



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
May 3, 2018**

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, May 3, 2018.

CLOSED SESSION - 2:00 p.m.

To Discuss Property, Personnel, and Litigation

WORK SESSION

3:30 p.m. - 2018-19 City Manager's Recommended Budget: Presentation and Review

[2018 Budget Staff Report](#)

[Attachment A: Budget Summaries](#)

[Attachment B: FY18 & FY19 Tentative Budget Ordinance](#)

4:00 p.m. - Customer Engagement Update

[Customer Engagement Staff Report](#)

[Attachment A](#)

[Attachment B](#)

[Attachment C](#)

[Attachment D](#)

4:45 p.m. - Discuss Special Events - Level of Service

[Special Events Staff Report](#)

REGULAR MEETING - 6:00 p.m.

I. ROLL CALL

II. APPOINTMENTS

Consideration to Appoint Troy Daley, Street/Streetscapes Manager, to the Summit County Mosquito Abatement Board for a Four Year Term Beginning June 12, 2018

[Mosquito Abatement Board Appointment Staff Report](#)

III. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments

Staff Communications Reports

1. Food Truck Update
[Food Truck Update Report](#)
2. Summer Event Mitigation Planning
[Event Mitigation Planning Staff Report](#)
3. Q3 Budget Report FY2018
[Budget Monitoring Memo 4-2018](#)
[Revenue Report Q3 FY18](#)
[Expenditure Report Q3 FY18](#)

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

V. CONSIDERATION OF MINUTES

Consideration to Approve the City Council Meeting Minutes from March 29, 2018, and April 5, 19, and 24, 2018

[03.29.18 Minutes](#)

[4.5.18 Minutes](#)

[4.19.18_Minutes](#)

[4.24.18 Minutes](#)

VI. CONSENT AGENDA

1. Request to Approve Resolution No: 08-2018, a Resolution Proclaiming May 12th, 2018, As Arbor Day and Celebrating Park City's 25th Anniversary as a Tree City USA Community
[Arbor Day Staff Report](#)
[Resolution 08-2018 Arbor Day](#)
[Arbor Day Ad 2018](#)
2. Request to Approve Resolution No. 09-2018, a Resolution Proclaiming the Month of May as 'Bike Month' in Park City

[Bike Month Staff Report and Resolution](#)
3. Request to Approve Resolution 10-2018, a Resolution Recognizing May 2018 as Historic Preservation Month in Park City.
[Historic Preservation Month Staff Report and Resolution](#)
4. Request to Authorize the City Manager to Execute Professional Services Agreement, in a Form Approved by the City Attorney, with Horrocks Engineers, to Provide Engineering Design Services for Improvement and Extension of Munchkin Road, in an Amount Not to Exceed \$169,197.00
[Staff Report](#)
[Exhibit A: Munchkin Road Map](#)

VII. OLD BUSINESS

1. Consideration to Approve Ordinance No. 2018-16, an Ordinance Amending Title 4, Licensing, Chapter 2, Business Licensing in General, Section 15 Vibrant Commercial Storefront in HCB and HRC, of the Municipal Code of Park City, Utah
(A) Public Hearing (B) Action
[Posted Hours Staff Report](#)
[Ordinance 2018-16: Posted Hours](#)

VIII. NEW BUSINESS

1. Consideration to Approve Ordinance 2018-17, an Ordinance Adopting a Tentative Revised Budget for Fiscal Year 2018 and a Tentative Budget for Fiscal Year 2019 for Park City Municipal Corporation and Its Related Agencies and Authorizing the Computation of the Property Tax Rate at a No Tax Increase Rate
(A) Public Hearing (B) Action

[Ordinance 2018-17 - Tentative 2018-19 Budget](#)
2. Consideration to Approve Ordinance No. 2018-18, an Ordinance Approving the Stag Lodge Phase II Unit 49, Fourth Amended Plat, Located at 8200 Royal Street Unit 49, Park City, Utah
(A) Public Hearing (B) Action
[8200 Royal Street Unit 49 Plat Amendment Staff Report and Ordinance](#)
[8200 Royal Street 49 Plat Exhibits](#)
3. Consideration to Continue an Ordinance Approving the Twisted Branch Road Subdivision Plat Located at Guardsman Pass and Twisted Branch Roads within the Flagstaff Annexation Area
(A) Public Hearing (B) Continue to May 31, 2018

[Twisted Branch Road Subdivision Staff Report](#)
4. Consideration to Continue a Proposed New Location for the Big Stars Bright Nights Concert Series
(A) Public Input (B) Continue to a Date Uncertain
[Big Stars Bright Nights Staff Report](#)
[Exhibit A Big Stars Bright Nights Special Event Application and Site Map](#)
[Exhibit B Big Stars Bright Nights Preliminary Analysis](#)
5. Consideration to Approve Ordinance No. 2018- 19, an Ordinance Approving the Park City Heights Phase 2 Subdivision Located off Calamity Road South off Richardson Flat Road and West of US Highway 40, Park City, Utah
(A) Public Hearing (B) Action
[Park City Heights Phase 2 Staff Report and Ordinance](#)

Park City Heights Phase 2 Exhibits

6. Consideration to Extend the Street Dining on Main Program for Another Term and Authorize the Mayor to Sign Updated City Property/ Right-Of-Way (ROW) Leases with Seven (7) Main Street Restaurants, in a Form Approved by the City Attorney
(A) Public Input (B) Action
[2018 Street Dining on Main Staff Report](#)
[Exhibit A](#)
[Exhibit B](#)
[Exhibit C](#)
7. Consideration to Approve Ordinance No. 2018-20, an Ordinance Amending the Land Management Code of Park City, Utah, Amending Chapter 15-11-10(D)(2), Removing 819 Park Avenue From the Park City Historic Sites Inventory
(A) Public Hearing (B) Action
[819 Park Avenue Staff Report and Ordinance](#)
[819 Park Avenue Exhibits](#)
8. Consideration to Provide a Final Fee Adjustment Determination Regarding a \$10,325.62 Request from the Prospector Square Property Owners Association (PSPOA)
(A) Public Input (B) Action
[PSPOA Fee Adjustment Staff Report](#)
[EXHIBIT A PSPOA Fee Waiver Request](#)
[EXHIBIT B Adjustment or Waiver of Construction, Development, or Impact Fees](#)
9. Consideration to Approve a New Level Three Event, Park City Farmers Market, to be Held on Seventeen (17) Wednesdays, June 13 – October 10, 2018 from 12:00 p.m. to 5:00 p.m. Based on Findings of Fact, Conclusions of law, and Conditions of Approval in a form Approved by the City Attorney's Office
(A) Public Input (B) Action
[Park City Farmer's Market Staff Report](#)
10. Consideration to Approve the Supplemental Plan for the 2018 Park Silly Sunday Market (PSSM)
(A) Public Input (B) Action
[PSSM Supplemental Plan Staff Report](#)
[Exhibit C - 2018 PSSM Supplemental Plan Summary, Site Plan, and Additonal Materials](#)
11. Consideration to Approve Significant Changes to the Level Three Event, Wasatch Back Ragnar Relay, Held June 2, 2018, Including a Course Change and Parking Removals, Based on Findings of Fact, Conditions of Approval and Conclusions of the law in a Form Approved by the City Attorney's Office
(A) Public Input (B) Action

[2018 Wasatch Back Ragnar Relay Staff Report](#)

IX. ADJOURNMENT

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

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

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Jed Briggs

Submitting Department: Budget, Debt & Grants

Item Type: Staff Report

Agenda Section: WORK SESSION

Subject:

3:30 p.m. - 2018-19 City Manager's Recommended Budget: Presentation and Review

Suggested Action:

Attachments:

[2018 Budget Staff Report](#)

[Attachment A: Budget Summaries](#)

[Attachment B: FY18 & FY19 Tentative Budget Ordinance](#)



City Council Study Session Report

Subject: City Manager's Recommended Budget
Author: Jed Briggs and Nate Rockwood
Department: Budget, Debt, & Grants
Resources Date: May 3, 2018
Type of Item: Legislative

Summary Recommendation

City Council should approve the attached ordinance adopting a Tentative Revised Budget for FY 2018 and a Tentative Budget for FY 2019 for Park City Municipal Corporation and its related agencies and authorize the computation of the property tax rate at a no tax increase rate.

