management Code.

Public Input

The Planning Commission held a Public Hearing for this item on May 24, 2017, and the property owner was present to state a few words about the project. No other public input has been received by the time of this report.

Alternatives

- The City Council may approve the Saldarini Replat – First Amended as conditioned or amended; or
- The City Council may deny the Saldarini Replat – First Amended and direct staff to make Findings for this decision; or
- The City Council may continue the discussion on the Saldarini Replat – First Amended plat.

Significant Impacts

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

Consequences of not taking recommended action

The consequences of not taking the Planning Department's recommendation are that the encroachments would not be resolved with the plat and the site would continue to have a lot line running through the existing house.

Summary Recommendation

Staff recommends the City Council hold a public hearing for the Saldarini Replat Amendment and consider **approval** of the Saldarini Replat – First Amended based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the draft ordinance.

Exhibits

Exhibit A – Draft Ordinance with Proposed Plat (Attachment 1)
Exhibit B – Existing Conditions (Survey)
Exhibit C – Existing Saldarini Replat
Exhibit D – Aerial Photographs with 500' Radius
Exhibit E – County Plat Maps
Exhibit F – Site Photographs
Exhibit G – Applicant Narrative

Ordinance No. 2017-33

AN ORDINANCE APPROVING THE SALDARINI REPLAT AMENDMENT LOCATED AT 158 MAIN STREET, PARK CITY, UTAH

WHEREAS, the owner of the property located at 158 Main Street has petitioned the City Council for approval of the Plat Amendment; and

WHEREAS, on May 10, 2017, the property was properly noticed and posted according to the requirements of the Land Management Code; and

WHEREAS, on May 10, 2017, proper legal notice was published according to requirements of the Land Management Code and courtesy letters were sent to surrounding property owners; and

WHEREAS, the Planning Commission held a public hearing on May 24, 2017, to receive input on plat amendment; and

WHEREAS, the Planning Commission, on May 24, 2017, forwarded a _____ recommendation to the City Council; and,

WHEREAS, on June 29, 2017, the City Council held a public hearing to receive input on the plat amendment; and

WHEREAS, it is in the best interest of Park City, Utah to approve the Saldarini Replat Amendment located at 158 Main Street.

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

SECTION 1. APPROVAL. The 158 Main Street Plat Amendment, as shown in Attachment 1, is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The property is located at 158 Main Street.
2. The property consists of Lot 1 of the Saldarini Replat and a remnant parcel of Lot 6 of Block 20 of the Park City Survey.
3. The property is in the Historic Residential (HR-2) District Sub-Zone B.
4. The home on this site is listed on Park City's Historic Sites Inventory (HSI) as a significant structure.
5. The Plat Amendment removes one interior lot line which bisects the existing home.

6. The proposed Plat Amendment combines the property into one (1) lot measuring 3,688 square feet.
7. A single-family dwelling is an allowed use in the District.
8. A utility easement with the Snyderville Sewer Improvement District exists on the rear portion of the property as reflected on the plat.
9. The minimum lot area for a single-family dwelling is 1,875 square feet in the HR-2 zone. The proposed lot meets the minimum lot area for single-family dwellings. The proposed lot area does not meet the minimum lot area for a duplex.
10. The proposed lot width is approximately 42.8 feet along Main Street.
11. The minimum lot width required is twenty-five feet (25'). The proposed lot meets the minimum lot width requirement.
12. The existing historic house extends to the south property line with no side yard setback and has a 3 feet side setback from the north property line. The front setback is 10 feet and the rear setback is 20 feet.
13. Historic structures that do not comply with Building Setbacks, Building Footprint, Building Height, Off-Street parking, and driveway location standards are valid Non-Complying Structures as per requirements for Existing Historic Structures in the HR-2 zone.
14. A snowshed easement for this property has been granted as a part of the original Saldarini Replat approval.
15. The deck, wood steel fence, and stone retaining wall at the rear of the house encroach onto Park City property to the east by approximately 1 foot.
16. There is a stone retaining wall which encroaches onto Park City property to the east of the property by 3 to 5 feet along the rear property line.
17. The cinder block retaining wall at the north of this property encroaches onto 166 Main Street by approximately 3 feet.
18. A remnant of Lot 6 which is not being incorporated into this lot belongs to owners of adjacent 150 Main Street which accommodates the Landmark Historic home which sits on the original lot line between Lots 6 and 7 of Block 20 of the Park City Survey.
19. The remnant parcel on the south side of Lot 6 of Block 20 of the Park City Survey is a part of 150 Main Street and shall be incorporated into that lot with a plat amendment if the property owners of 150 Main Street choose to alter the lot or the historic home in any way.
20. This property lies in FEMA Flood Plain A.
21. This plat amendment does not change any exterior lot lines of this parcel.
22. This plat amendment does not change any setback, lot size, or other requirements for this zone as applied to this parcel and the existing single family dwelling. All new construction shall meet requirements of the Land Management Code in effect at the time of submittal of any changes.
23. All findings within the Analysis section and the recitals above are incorporated herein as findings of fact.

Conclusions of Law:

1. There is good cause for this Plat Amendment.
2. The Plat Amendment is consistent with the Park City Land Management Code and applicable State law regarding lot combinations.

3. Neither the public nor any person will be materially injured by the proposed Plat Amendment.
4. Approval of the Plat Amendment, subject to the conditions stated below, does not adversely affect the health, safety and welfare of the citizens of Park City.

Conditions of Approval:

1. The City Planner, City Attorney, and City Engineer will review and approve the final form and content of the plat for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant will record the plat at the County within one year from the date of City Council approval. If recordation has not occurred within one (1) years' time, this approval for the plat will be void, unless a request for an extension is made in writing prior to the expiration date and an extension is granted by the City Council.
3. An encroachment agreement for the cedar block retaining wall is required with the neighbor at 166 Main Street on the north side of this property as the retaining wall crosses that property line.
4. An encroachment agreement for the concrete retaining wall to the west and front of the property is required with the City where it sits on City Property and in the public Right of Way.
5. The property owner shall resolve the encroachment of the deck with the wood steel fence and stone retaining wall over the east property line into the adjacent City owned property to the rear of the house by removing the portion of the structures which encroaches onto City property.
6. The property owner shall remove the encroaching retaining wall to the rear of the home.
7. The encroachments shall be resolved to the satisfaction of the City Engineer prior to recordation of the final plat mylar.
8. A Hydraulic and Hydrology study is required before the applicant may submit for a building permit because the property is in a FEMA flood zone. If the flood zone changes by more than 1 foot, a Letter of Map Revision (LOMR) will also be required to be submitted to FEMA.

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

PASSED AND ADOPTED this 29th day of June, 2017.

PARK CITY MUNICIPAL CORPORATION

Jack Thomas, MAYOR

ATTEST:

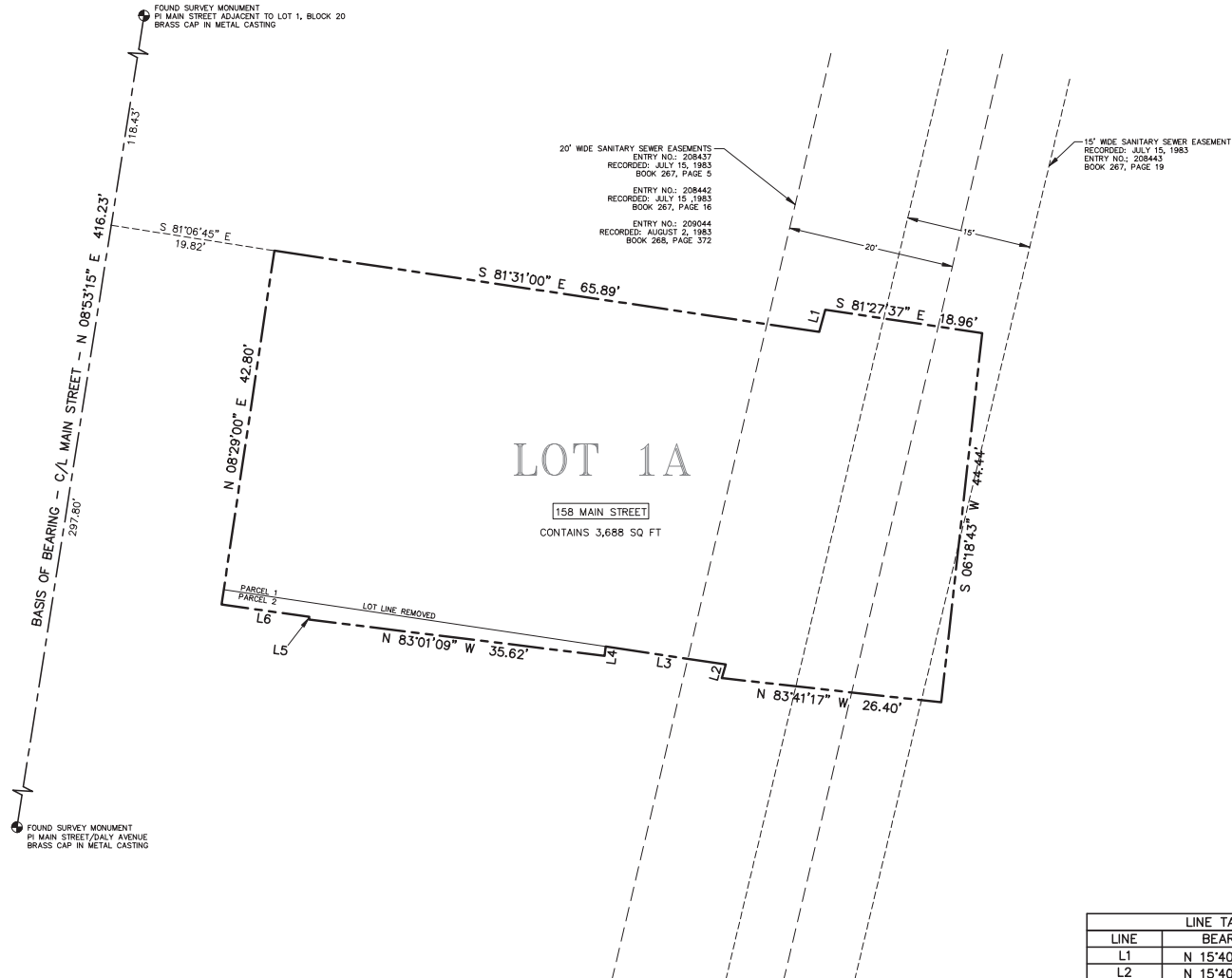
City Recorder

APPROVED AS TO FORM:

Mark Harrington, City Attorney

Attachment 1 – Proposed Plat

Exhibit A - Attachment 1: Proposed Plat



SURVEYOR'S CERTIFICATE

I, Charles Galati, certify that I am a Registered Land Surveyor and that I hold Certificate No. 7248891, as prescribed by the laws of the State of Utah, and that by authority of the owners, this Record of Survey map of SALDARINI REPLAT—FIRST AMENDED has been prepared under my direction and that the same has been monumented on the ground as shown on this plat. I further certify that the information on this plat is accurate.

BOUNDARY DESCRIPTION

PARCEL 1

LOT 1, SALDARINI REPLAT SUBDIVISION, according to the official plat thereof on file and of record in the Summit County Recorder's Office.

PARCEL 2

A parcel of land located in Lot 6, Block 20, Park City Survey, according to the amended plat thereof, on file in the Office of the County Recorder of Summit County, Utah, said parcel being more particularly described as follows:

Beginning at a point North 15°40'48" East 9.07 feet along the easterly property line of said Lot 6 and North 81°31'00" West 14.53 feet from the southeast corner of said Lot 6, Block 20, Park City Survey, and running thence South 06°49'03" West 1.11 feet along an existing structure to a corner of said structure; thence North 83°01'09" West 35.62 feet along said structure to a corner of said structure; thence North 07°20'56" East 0.33 feet along said structure to a concrete seam formed by the southerly edge of a concrete wall and the northerly edge of a concrete curb; thence North 81°55'47" West 10.60 feet along said concrete seam to a point on the westerly line of said Lot 6; thence North 08°29'00" East 1.80 feet to the southwest corner of the northerly 16 feet of said Lot 6; thence along the southerly line of the northerly 16 feet of said lot 6 South 81°31'00" East 46.19 feet to the point of beginning.

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS that Helen E. Wallace, the undersigned owner of the herein described tract of land, to be known hereafter as SALDARINI REPLAT—FIRST AMENDED, does hereby certify that she has caused this Plat to be prepared, and does hereby consent to the recordation of this Plat.

In witness whereof, the undersigned set her hand this _____ day of _____, 2017.

Helen E. Wallace

ACKNOWLEDGMENT

State of _____
County of _____

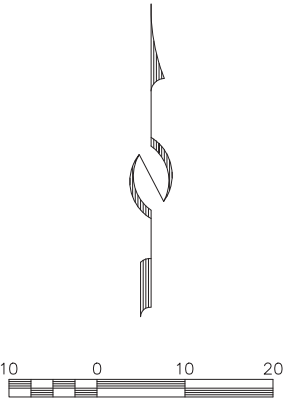
On this _____ day of _____, 2017, Helen E. Wallace personally appeared before me, the undersigned Notary Public, in and for said state and county. Having been duly sworn, Helen E. Wallace acknowledged to me that she is the owner of the herein described tract of land, and that she signed the above Owner's Dedication and Consent to Record freely and voluntarily.

A Notary Public commissioned in Utah

Printed Name _____

Residing in: _____

My commission expires: _____



A PARCEL COMBINATION PLAT
BLOCK 20, PARK CITY SURVEY

SALDARINI REPLAT—FIRST AMENDED

LOCATED IN THE SOUTHEAST QUARTER OF SECTION 16
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH

SHEET 1 OF 1

3/28/17 JOB NO.: 6-11-16 FILE: X:\PCS\dwg\sr\plot2016\061116.dwg



CONSULTING ENGINEERS LAND PLANNERS SURVEYORS
323 Main Street P.O. Box 2664 Park City, Utah 84060-2664

SNYDERVILLE BASIN WATER RECLAMATION DISTRICT

REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS _____

DAY OF _____, 2017

BY _____
S.B.W.R.D.