Executive Summary

The City Manager Recommended (Tentative) Budget will be presented and adopted by City Council on May 11, with the final budget expected to be adopted on June 21. Over the next several weeks staff will present various aspects of the budget to Council. This week staff will give an introductory overview of the Budget and the budget process.

Council should provide direction to staff on any recommended changes to the Final Budget over the next several weeks. On June 21, the City will hold a public hearing and City Council will adopt the Final Budget. It is the intention of staff to present a specific aspect of the total budget each week. Staff intends to provide additional information on specific items as requested by City Council. Staff anticipates returning to City Council throughout the budget hearings to discuss specific projects as needed and to make Council aware of project cost estimates and updated revenue figures from the recent winter season.

Acronyms

BFO – Budgeting for Outcomes
FY- Fiscal Year
CIP – Capital Improvement Plan
RDA – Redevelopment Authority
FIAR - Financial Impact Assessment Report
CEMP – Comprehensive Emergency Management Plan
P&P - Personnel Policies and Procedures
SLAC – Service Assessment Committee

Background

This budget season will be the first year of the budget biennium. Between now and June 21 we will be working on adjusting the FY 2018 Budget (July 2017 – June 2018) as well as developing the FY 2019 Budget (July 2018 – June 2019). Staff will also be presenting a high-level budget plan for FY2020, but the focus will be on FY19.

The City Manager's Recommended Budget is constructed drawing upon Council input and direction received during the Council Retreat in March, as well as Council input received during work sessions and study sessions throughout the year. The expenditure budget is determined by looking at revenues, which the Budget Dept assesses in the Financial Impact Assessment Report (FIAR), a projection of the City's expenditures and revenues over the next ten years. In essence, the FY19 budget has to fit within the confines of the FIAR's projected expenditure increases (based off of a 10-year historical analysis of an average annual increase of Park City's expenditures), approved by Council. The funding level recommendation has to account for what could be considered inflationary increases like Pay Plan, health insurance, and retirement as well as more discretionary increases such as departmental requests and CIP enhancement.

Below are the City's Long-Term Budget Strategies for crafting the City Manager's Recommended Budget:

1. Budget draws upon Council input from Council Retreat and FIAR projections as a guide
 - Priority-driven operating budget based upon Council's Critical and Top Priorities, goals, objectives, and desired outcomes
2. Two-year budget process with fewer budget requests coming in the "off-year"
 - Second-year budget requests that will be considered are ones that
 - i. will come with revenue offsets;
 - ii. are accompanied by expense reductions, or that;
 - iii. are required by law; or
 - iv. are necessitated by market/environment changes that happened since the last budget adoption (since the adoption of the FY17 budget, in this case)
3. The budget proposal is initially developed by several budget committees made up of cross-departmental staff:
 - Committees include Results Team as well as CIP, Pay Plan, Benefit, and Fleet committees and any other ad hoc committees needed for unique circumstances
 - Results Team will make recommendations by considering BFO score, department manager's request, established need, available resources, and performance measures
4. All operating and capital budget requests should be considered during the budget process
5. Any General Fund budget surplus should be used for capital projects

Utah State law requires that the City Manager present to Council a balanced budget at the first regularly scheduled Council meeting in May. A balanced budget is defined by Utah Code: —The total of the anticipated revenues shall equal the total of appropriated expenditures.¶ The proposed budget must be available for public inspection during normal business hours after it has been filed with the City Council. Per state code a tentative budget must be submitted to city council on or before the first scheduled meeting in May. The council then adopts the tentative budget and then begins to make it its own by modifying and amending it. Between the first City Council meeting

in May and the presentation of the Final Budget on June 21, the Council has the opportunity to review the proposed budget, consider public comment, and finally, adopt a balanced budget. Before June 22 the Council must adopt either a tentative budget if the certified tax rate is to be exceeded (tax increase) or a final budget and proposed tax rate (no tax increase). If there is a property tax increase, the Council holds an additional public hearing before adopting the budget in August.

The timelines and process for the budget hearings is detailed below:

April 30 - Staff delivered the City Manager's Recommended Budget (Tentative or Proposed Budget) to City Council. Discussion/action is slated for these dates as follows, barring changes as needed:

May 3 – Presentation and adoption of the Tentative Budget, Budget Overview & Timeline, Update of Financial Impact Assessment Report (FIAR), Benefits (pay plan & health insurance) as well as CIP & RDA budgets. Presentation and adoption of the Tentative Budget.

May 17 – Capital Expenditures - CIP & RDA budgets

May 31 – Operating Expenditures - Biennial Plan Team Presentations and Fee Changes

June 7 – Special Service Contracts, City Fee Resolution, Council Compensation, Budget Policies, and Outstanding Budget Issues

June 21 – Presentation & Adoption of Final Budget (if no property tax increase – staff is not recommending a property tax increase), Adoption of Provisional Budget (if property tax will be increased)

Analysis

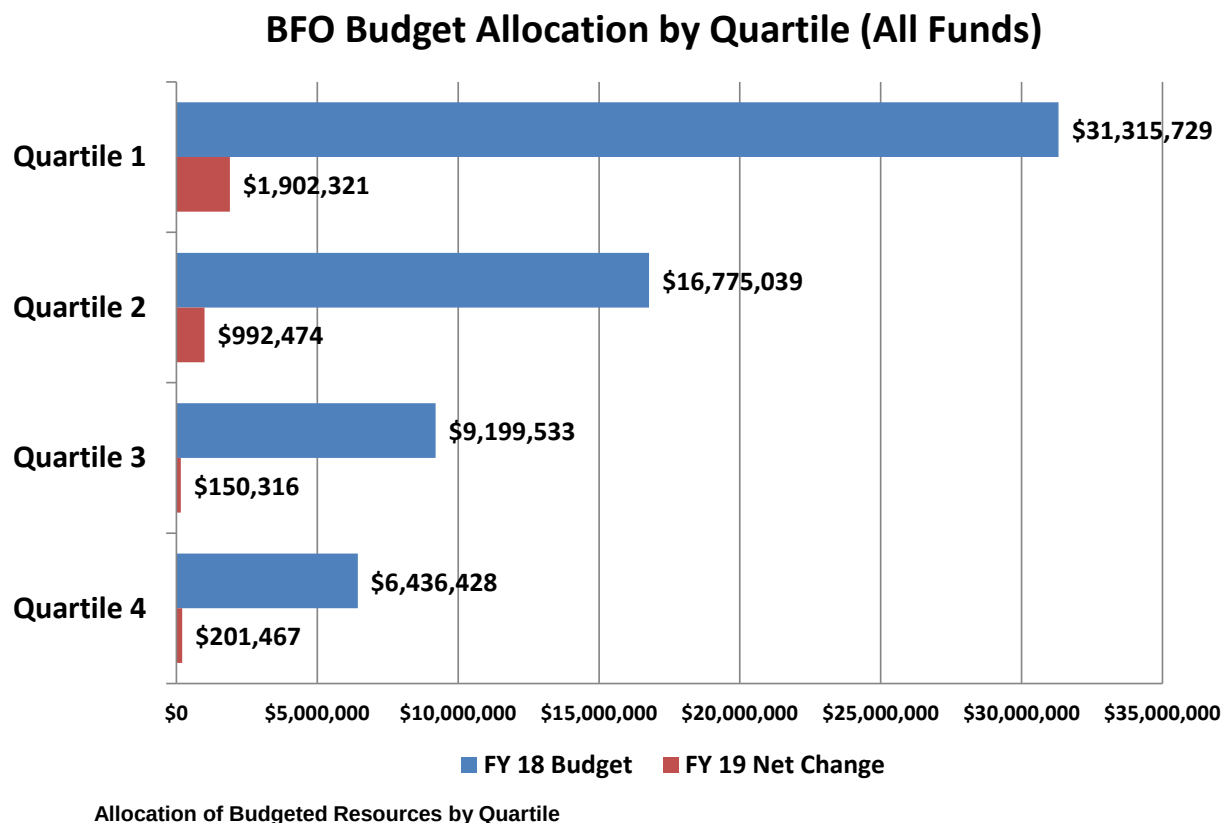
The Results Team (staff-led budget committee) receives service proposals (bids) for programs and activities in each Council goal. These BFO programs are scored by departmental managers based off of scoring criteria that were discussed during the Council Retreat. The Results Team reviews these scores and changes them to arrive at a composite score agreed on by the group. This provides the ranking of proposals within each Council goal with a quartile ranking as well, numbered from 1 to 4, with 1 being the highest ranking and 4 the lowest.

The criteria weighted the most heavily for scoring a BFO program is how well a program aligns with Council's Priorities and Desired Outcomes. The onus is placed on the individual department managers to defend or justify their rationale to the Results Team. The Results Team will then score the program based off of the department manager's explanation as well as with their own understanding of Council's Desired Outcomes. This year, staff and specifically the Results Team were better able to understand where the current Council prioritized or places the most value amongst the Desired Outcomes

based off of feedback during the Council Retreat, which helped staff to better allocate resources to those issues.

The Results Team then identifies questions or gaps in specific proposals and requests additional information from the proposal owner, including potential implications of level of service adjustments or the suggestion of additional collaboration. The scoring and prioritization of the BFO programs is the start of the discussion on where to fund programs—not the end. Decisions on budget enhancements or decreases are based on the scoring of each BFO program, as well as the department manager’s rationale, established need, and availability of resources. The team discusses their overall rankings and rationale for budget enhancements or decreases and prepares a final recommendation to the City Manager, who examines and refines this recommendation and may include it in the overall budget recommendation.

Each BFO program is scored by the results team in accordance with the aforementioned process. Quartile 1 is made up of the top 25% of programs that received the highest scoring in the City. This graphic demonstrates that the items most important to Council and the community are being funded by showing that the programs that are most important to Council and the community (Quartile 1) are the ones that are receiving the highest amount of funding.



It is important to note that a high rating of a program will not guarantee that a program

will be recommended to be retained; nor does it guarantee that a lower-ranking program will be proposed for elimination. Also, the rankings do not reflect whether a program is being delivered in the most efficient manner. The prioritization process provides valuable information for budget proposal development and City Council deliberation. It is not the "only answer" on to how best to determine the City's budget.

The City Manager's Recommended Budget is what is being presented to City Council. The budget changes will be presented through the lens of the Priorities, Desired Outcomes, and Council goals. We are confident BFO provides us with the tools we need to build a budget that reflects our city's values and needs. This budget process will help us do this by focusing on outcomes that matter to our residents and others who have a stake in this community.

FINANCIAL IMPACT ASSESSMENT REPORT (FIAR)

On May 3rd, the budget department presented the 2018 Financial Impact Assessment Report (FIAR). This FIAR report is organized to forecast revenues and operating, capital, and debt service expenses for the General Fund. The information contained in the report is intended to inform decision makers in the budget process by illustrating the potential impacts of current financial decisions on the financial health of the City in both the near and distant future. The figures presented in the FIAR help set the funding limits for both the operating and capital budget process as related to the general fund and general fund capital transfer.

The figures below incorporate expenses and revenues from the General Fund as well as the general fund transfer to the CIP.

Operating expense projections are shown using the service level associated with the 2018 Budget as the base year. The table below shows the FY 2018 service level projected over ten years using the 4.5% growth rate identified in the 2010 Service Level Assessment Committee (SLAC) update. The projected surpluses (or deficits) for each year are shown in the following graph.

Ten-year Financial Impact Forecast

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Revenue	\$37,079	\$38,080	\$38,580	\$39,781	\$40,708	\$41,650	\$42,582	\$43,529	\$44,491	\$45,448
Op. Expenses (Base)	\$32,477	\$32,477	\$32,477	\$32,477	\$32,477	\$32,477	\$32,477	\$32,477	\$32,477	\$32,477
Inflationary Growth	\$0	\$1,055	\$2,145	\$3,271	\$4,436	\$5,639	\$6,883	\$8,168	\$9,497	\$10,870
Operating LOS Growth	\$0	\$435	\$876	\$1,324	\$1,779	\$2,241	\$2,710	\$3,187	\$3,671	\$4,163
CIP Expenses	\$4,108	\$3,399	\$2,883	\$2,681	\$2,691	\$2,741	\$2,791	\$2,841	\$2,891	\$2,941
Debt Service	\$178	\$181	\$182	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$36,764	\$37,547	\$38,563	\$39,754	\$41,383	\$43,099	\$44,862	\$46,674	\$48,536	\$50,451
Rev/Exp	\$315	\$533	\$17	\$27	-\$675	-\$1,449	-\$2,280	-\$3,145	-\$4,045	-\$5,003

*In Thousands (x1,000)

Aggregate Surplus/(Shortfall) Over Ten-Years (2018 to 2027)

-\$15,704,897

Ten-year Financial Impact Forecast

The FIAR projections are based on long-range historical trends. As the economic environment of a resort economy ebbs and flows, the FIAR is intended to act as a long-range measure and reference for future financial decisions. As the City moves forward,

revenue growth will be added and evaluated in the contexts of the historical trends and will help form an updated FIAR projection in 2019 which will guide the City in the subsequent biennium budget process.

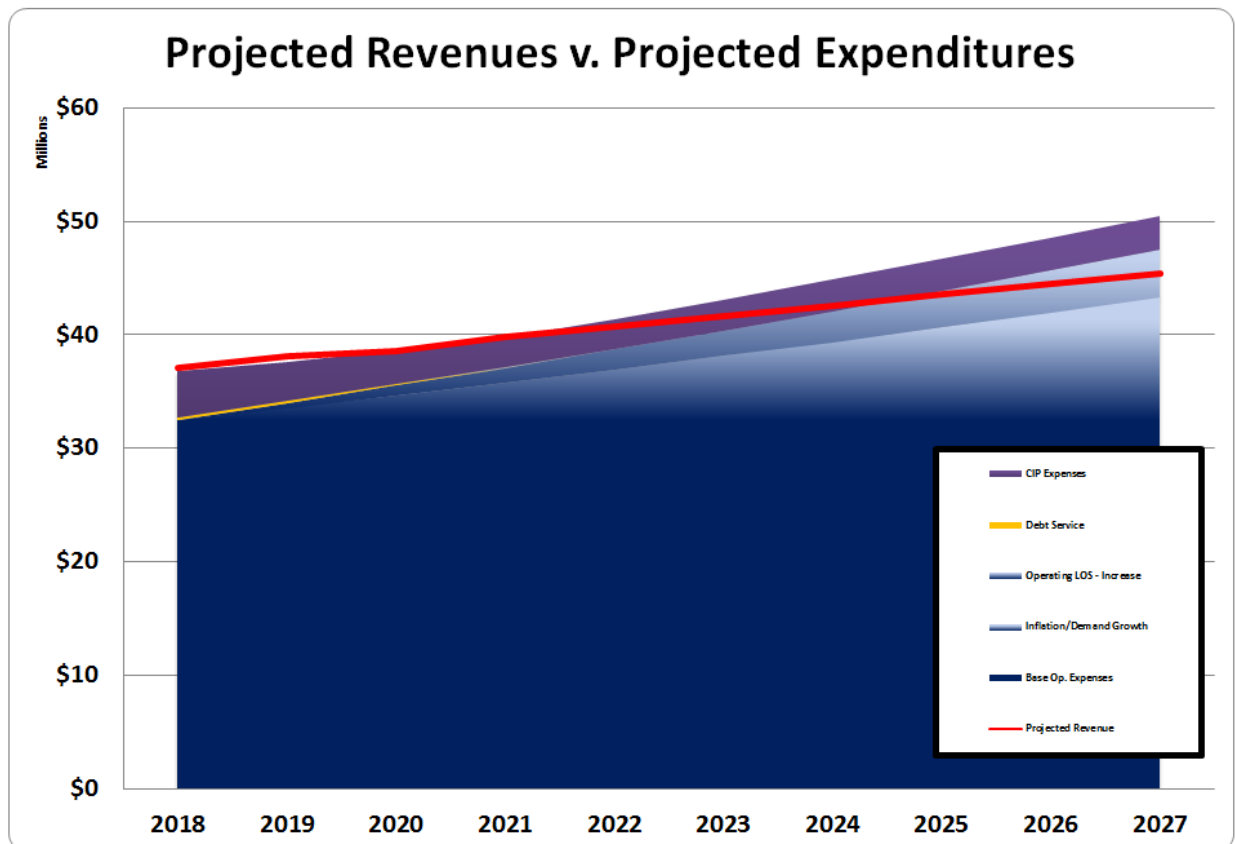


Figure B03 – Financial Impact Assessment Trends

For more detailed explanations of projection methodology and long-range financial planning, please consult the March 2018 FIAR document, a copy of which can be obtained from the Budget Department or at this website: <http://www.parkcity.org/departments/budget-debt-grants>