PLANNING COMMISSION

APPROVED BY THE PARK CITY PLANNING COMMISSION THIS _____
DAY OF _____, 2017

BY _____
CHAIR

ENGINEER'S CERTIFICATE

I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS _____
DAY OF _____, 2017

BY _____
PARK CITY ENGINEER

APPROVAL AS TO FORM

APPROVED AS TO FORM THIS _____
DAY OF _____, 2017

BY _____
PARK CITY ATTORNEY

COUNCIL APPROVAL AND ACCEPTANCE

APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS _____ DAY OF _____, 2017

BY _____
MAYOR

CERTIFICATE OF ATTEST

I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS _____ DAY OF _____, 2017

BY _____
PARK CITY RECORDER

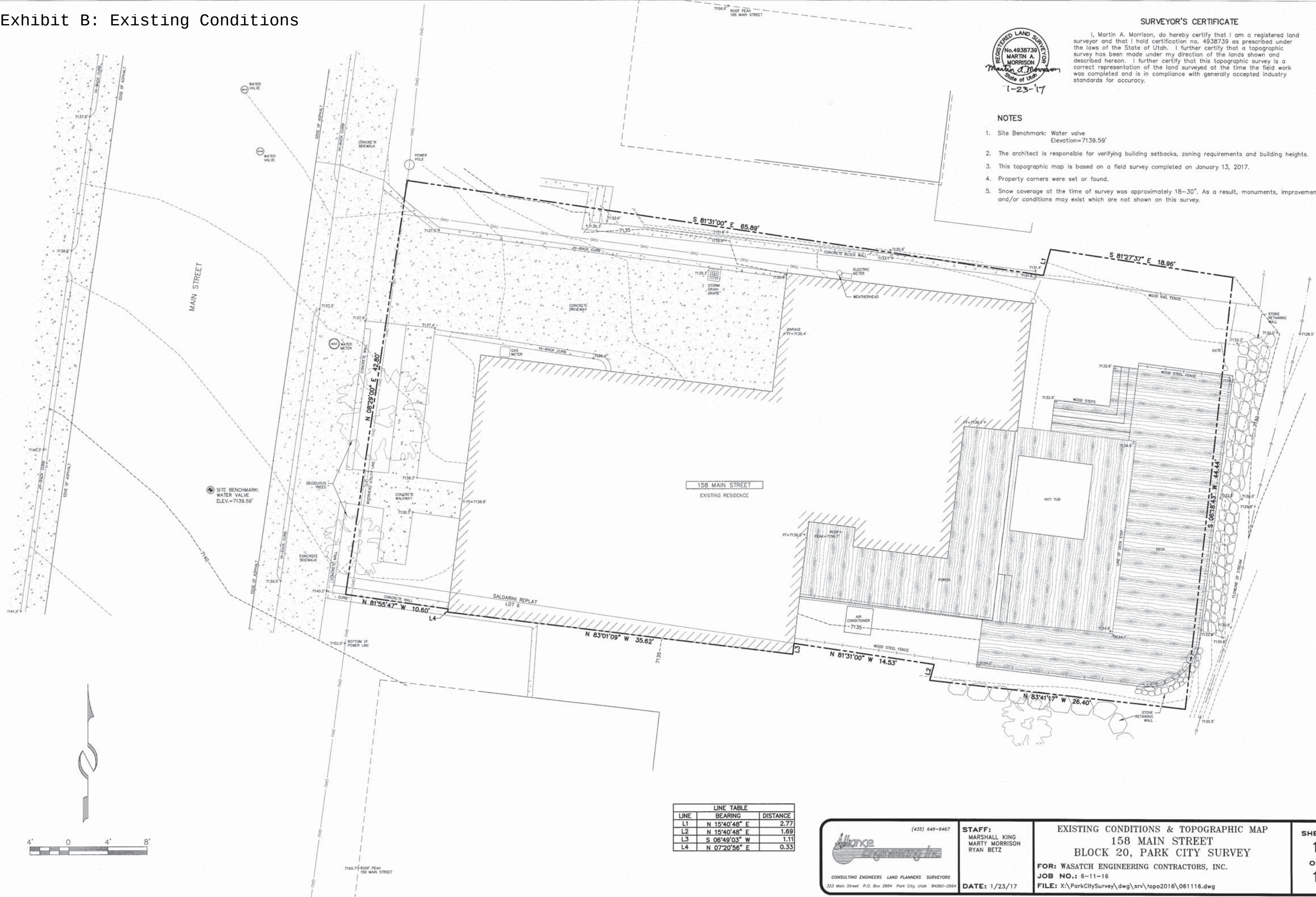
RECORDED

STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF _____

DATE _____ TIME _____

ENTRY NO. _____ FEE _____ RECORDER _____

Exhibit B: Existing Conditions



SURVEYOR'S CERTIFICATE

I, Martin A. Morrison, do hereby certify that I am a registered land surveyor and that I hold certification no. 4938739 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: Water valve
Elevation=7139.59'
2. The architect is responsible for verifying building setbacks, zoning requirements and building heights.
3. This topographic map is based on a field survey completed on January 13, 2017.
4. Property corners were set or found.
5. Snow coverage at the time of survey was approximately 18-30". As a result, monuments, improvements, and/or conditions may exist which are not shown on this survey.

LINE TABLE		
LINE	BEARING	DISTANCE
L1	N 15°40'48" E	2.77
L2	N 15°40'48" E	1.89
L3	S 06°49'03" W	1.11
L4	N 07°20'56" E	0.33

Alliance Engineering Inc.
(435) 649-9467
CONSULTING ENGINEERS LAND PLANNERS SURVEYORS
323 Main Street P.O. Box 2664 Park City, Utah 84060-2664

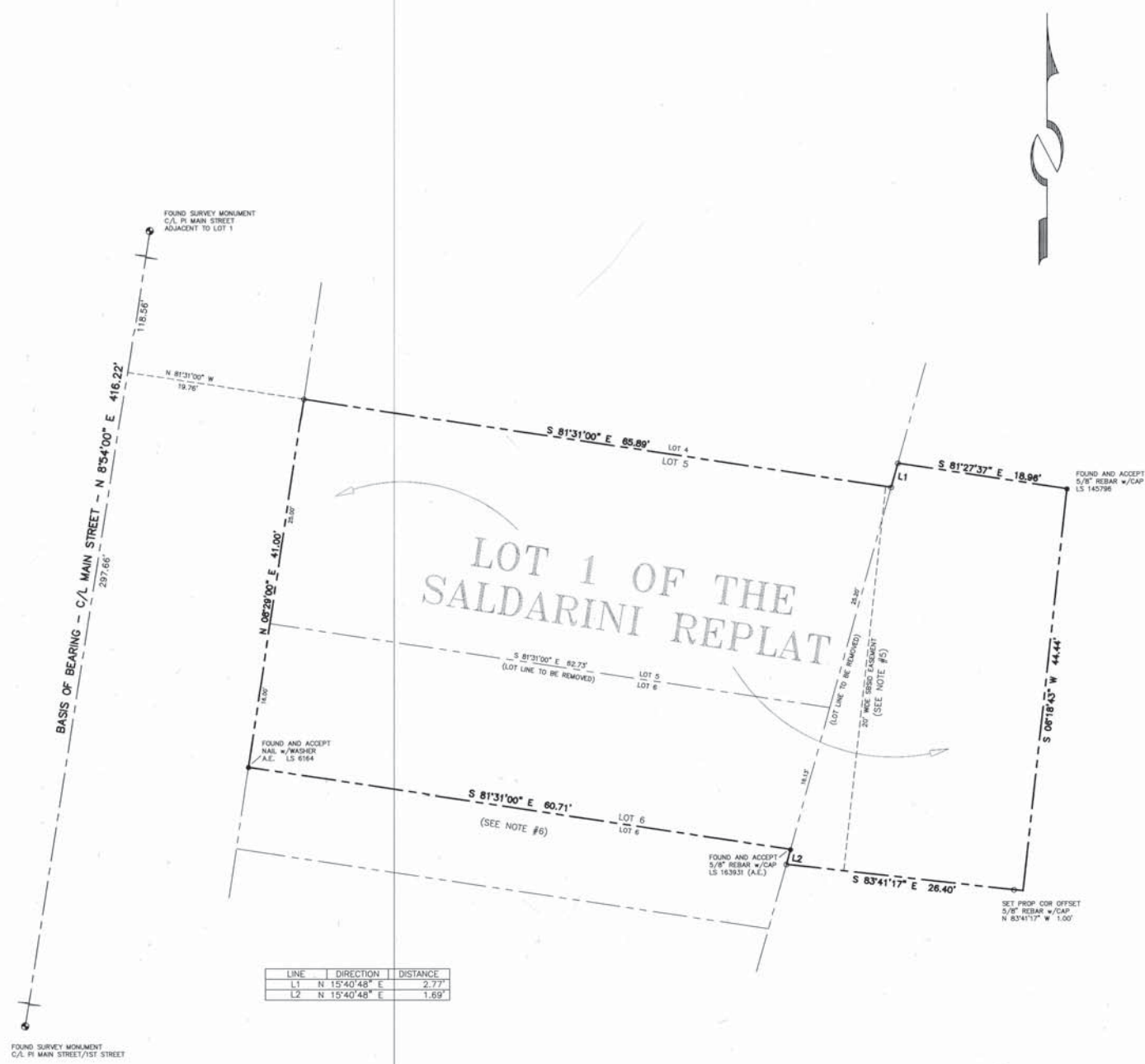
STAFF:
MARSHALL KING
MARTY MORRISON
RYAN BETZ

DATE: 1/23/17

EXISTING CONDITIONS & TOPOGRAPHIC MAP
158 MAIN STREET
BLOCK 20, PARK CITY SURVEY
FOR: WASATCH ENGINEERING CONTRACTORS, INC.
JOB NO.: 6-11-16
FILE: X:\ParkCitySurvey\dwg\srvt\topo2016\061116.dwg

SHEET
1
OF
1

Exhibit C - Existing Saldarini Replat



SURVEYORS CERTIFICATE

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

John Demkowicz 9/15/97
John Demkowicz Date

SURVEY BOUNDARY DESCRIPTION

Beginning at the northwest property corner of Lot 5, Block 20, Park City Survey, according to the official plat as recorded and on file with the Recorder's office, Summit County, Utah; and running thence along the northerly line of said Lot 5 South 81° 31' 00" East 65.89 feet to the northeast corner of Lot 5; thence along the easterly line of Lot 4, Block 20, North 15° 40' 48" East 2.77 feet; thence South 81° 27' 37" East 18.96 feet; thence South 06° 18' 43" West 44.44 feet; thence North 83° 41' 17" West 26.40 feet to a point on the easterly line of Lot 6, Block 20; thence along the easterly line of Lot 6, North 15° 40' 48" East 1.69 feet to the southeast corner of the northerly 16.00 feet of said Lot 6; thence parallel to the common property line between said lots 5 and 6, North 81° 31' 00" West 60.71 feet to a point being on the westerly line of said Block 20, said point also being the southwest corner of the northerly 16.00 feet of said Lot 6; thence along said block line North 08° 29' 00" East 41.00 feet to the point of beginning. Contains 3.613 sq.ft.

OWNERS DEDICATION AND CONSENT TO RECORD

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

IN WITNESS WHEREOF, the undersigned set his hand this 15 day of September 1997.

Jerry Saldarini
Jerry Saldarini

ACKNOWLEDGEMENT

State of Utah)
County of Summit) ss.
On this 15 day of September, 1997, personally appeared before me, the undersigned Notary Public in and for said state and county, Jerry Saldarini being duly sworn, acknowledged to me that he/she is the owner of the herein described tract of land and he/she signed the above Owners Dedication and Consent to Record freely and voluntarily.

Debbie Ward
Notary Public

Commission expires: May 30, 1999

NOTES

- The street address of the property is 158 Main Street.
- See record of survey S-2553, recorded Summit County Utah, for record of survey plat.
- Denotes set iron rod and cap LS 163931.
- The property is a designated Flood Hazard Area inundated by the 100-year flood.
- The utility easement as recorded 8/2/83, as entry No. 209044 in Book 268 at Page 372, Summit County Recorder's Office with the Snyderville Sewer Improvement District.
- The remnant of Lot 6 created by this plat is not separately buildable.

SALDARINI REPLAT
LOT LINE ADJUSTMENT
SECTION 16, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH



6-2-97	\\SRV\SRV97\PCS\060297B	PAGE 1 OF 1				
ALLIANCE ENGINEERING INC. P.O. BOX 2664 323 MAIN STREET PARK CITY, UTAH 84060 (801) 649-9467	SNYDERVILLE BASIN SEWER IMPROVEMENT DISTRICT REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN SEWER IMPROVEMENT DISTRICT STANDARDS ON THIS 16 th DAY OF SEPTEMBER, 1997 A.D. BY <i>Matthew O. Morgan</i> S.B.S.I.D.	PLANNING COMMISSION APPROVED BY THE PARK CITY PLANNING COMMISSION THIS 24 th DAY OF SEPTEMBER, 1997 A.D. BY <i>Bruce W. DeHaan</i> CHAIRMAN	ENGINEERS CERTIFICATE I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS 16 th DAY OF SEPTEMBER, 1997 A.D. BY <i>Bruce W. DeHaan</i> PE PARK CITY ENGINEER	APPROVAL AS TO FORM APPROVED AS TO FORM THIS 27 th DAY OF SEPTEMBER, 1997 A.D. BY <i>Mark D. Hargis</i> PARK CITY ATTORNEY	PARK CITY APPROVAL AND ACCEPTANCE APPROVAL AND ACCEPTANCE ON BEHALF OF THE PARK CITY COUNCIL THIS 31 st DAY OF JULY, 1997 A.D. BY <i>Bridget A. Clew</i> CITY CLERK ATTEST: <i>Jackie M. Scott</i> CITY RECORDER	RECORDED # 488537 STATE OF UTAH COUNTY OF SUMMIT AND FILED AT THE REQUEST OF <i>COALITION TITLE</i> DATE 09-30-97 TIME 11:13 AM BOOK PAGE FEE <i>3.00</i> RECORDER <i>Alan Spriggs</i>

Packet Pg. 270



SUBJECT
PROPERTY



 (435) 649-9467 CONSULTING ENGINEERS LAND PLANNERS SURVEYORS 323 Main Street P.O. Box 2664 Park City, Utah 84060-2664	STAFF: MARSHALL KING RYAN BETZ DATE: 2/13/17	AERIAL PHOTOGRAPH 158 MAIN STREET BLOCK 20, PARK CITY SURVEY FOR: WASATCH ENGINEERING CONTRACTORS JOB NO.: 6-11-16 FILE: X:\ParkCitySurvey\dwg\Exhibits\158 main-ortho.dwg	SHEET 1 OF 1
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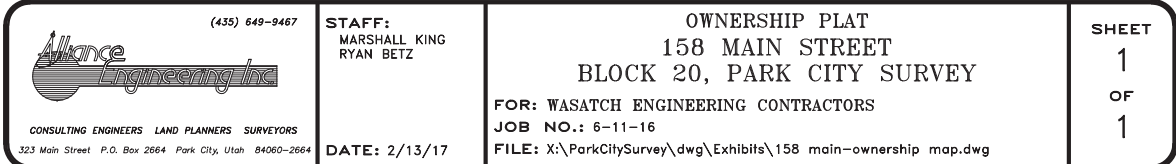


Exhibit F: Site Photographs



158 Main Street – looking northwesterly



158 Main Street – looking west



158 Main Street – looking southwesterly



158 Main Street – looking southeasterly



158 Main Street – looking east



158 Main Street – looking northeasterly

SALDARINI REPLAT-FIRST AMENDED
(PARK CITY SURVEY, BLOCK 20)

(158 MAIN STREET)

PROJECT INTENT

The property at 158 Main Street is occupied by a single family residence. The Saldarini Replat (158 Main Street) was recorded September 30, 1997. On December 20, 2004, a small parcel of land that is occupied by a portion of the residence at 158 Main Street was conveyed by the owner to the south (150 Main Street). The owner desires to remove a portion of the south lot line of the Saldarini Replat where this small parcel was deeded and unify the property into one lot of record with the ultimate goal of remodeling the existing residence.





DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

Staff recommends that the City Council holds a public hearing for the FAB Main Street Plat Amendment located at 442/444 Main Street and considers continuing the item to July 20, 2017, to allow for further project coordination.

Respectfully:

Ashley Scarff,

City Council Staff Report



Subject: FAB Main Street Plat Amendment
Author: Ashley Scarff, Planning Technician
Project Number: PL-16-03396
Date: June 29, 2017
Type of Item: Legislative – Plat Amendment

Summary Recommendations

Staff recommends that the City Council holds a public hearing for the FAB Main Street Plat Amendment located at 442/444 Main Street and considers continuing the item to July 20, 2017, to allow for further project coordination.

Description

Applicant: Frank Andrew Building, L.C., represented by JF Lanvers
Location: 442/444 Main Street
Zoning: Historic Commercial Business (HCB) District
Adjacent Land Uses: U.S. Post Office to the north; Main Street commercial uses to the west and south; Bob Wells Plaza/China Bridge structure to the east
Reason for Review: Plat Amendments require Planning Commission review and City Council approval.

Summary of Proposal

The site known as 442/444 Main Street consists of all of Lot 12, Block 23, Amended Plat of the Park City Survey, and two (2) metes and bounds parcels to the east that fall within the Millsite Reservation, according to the Summit County Recorder's Office. The applicant owns all three (3) parcels and requests to combine them into one (1) legal lot of record that will remove all interior lot lines.

The site currently contains a historic commercial building (Frank Andrew Building- FAB) constructed c. 1898 that fronts Main Street and is listed on the City's Historic Sites Inventory as a Significant structure. A non-historic rear addition was constructed in 1989, and the owner wishes to construct another addition onto the rear of the structure, within the metes and bounds parcel that fronts Swede Alley. This plat amendment is required to combine all lots into a legal lot of record to allow for further development.

On June 14, 2017, the Planning Commission forwarded a positive recommendation to the City Council.



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

The City first contracted for assistance with State lobbying services in 2009. Staff believes this relationship is critical to our continued success within elected and appointed officials of the State of Utah, both in terms of playing active “defense” on a myriad of legislative issues that would impact the quality of life for Park City residents, as well as promoting Park City and growing its positive reputation. Much of the lobbying work is conducted beyond the public eye; however, the positive results cannot be understated.

This year alone, the ability to utilize lobbying services to assist Park City municipal officials proved critical in several pieces of legislation, such as control over nightly rentals, rescinding fire sprinkler requirements, revised alcohol rules, and a host of other legislation covering local control in zoning and regulation and public safety. In addition, these services are essential for our work with a myriad of governmental agencies beyond just the Legislature, such as the executive branch and boards and commissions.

Respectfully:

Matt Dias, Asst City Manager



City Council Staff Report

Subject: State Lobbyist Services Contract
Author: Matt Dias; Katie Madsen
Department: Executive
Date: June 29, 2017
Type of Item: Administrative

Summary Recommendation

Staff recommends Council approve a new contract for state lobbying services, in a form approved by the City Attorney, with Legislative Executive Consulting, LLC (David Stewart) for \$90,000 per year beginning June 30, 2017 through June 30, 2020.

Executive Summary

The City first contracted with David Stewart for assistance with State lobbying services in 2009. Staff believes this relationship is critical to our continued success within elected and appointed officials of the State of Utah, both in terms of playing active “defense” on a myriad of legislative issues that would impact the quality of life for Park City residents, as well as promoting Park City and growing its positive reputation. Much of the state legislative process is conducted beyond the public eye prior to formal legislative session hearings so the importance of having a voice at the table in early drafting or interim committees cannot be understated.

This year alone, the ability to utilize lobbying services to assist Park City Municipal officials proved critical in several pieces of legislation, such as control over nightly rentals, rescinding fire sprinkler requirements, revised alcohol rules, and a host of other legislation covering local control in zoning and regulation and public safety. In addition, these services are essential for our work with a myriad of governmental agencies beyond just the Legislature, such as the executive branch and boards and commissions.

The Problem

Proactively and responsibly defending the disparate and varied needs of Park City at the State Legislature would require decades of experience and relationship building. Contracting for State lobbying services allows Park City to rely on the expertise of others that already work with the Legislature full time.

Background

The City’s legislative agenda is primarily defensive with regard to the stability of existing sources of revenue (property, sales and utility/energy taxes) and impacts on our citizens resulting from redistributed resources or eliminated local powers. Our proactive issues range from positive environmental initiatives to a number of issues of collective interest to cities and towns around Utah, such as local zoning and regulations.

Past State lobbying contracts have been on a calendar year. Staff recommends aligning the contract terms with the City's fiscal year. Staff conducted an RFP process and a committee reviewed two submittals. The committee recommends staying with David Stewart. This contract is an increase of \$10,000 a year from the previous contract signed three years ago.

Alternatives for City Council to Consider

- 1. Recommended Alternative:** Approve the new contract for lobbying services with Legislative Executive Consulting LLC.

Pros

- a. Park City Municipal will have proactive and responsible representation at the State level

- 2. Alternative 2:** Reject the contract for lobbying services and request staff to organize and execute an in-house lobbying program.

Cons

- a. The expertise and relationships do not currently exist within the organization to proactively and responsibly represent the Park City at the State level.
- b. It would take several years to build an effective in-house lobbying division.
- c. Long term, costs would likely exceed the costs of using an outside service, after taking into account all labor costs associated with FTEs.

- 3. Null Alternative:** Doing nothing will significantly diminish Park City's influence at the State Legislature, thereby reducing our ability to protect existing sources of revenue and maintain our proactive posture on a range of complex legislative issues.

Department Review

This report was reviewed by the Executive and Legal departments.

Funding Source

Fees for the period of the contract are \$90,000 annually and will be funded from the City Manager's Operating Budget, the Venture Fund, the Water Department, and Transportation Department.



DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

Utah Code, Title 65A-8-203. **Cooperative fire protection agreements with counties, cities, towns, or special service districts**, became effective on January 1, 2017. This supersedes the previous code section that only allowed cooperative agreements with counties for the suppression of wildfires at a shared cost. This is the culmination of several years' work by the Utah Division of Forestry, Fire and State Lands, the Utah League of Cities and Towns (ULCT), the Utah Association of Counties (UAC) and the Utah Legislature. Former Councilmember Lisa Simpson was instrumental in serving on the ULCT task force that helped craft and move this legislation forward.

This new legislation allows PCMC to enter into an agreement with FFSL for the suppression of wildfires on lands within the city limits, after the initial attack by the Park City Fire District (PCFD). Further, in return for agreeing to implement wildland fire prevention, preparedness and/or mitigation actions identified by PCMC with the approval of the respective FFSL Area Manager, FFSL will assume all the expenses of suppression of a wildfire within the city limits.

Respectfully:

Hugh Daniels,



City Council Staff Report

Subject: Cooperative Agreement Between the
Utah Division of Forestry, Fire and State Lands
and Park City Municipal Corporation
Authors: Hugh Daniels, CEM, Emergency Manager
Department: Executive – Emergency Management
Date: June 29, 2017
Type of Item: Legislative

Summary Recommendation

Request the Council authorize the Mayor to sign the Cooperative Agreement between the Utah Division of Forestry, Fire and State Lands (FFSL) and Park City Municipal Corporation (PCMC).

Executive Summary

Utah Code, Title 65A-8-203. **Cooperative fire protection agreements with counties, cities, towns, or special service districts**, became effective on January 1, 2017. This supersedes the previous code section that only allowed cooperative agreements with counties for the suppression of wildfires at a shared cost. This is the culmination of several years' work by the Utah Division of Forestry, Fire and State Lands, the Utah League of Cities and Towns (ULCT), the Utah Association of Counties (UAC) and the Utah Legislature. Former Councilmember Lisa Simpson was instrumental in serving on the ULCT task force that helped craft and move this legislation forward.

This new legislation allows PCMC to enter into an agreement with FFSL for the suppression of wildfires on lands within the city limits, after the initial attack by the Park City Fire District (PCFD). Further, in return for agreeing to implement wildland fire prevention, preparedness and/or mitigation actions identified by PCMC with the approval of the respective FFSL Area Manager, FFSL will assume all the expenses of suppression of a wildfire within the city limits.

Acronyms

FFSL	Utah Division of Forestry, Fire and State Lands
PCMC	Park City Municipal Corporation
ULCT	Utah League of Cities and Towns
UAC	Utah Association of Counties
PCFD	Park City Fire District
WUI	Wildland Urban Interface
UWRAP	Utah Wildfire Risk Assessment Portal
CWPP	Community Wildfire Preparedness Plan
IA	Initial Attack

The Problem

Under the previous legislation, only counties could enter into agreements with FFSL to develop a cost share program for the suppression of wildfires within the county. Cities were not mentioned in the code and there was disagreement among many parties as to who might be responsible for wildfire suppression costs within municipal city limits. The suppression costs for wildfires are very expensive and can quickly reach into the millions of dollars. The to-date cost for the Brian Head fire is greater than \$8.5M.

In light of Park City's Wildland Urban Interface (WUI) designation, our significant amount of open space and wildfire being one of our top disaster risks, the previous legislation made the city's position in wildfire suppression costs difficult.

Background

Under the direction of Brian Cottam, the State Forester, a paradigm shift has been made to allow counties, cities and some special service districts to transfer the cost of suppressing a wildfire to the State of Utah after the initial attack by the local fire department/district. In order to participate in such an agreement, PCMC would need to participate in wildfire prevention, preparedness, mitigation and meet some other requirements, along with the Park City Fire District. PCMC's "Participation Commitment" would need to meet the two elements established by FFSL, a wildfire risk assessment and the historic fire cost average for the City's jurisdiction. PCMC has supported Director Cottam's premise that communities need to educate and mitigate on wildfire risk and in doing so reduce the chance of devastating wildfires and in return the state will take on the burden of suppression costs for large wildfires.

The initial Participation Commitment is located on the "Utah Wildfire Risk Assessment Portal" (UWRAP). Park City's commitment for the city limits in both Summit and Wasatch counties is \$10,751 (see Attachment B). Park City can meet the commitment by direct and/or in-kind expenditures towards wildfire prevention, preparedness and mitigation. The city may not make a direct payment to the state. For the past three years, Emergency Management, Community Engagement and the Park City Fire District have been active in community outreach on wildfire preparedness, wildfire defensible space and a Community Wildfire Protection Plan (CWPP). In addition, Emergency Management, Sustainability, Building and Parks have been working on improving defensible space around city buildings and on city open space. PCMC has already met its Participation Commitment and will be able to do so easily into the future using existing programs and budget.

Analysis

Park City was instrumental in beginning the CWPP process for the Park City region in 2012 and has continued to be actively involved in preparedness, prevention and mitigation for wildfires.

In order to participate successfully in the Cooperative Agreement, PCMC must meet the following requirements on an annual basis:

- A. Be an “Eligible Entity – PCMC is a Utah municipality
- B. Adopt a CWPP within two years – Council adopted the Local CWPP on June 20, 2013
- C. Review, approve and return an Annual Participation Commitment Statement provided by FFSL – pending the adoption of the agreement
- D. Agree to implement prevention, preparedness and mitigation as identified in the CWPP and Annual Participation Commitment Statement
- E. By direct or in-kind expenditure meet the UWRAP requirement
- F. Adopt a Wildland Urban Interface Ordinance – Council scheduled to adopt on - ?
- G. Provide and Annual Participation Commitment Report

In order to participate successfully in the Cooperative Agreement the Park City Fire District must also meet requirements specific to their operations:

- A. Must have wildland fire suppression responsibility as described in Utah Code § 11-7-1 and wildland fire suppression cost responsibility and taxing authority for a specific geographic jurisdiction
- B. The fire service provider as defined in Utah Code § 65A-8-203 (2017) meets minimum standards for wildland fire training, certification, and equipment based on nationally accepted standards as specified by FFSL in R652-122-1400 (2017)
- C. Agrees to primary responsibility for Initial Attack (“IA”). IA is defined as actions taken by the first resources to arrive at any wildland fire incident
- D. Agrees to financial responsibility for all IA costs except aviation assets, which are the responsibility of the State
- E. Agrees to the delegation of fire management authority and transfer of fiscal responsibility as outlined by the Agreement
- F. Meets all Wildland fire Training and Certification and Wildland fire Response Equipment Standards as outlined by the Agreement

The PCFD meets all the requirements as outlined above and in the Agreement and is willing to update our Interlocal Agreement (ILA) to specific these requirements. The update ILA is in process and should be back before the Council in the coming weeks.

Alternatives for City Council to Consider

Recommended Alternative: Request the Council authorize the Mayor to sign the Cooperative Agreement between the Utah Division of Forestry, Fire and State Lands (FFSL) and Park City Municipal Corporation (PCMC).

Pros

- a. Shifts the costs of wildfire suppression to the State beyond Initial Attack
- b. Supports existing city programs in WUI preparedness, prevention and mitigation
- c. Utilizes current expenditures to meet UWRAP requirements
- d. Removes conflicts within current state statute on responsible parties for wildfire suppression costs

- e. Staff believes that the requirements under the agreement are very reasonable for the reduced monetary risks to the City

Cons

- a. Additional administrative work for one or more departments to meet the requirements for Statements and Reporting
- b. No direct control over the PCFD meeting its requirements under the Agreement without an ILA

Null Alternative: Council may chose not to adopt the proposed Cooperative Agreement.

Pros

- a. No staff time required to meet the requirements
- b. No need to continue WUI programs should the City decide it is not a priority

Cons

- a. Puts the City at potentially significant risk of covering large wildland fire suppression costs
- b. Changes course on significant work the City has done on the CWPP, WUI mitigation and community outreach

Other Alternative: Council may choose to modify the Agreement.

Pros

- a. May change the Agreement to terms that the Council prefers.

Cons

- a. Delays the start date of the Agreement
- b. The Utah Attorney General's Office has indicated they are not willing to change the terms from the proposed agreement

Furthering the Goals of the General Plan

Under the Natural Resources section of the General Plan, this Agreement is consistent with Goal #4.1 and Goal #6.1, "Protect natural areas critical to biodiversity and healthy ecological function" and "Prepare for probable scenarios that could threaten health, welfare, and safety of residents. Implementation of climate adaptation strategies is necessary to become more resilient to wildfire, flood, and drought.

Department Review

Emergency Management, Park City Fire District, Legal, Executive

Funding Source

Funding used to meet the requirements of the Agreement will come out of existing approved budgets. However, Council should be aware that additional funding for wildfire mitigation specifically for publicly owned open space may need to be addressed in future budget discussions.

Attachments

- A. Cooperative Agreement Between the Utah Division of Forestry, Fire and State Lands and Park City Municipal Corporation
- B. Utah Wildfire Risk Assessment Portal (UWRAP) Maps for PCMC

Attachment A

COOPERATIVE AGREEMENT BETWEEN THE UTAH DIVISION OF FORESTRY, FIRE AND STATE LANDS AND PARK CITY MUNICIPAL CORPORATION

This agreement shall become effective on _____, 2017 and is intended to continue for five years from the date of the last authorized signature and may only be amended by mutual written agreement of the parties. In the event of disagreement between this agreement and any statute or regulation, the statute or regulation shall control. No waiver of any terms of this agreement will be valid unless in writing in accordance with R652-122-200 (2017).