Budget Summary

The FY 2018 Adjusted Budget reflects a 1.1% increase from the FY 2018 Original Budget (with capital excluded). The Adjusted Budget is the current fiscal year's budget ending June 30. Much of the increase surrounding this adjustment is due to vacancy factor. As we get closer to the end of the fiscal year we will tightly monitor the adjusted budget as there will be many changes for the Final Budget adoption on June 21. The proposed FY 2019 budget (excluding capital) increased by \$3.78 million over the FY 2018 adjusted budget.

Expenditure Summary by Major Object - All Funds

	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018 Budget	FY 2018 Adj. Budget	FY 2019 Budget
Personnel	25,570,623	27,516,623	30,515,422	33,455,040	36,989,855	37,765,302	39,577,841
Materials, Supplies & Services	13,565,499	14,848,667	14,821,754	15,412,531	18,272,617	18,272,617	20,196,190
Capital Outlay	24,038,380	35,598,211	20,160,212	77,088,715	39,445,824	39,062,918	32,774,455
Debt Service	13,065,007	22,065,899	11,337,373	11,130,107	13,254,379	13,254,379	13,254,379
Contingency	0	85,647	27,881	116,958	390,000	390,000	440,000
Actual Budget	\$76,239,510	\$100,115,047	\$76,862,641	\$137,203,351	\$108,352,675	\$108,745,216	\$106,242,865
Budget Excluding Capital	\$52,201,130	\$64,516,836	\$56,702,429	\$60,114,636	\$68,906,851	\$69,682,298	\$73,468,410
Interfund Transfers	13,929,137	22,945,672	15,431,059	39,521,611	11,785,576	11,785,576	14,142,618
Ending Balance	76,584,096	83,622,487	81,763,532	74,767,615	71,137,867	101,032,484	114,084,158
Subtotal	\$90,513,233	\$106,568,159	\$97,194,591	\$114,289,226	\$82,923,443	\$112,818,060	\$128,226,776
Grand Total	\$166,752,743	\$206,683,206	\$174,057,232	\$251,492,577	\$191,276,118	\$221,563,276	\$234,469,641

Expenditure Summary by Major Object

The FY 2019 Budget is increasing to \$73 million, which is a 5.4% increase from the FY 2018 Adjusted Budget. The increase is due to Pay Plan adjustments and operating expenses to keep up with demand for services, especially in the enterprise funds (Water and Transit). These changes will be more fully discussed on May 31 with details on departmental requests, committee recommendations, operating budget changes, and major capital requests. For more information on budget requests and recommendations please review the [budget documents posted online](#). FY 2019 shows a 6.9% increase in personnel from the FY 2018 Original Budget.

Operating Budget

The Operating Budget consists of personnel, materials, supplies, and services, departmental capital outlay, and contingencies for each department.

Personnel

Health Insurance Costs

The City maintains a health and dental insurance plan through Regence Blue Cross Blue Shield of Utah. Each year, Regence examines the City's "use" of the plan and its total costs to Regence, and then determines the price for the following year. Miraculously, this year there will be no increase in the City's health insurance. While it is impossible to show causality, the City's enhanced Safety Program and Healthy Living Program – including this year a smoker surcharge – have undoubtedly helped some towards this effort

Life Insurance Costs

The life insurance increase to the General Fund for FY 2019 will be \$1,382. The life insurance increases are broken out by fund in the table below:

Life Insurance Changes by Fund	
	FY 2019 Budget
Fund 11 General Fund	\$1,331
Fund 12 Quinn's Recreation Complex	\$51
Fund 51 Water Fund	\$235
Fund 52 Storm Water Fund	\$50
Fund 55 Golf Fund	\$34
Fund 57 Transportation Fund	\$896
Fund 62 Fleet Services Fund	\$83
Total	\$2,680

Life Insurance Increase by Fund

Pay Plan

Park City has a market-based pay philosophy, albeit the “market” is limited to other municipal governments, excluding the typically higher private-sector compensation. The Pay Plan attempts to ensure the uniform and equitable application of pay in comparison to select Utah and Colorado municipal employee markets.

Every two years Park City compares its employee compensation data with approximately 30 communities from the Wasatch Front (the Wasatch Compensation Group) and an assortment of Colorado Ski towns. The Technical Committee looks at job descriptions and compares with similar positions or “benchmarks” to determine market pay for any given position. The City Manager chooses the metrics that determine how salaries should be set and defines a threshold at which positions should be reclassified. The Pay Plan Committee is formed to review the benchmark data and make recommendations on positions that are not able to be benchmarked for reclassification to the City Manager.

The Pay Plan Committee has two major responsibilities:

1. Determine where internal equity positions should fit in the Pay Plan; and
2. Review the recommendations of the Technical Committee.

Over the last several years it has become increasingly difficult to recruit and fill empty positions at the City. Because of the booming Utah economy, low unemployment in Utah (and even lower unemployment in Summit County), the higher than average cost of living in Park City and surrounding areas, and difficulty competing with the Wasatch Front for public and private sector employees; staff recommended and Council supported a modification in pay plan philosophy in May 2015 and February 2016.

City Challenges:

- **Low unemployment**, especially in Summit County, and all over Utah is likely one of the most significant factors hurting our recruitment and retention efforts. Utah’s very low unemployment rate makes it more and more difficult for the City to attract qualified employees away from existing employer and other opportunities.
- **Lack of availability of qualified applicants.** Due to the low unemployment rate, fewer qualified candidates have been applying for our vacant positions, which has prolonged vacancies and, at times, resulted in slow response times and less qualified workers.
- **High wages from our competitors.** Park City uses primarily local governments in the surrounding area to compare and contrast wages for benchmarking purposes. We do not utilize surrounding businesses. Historically, this has been effective methodology, as one of our most attractive selling

points is an excellent or above average benefits package matched with our relatively moderate wages. Unfortunately, staff is seeing for the first time that not only are our wages being beaten by other municipalities, but also our benefits package, particularly so in the private sector for seasonal and hourly positions.

- **High cost of living in Park City.** Using the average Park City home value, our wages do not support the ability for employees to purchase a single family home within the city limits of Park City. Council and staff have made great strides in affordable housing options through a variety of programs, yet the cost of living continues to rise and outpace demand.
- **Changes by the state legislature to the state pension system.** This has weakened a longstanding and critical benefit of working in the public sector – namely competitive benefits. The result is especially challenging given government jobs typically pay less than the private sector.
- **High cost of commuting vs. working locally** poses real challenges to a workforce that is, by way of the cost of living and housing, forced to live in other communities and drive into Park City for work. Commuting costs can average an additional \$300-400 per month in gas vs. local employment; and the number of employee

Furthermore, all grades in the pay plan have increased by 2% roughly every other year (off-year) for more than two decades as part of the City's efforts to keep positions paying close to the market on budget years when a formal pay plan process is not performed. All positions are approved for increases during the "off-year." However, this is not a large amount, and does not keep up with the rising costs of inflation. Many of the positions moving in the Pay Plan have not been reclassified to a higher grade in a long time.

FY 2017 was the first year that this more aggressive approach went into effect with the Pay Plan, and as a result the Pay Plan increase was higher that year than previous years (over \$2M). In the table below, the FY 2019 increase reflects an increase caused by Pay Plan changes, resulting in an \$859k budget increase in personnel. In the second year of the budget, all pay grades (and therefore all positions) are increased by 2% to keep up with the market during the off year. See table below:

Pay Plan Changes by Fund	
	FY 2019 Budget
Fund 11 General Fund	\$516,188
Fund 12 Quinn's Recreation Complex	\$31,840
Fund 51 Water Fund	\$10,420
Fund 52 Storm Water Fund	\$10,041
Fund 55 Golf Fund	\$13,423
Fund 57 Transportation Fund	\$248,736
Fund 62 Fleet Services Fund	\$28,556
Total	\$859,204

Pay Plan Increase by Fund

Personnel Changes

A number of departments submitted personnel requests for the FY 2019 Budget. The impacts of all recommended personnel budget request increases are shown for each fund in the table below. The total increase in personnel of FY 2019 over the FY 2018 Original budget is \$1.6 million. This increase is made up of changes to Finance, Building Maintenance, Building Dept, IT, Community Engagement, City Attorney, Police, Parks & Cemetery, Library, City Recreation, Tennis, Planning, Transit, Parking, and Water

department personnel. Over \$1 million of the total increase for personnel requests are for personnel in the Transportation Operations and Parking departments in order to increase service for transit routes and Parking within Park City. Again, these changes will be more fully discussed on May 31 with details on departmental requests, committee recommendations, operating budget changes, and major capital requests. For more information on budget requests and recommendations please review the [budget documents posted online](#). The Transit fund and other more significant personnel increases are explained in more detail following table.

Total Personnel Options by Fund	
	FY 2019 Budget
Fund 11 General Fund	\$322,744
Fund 12 Quinn's Recreation Complex	\$0
Fund 51 Water Fund	\$284,745
Fund 52 Storm Water Fund	\$0
Fund 55 Golf Fund	\$0
Fund 57 Transportation Fund	\$1,030,836
Fund 62 Fleet Fund	\$0
Fund 64 Self Insurance Fund	\$0
Total	\$1,638,325
Recommended Personnel Requests by Fund	

Building Dept Increase

An Associate Building Inspector is being added to the Building Dept budget for FY 2019. This is needed in order to keep up with the increased workload of the Building Dept.

Water Operations Increase

Water Operations is adding a Water Quality Scientist, and a Water Treatment Operator.

Transportation Operations Increase

Transportation Operations is increasing by 14 Bus Driver IIs, one Bus Driver IV, and one Transit Shift Supervisor. This higher level of service is recommended due to the City Council critical priority of Transportation and a new funding source in a transportation tax implemented by Summit County.

Parking Increase

The Parking Department will add a Lead Parking Enforcement Officer. Paid parking was implemented in a number of areas in Park City and Main Street during FY 2018. This will increase the workload of the Parking department for enforcement, as well as for maintenance of the parking gates and meters that will be implemented.

Materials, Supplies, and Services

The table below displays the increases to materials, supplies, and services by fund over the FY 2018 adopted budget. In FY19 the main increases are \$35K for IT software license costs; \$28K for materials/supplies in the Building Dept; and \$17k for web-based registration software for Recreation. The Water Fund increase is mainly due to utility cost increases, and a 5% annual increase in program costs. Transit is increasing by \$548.5K for contract services, \$400K of which is for subscription to Park City's parking technology.

Total Materials, Supplies & Services Options by Fund

	FY 2019 Budget
Fund 11 General Fund	\$225,602
Fund 12 Quinn's Recreation Complex	\$0
Fund 51 Water Fund	\$208,592
Fund 52 Storm Water Fund	\$0
Fund 55 Golf Fund	\$0
Fund 57 Transportation Fund	\$548,500
Fund 62 Fleet Fund	\$0
Fund 64 Self Insurance Fund	\$28,492
Total	\$1,011,186

Materials, Supplies & Services Options by Fund

Department Review

This report has been reviewed by the City Attorney's Office and the City Manager's Office.

Attachments:

A – Budget Summaries

B – Tentative Budget Ordinance

Expenditure Summary by Fund and Major Object (FY 2018 Adjusted Budget)

Description	Personnel FY 2018	Mat, Supplies, Services FY 2018	Capital FY 2018	Debt Service FY 2018	Contingency FY 2018	Sub - Total FY 2018	Interfund Transfer FY 2018	Ending Balance FY 2018	Total FY 2018
Park City Municipal Corporation									
011 GENERAL FUND	\$22,172,852	\$7,847,625	\$388,140	\$0	\$290,000	\$30,698,617	\$5,475,899	\$11,707,204	\$47,881,720
012 QUINNS RECREATION COMPLEX	\$823,134	\$351,215	\$6,000	\$0	\$0	\$1,180,349	\$1,200	\$-4,474,141	\$-3,292,592
021 POLICE SPECIAL REVENUE FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$33,604	\$33,604
022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,071	\$26,071
031 CAPITAL IMPROVEMENT FUND	\$0	\$0	\$34,023,621	\$0	\$0	\$34,023,621	\$1,288,297	\$38,838,195	\$74,150,113
038 EQUIPMENT REPLACEMENT CIP	\$0	\$0	\$1,223,700	\$0	\$0	\$1,223,700	\$0	\$1,202,711	\$2,426,411
051 WATER FUND	\$3,102,752	\$3,520,546	\$12,455,243	\$4,516,154	\$100,000	\$23,694,695	\$1,678,427	\$7,358,758	\$32,731,880
052 STORM WATER FUND	\$662,829	\$295,400	\$14,500	\$0	\$0	\$972,729	\$75,000	\$378,704	\$1,426,433
055 GOLF COURSE FUND	\$828,529	\$498,529	\$117,215	\$32,377	\$0	\$1,476,650	\$125,111	\$1,240,188	\$2,841,949
057 TRANSPORTATION & PARKING FUND	\$9,152,672	\$1,640,182	\$7,352,399	\$0	\$0	\$18,145,253	\$2,939,050	\$17,772,262	\$38,856,565
062 FLEET SERVICES FUND	\$964,546	\$1,587,620	\$10,000	\$0	\$0	\$2,562,166	\$0	\$1,207,629	\$3,769,795
064 SELF INSURANCE FUND	\$0	\$1,296,500	\$0	\$0	\$0	\$1,296,500	\$0	\$657,979	\$1,954,479
070 SALES TAX REV BOND - DEBT SVS FUND	\$0	\$0	\$0	\$2,266,613	\$0	\$2,266,613	\$0	\$2,394,929	\$4,661,542
071 DEBT SERVICE FUND	\$0	\$0	\$0	\$6,439,235	\$0	\$6,439,235	\$0	\$694,322	\$7,133,557
Total Park City Municipal Corporation	\$37,707,314	\$17,037,617	\$55,590,818	\$13,254,379	\$390,000	\$123,980,129	\$11,582,984	\$79,038,415	\$214,601,528
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$57,987	\$750,000	\$0	\$0	\$0	\$807,987	\$1,641,125	\$287,034	\$2,736,146
024 MAIN STREET RDA SPECIAL REVENUE FUND	\$0	\$485,000	\$0	\$0	\$0	\$485,000	\$752,000	\$465,052	\$1,702,052
033 REDEVELOPMENT AGENCY-LOWER PRK	\$0	\$0	\$-17,004,199	\$0	\$0	\$-17,004,199	\$0	\$21,365,965	\$4,361,766
034 REDEVELOPMENT AGENCY-MAIN ST	\$0	\$0	\$475,000	\$0	\$0	\$475,000	\$809,490	\$676,511	\$1,961,001
Total Park City Redevelopment Agency	\$57,987	\$1,235,000	\$-16,529,199	\$0	\$0	\$-15,236,211	\$3,202,615	\$22,794,562	\$10,760,966
Municipal Building Authority									
035 BUILDING AUTHORITY	\$0	\$0	\$1,299	\$0	\$0	\$1,299	\$0	\$423,484	\$424,783
Total Municipal Building Authority	\$0	\$0	\$1,299	\$0	\$0	\$1,299	\$0	\$423,484	\$424,783
Park City Housing Authority									
Total Park City Housing Authority									
TOTAL	\$37,765,302	\$18,272,617	\$39,062,918	\$13,254,379	\$390,000	\$108,745,216	\$14,785,599	\$102,256,461	\$225,787,276