SECTION I: RECITALS AND GLOSSARY OF TERMS

- A. Pursuant to Utah Code § 65A-8-203 (2017), this Cooperative Agreement is required for a county, municipality, or certain other eligible entity (“Participating Entity”) and the State of Utah, Division of Forestry, Fire, and State Lands (“FFSL”)(collectively “parties”) to cooperatively discharge their joint responsibilities for protecting non-federal land from wildland fire.
- B. Glossary of Terms
1. Annual Participation Commitment Report – a report prepared by the Participating Entity detailing the expenditures and activities conducted in compliance with the Participation Commitment during the past fiscal year.
 2. Cooperative Agreement – an agreement between FFSL and an Eligible Entity wherein the Eligible Entity agrees to meet a Participation Commitment and provide Initial Attack for wildland fire, and FFSL agrees to pay for wildland fire suppression costs following a Delegation of Fire Management Authority as found in Utah Code § 65A-8-203.1 (2017), as well as all aviation asset costs charged to the incident.
 3. Eligible Entity – as defined in Utah Code § 65A-8-203 (2017), a county, municipality, special service district, local district, or service area with wildland fire suppression responsibility as described in Utah Code § 11-7-1 and wildland fire suppression cost responsibility and taxing authority for a specific geographic jurisdiction; or, with approval by the FFSL director, a political subdivision established by a county, municipality, special service district, local district, or service area that is responsible for providing wildland fire suppression services and paying for the cost of wildland fire suppression.
 4. Extended Attack – actions taken in response to wildland fire after Initial Attack.

Cooperative Agreement
Park City Municipal Corporation
[Effective Date]
Page 1 of 10

5. Initial Attack –actions taken by the first resources to arrive at any wildland fire incident. Initial actions may be size-up, patrolling, monitoring, holding action, or aggressive suppression action. All wildland fires that are controlled by suppression forces undergo initial attack. The kind and number of resources responding to initial attack varies depending on fire danger, fuel type, values to be protected and other factors. Generally, initial attack involves a small number of resources and the incident size is small. Regardless of fire type, location, or property/resources being threatened, firefighter and public safety is always the highest priority. (NWCG Wildland Fire Incident Management Field Guide, 2013)
6. Participation Commitment – prevention, preparedness, and mitigation actions and expenditures undertaken by a Participating Entity to reduce the risk of wildland fire and meet the intent of Utah Code § 65-A-8-202 (2017) and Utah Code § 65-A-8-202.5(2017).
7. Annual Participation Commitment Statement – a statement prepared by FFSL and sent to the Participating Entity detailing the Participation Commitment for the upcoming fiscal year.
8. Participating Entity – an Eligible Entity with a valid Cooperative Agreement.

SECTION II: CERTIFICATION OF QUALIFICATIONS

FFSL and the Participating Entity certify that the following qualifications have been met:

- A. The Participating Entity is a county, municipality, or other Eligible Entity.
- B. The Participating Entity agrees to adopt within 2 years of signing this agreement, and update within five years of signing this agreement, a Community Wildfire Preparedness Plan (“CWPP”) or an equivalent wildland fire preparedness plan with approval from FFSL.
- C. The Participating Entity’s fire department or fire service provider as defined in Utah Code § 65A-8-203 (2017) meets minimum standards for wildland fire training, certification, and equipment based on nationally accepted standards as specified by FFSL in R652-122-1400 (2017).
- D. FFSL has provided an Annual Participation Commitment Statement and the Participating Entity has reviewed, approved, and returned the signed Annual Participation Commitment Statement to FFSL before the start of the Participating Entity’s fiscal year.
- E. The Participating Entity agrees to implement prevention, preparedness, and mitigation actions, which are identified in their CWPP and lead to reduction of wildfire risk, according to their Annual Participation Commitment Statement.
- F. The Participating Entity is not ineligible for a Cooperative Agreement pursuant to R652-122-200 (2017), R652-121-400 (2017), or R652-121-600 (2017).

- G.** If the Participating Entity is a county or has jurisdiction over unincorporated private land, the county in question has adopted a wildland fire ordinance based on minimum standards established by FFSL in R652-122-1300 (2017).
- H.** If the Participating Entity is a county or has jurisdiction over unincorporated private land, the county in question has a designated fire warden as described in Utah Code § 65A-8-209.1 (2017) and has entered into a County Warden Agreement (Addendum A).

SECTION III: PARTICIPATION COMMITMENT

FFSL and the Participating Entity agree to the following provisions:

A. Participation Commitment

- 1.** The Participating Entity agrees to fulfill a Participation Commitment as contained in R652-122-800 (2017) and R652-122-200(6)(c) (2017).
- 2.** The Participation Commitment includes prevention, preparedness, and mitigation actions identified in an FFSL-approved CWPP or equivalent wildland fire preparedness plan.

B. Participation Commitment Expenditures and Activities

- 1.** The Participation Commitment may be met through either direct expenditures or in-kind activities.
 - a.** Direct expenditures include funds spent by the Participating Entity to implement wildland fire prevention, preparedness or mitigation actions identified in Addendum B or with the approval of the Participating Entity's respective FFSL Area Manager.
 - b.** In-kind activities include wildland fire prevention, preparedness or mitigation efforts identified in Addendum B or with the approval of the Participating Entity's respective FFSL Area Manager.
 - i.** In-kind expenditures are valued at the rate calculated by the "Independent Sector" (<https://www.independentsector.org/>), the same source used for FFSL's Fire Department Assistance Grant program.
 - c.** Participation Commitment cannot be met through direct payment to the State.
- 2.** FFSL staff (e.g., County Warden, WUI Coordinator, FMO, or Area Manager) may assist the Participating Entity with identifying valid Participation Commitment actions and activities based on the Participating Entity's FFSL-approved CWPP or equivalent wildfire preparedness plan.

C. Participation Commitment Accounting and Reporting

- 1.** The Participating Entity is responsible for accounting for its respective Participation Commitment activities and expenditures.
 - a.** Beginning January 1, 2016, all qualifying Participation Commitment expenditures and activities count toward the Participating Entity's first full fiscal year Participation Commitment.
 - b.** The value of Participation Commitment expenditures and activities may, in certain instances, "carry-over" to the next fiscal year with the approval of the respective FFSL Area Manager.
 - i.** The value of capital improvement projects--typically, large "preparedness-type" projects--can carry-over for five years, with no single project's value accounting for more than 25% of the Participating Entity's total Participation Commitment for any of those years. This is the same 25% annual maximum that applies to all preparedness activities as noted on Addendum B.
 - ii.** All other non-capital improvement actions (e.g., a large fuels reduction project) can carry over for three years. No maximum value applies to mitigation actions as described in Addendum B.
 - iii.** It is the responsibility of the Participating Entity to receive approval from their respective FFSL Area Manager in advance of pursuing a carry-over
 - iv.** It is the responsibility of the Participating Entity to account for, track and report in their annual Participation Commitment Report the carry-over from year to year.
- 2.** The Participating Entity agrees to provide an Annual Participation Commitment Report detailing the Participation Commitment activities and expenditures to their local FFSL Area Office at the conclusion of the Participating Entity's fiscal year (via the County Fire Warden) for annual review and approval by FFSL.
 - a.** FFSL shall have the right to review and verify records related to the Participation Commitment. FFSL shall also have the right to deny unverifiable or incorrect records.

D. Annual Participation Commitment Statement

- 1.** In advance of a Participating Entity's fiscal year, FFSL will send the Participating Entity an Annual Participation Commitment Statement.
- 2.** In order to continue participation for the Participating Entity's upcoming fiscal year, the Participating Entity's executive officer must approve, sign and return the Annual Participation Commitment Statement to FFSL by the due date contained in the

Statement. Failure to do so will terminate this agreement at the conclusion of the Participating Entity's current fiscal year.

3. The Annual Participation Commitment Statement is based on the Participating Entity's fiscal year, and the corresponding Participation Commitment must be met throughout the Participating Entity's next fiscal year.
 - a. For counties, the first year of Participation Commitment will be FY 2017, starting January 1, 2017.
 - b. For cities and towns, the first year of Participation Commitment will be FY 2018, starting July 1, 2017.
 - c. For any other Participating Entity, the fiscal year may vary, so the first year of Participation Commitment will begin at the start of each Participating Entity's fiscal year.

E. Participation Commitment Calculation

1. The Participation Commitment is based on two elements, a wildfire risk assessment by acres ("Risk Assessment") conducted by FFSL, and the historic fire cost average ("Fire Cost Average") in each Participating Entity's jurisdiction.
 - a. The Risk Assessment is determined by FFSL's "Utah Wildfire Risk Assessment Portal" (UWRAP), which will be updated as data sources, technology and funding allow.
 - b. The Fire Cost Average is based on historic suppression costs accrued by a Participating Entity. Only wildland fire suppression costs accrued and paid by the State on behalf of a Participating Entity are counted toward that entity's historic fire cost average. This includes State-paid costs after a Delegation of Fire Management Authority and Transfer of Fiscal Responsibility has occurred.
 - i. The Fire Cost Average is calculated on a rolling ten-year average, dropping the highest and lowest cost years and adjusting for inflation (using the Consumer Price Index); therefore, each ten-year average will have eight data points.
 - ii. The Fire Cost Average will only include State-paid suppression costs for areas for which the Participating Entity has fire suppression responsibility and taxing authority.
2. FFSL will calculate the Participation Commitment for the Participating Entity according to the formula found in R652-122-300 (2017), R652-122-400 (2017) and R652-122-500 (2017).

F. Participation Commitment Appeals

1. Decisions related to the Participation Commitment may be informally appealed to the State Forester.

SECTION IV: INITIAL ATTACK, DELEGATION OF FIRE MANAGEMENT AUTHORITY, TRANSFER OF FISCAL RESPONSIBILITY, and EXTENDED ATTACK

A. Initial Attack

1. The Participating Entity agrees to primary responsibility for Initial Attack (“IA”). IA is defined as actions taken by the first resources to arrive at any wildland fire incident. Initial actions may be size-up, patrolling, monitoring, holding action, or aggressive suppression action. All wildland fires that are controlled by suppression forces undergo initial attack. The kind and number of resources responding to initial attack varies depending on fire danger, fuel type, values to be protected and other factors. Generally, initial attack involves a small number of resources and the incident size is small. Regardless of fire type, location, or property/resources being threatened, firefighter and public safety is always the highest priority (NWCG Wildland Fire Incident Management Field Guide, 2013).
2. Effective wildland fire IA will be determined by FFSL based on the definition above and pursuant to Utah Code § 65A-8-202 (2017), defined as what is reasonable for the entity.
3. The Participating Entity agrees to financial responsibility for all IA costs except aviation assets, which are the responsibility of the State.
4. FFSL agrees to financial responsibility for all costs of aviation assets, including both IA and extended incidents.
 - a. Aviation assets on initial run cards as established by the State will not:
 - i. be counted towards a Participating Entity’s historic fire cost average for purposes of annually calculating the Participating Entity’s Participation Commitment; and,
 - ii. cause the Delegation of Fire Management Authority or Transfer of Fiscal Responsibility.

B. Delegation of Fire Management Authority and Transfer of Fiscal Responsibility

1. Delegation of Fire Management Authority and Transfer of Fiscal Responsibility (“Delegation”) occur simultaneously with one of the following events:
 - a. State or federally owned lands are involved in the incident; or,

- b. firefighting resources are ordered through an Interagency Fire Center (beyond “pre-planned dispatch”); or,
 - c. at the request of the Participating Entity having jurisdiction by the local fire official on scene; or,
 - d. by decision of the State Forester after consultation with local authorities.
- 2. Delegation to FFSL means FFSL or its designee becomes the primary incident commander, in a unified command environment with the agency having jurisdiction.

C. Extended Attack

- 1. Upon Delegation a timestamp will be recorded via radio with the Interagency Fire Center servicing the incident.
- 2. Delegation documentation will be signed by all parties on the incident organizer and resource needs will be reevaluated in the transition from initial to extended attack.
- 3. This timestamp will also be reflected on the Crew Time Reports (CTR)/Shift Ticket of all resources that are not covered by a no-cost local agreement, such as an automatic aid system or other inter-local agreement.
- 4. At the time of the Delegation, a new CTR/Shift Ticket will be started for all resources to be used in the extended attack effort.
- 5. FFSL agrees to be financially responsible for the wildland fire suppression costs beyond IA if a Delegation occurs and the Participating Entity meets the terms of Code, Rule and this Agreement.

SECTION V: WILDLAND FIRE RESPONSE TRAINING, CERTIFICATION AND EQUIPMENT STANDARDS

A. Wildland Fire Response Training and Certification

- 1. FFSL prefers certification by the Utah Fire Certification Council as Wildland Firefighter I as certified by the Utah Fire and Rescue Academy (UFRA).
- 2. At a minimum, the Participating Entity will ensure that firefighters providing Initial Attack to wildland fire within the Participating Entity’s jurisdiction will be trained in NWCG S130 Firefighter Training and S190 Introduction to Wildland Fire Behavior. FFSL also recommends S215 Wildland Urban Interface Firefighting Operations.
 - a. This includes firefighters who are directly involved in the suppression of a wildland fire; firefighters on scene who have supervisory responsibility or decision-making authority over those involved in the suppression of a wildland

fire; or individuals who have fire suppression responsibilities within close proximity of the fire perimeter.

- b.** This does not include a person used as a courier, driver of a vehicle not used for fire suppression, or a person used in a non-tactical support or other peripheral function not in close proximity to a wildland fire.
 - c.** Upon the Delegation of Fire Management Authority, Firefighters not certified by the Utah Fire Certification Council as Wildland Firefighter I will be released from Initial Attack or reassigned to other firefighting duties.
 - d.** FFSL reserves the right to reevaluate these requirements.
- 3.** The Participating Entity will ensure that firefighters providing Initial Attack to wildland fire within the Participating Entity's jurisdiction will complete RT130 Annual Fireline Safety Refresher Training prior to each statutory "closed fire season" as found in Utah Code § 65A-8-211(2017).
- 4.** In order to be eligible for state reimbursement for wildland fire suppression response outside of its jurisdiction, a Participating Entity's firefighters and fire departments must follow the qualifications outlined in the FFSL Memorandum of Understanding.

B. Wildland Fire Response Equipment Standards

- 1.** The Participating Entity will ensure that engines, water tenders, hand tools, and water handling equipment used for response to wildland fire on non-federal land within the Participating Entity's jurisdiction will meet the standard for the type of equipment as determined by the National Wildfire Coordinating Group and/or as indicated in FFSL's annual Fire Department Manual.

SECTION VI: WILDLAND FIRE COST RECOVERY LEGAL ACTIONS

- A.** Pursuant to Utah Code § 65A-3-4, the Participating Entity agrees to initiate a civil action to recover suppression costs incurred by the Participating Entity and the State of Utah on non-federal land within the Participating Entity's jurisdiction for wildland fire caused negligently, recklessly, or intentionally.
- B.** Counsel for FFSL will provide assistance with these actions.
- C.** Any costs recovered may reduce the Participating Entity's Historic Fire Cost Average and Participation Commitment.