Expenditure Summary by Fund and Major Object (FY 2019 Budget)

Description	Personnel FY 2019	Mat, Supplies, Services FY 2019	Capital FY 2019	Debt Service FY 2019	Contingency FY 2019	Sub - Total FY 2019	Interfund Transfer FY 2019	Ending Balance FY 2019	Total FY 2019
Park City Municipal Corporation									
011 GENERAL FUND	\$22,239,780	\$8,350,846	\$396,520	\$0	\$340,000	\$31,327,146	\$4,832,918	\$12,729,456	\$48,889,520
012 QUINNS RECREATION COMPLEX	\$921,788	\$355,815	\$6,000	\$0	\$0	\$1,283,603	\$1,200	\$-4,869,944	\$-3,585,141
021 POLICE SPECIAL REVENUE FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$33,604	\$33,604
022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,071	\$26,071
031 CAPITAL IMPROVEMENT FUND	\$0	\$0	\$58,823,726	\$0	\$0	\$58,823,726	\$1,288,297	\$51,213,921	\$111,325,944
038 EQUIPMENT REPLACEMENT CIP	\$0	\$0	\$1,325,600	\$0	\$0	\$1,325,600	\$0	\$950,811	\$2,276,411
051 WATER FUND	\$3,309,975	\$3,729,138	\$17,085,809	\$4,516,154	\$100,000	\$28,741,076	\$1,678,427	\$8,065,778	\$38,485,281
052 STORM WATER FUND	\$656,912	\$308,000	\$235,350	\$0	\$0	\$1,200,262	\$75,000	\$353,442	\$1,628,704
055 GOLF COURSE FUND	\$893,467	\$509,335	\$114,565	\$32,377	\$0	\$1,549,744	\$125,111	\$1,161,279	\$2,836,134
057 TRANSPORTATION & PARKING FUND	\$10,501,374	\$2,614,544	\$8,619,885	\$0	\$0	\$21,735,803	\$2,939,050	\$14,237,928	\$38,912,781
062 FLEET SERVICES FUND	\$996,803	\$1,587,620	\$10,000	\$0	\$0	\$2,594,423	\$0	\$1,186,606	\$3,781,029
064 SELF INSURANCE FUND	\$0	\$1,324,992	\$0	\$0	\$0	\$1,324,992	\$0	\$493,543	\$1,818,535
070 SALES TAX REV BOND - DEBT SVS FUND	\$0	\$0	\$0	\$2,266,613	\$0	\$2,266,613	\$0	\$2,385,929	\$4,652,542
071 DEBT SERVICE FUND	\$0	\$0	\$0	\$6,439,235	\$0	\$6,439,235	\$0	\$744,928	\$7,184,163
Total Park City Municipal Corporation	\$39,520,100	\$18,780,290	\$86,617,455	\$13,254,379	\$440,000	\$158,612,223	\$10,940,003	\$88,713,352	\$258,265,579
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$57,742	\$756,300	\$0	\$0	\$0	\$814,042	\$1,641,125	\$245,659	\$2,700,826
024 MAIN STREET RDA SPECIAL REVENUE FUND	\$0	\$485,000	\$0	\$0	\$0	\$485,000	\$752,000	\$470,052	\$1,707,052
033 REDEVELOPMENT AGENCY-LOWER PRK	\$0	\$0	\$1,105,000	\$0	\$0	\$1,105,000	\$0	\$27,902,090	\$29,007,090
034 REDEVELOPMENT AGENCY-MAIN ST	\$0	\$0	\$52,000	\$0	\$0	\$52,000	\$809,490	\$567,021	\$1,428,511
Total Park City Redevelopment Agency	\$57,742	\$1,241,300	\$1,157,000	\$0	\$0	\$2,456,042	\$3,202,615	\$29,184,822	\$34,843,479
Municipal Building Authority									
035 BUILDING AUTHORITY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$423,484	\$423,484
Total Municipal Building Authority	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$423,484	\$423,484
Park City Housing Authority									
Total Park City Housing Authority									
TOTAL	\$39,577,841	\$20,021,590	\$87,774,455	\$13,254,379	\$440,000	\$161,068,266	\$14,142,618	\$118,321,658	\$293,532,542

Expenditure Summary by Fund and Major Object (FY 2020 Budget)

Description	Personnel FY 2020	Mat, Supplies, Services FY 2020	Capital FY 2020	Debt Service FY 2020	Contingency FY 2020	Sub - Total FY 2020	Interfund Transfer FY 2020	Ending Balance FY 2020	Total FY 2020
Park City Municipal Corporation									
011 GENERAL FUND	\$22,357,547	\$8,282,685	\$396,520	\$0	\$340,000	\$31,376,752	\$5,040,741	\$13,848,901	\$50,266,394
012 QUINNS RECREATION COMPLEX	\$928,136	\$351,215	\$6,000	\$0	\$0	\$1,285,351	\$1,200	\$-5,252,495	\$-3,965,944
021 POLICE SPECIAL REVENUE FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$33,604	\$33,604
022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,071	\$26,071
031 CAPITAL IMPROVEMENT FUND	\$0	\$0	\$6,180,596	\$0	\$0	\$6,180,596	\$1,288,297	\$56,132,600	\$63,601,493
038 EQUIPMENT REPLACEMENT CIP	\$0	\$0	\$1,285,600	\$0	\$0	\$1,285,600	\$0	\$738,911	\$2,024,511
051 WATER FUND	\$3,340,107	\$3,629,836	\$29,074,046	\$4,516,154	\$100,000	\$40,660,143	\$1,678,427	\$4,653,731	\$46,992,301
052 STORM WATER FUND	\$663,525	\$295,400	\$371,500	\$0	\$0	\$1,330,425	\$75,000	\$198,017	\$1,603,442
055 GOLF COURSE FUND	\$897,699	\$498,529	\$126,565	\$32,377	\$0	\$1,555,170	\$125,111	\$1,076,944	\$2,757,225
057 TRANSPORTATION & PARKING FUND	\$10,661,644	\$2,621,444	\$5,122,797	\$0	\$0	\$18,405,885	\$2,939,050	\$12,124,681	\$33,469,616
062 FLEET SERVICES FUND	\$1,007,224	\$1,587,620	\$10,000	\$0	\$0	\$2,604,844	\$0	\$1,155,162	\$3,760,006
064 SELF INSURANCE FUND	\$0	\$1,324,992	\$0	\$0	\$0	\$1,324,992	\$0	\$329,107	\$1,654,099
070 SALES TAX REV BOND - DEBT SVS FUND	\$0	\$0	\$0	\$2,266,613	\$0	\$2,266,613	\$0	\$2,376,929	\$4,643,542
071 DEBT SERVICE FUND	\$0	\$0	\$0	\$6,439,235	\$0	\$6,439,235	\$0	\$795,534	\$7,234,769
Total Park City Municipal Corporation	\$39,855,882	\$18,591,721	\$42,573,624	\$13,254,379	\$440,000	\$114,715,606	\$11,147,826	\$88,237,697	\$214,101,129
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$59,160	\$750,000	\$0	\$0	\$0	\$809,160	\$1,641,125	\$209,166	\$2,659,451
024 MAIN STREET RDA SPECIAL REVENUE FUND	\$0	\$485,000	\$0	\$0	\$0	\$485,000	\$752,000	\$475,052	\$1,712,052
033 REDEVELOPMENT AGENCY-LOWER PRK	\$0	\$0	\$19,400,200	\$0	\$0	\$19,400,200	\$0	\$31,108,566	\$50,508,766
034 REDEVELOPMENT AGENCY-MAIN ST	\$0	\$0	\$0	\$0	\$0	\$0	\$809,490	\$509,531	\$1,319,021
Total Park City Redevelopment Agency	\$59,160	\$1,235,000	\$19,400,200	\$0	\$0	\$20,694,360	\$3,202,615	\$32,302,315	\$56,199,290
Municipal Building Authority									
035 BUILDING AUTHORITY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$423,484	\$423,484
Total Municipal Building Authority	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$423,484	\$423,484
Park City Housing Authority									
Total Park City Housing Authority									
TOTAL	\$39,915,042	\$19,826,721	\$61,973,824	\$13,254,379	\$440,000	\$135,409,966	\$14,350,441	\$120,963,496	\$270,723,903