SECTION VII: BREACH OF THIS AGREEMENT

- A.** If, at the end of a fiscal year, FFSL determines that the Participating Entity has not complied with the terms of this agreement, including but not limited to, failing to comply with the Participation Commitment or failing to comply with the terms stated in Utah Code § 65A-8-203(4) (2017), the entity will be placed on Probation Status by FFSL and given notice of this decision, the reasons for this decision, and actions required to remove Probation Status. A decision to place the Participating Entity on Probation Status may be appealed to the State Forester. The State Forester may conduct an investigation, hold an informal hearing, and/or request further information from the Participating Entity and/or the Division.
- B.** During Probation Status, the Participating Entity may continue to receive assistance as provided in this Cooperative Agreement, but the Participating Entity must come into compliance with the Cooperative Agreement by the end of the fiscal year.
- C.** If the Participating Entity comes into compliance with the Cooperative Agreement by the end of the first Probation Status fiscal year, the Probation Status shall be lifted.
 - 1.** If the reason for the Probation Status is that the Participating Entity has failed to fulfill its Participation Commitment during the previous fiscal year, the Participating Entity must fulfill the Participation Commitment for the previous year, as well as the Participation Commitment for the current fiscal year by the end of the fiscal year in order to have its probation status lifted.
 - a.** If during the first Probation Status year, the Participating Entity fulfills its Participation Commitment for the previous fiscal year, but not for the first Probation Status year, the Probation Status may be extended for a second fiscal year.
 - b.** If during the second Probation Status year, the Participating Entity fails to fulfill the Participation Commitment for both the first and second Probation Status years, the Cooperative Agreement shall be revoked as specified in subsection VII(B) herein below.
 - c.** Participation Commitment expenditures and actions shall be credited towards the outstanding obligation before being credited to the current obligation.
 - d.** If the Participating Entity does not come into compliance with the terms of this Cooperative Agreement by the end of the first Probation Status fiscal year (or second Probation Status fiscal year if the non-compliance is failure to meet the Participation Commitment), this Cooperative Agreement shall be revoked pursuant to Utah Code § 65A-8-203(5)(b)(ii) (2017) and the entity shall not be eligible for assistance from the Wildland Fire Suppression Fund and shall be

responsible for wildland fire suppression costs within its jurisdiction pursuant to Utah Code § 65A-8-203.2 (2017)

If a Participating Entity revokes this agreement or if FFSL revokes this agreement for cause, the participating entity shall only be allowed to enter into a new cooperative agreement pursuant to R652-121-600 (2017).

UTAH DIVISION OF FORESTRY, FIRE, AND STATE LANDS

Authorized Signature

Date

Title

APPROVED AS TO FORM

Assistant Attorney General

PARK CITY MUNICIPAL CORPORAITON

Authorized Signature

Date

Title

APPROVED AS TO FORM

City Attorney

Utah Wildfire Risk Assessment Park City

Derived from www.UtahWildfireRisk.com

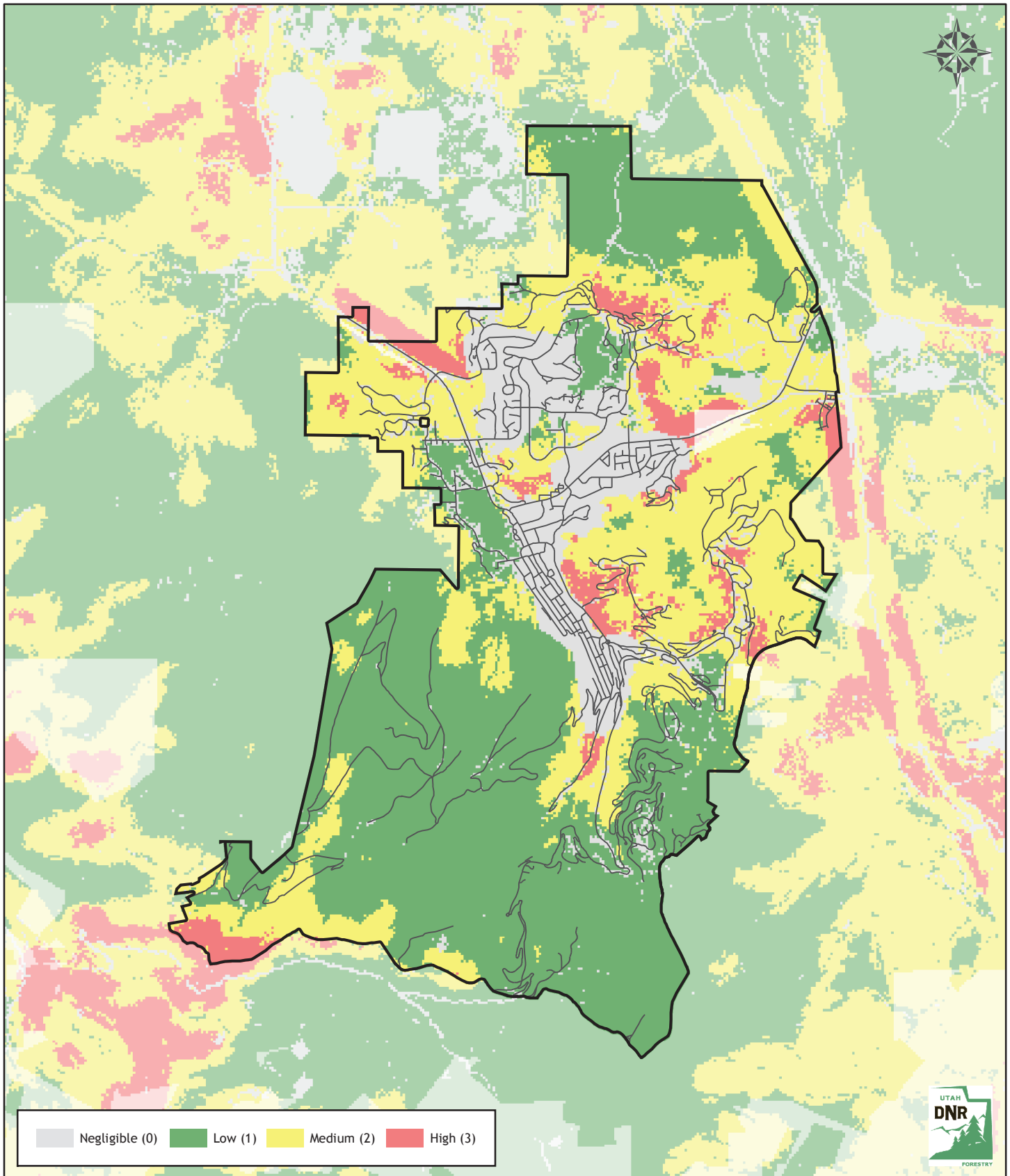
Medium: \$2.00/acre, High: \$3.50/acre

Low Risk: 8,009 Acres (62%)

Medium Risk: 4,186 Acres (33%) - \$8,372

High Risk: 680 Acres (5%) - \$2,380

Participation Commitment Total: \$10,751



0 0.75 1.5 3 Miles

1:65,000

Utah Wildfire Risk Assessment Park City

Derived from www.UtahWildfireRisk.com

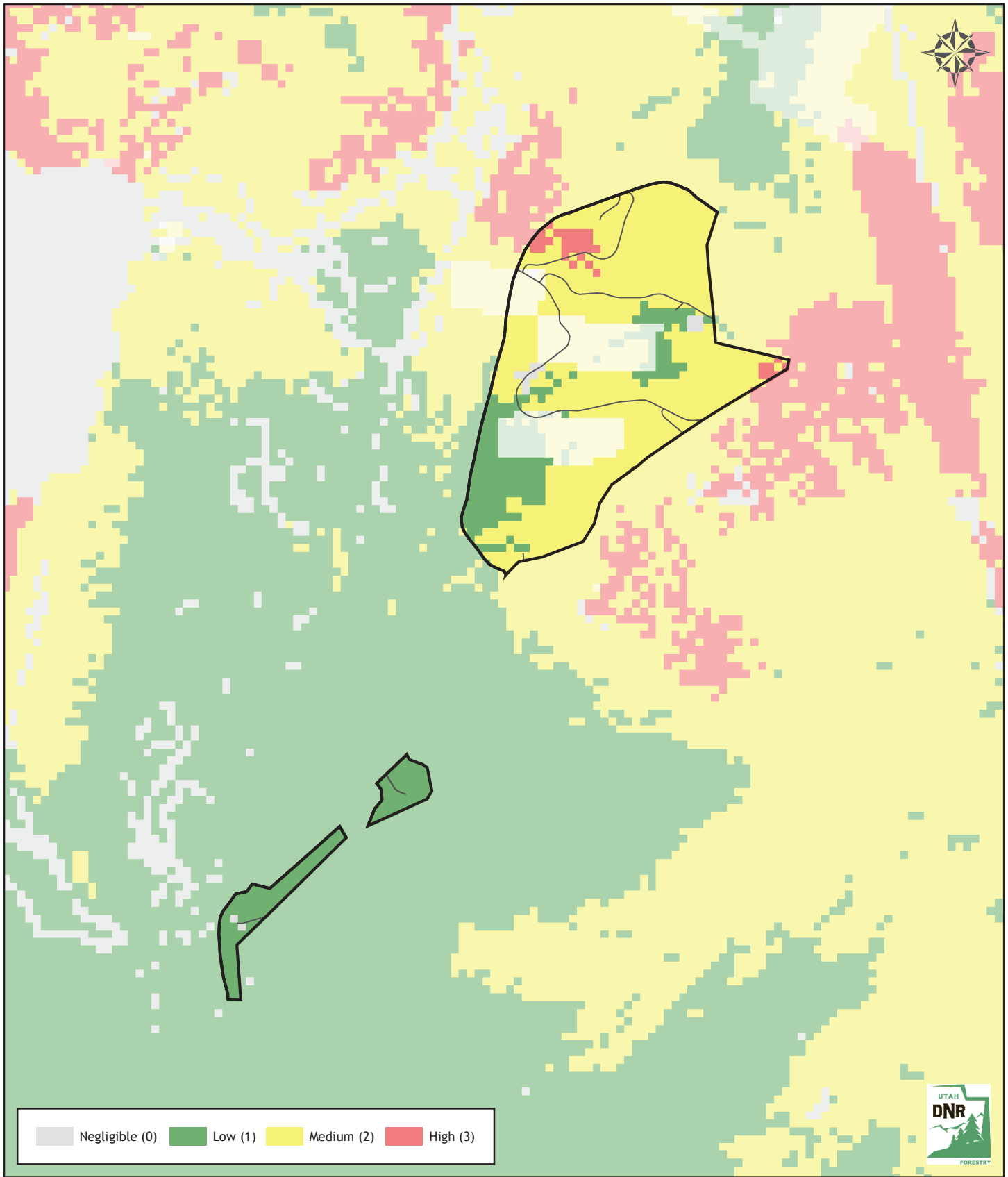
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Low Risk: 8,009 Acres (62%)

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High Risk: 680 Acres (5%) - \$2,380

Participation Commitment Total: \$10,751



0 0.275 0.55 1.1 Miles

1:20,000





DATE: June 29, 2017

TO HONORABLE MAYOR AND COUNCIL

Motherlode LLC is a retail shop and screen printing location on Main Street which offers both direct to consumer retail sales and custom wholesale printing to various businesses. They are seeking a \$20,000 grant to attempt to hire new employees, increase marketing outreach, and make retail improvements to their current store.

Staff is recommending a grant in the amount of \$11,600 towards hiring new employees and advancing partnerships and initiatives with other surrounding Park City businesses and to make improvements to their existing store to improve retail sales. This recommendation is based on the applicant's ability to meet the City's Economic Development Grant Criteria. This recommendation will be addressed at a public hearing at Park City council on June 29th.

Respectfully:

Jonathan Weidenhamer, Economic Development Manager



Main Street Redevelopment Authority Staff Report

Subject: Economic Development Grant Application –
Motherlode LLC

Authors: Andrew Bunt, Economic Development Intern
Jonathan Weidenhamer, Economic Development Manager

Department: Economic Development

Date: June 29th, 2017

Type of Item: Administrative - Award of Economic Development Grant

Summary Recommendations:

Staff recommends City Council approve an Economic Development Grant Contract in the amount of \$11,600 for Motherlode LLC in a form approved by the City Attorney.

Executive Summary:

Motherlode LLC is a retail shop and screen printing location on Main Street which offers both direct to consumer retail sales and custom wholesale printing to various businesses. They are seeking a \$20,000 grant to attempt to hire new employees, increase marketing outreach, and make retail improvements to their current store.

Staff is recommending a grant in the amount of \$11,600 towards hiring new employees and advancing partnerships and initiatives with other surrounding Park City businesses and to make improvements to their existing store to improve retail sales. This recommendation is based on the applicant's ability to meet the City's Economic Development Grant Criteria. This recommendation will be addressed at a public hearing at Park City council on June 29th.

The Opportunity:

The City Council expanded the funding in the Grant program in fiscal year 2015 to better align economic development resources with their goals. This grant, given to applicants deemed aligned with the many goals and initiatives of the City, will give the financial assistance necessary for businesses to grow themselves in a way aligned with stated City desired outcomes. Since the grant program has been created, grant monies have gone towards businesses that have added to the character of Park City, including the mountain-tech startup Avatech, the outdoor recreation retailer Anomaly Action Sports, and Ritual chocolate, a café, retail, and chocolate shop. Without the funding of the economic grant, many of benefits of the businesses that are now found to be a substantive part of the Park City community might not be seen. This grant will provide assistance in the expansion of an existing small business in Park City.

Background:

Grant Program

In 2006 Park City created an Economic Development Grant program that awards up to \$20,000 annually for business relocation or startup costs. In 2014, the criteria were updated to include using the grant to aid with business expansion costs. City Council

has awarded the full amount almost every year, usually to one recipient, but in some cases the money has been split between multiple applicants.

As part of the 2016 Fiscal Year budget, Council also approved an increase in the funding for the Economic Development Grant Program to \$50,000 annually. The funding comes from three sources: General Fund (\$10,000), Lower Park Redevelopment Agency (\$20,000), and the Main Street Redevelopment Agency (\$20,000). The funding from the two redevelopment agencies must be spent within the funding districts. As part of that update the Economic Development Grant Policy was also updated to expand the evaluative framework to include the City's General Plan and Biennial Strategic Plan and expanded eligibility to include Business Expansion Assistance. The process was also updated to review any grant application at the end of the quarter they applied.

The Motherlode Grant application was received on March 31, 2017 and will be reviewed under these criteria (Exhibit C).

In only one case, a Grant for Avatech was awarded over multiple fiscal years (2016, 17, and 18). This award was based on the limited funding source and location of the business (the business in Prospector Square was only eligible for general fund money, which is limited to \$10,000 annually).

On June 15, 2017, Council adopted further updates to the Economic Grant policy that further align the criteria with critical Council goals (Exhibit D).

Company Background

Motherlode is a wholesale/retail company that offers products ranging from custom apparel, t-shirts, and other clothing to menus, signs, high quality canvas prints and car decals. Motherlode was founded by Jesse Santularia and Alex Lowe after visiting Big Sky, Montana. They noted that Big Sky had a store that offered unique, custom screen printed souvenir designs rather than the traditional, cloned products offered at most ski resort towns. Beginning the company after this trip, Motherlode has now expanded offering both Motherlode to consumer retail options as well as Motherlode to business wholesale printing. Their designs focus on being unique and Park City centric, while also allowing the option of personal design input from customers to create for them their perfect custom piece.

Motherlode Application

On March 31, 2017 staff received a grant proposal from Alexandra Lowe and Jesse Santaularia, Co-Founders and Operating Partners of Motherlode LLC. They seek the Grant to aid in their plan of expanding their current Motherlode store as well as their long term plan of creating separate wholesale and retail locations on Main Street. A panel of staff including the Economic Development department, Planning Director, Capital, Debt and Grants Budget Manager and Council Liaisons Becca Gerber and Andy Beerman reviewed the application.

Their proposal is to increase community and business marketing and hiring new employees to facilitate growth into new locations. Their proposed use of funds is seen below:

ED Grant Funding Allocations			
	ED Grant Contribution	Motherlode Contributions	City ROI
MARKETING			
Strategic partnerships with businesses around town- marketing material spend [rack cards, discount coupons, shirt give aways etc.]	\$700	\$700	Increased Motherlode retail sales = direct increase in sales tax contribution
Park City Newspaper ad	\$300	\$300	Increased Motherlode retail sales = direct increase in sales tax contribution Ad dollars support Park City Record
KPCW advertising	\$600	\$600	Increased Motherlode retail sales = direct increase in sales tax contribution Ad dollars support KPCW [non profit]
Consumer engagement activations in Marriott plaza - bands, outdoor screen printing experiences, local artist spotlights, etc.	\$1,500	\$1,500	Increased Motherlode retail sales = direct increase in sales tax contribution Activations help other surrounding local business- Little Donuts, PC Sport, Paint Mixer, Reefs, Bodega + other lower Main businesses Activations showcase local artists within community
STAFFING			
2 Part time staff [hired immediately]	\$5,000	\$20,000 plus annually	part time jobs with potential to turn into full time careers as Motherlode grows
1 full time account manager [hired in June]	\$10,000	\$30,000 plus annually	Career type job within city limits, benefits, tax payments, etc.
RETAIL IMPROVEMENTS			
New computer - for 'design bar' area- to facilitate customers in designing their own shirts	\$1,000	\$200	Increased Motherlode retail sales = direct increase in sales tax contribution
New art work, purchased from local artists Art used for prints and shirts	\$900	\$400	Supporting local art and culture New designs = more purchases = increased sales tax revenue
TOTAL	\$20,000	\$53,700 plus	

The summary of the requested distribution of grant funds of \$20,000 is:

- \$3,100 towards general marketing and community outreach;
- \$15,000 towards the hiring of one full time employee and two part time positions;
- \$1,900 to retail improvements such as a new computer for customer use and local art pieces for designs / decoration.

The summary of the recommended distribution is:

- \$2,200 towards Strategic Partnerships, Consumer Engagements and supporting Community Sustainability;
- \$7,500 towards hiring a full time account manager;
- \$1,900 for retail improvements.
- \$11,600 total

Alternatives for City Council to Consider

- 1. Recommended Alternative:** Approve a one-time grant in the amount of \$11,600 for business expansion purposes.

Pros

- a. Supports expansion and retention of an existing small business in Park City;
- b. The business is locally owned;
- c. Consistent with stated goals of general plan.

Cons

- a. It is under the amount requested – may reduce expansion and other marketing / retail improvement opportunities.

Consequences of Selecting This Alternative

This amount will be intended to be used towards the hiring of new employees and the cost associated with varying partnerships and events with other local businesses. Even though not the full amount, this portion of awarded grant money will assist with these expansion costs.

- 2. Alternative:** Deny the grant request.

Pros

- a. Would provide a firm stance on strict adherence to the ED Grant criteria for supplying the award

Cons

- a. Motherlode may have difficulties in following up with current expansion plans;
- b. Full-time position may be reduced if less funding aid is received

- 3. Alternative:** Award another amount.

Pros

- a. Supports expansion and retention of an existing small business in Park City;
- b. The business is locally owned;
- c. Consistent with stated goals of general plan.

Cons

- a. A lesser amount may preclude certain parts of planned expansion.

Analysis

Motherlode LLC Grant Application – Public notice of the Council's consideration of this contract was published on June 14, 2017. We have received no input on the matter.

The Motherlode Grant application was received on March 31, 2017 and will be reviewed under the criteria adopted with the FY 2016 budget (Exhibit C).

Staff analysis according to criteria is included in *italics*.

Criteria #1 – The organization must demonstrate a sound business plan that strongly supports prioritized Goals of the current City Economic Development Plan.

The hiring of one full time employee, as well as the plan to use part of the grant to strategically partner with businesses and host promotional events was seen as in line

with the community goals. The strategic partnerships with businesses gives an opportunity for Park City businesses to form a network with one another, and the promotional events outlined have the ability to capture the unique, small town character in their events that is desired in many of our special events today.

Criteria #2 – Organizations must commit to and demonstrate the ability to do business in the City limits no less than three years. Funding cannot be used for one-time events.
Motherlode currently has a 41 month lease in their current location, showing a commitment for at least that amount of time. In addition to this, Motherlode has also cited over 40 partnerships with businesses and organizations for both marketing and sales purposes, as well as a projected \$134,000 profit after 3 years of business.

Criteria #3 — The organization must produce items or provide services that are consistent with the Economic Development Work Plan and be consistent with the City's General Plan and enhance the safety, health, prosperity, moral well-being, peace, order, comfort, or convenience of the inhabitants of the City. The organization must demonstrate there is more identifiable benefits than detriment when weighed against the balanced goals of the General Plan through the attached score sheet as well as identify areas where the proposal is consistent or inconsistent with the City's biennial strategic plans. the proposal is consistent with the World Class, Multi-Seasonal Resort Destination Biennial Strategic Plan Key Strategy of Pursuing Development and Redevelopment Consistent with the General Plan and specific Area Plans as well as the Desired Outcome of providing unique and diverse businesses.

Staff found that Motherlode offered a unique, Park City centered product that many other retailers did not. In addition to this, Motherlode has made a commitment to eco friendly and sustainable inks, fabrics, chemicals, and lights used in their products and store. The Motherlode designs have also been incorporated to support many of the Park City community issues, such as Save Bonanza Flats and the Park City Copyright campaign. They have also agreed to join the Recycle Utah community to demonstrate their commitment to their environmentally friendly focus. Internally they have committed an initiative to reduce the car trips to work by 30%, by both encouraging employees to take alternative modes of transit and committing a daily walk to work.

Criteria #4 – Fiscal Stability and Other Financial Support: The organization must have the following: (1) A clear description of how public funds will be used and accounted for; (2) Other funding sources that can be used to leverage resources; (3) A sound financial plan that demonstrates managerial and fiscal competence.

Motherlode has cited over 40 partnerships with businesses and organizations around Park City generating over \$100,000 in sales. The financial plan provided demonstrates 25% annual revenue growth for the next three years, giving a final profit of \$134,000.

Criteria #5 – Can forecast at the time of application an ability to achieve direct or indirect economic/tax benefits equal to or greater than the City's contribution.

Motherlode Financial Projections			
	Expected Growth	Apprx. Gross Sales	7.95% Sales Tax [not all direct*]
2016/17	N/A	\$200,000	\$15,900
2017/18	on target for 50%	\$300,000	\$23,850
2018/19	min 25%	\$375,000	\$29,812
2019/20	min 25%	\$468,750	\$37,266

Criteria #6 – The organization should show a positive contribution to diversifying the local economy by increasing year-round business opportunities, creating new jobs, and increasing the local tax base. *Motherlode has shown to committing the grant money to supporting the addition of 2 part-time and one full time job within their store, as well as partnering with many surrounding organizations. Staff noted the high number of already existing retail stores that exist on Main Street, and how that may pose a problem to the future growth / success of Motherlode.*

Project Evaluation

If awarded the grant, the success of Motherlode will be measured based on deliverables stated below and in Section II of the attached, draft contract and submitted to PCMC annually by June 30 during the term of the grant. Adhering to the stated goals and usage of the grant in the application will be the measurement of the success of the grant assisting Motherlode's expansion.

These deliverables are:

- Document Sustainable Community initiatives, including:
 - Join the Recycle Utah organization community;
 - Document number or percentage of trips to/from work not taken in a single person car for both owners and staff;
 - Quantify financial support for a local community issue including but not limited to: donation discounted printing costs; or selling merchandise to raise funding for a cause.
- Hire one full-time account manager;
- Provide annual documentation regarding the growth in number and revenues from increased strategic business partnerships and consumer engagement activities;
- Document the scope and cost of retail tenant improvements with the goal of improving retail sales.

Department Review

Sustainability, Budget, Planning and Executive

Funding Source

Lower Park Avenue Redevelopment Budget

Recommendation

Staff recommends City Council approve an Economic Development Grant Contract in the amount of \$11,600 in a form approved by the City Attorney.

Exhibits

- Exhibit A Motherlode LLC Draft Grant Contract
- Exhibit B Motherlode LLC Grant Application and Proposed use of Funds
- Exhibit C Economic Development Grant Criteria
Biennial Strategic Plan Goals - <http://www.parkcity.org/Biennial Plan 15/16>
- Exhibit D Updated Grant Criteria

ECONOMIC DEVELOPMENT GRANT CONTRACT

ECONOMIC DEVELOPMENT GRANT CONTRACT BETWEEN MOTHERLODE LLC AND PARK CITY MUNICIPAL CORPORATION FOR BUSINESS RELOCATION

THIS AGREEMENT is made and entered into this _____ day of June, 2017, by and between MOTHERLODE LLC, a Utah limited liability company, (hereinafter "MOTHERLODE") and **PARK CITY MUNICIPAL CORPORATION**, a Utah municipal corporation, (hereinafter "City").

WITNESSETH:

WHEREAS, as part of the budget process, the City Council appropriates Economic Development funds to contract with organizations who meet the economic development grant program requirements outlined by the City's Budget Policy;

WHEREAS, organizations must meet certain criteria in order to be eligible for an Economic Development Grant Contract;

WHEREAS, applicants are eligible to apply for an Economic Development Grant Contract year round and the City will award contracts through an application process administered by the Economic Development Grant Program Committee;

WHEREAS, pursuant to Section 10-8-2 of the Utah Code Annotated, the City Council hereby finds that the provision of City funds herein is consistent with the Park City General Plan, and provides for the safety, health, prosperity, moral well-being, peace, order, comfort, or convenience of the inhabitants of the City;

WHEREAS, notwithstanding the recitals above, the City desires to provide grant funds in exchange for positive economic impact benefit at least equal to the current fair market value to the City's contribution; and

WHEREAS, the Economic Development Grant program committee and the City Council evaluated and approved the Economic Development grant request by MOTHERLODE for assistance in hiring new employees, advancing marketing and strategic partnerships and initiatives with other surrounding Park City businesses, and to make tenant improvements to their existing store to improve retail sales.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein set forth, the sufficiency of which is hereby acknowledged, that parties agree as follows:

ARTICLE I **TERM AND ALLOCATION**

MOTHERLODE shall have an Economic Development Grant contract with a term of three (3) years. The City will allocate the full grant amount upon execution by both parties.

TOTAL amount available for allocation: \$11,600; payable in year one.

ARTICLE II
SERVICES TO THE COMMUNITY

In exchange for the City's contribution, MOTHERLODE agrees to by June 30 each year of the term of the contract:

- Document Sustainable Community initiatives, including:
 - Join the Recycle Utah organization community;
 - Document number or percentage of trips to/from work not taken in a single person car for both owners and staff;
 - Quantify financial support for a local community issue including but not limited to: donation discounted printing costs; or selling merchandise to raise funding for a cause.
- Hire one full-time account manager;
- Provide annual documentation regarding the growth in number and revenues from increased strategic business partnerships and consumer engagement activities;
- Document the scope and cost of retail tenant improvements with the goal of improving retail sales.

Both parties agree that the above service provided to the community represents a good faith exchange of current fair market value for the City's contribution.

ARTICLE III
HOLD HARMLESS/NO AGENCY

MOTHERLODE agrees to defend, indemnify, and hold harmless City, its officers, agents, and employees from and against all losses and expenses, including costs and attorney's fees, resulting from any injury, including death, to any person or damages to property of others arising out of the acts or omissions of MOTHERLODE in the performance of work under this Agreement. MOTHERLODE is an independent entity and nothing herein shall be construed to create any agency, nor employee relationship with the City.

ARTICLE IV
DISSOLUTION

On dissolution of the organization or project prior to three (3) years, any remaining funds attributable to the City shall revert to the City in a prorated amount.

ARTICLE V
RECORD KEEPING/AUDIT

MOTHERLODE agrees to keep accurate books and records of expenditures related to its operation. The City or its independent auditor reserves the right to conduct its own audit of books and records at reasonable times and places during ordinary business hours. If the grant money has not been used as agreed herein, the City shall be entitled to a full or partial refund of the grant.

ARTICLE VI
AMENDMENT

This Agreement may not be amended except by approval by City Council and an instrument in writing signed on behalf of each of the parties hereto.

ARTICLE VII
EFFECTIVE DATE

The effective date of this Agreement is the date first written above.

PARK CITY MUNICIPAL CORPORATION

Diane Foster, City Manager

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

City Attorney's Office

MOTHERLODE LLC, a Utah limited liability company

By: _____
Jesse Santaularia, Co-Founder & Operating Partner

STATE OF UTAH)
) ss.
COUNTY OF SUMMIT)

On this ____ day of June, 2017 before me, the undersigned notary, personally appeared Jesse Santaularia, allowed by law, to be the person whose name is signed on the preceding or attached document, and she acknowledged that she signed it voluntarily for its stated purpose as Co-Founder of MOTHERLODE LLC, a Utah limited liability company.

Notary Public

March 31, 2017

Jonathan Weidenhamer
Economic Development Manager
Park City Municipal Corporation



Dear Mr. Weidenhamer,

I am excited to submit Motherlode's economic development grant proposal to Park City Municipal Corporation. Motherlode has enjoyed a successful first year of business in Old Town Park City and we are hoping to receive \$20,000 in grant funding to continue to grow and expand within the Park City community.

Our proposal includes an overview of our company, our mission, our plan for growth, how we would allocate the ED grant funds, fiscal projections, and how Motherlode aligns with Park City's community goals. We believe we meet all of the ED grant criteria and positively impact:

- Park City's tourism industry
- The Old Town Neighborhood
- Year-round residents
- The local arts culture

Thank you for your consideration. Please let us know if we can supply anymore information.