All Funds Combined

Revenue	Actual FY 2016	Actual FY 2017	Actual FY 2018	Adjusted FY 2018	Collection % FY 2018	Original FY 2019	Original FY 2020
RESOURCES							
Property Taxes	\$18,491,389	\$18,467,398	\$20,506,331	\$20,838,731	98%	\$21,064,141	\$21,284,634
Sales Tax	\$21,212,061	\$23,107,148	\$13,854,792	\$23,292,728	59%	\$26,458,904	\$26,991,033
Franchise Tax	\$3,185,820	\$3,194,392	\$2,263,104	\$3,258,000	69%	\$3,322,000	\$3,382,000
Licenses	\$1,488,789	\$1,105,797	\$1,369,708	\$1,411,666	97%	\$1,437,666	\$1,461,666
Planning Building & Engineering Fees	\$3,439,664	\$3,549,703	\$3,551,952	\$4,179,000	85%	\$4,199,000	\$3,754,000
Special Event Fees	\$135,413	\$103,168	\$60,493	\$109,000	55%	\$110,000	\$111,000
Federal Revenue	\$566,156	\$16,021,442	\$7,294	\$4,850,080	0%	\$4,852,080	\$3,165,000
State Revenue	\$358,985	\$612,935	\$362,823	\$451,000	80%	\$455,000	\$459,000
County/SP District Revenue	\$50,000	\$687,316	\$1,527,000	\$1,611,000	95%	\$1,702,000	\$1,603,000
Water Charges for Services	\$15,162,429	\$18,173,294	\$14,406,629	\$18,698,500	77%	\$18,698,500	\$18,698,500
Transit Charges for Services	\$2,312,576	\$3,206,611	\$3,924,912	\$5,938,584	66%	\$7,485,345	\$7,263,594
Cemetery Charges for Services	\$21,937	\$31,018	\$24,990	\$36,000	69%	\$37,000	\$38,000
Recreation	\$3,397,284	\$3,372,897	\$2,437,239	\$3,530,596	69%	\$3,568,596	\$3,596,596
Ice	\$749,880	\$818,339	\$646,977	\$834,000	78%	\$886,000	\$901,000
Other Service Revenue	\$90,239	\$69,426	\$49,907	\$81,000	62%	\$92,000	\$104,000
Library Fines & Fees	\$21,407	\$32,249	\$21,976	\$27,000	81%	\$27,000	\$28,000
Fines & Forfeitures	\$1,080,705	\$1,077,415	\$1,554,686	\$1,469,200	106%	\$1,469,200	\$1,469,200
Misc. Revenues	\$2,602,787	\$4,552,033	\$4,098,337	\$3,822,430	107%	\$7,048,530	\$12,021,081
Interfund Transactions (Admin)	\$5,861,114	\$5,816,802	\$4,567,500	\$6,195,964	74%	\$6,195,964	\$6,195,964
Interfund Transactions (CIP/Debt)	\$9,569,945	\$33,704,809	\$4,658,010	\$8,589,635	54%	\$7,946,654	\$8,154,477
Special Revenues & Resources	\$636,167	\$12,410,768	\$842,229	\$1,573,000	54%	\$1,420,500	\$1,420,500
Bond Proceeds		\$27,863,698	\$35,227,871	\$40,222,546	88%	\$72,800,000	\$30,300,000
Beginning Balance	\$83,622,487	\$81,763,532	\$74,767,615	\$74,767,615	100%	\$102,256,461	\$118,321,658
TOTAL	\$174,057,233	\$259,742,190	\$190,732,376	\$225,787,275	1,725	\$293,532,541	\$270,723,903

Change in Fund Balance

Fund	Actuals FY 2016	Actuals FY 2017	Actuals FY 2018	Adjusted FY 2018	Increase (red) FY 2018	% Inc (red) FY 2018	Budget FY 2019	Increase (red) FY 2019	% Inc (red) FY 2019	Budget FY 2020	Increase (red) FY 2020	% Inc (red) FY 2020
Park City Municipal Corporation												
011 GENERAL FUND	\$10,522,730	\$11,558,783	\$0	\$11,707,204	\$148,421	1%	\$12,729,456	\$1,022,252	9%	\$13,848,901	\$1,119,445	9%
012 QUINNS RECREATION COMPLEX	\$-3,814,171	\$-4,129,592	\$0	\$-4,474,141	\$-344,549	8%	\$-4,869,944	\$-395,803	9%	\$-5,252,495	\$-382,551	8%
021 POLICE SPECIAL REVENUE FUND	\$32,254	\$33,604	\$0	\$33,604			\$33,604			\$33,604		
022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT	\$16,386	\$26,071	\$0	\$26,071			\$26,071			\$26,071		
031 CAPITAL IMPROVEMENT FUND	\$36,922,033	\$31,142,544	\$0	\$38,838,195	\$7,695,651	25%	\$51,213,921	\$12,375,726	32%	\$56,132,600	\$4,918,679	10%
038 EQUIPMENT REPLACEMENT CIP	\$1,626,711	\$1,352,711	\$0	\$1,202,711	\$-150,000	-11%	\$950,811	\$-251,900	-21%	\$738,911	\$-211,900	-22%
051 WATER FUND	\$7,275,494	\$5,905,357	\$0	\$7,358,758	\$1,453,401	25%	\$8,065,778	\$707,020	10%	\$4,653,731	\$-3,412,047	-42%
052 STORM WATER FUND	\$0	\$176,433	\$0	\$378,704	\$202,271	115%	\$353,442	\$-25,262	-7%	\$198,017	\$-155,425	-44%
055 GOLF COURSE FUND	\$1,325,234	\$1,246,003	\$0	\$1,240,188	\$-5,815	0%	\$1,161,279	\$-78,909	-6%	\$1,076,944	\$-84,335	-7%
057 TRANSPORTATION & PARKING FUND	\$19,381,363	\$19,262,807	\$0	\$17,772,262	\$-1,490,545	-8%	\$14,237,928	\$-3,534,334	-20%	\$12,124,681	\$-2,113,247	-15%
062 FLEET SERVICES FUND	\$1,123,856	\$1,196,395	\$0	\$1,207,629	\$11,234	1%	\$1,186,606	\$-21,023	-2%	\$1,155,162	\$-31,444	-3%
064 SELF INSURANCE FUND	\$968,274	\$793,923	\$0	\$657,979	\$-135,944	-17%	\$493,543	\$-164,436	-25%	\$329,107	\$-164,436	-33%
070 SALES TAX REV BOND - DEBT SVS FUND	\$2,843,028	\$2,403,929	\$0	\$2,394,929	\$-9,000	0%	\$2,385,929	\$-9,000	0%	\$2,376,929	\$-9,000	0%
071 DEBT SERVICE FUND	\$574,778	\$643,716	\$0	\$694,322	\$50,606	8%	\$744,928	\$50,606	7%	\$795,534	\$50,606	7%
Total Park City Municipal Corporation	\$78,797,970	\$71,612,684	\$0	\$79,038,415	\$7,425,731	146%	\$88,713,352	\$9,674,937	-15%	\$88,237,697	\$-475,655	-134%
Park City Redevelopment Agency												
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$254,047	\$322,354	\$0	\$287,034	\$-35,320	-11%	\$245,659	\$-41,375	-14%	\$209,166	\$-36,493	-15%
024 MAIN STREET RDA SPECIAL REVENUE FUND	\$260,447	\$460,052	\$0	\$465,052	\$5,000	1%	\$470,052	\$5,000	1%	\$475,052	\$5,000	1%
033 REDEVELOPMENT AGENCY-LOWER PRK	\$746,751	\$738,741	\$0	\$21,365,965	\$20,627,224	2,792%	\$27,902,090	\$6,536,125	31%	\$31,108,566	\$3,206,476	11%
034 REDEVELOPMENT AGENCY-MAIN ST	\$1,250,230	\$1,209,001	\$0	\$676,511	\$-532,490	-44%	\$567,021	\$-109,490	-16%	\$509,531	\$-57,490	-10%
Total Park City Redevelopment Agency	\$2,511,475	\$2,730,148	\$0	\$22,794,562	\$20,064,414	2,738%	\$29,184,822	\$6,390,260	1%	\$32,302,315	\$3,117,493	-12%
Municipal Building Authority												
035 BUILDING AUTHORITY	\$454,087	\$424,783	\$0	\$423,484	\$-1,299	0%	\$423,484			\$423,484		
Total Municipal Building Authority	\$454,087	\$424,783	\$0	\$423,484	\$-1,299	0%	\$423,484			\$423,484		