Sincerely,
Alexandra Lowe
Co-Founder / Operating Partner

Motherlode Park City
710 Main St. Suite 3-104
Park City, UT 84060
435.731.7166

MOTHERLODE EXECUTIVE SUMMARY

Motherlode Beginnings

Motherlode was founded by myself [Alex Lowe] and Jesse Santaularia, after an inspiring ski trip to Big Sky, Montana. At the time, my job required traveling to various ski resorts around the country almost weekly. Consequently, I visited A LOT of mountain town t-shirt/souvenir shops. They all offered the same tchotchkes, apparel, etc. with a simple city name swap. In the spring of 2015 Jesse and I made a trip to Big Sky together and discovered something different- a shop designing and screen printing their own t-shirts in house. Their designs were all mountain nostalgia inspired and we thought a similar concept would do well in our own mountain town, Park City.

We spent the entire drive home from Big Sky researching screen printing and brainstorming. The next week we used our savings to purchase the screen printing equipment and set up shop in the garage. Within a few months, we were selling Motherlode shirts to friends and family and had inquiries about wholesale printing.

Motherlode Now

Motherlode is now a retail shop and screen printing studio on Main Street. While we've dabbled in t-shirt making birthday parties and screen printing workshops, **our two core revenue streams are: Motherlode to Consumer- retail sales and Motherlode to Businesses- wholesale printing.** This model lends well to the seasonality of Park City tourism. Our retail booms in winter and summer and the wholesale printing picks up in the spring and fall.

We're now wrapping up our first full-fledged winter of retail sales and we've learned quite a bit. Tourists AND locals alike love our product. **We print one of a kind, relevant designs on the softest fabrics with eco-friendly water based inks.** The shirts speak for themselves and the majority of guests that walk into the store make a purchase. We've already begun to see repeat customers who came into the shop during 2016 ski season and returned for a new t-shirt to commemorate their 2017 ski trip! Our biggest retail challenge is our location. While the address is technically Main Street, we are tucked away in the Marriott Village and many visitors do not realize that there are shops and restaurants in this area. We've implemented a few marketing initiatives [including partnering with hotels and bars/restaurants] but plan to majorly expand our marketing reach as we head into summer and next winter.

On the BtoB wholesale side of Motherlode, **we offer graphic design, screen printing, digital printing, and vinyl products.** We've been incredibly lucky to receive a great amount of support from businesses around town. A few of our clients include: Atticus, the Waldorf, The Cabin, Four Seasons Concierge, Riverhorse Provisions, Bodega, Alpine Collective, Beau Collective, Collies, Rock and Reillys, Washington School House, Peaks Hotel, High West Distillery, Brydge, Freshies, and the list goes on. We work with businesses to identify what branded products would work best for their marketing needs, customer needs, and staff needs. We differentiate ourselves from traditional screen printers by printing more than just apparel. We've made wood signs, wood coasters, menus, post cards, banners, and more. Our biggest challenge with wholesale is balancing account management with production. Since we are only

a two person shop we both do it all. As we continue to grow, we will definitely need to hire an account manager and a production manager.

Motherlode Down the Road

Our 3-year goal is to grow Motherlode to the point of dividing the wholesale and retail into separate spaces. They would still work symbiotically, but we would ideally turn our current space into a more industrial print shop and open a new retail location on Main Street. We would need to hire 3-6 employees for each location and set up true management teams. This type of growth would supply long-term careers for college educated locals within Old Town Park City and drive tax contributions.

MOTHERLODE MISSION

From our retail store to our wholesale products, Motherlode seeks to fill a void in Park City by offering high-quality apparel and other branded goods that elicit feelings of nostalgia, inspire creativity, and drive outdoor adventure and community awareness.

We believe in hiring local artists, printing in house with water-based inks, and using the softest fabrics available.



MOTHERLODE CORE OFFERINGS



BtoC Offerings: Retail Store

- We sell Park City and mountain themed t-shirts and sweatshirts along with other custom made souvenirs and gifts
- We create our own designs and also commission local artists to create designs
- We use the softest fabrics available and print with eco-friendly, water based inks in house
- We create and print custom, one off t-shirts on demand for walk-in customers, providing a memorable Park City experience



BtoB Offerings:

- Graphic design
- Screen printing & Digital Printing – custom apparel, wood signs, menus, coasters, napkins, tea towels, step and repeats, banners + more
- Vinyl printing and cutting – stickers, window decals, signs, car decals, labels and packaging, jersey decoration, high quality canvas prints



MOTHERLODE FOUNDERS & LEADERSHIP

Alex Lowe – Founder/Managing Partner

After graduating Vanderbilt University in 2011, Alex moved to NYC to pursue a career in marketing. She worked as a senior account manager for SJX Partners [now a CSM company], managing multi-million dollar accounts, Cirque du Soleil, USTA, Dew Tour, and Powdr Corp. She relocated to Park City in 2014 to work for Powdr Corp's strategic partnership division. At Powdr Corp she oversaw resort, media, and event partnerships with Dos Equis, Subaru, and Coca-Cola.

Alex's background in marketing and strategic alliances, positions her to lead Motherlode's business strategy, consumer engagement, marketing, and retail.

Jesse Santaularia – Founder/Managing Partner

After attending NY Law school, Jesse practiced entertainment law in New York City. He moved to Park City in 2010 to pursue his passion for the mountain lifestyle. Since 2010, Jesse has become a core member of the Park City community and made lasting friendships and business connections.

Jesse's law background, and on the go/hands on attitude lend well for him to lead Motherlode's finances, screen printing operations, and community initiatives.



MOTHERLODE'S CONTINUOUS SUSTAINABILITY EFFORTS

When we founded Motherlode, we did so with an eye towards sustainability. We chose to use water based inks, environmentally friendly print chemicals, LED light bulbs, etc. However, we realize there is always room for improvement both within the Motherlode walls and outside, in our larger community. To ramp up Motherlode green initiatives:

1. We will commit to joining Recycle Utah Sustainability Network
2. Reduce our drive time to and from work and our employee drive time to and from work by 30%
 - a. We live on Park Avenue and can walk to work daily, weather permitting
 - b. We hire staff within the Old Town area and encourage ride shares, taking public transport, riding bikes, etc.
3. Support at least one environmental related community issue each year [i.e. Save Bonanza Flat]. We will do so by providing free or discounted print services and/or selling a shirt in shop to raise funding for cause

MOTHERLODE FINANCIAL GROWTH

Motherlode's growth is dependent on:

1. New and repeat screen-printing clients
2. Increased retail traffic and return customers

Both require continued local support and building strategic partnerships with local businesses around town. Our current and continuous clients include:

Motherlode Local Client List and Projected Growth/Partnership			
	Apprx. Business To Date	Growth Plan	Strategic Partnerships
Atticus	\$2,000	Continue making shirts, tea towels, and totes as needed	- Working on co-branded designs and reusable coffee cup sleeves sleeves would provide discounts at motherlode/atticus and encourage cross purchasing - Also in discussions with Atticus and OTC to co-sponsor mountain trails events
Beau Collective	\$4,000	Continue making shirts/sweatshirts as needed	Planning to sell Motherlode apparel in the Beautique / printing activation at Newpark Miles over summer
PC Brewery	\$3,000	Continue making shirts/sweatshirts as needed	
Megamind Pub Quiz	\$500	Continue providing graphic design support	
Alpine Collective	\$3,000	Continue making shirts as needed	Working to partnership with other members of Alpine Collective to provide discounts and printing services
Collies	\$1,000	Continue making shirts as needed	Running summer promo - \$20 for co branded souvenir mug, t-shirt, and beer ... also incentive to come to Motherlode after eating / drinking at Collies

The Cabin	\$3,000	Continue making shirts, window, decals, and stage backdrops as needed	
Riverhorse Provisions	\$4,000	Continue making shirts, window decals, stickers, and branded product as needed	Cross promotion - we also sell Motherlode product at Provisions shop
Pink Elephant Coffee	\$1,000		
Reefs	\$800		
Little Donuts	\$800		Cross promotion- buy a donut get 15% off at Motherlode Also collab. to get more foot traffic in Marriot plaza
Bodega	\$500		
Bueno Vita	\$500		
Burgers and Barley	\$400		
Brydge Keyboards	\$2,000		
Backcountry	\$400		
Running W/ Ed	\$1,000	Continue designing/printing team shirts	We donate 'screen printing party' to Education gala
Park City SUP	\$2,000	Continue making shirts, window decals, stickers, and branded product as needed	
Old Town Cellars	\$1,200		
Abode	\$1,000		
High West	\$4,000		
Park City Sport	\$500		
Switchback Sport	0	Have been in discussions about selling Motherlode Product in their retail shop	
Lululemon	\$400		Cross promotion -- Lulu can send customers to motherlode to get Lulu item branded "Park City"
Basin Rec Center	\$700	Continue making shirts/branded products as needed	We provide special 'deals' for local rec sports teams - 10 shirts for \$100 which includes design work as well
Local rec. teams	\$2,000		
Washington School House	\$2,000		Educating the concierge team and letting them know about Motherlode tourist offerings
St. Regis	\$8,000		
Waldorf Astoria	\$3,000		
Pacific Exteriors	\$800		
Park City Moving Co	\$2,000		

Four Season Concierge	\$1,000		
Zhenzee	\$9,000		Collaboration on mass Zulily sales and wholesale apparel production
PC Arts Council	\$1,200	We supported and participated in BRANDEDPC event and are continuously partnering with them to support local artists -- collaborating on Monster event right now and co-branded apparel line with the Arts Council and Zhenzee	
Park Silly	\$800	Continue making shirts as needed	
OCEARCH	\$15,000		
Subaru [SLC/DEN REGION]	\$6,000		
Studio Pilates	\$1,600		
RMEC	\$300		
Summit Land Conservancy/Bonanza Flat	\$4,000		Working together to raise money to save Bonanza Flat!
Local building contractors	\$4,000		
DVIP	\$3,000	Continue providing print services and custom client gifts/client event décor as needed	
Rock n Reilly's	\$500	Continue making shirts as needed	Partner on PCMR closing day shirts
Flanagan's	\$1,200		
Park City Granola	\$2,000		
Women's Ski Jumping Team	\$1,800		

Our growth is contingent upon building great relationships with the above businesses and working with them to provide the best branded product solutions in town. These relationships serve as a double edged sword since many of our clients also have brick and mortar locations on/around Main St. and enjoy a large local following. As shown in the chart, we are forming cross-promotional partnerships to increase retail foot traffic and sales.

Motherlode Financial Projections and Budget

These numbers are based off of our first year in business [2016/17] and the assumption of a min 25% growth over the next two years. While, over the past year we have worked with over 60 businesses and organizations in town there are still great sales and marketing opportunities within Park City. Thus far, we have strategically focused our screen printing sales efforts on incoming leads and Main Street businesses. We plan to task our account manager with additional sales prospecting within the greater Park City area – Kimball, Bonanza, and schools, non-profits, major race events, etc. We're hunting for local BIG FISH!

Additionally, we are building up our word of mouth referrals [for both printing and retail] and tourist marketing efforts to attract more retail business. This includes educating concierge teams about our offerings, providing hotels with marketing materials, collaborating with neighboring businesses on cross-promotions, clear product messaging, bolder window signage and additional signage around town.

The ED grant would help support all of these sales/marketing initiatives but would primarily provide a cushion to support staffing funding, which would in turn lead to sales growth.

Without the ED Grant, we are STILL planning to hire a full time account manager for summer, but realistically may not be able to keep this position year round in 2017.

Motherlode Financial Projections			
	Expected Growth	Apprx. Gross Sales	7.95% Sales Tax [not all direct*]
2016/17	N/A	\$200,000	\$15,900
2017/18	on target for 50%	\$300,000	\$23,850
2018/19	min 25%	\$375,000	\$29,812
2019/20	min 25%	\$468,750	\$37,266

Revenue Forecast- BtoB/wholesale	FY2017	FY2018	FY2019
Total Revenue	\$150,000	\$187,500	\$234,375
Revenue Forecast- BtoC	FY2017	FY2018	FY2019
Total Revenue	\$150,000	\$187,500	\$234,375
Personnel Plan	FY2017	FY2018	FY2019
Partner 1	\$10,000	\$30,000	\$40,000
Partner 2	\$10,000	\$30,000	\$40,000

Account Manager - have hired for summer, but hoping to keep on post summer as year round employee	\$15,000	\$35,000	\$40,000
Part time employee 1 (seasonal /as needed, \$15 per hour)	\$10,000	\$10,000	\$14,000
Part time employee 2 (seasonal/as needed, \$15 per hour)	\$5,000	\$10,000	\$14,000
TOTALS:	\$50,000	\$115,000	\$148,000
Budget Table	FY2017	FY018	FY2019
Store Maintaince / Improvements [new lighting, furnace, computers etc.]	\$4,000	\$4,000	\$4,000
Employee Related Expenses	\$6,000	\$9,000	\$12,000
Salaries	\$50,000	\$115,000	\$148,000
Rent	\$56,400	\$58,092	\$59,834
Utilities	\$6,500	\$6,500	\$6,500
Marketing & Promotions / strategic biz partnerships	\$4,700	\$4,700	\$4,700
Misc. Store Supplies	\$3,000	\$3,000	\$3,000
Insurance	\$2,400	\$2,600	\$2,700
Inventory & Art	\$80,000	\$100,000	\$125,000
Print Equiptment	\$6,000	\$7,000	\$8,000
Other Misc. [fees, business liscense renewals, etc.]	\$5,000	\$6,000	\$7,000
TOTALS:	\$224,000	\$315,892	\$380,734

MOTHERLODE SECOND RETAIL LOCATION

Assuming Motherlode remains on the outlined growth trajectory, we would have apprx. 60% profits in savings = \$134,000. These savings would support the opening of a second, smaller retail location on Main Street in 2020. \$134k would cover the upfront opening costs and rent, utilities, staffing, etc. for the first six months in business [until location is profitable.]

Second Retail Location Budget: FY 2020	
Build out	\$15,000
Store Manager	\$35,000
PT Staffing	\$48,000
Opening Inventory [additional inventory pulled from existing Motherlode Location]	\$40,000
Rent	\$50,000
Insurance	\$2,000
Marketing	\$2,000
Utilities	\$4,000
Misc.	\$10,000
TOTALS:	\$206,000

ED GRANT PROPOSAL

Criteria 1:

Motherlode is applying for a \$20,000 grant for **business expansion assistance**. Our executive summary described our 3-year expansion plan, but specifically we're hoping to use the \$20,000 funding towards:

1. Ramping up marketing/consumer driving efforts to increase retail foot traffic and sales
2. Hiring at one full-time, college educated account manager to support the BtoB wholesale business
3. Hiring 2-3 part-time retail sales associates/screen printing assistants
4. General retail improvements

ED Grant Funding Allocations			
	ED Grant Contribution	Motherlode Contributions	City ROI
MARKETING			
Strategic partnerships with businesses around town- marketing material spend [rack cards, discount coupons, shirt give aways etc.]	\$700	\$700	Increased Motherlode retail sales = direct increase in sales tax contribution
Park City Newspaper ad	\$300	\$300	Increased Motherlode retail sales = direct increase in sales tax contribution
KPCW advertising	\$600	\$600	Ad dollars support Park City Record Increased Motherlode retail sales = direct increase in sales tax contribution
Consumer engagement activations in Marriott plaza - bands, outdoor screen printing experiences, local artist spotlights, etc.	\$1,500	\$1,500	Ad dollars support KPCW [non profit] Increased Motherlode retail sales = direct increase in sales tax contribution Activations help other surrounding local business- Little Donuts, PC Sport, Paint Mixer, Reefs, Bodega + other lower Main businesses Activations showcase local artists within community
STAFFING			
2 Part time staff [hired immediately]	\$5,000	\$20,000 plus annually	part time jobs with potential to turn into full time careers as Motherlode grows
1 full time account manager [hired in June]	\$10,000	\$30,000 plus annually	Career type job within city limits, benefits, tax payments, etc.
RETAIL IMPROVEMENTS			
New computer - for 'design bar' area- to facilitate customers in designing their own shirts	\$1,000	\$200	Increased Motherlode retail sales = direct increase in sales tax contribution
New art work, purchased from local artists Art used for prints and shirts	\$900	\$400	Supporting local art and culture New designs = more purchases = increased sales tax revenue
TOTAL	\$20,000	\$53,700 plus	

Criteria 2: Ability to do Business in Park City for no less than 3 years

We currently have a 41 month lease (ending in April 2019) and have plans to renew and expand into a second location on Main Street. Our current space would remain in tact as a print and production studio and the new space on Main Street would become our main retail location.

- Financial statements available upon request

Criteria 3: Must provide products or services consistent with economic development work plan – enhance safety, health, prosperity, moral well-being, peace, order, comfort, or convenience of the inhabitants of Park City

Motherlode is aligned with city's economic development goals and will positively contribute to the following:

1. Park City will protect undeveloped lands, discourage sprawl, and direct growth inward to strengthen existing neighborhoods

Motherlode is located in Old Town Park City and can be easily accessed by public transportation or the rail trail. We're in a central location around other Park City amenities, therefore strengthening the existing old town neighborhood.

2. Environmental Mitigation: Park City will be a leader in energy efficiency and conservation of natural resources reducing greenhouse gas emissions by at least fifteen percent (15%) below 2005 levels in 2020.

Motherlode strives to be as environmentally friendly as possible. We chose to set up shop in Park City out of love for the outdoors and we want to protect our playground.

We use all LED lighting and eco-friendly inks, printing chemicals, and fabrics. Additionally, we promote sustainability and love of the mountain environment via our shirt designs and messaging.

3. Parks & Recreation: Park City will continue to provide unparalleled parks and recreation opportunities for residents and visitors.

Motherlode provides unique recreational activities within the down town area. Screen printing workshop, family fun days, make your own t-shirts, etc.

4. Park City will provide world-class recreation and public infrastructure to host local, regional, national, and international events that further Park City's role as a world-class, multi-seasonal destination resort while maintaining a balance with our sense of community.

Motherlode provides year round recreation in the form of t-shirt making and screen printing workshops. We strive to be the BEST t-shirt shop in town in the country and make products that appeal to locals AND tourists alike.

Additionally, we can support Park City's large scale events in the form of branding

signage – banners, stickers, swag, etc. Rather than outsourcing, we can make this type of signage locally keeping tax dollars within city limits. [ex. This past Sundance we made signage for AT&T's lounge at the Cabin]

5. Support the continued success of the multi-seasonal tourism economy while preserving the community character that adds to the visitor experience.

We live, work, and recreate in Old Town Park City and are true members of this community. We are in tune with what is happening around town and work to support other community initiatives. Examples:

- o We made bulk 'save treasure hill' shirts
- o We made shirts in protest of Vail's Park City copyright proposal
- o We've attended town hall meetings in support of Park Silly Sunday
- o We donate screen printing parties to community fundraising galas each year [Red, White, and Snow, Red Apple Gala, etc.]

6. Foster diversity of jobs to provide greater economic stability and new opportunities for employment in Park City.

As described, we have plans for growth and future full-time hires. We are more than simply a t-shirt shop and as we grow will need college educated account managers and graphic designers.

We are taking larger, chain t-shirt shops and screen printers head on and hope to offer better, higher quality product that only a local brand could design and produce, all within the convenience of Old Town.

7. Arts & Culture: Park City will continue to grow as an arts and culture hub encouraging creative expression.

We support local artists and foster creativity by:

- o Purchasing/showcasing designs from locals [ex. @nationalparker]
- o Providing an outlet to be creative within our shop [ex. Our design bar turns your idea into a t-shirt!],
- o Collaborating with the Kimball Art Center to offer screen printing workshops
- o Working with Park City Arts Council on their Branded PC project

Criteria 4: Fiscal Stability and clear description of how public funds will be used and accounted

See above, mentioned in ED proposal section.

Criteria 5: Forecast at time of application an ability to achieve direct or indirect economic/tax benefits equal to or greater than the city's contribution

Motherlode Financial Projections			
	Expected Growth	Apprx. Gross Sales	7.95% Sales Tax [not all direct*]
2016/17	N/A	\$200,000	\$15,900
2017/18	on target for 50%	\$300,000	\$23,850
2018/19	min 25%	\$375,000	\$29,812
2019/20	min 25%	\$468,750	\$37,266

Criteria 6: positive contribution to diversifying the local economy – increasing jobs, local tax base etc.

Since we are only in our first year of business, we have significant room for growth. In order to grow we are going to need to hire full time and part time employees and plan to do so this year.

PART II - ECONOMIC DEVELOPMENT GRANT POLICY (ADOPTED JULY 10, 2014)

Annually, the City will allocate up to \$50,000 to be used towards retaining and growing existing businesses and attracting and promoting new organizations that will fulfill key priority goals of the City's Biennial Strategic Plans and General Plan. Funding will be available for relocation and/or expansion of current businesses, and new business start-up costs only.

A. ED Grant Distribution Criteria

Applications will be evaluated on the following criteria in order to be eligible for an ED Grant:

1. **Criteria #1:** The organization must demonstrate a sound business plan that strongly supports prioritized Goals of the current City Economic Development Plan.
2. **Criteria # 2:** Organizations must commit to and demonstrate the ability to do business in the City limits no less than three years. Funding cannot be used for one-time events.
3. **Criteria #3:** The organization must produce items or provide services that are consistent with Economic Development Work Plan and be with of the City's General Plan enhances the safety, health, prosperity, moral well-being, peace, order, comfort, or convenience of the inhabitants of the City. The organization must demonstrate there is more identifiable benefits than detriment when weighed against the balanced goals of the General Plan through the attached score sheet as well as identify areas where the proposal is consistent or inconsistent with the City's biennial strategic plans.
4. **Criteria #4:** Fiscal Stability and Other Financial Support: The organization must have the following: (1) A clear description of how public funds will be used and accounted for; (2) Other funding sources that can be used to leverage resources; (3) A sound financial plan that demonstrates managerial and fiscal competence.

5. **Criteria #5:** Can forecast at the time of application an ability to achieve direct or indirect economic/tax benefits equals to or greater than the City's contribution.
6. **Criteria #6** – The organization should show a positive contribution to diversifying the local economy by increasing year-round business opportunities, creating new jobs, and increasing the local tax base.

The City's Economic Development Program Committee will review all applications and submit a recommendation to City Council, who will have final authority in judging whether an applicant meets these criteria.

B. Economic Development Grant Fund Appropriations

The City currently allocates economic development funds from the Lower Park RDA (\$20,000), the General Fund (\$10,000), and the Main Street RDA (\$20,000). Of these funds, no more than \$50,000 per annum will be available for ED Grants. Unspent fund balances at the end of a year will not be carried forward to future years.

C. ED Grant Categories

ED Grants will be placed in two potential categories:

1. **Business Relocation Assistance:** This category of grants will be available for assisting an organization with relocation and new office set-up costs. Expenses that could be covered through an ED Grant include but are not limited to moving costs, leased space costs, and fixtures/furnishings/ and equipment related to setting up office space within the City limits.
2. **New Business Start-up Assistance:** This category of grants will be available for assisting a new organization or business with new office set-up costs. Expenses that could be covered through an ED Grant include but are not limited to leased office space costs and fixtures/furnishings/ and equipment related to setting up office space within the City limits.
3. **Business Expansion Assistance:** This category of grants will be available for assisting an organization or business with expansion costs. These expansions should increase square footage, increase year-round jobs in city limits and/or increase tax revenue; or demonstrate a venture into an area considered a diversification of our economic base.

D. Application Process

Application forms may be downloaded from the City's www.parkcity.org website available via email from the Economic Development Manager, or within the Economic Development Office of City Hall. Applications will be evaluated and awarded on a quarterly basis.

E. Deadlines

All applications for Economic Development Grants must be received no later than the following dates each year to be eligible for quarterly consideration; March 31th, June

30th, September 30th, and December 31st.. The City Council will consider in a public meeting any application within 30 calendar days of each of the quarterly deadlines. Extraordinary requests outside the scheduled application process may be considered, unless otherwise directed by Council.

Extraordinary requests received must meet all of the following criteria to be considered:

1. The request must meet all of the normal Public Service Fund Distribution Criteria and qualify under the Economic Development Grant criteria;
2. The applicant must show that the requested funds represent an immediate fiscal need that could not have been anticipated before the deadline; and
3. The applicant must demonstrate significant consequences of not being able to wait for the next quarterly review.

F. Award Process

The disbursement of the ED Grants shall be administered pursuant to applications and criteria established by the Economic Development Department, and awarded by the City Council consistent with this policy and upon the determination that the appropriation is necessary and appropriate to accomplish the economic goals of the City.

ED Grants funds will be appropriated through processes separate from the biennial Special Service Contract and ongoing Rent Contribution and Historic Preservation process.

The Economic Development Program Committee will review all applications on a quarterly basis, and forward a recommendation to City Council for authorization. All potential awards of grants will be publicly noticed 14 days ahead of a City Council action.

Nothing in this policy shall create a binding contract or obligation of the City. Individual ED Grant Contracts may vary from contract to contract at the discretion of the City Council. Any award of a contract is valid only for the term specified therein and shall not constitute a promise of future award. The City reserves the right to reject any and all proposals, and to waive any technical deficiency at its sole discretion. Members of the City Council, the Economic Development Program Committee, and any advisory board, Task Force or special committee with the power to make recommendations regarding ED Contracts are ineligible to apply for such Contracts. City Departments are also ineligible to apply for ED Contracts. All submittals shall be public records in accordance with government records regulations (“GRAMA”) unless otherwise designated by the applicant pursuant to UCA Section 63-2-308, as amended.

Exhibit D

PART II - ECONOMIC DEVELOPMENT GRANT POLICY (ADOPTED JUNE 15, 2017)

Annually, the City will allocate up to \$50,000 to be used towards retaining and growing existing businesses, and attracting and promoting new organizations that will fulfill key priority goals of the City's Biennial Strategic Plans and General Plan. Funding will be available for relocation and/or expansion of current businesses, and new business start-up costs only.

A. ED Grant Distribution Criteria

Applications will be evaluated on the following criteria in order to be eligible for an ED Grant:

1. **Criteria #1:** The organization must demonstrate a sound business plan that strongly supports the Goals of the City Economic Development Plan.
2. **Criteria # 2:** The organization must commit to and demonstrate the ability to do business in the City limits for a duration of no less than three years. Funding cannot be used for one-time events.
3. **Criteria #3:** The organization must produce items or provide services that are consistent with the Economic Development Work Plan and align with the City's General Plan to enhance the safety, health, prosperity, moral well-being, peace, order, comfort, or convenience of the inhabitants of the City. The organization must either conditionally agree to participate in or to expand programs or services, or otherwise provide evidence of existing services and initiatives consistent with the goals stated in Park City's Biennial Strategic Plan in the sectors of: Housing, Transportation, and Energy.
4. **Criteria #4 :** The organization must demonstrate substantial contribution to the central goals of the City's General Plan, including specific and significant commitment to the majority of the main sectors of:
 - a. Fostering a strong sense of community vitality and vibrancy;
 - b. Respecting and conserving the natural environment;
 - c. Promoting balanced, managed, and sustainable growth;
 - d. Supporting and promoting diversity in people, housing, and affordability;
 - e. Supporting a diverse, stable, and sustainable economy;
 - f. Preserving a strong sense of place, character, and heritage.
5. **Criteria #5:** Fiscal Stability and Other Financial Support: The organization must have the following: (1) A clear description of how public funds will be used and accounted for; (2) Other funding sources that can be used to leverage resources; (3) A sound financial plan that demonstrates managerial and fiscal competence.
6. **Criteria #6:** The organization can forecast at the time of application the ability to achieve direct or indirect economic/tax benefits equal to or greater than the City's contribution.
7. **Criteria #7:** The organization should show a positive contribution to diversifying the local economy by increasing year-round business opportunities, creating new jobs, and increasing the local tax base.

The City's Economic Development Program Committee will review all applications and submit a recommendation to City Council, who will have final authority in judging whether an applicant meets these criteria.

B. Economic Development Grant Fund Appropriations

The City currently allocates economic development funds from the Lower Park RDA (\$20,000), the General Fund (\$10,000), and the Main Street RDA (\$20,000). Of these funds, no more than \$50,000 per annum will be available for ED Grants. Unspent fund balances at the end of a year will not be carried forward to future years.

C. ED Grant Categories

ED Grants will be placed in three potential categories:

1. **Business Relocation Assistance:** This category of grants will be available for assisting an organization with relocation and new office set-up costs. Expenses covered through an ED Grant include but are not limited to: moving costs, leased space costs, fixtures/furnishings/ and equipment related to setting up office space within the City limits.
2. **New Business Start-up Assistance:** This category of grants will be available for assisting a new organization or business with new office set-up costs. Expenses covered through an ED Grant include but are not limited to: leased office space costs, fixtures/furnishings/ and equipment related to setting up office space within the City limits.
3. **Business Expansion Assistance:** This category of grants will be available for assisting an organization or business with expansion costs. These expansions should increase square footage, increase year-round jobs in City limits and/or increase tax revenue; and/or demonstrate a venture into an area considered a diversification of our economic base.

D. Application Process

Application forms may be downloaded from the City's www.parkcity.org website, are available via email from the Economic Development Manager, or are available within the Economic Development Office of City Hall. Applications will be evaluated and awarded on a quarterly basis.

E. Deadlines

All applications for Economic Development Grants must be received no later than the following dates each year to be eligible for quarterly consideration;

- 1Q – Second Friday in August for the end of the First Quarter (September 30th)
- 2Q – Second Friday in November for the end of the Second Quarter (Dec. 31st)
- 3Q – Second Friday in February for the end of the Third Quarter (March 31th)
- 4Q – Second Friday in May for the end of the Fourth Quarter (June 30th)

The City Council will consider in a public meeting any application received by each of the quarterly deadlines within 6 weeks. Extraordinary requests outside the scheduled application process may be considered, unless otherwise directed by Council.

Extraordinary requests received must meet all of the following criteria to be considered:

1. The request must meet all of the normal Public Service Fund Distribution Criteria and qualify under the Economic Development Grant criteria;
2. The applicant must show that the requested funds represent an immediate fiscal need that could not have been anticipated before the deadline; and
3. The applicant must demonstrate significant consequences of not being able to wait for the next quarterly review.