Ordinance No. 2018-17

ORDINANCE ADOPTING A TENTATIVE REVISED BUDGET FOR FISCAL YEAR 2018 AND A TENTATIVE BUDGET FOR FISCAL YEAR 2019 FOR PARK CITY MUNICIPAL CORPORATION AND ITS RELATED AGENCIES AND AUTHORIZING THE COMPUTATION OF THE PROPERTY TAX RATE AT A NO TAX INCREASE RATE

WHEREAS, the Utah State law requires that city budgets be adopted by ordinance: and;

WHEREAS, a public hearing was held on May 3, 2018 at the City Council's regularly scheduled meetings, complying with State law;

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

SECTION 1. TENTATIVE REVISED BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended budget presented on May 3, 2017 and with changes as summarized in the Attachments to this ordinance is hereby adopted as the tentative revised Fiscal Year 2018 budget for Park City Municipal Corporation and its related agencies.

SECTION 2. TENTATIVE BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended budget presented on May 3, 2018 and with changes as summarized in the Attachments to this ordinance is hereby adopted as the tentative budget for Fiscal Year 2019 for Park City Municipal Corporation and its related agencies.

SECTION 3. CERTIFIED PROPERTY TAX RATE. The City's Budget Officer is authorized, after the County has provided the Certified Property Tax data, to compute the City's Certified Property Tax Rate for 2018 at a "No Tax Increase Rate" and file said rate with the County.

SECTION 4. EFFECTIVE DATE. This Ordinance shall be effective on the day of publication.

PASSED AND ADOPTED this 3rd day of May, 2018

PARK CITY MUNICIPAL CORPORATION

Mayor Andy Beerman

Attest:

Michelle Kellogg, City Recorder

APPROVED AS TO FORM:

Mark Harrington, City Attorney

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Amanda Angevine

Submitting Department: Ice Rink

Item Type: Work Session

Agenda Section: WORK SESSION

Subject:

4:00 p.m. - Customer Engagement Update

Suggested Action:

Attachments:

[Customer Engagement Staff Report](#)

[Attachment A](#)

[Attachment B](#)

[Attachment C](#)

[Attachment D](#)



City Council Staff Report

Subject: City Customer Service Discussion
Author: Amanda Angevine, Ice, on behalf of PCMC Management Team
Date: Thursday, May 3
Type of Item: Work Session- Informational

Executive Summary

At the recent Strategic Planning Retreat there was discussion on the topic of customer service. It was requested that staff come back to provide information on what staff has done in recent years and share initiatives that are currently underway.

The Opportunity

- For any organization, the customer's experience is something that can be continuously enhanced. Through the National Citizen's Survey, Park City Residents gave an 81% positive rating for overall customer service by Park City Municipal employees. This is a positive score and is consistent year over year and against our benchmark cities but still shows opportunity to further improvement.
- To create alignment between departments to enhance customer engagement.
- To continue to have Customer Engagement as an area of focus for the City

For many City services, our customers do not have a choice in where they "shop." And for services for which they do, we strive to create loyalty and retain their business. As an organization whose purpose is to meet community needs and interests, customer engagement is a crucial tool to develop relationships and communicate directly with our residents, part-time residents and visitors.

Background

Since 2012 City staff from across the organization has engaged in various customer service initiatives. In early discussions staff elevated our commitment to providing exceptional services to the community by using the term *customer engagement* instead of *customer service*. Where the word "service" refers to a transaction, *engagement* shows a commitment to a higher quality experience regardless of the product rendered or services performed. This is an important piece of the City's customer engagement philosophy as the regulatory nature of some departments cannot always deliver the desired result to the customer. For example, the focus is not on whether or not a permit is approved, which is determined by code, instead it is on the customer's experience throughout the process.

Staff's commitment to customer engagement helps promote the community's Top Priority of Citizen Engagement. Also, responsive customer service has been identified as one of the City Council's Desired Outcomes.

It is important to differentiate between customer engagement as it pertains to service levels as opposed to programming that engages the public. The core function of many departments is to provide programs that engage the public and fulfill needs; however for the purposes of internal Customer Engagement efforts, we focus on the service level and the overall customer experience.

Within the many functions of the City there are three primary functions: 1. Regulatory; 2. Relational; and 3. Support. Departments with a regulatory function include Police, Building, Planning and Engineering and Legal. Recreation, Golf, Ice and Library are some of the departments where customers have more of a choice from where they obtain goods and services, so the focus is on the relational aspect of the interaction. Lastly, departments like Human Resources, Budget and Information Technology are examples of departments whose primary role is to provide support to other City departments (i.e. to provide internal customer engagement). Although staff recognizes that a department may be heavier in one function, each department has actions in which they may exercise any one of the three functions. Identifying these three functions is important to establishing strategies for providing appropriate yet exceptional services with customers in all functions of the organization.

While there have been previous efforts in this area for decades, in 2016 the City Manager called for a citywide focus on Customer Engagement. Below is a list of the various customer engagement initiatives that began during 2016, some of which continue today.

A Customer Engagement Management Team was established in January 2016. The goal of the team is to increase customer service to the internal and external customers throughout the City. Initiatives completed by this group include:

- **Front Desk Roundtable** where front desk representatives from around the City together to discuss best practices, common issues and solutions. This group also created a reference bookmark with Customer Service guidelines (Attachment A).
- **Evaluating Mystery Shopping** as a potential tool. The recommendation was to not proceed with this program, as it has the potential to undermine trust. The group decided to proceed with a more positive setting for learning by organizing a group of front line staff to visit Ogden for a mini City Tour where they met with city officials, heads of the departments and attended the management staff meeting. Transit representatives also met with the Cache Valley Transit District and learned more about their operations.
- **Ad Hoc Group focused on Getting Feedback & Making Change.** This group discussed and researched different department efforts to collect feedback and how it was working for them. The group provided staff with a list of best practices to solicit feedback and make improvements. Some of these included focus groups, comment cards, comment and question boards & online feedback tools.
- **November 2017, 10 City staff participated in eCornell's online training program Service Excellence** (Attachment B). This group did not support rolling this program out Citywide but recommended making enhancements to current customer engagement training to highlight some of the important takeaways.

- As a City we work on having a High Performance Organization which we refer to internally as **Gold Medal Performance Organization**. Leadership training, including LEAD Virginia and an internal version, LEAD PC both facilitate leadership training. For this organization, leadership training is customer engagement training as we empower every individual to use their skills, abilities, knowledge and energy to achieve the best possible outcome. As an organization providing services to the community, this leadership training is customer engagement training. We have more than 200 staff members who have gone through this training to date.

Despite continuous efforts, in 2017 Management Team identified customer engagement as an area that needs additional attention. Even though the City receives positive feedback, as measured through feedback and the biannual National Citizens Survey, Management Team felt there are still opportunities for improvement and consistency.

Amanda Angevine and Tate Shaw, who have been consistent contributors in the customer engagement initiatives over the years, suggested we take a holistic look at our customer's experience and establish a citywide foundation that each department can build from. The proposal as approved by Management Team included three specific action items.

1. Define the term Customer Engagement for Park City Municipal
2. Establish citywide standards for customer engagement
3. Create performance measures to track our success

Each action item encompasses a phase towards improving the customer experience with each building on the previous phases. A rollout phase will also be essential to creating alignment between all city employees and services.

Having a shared definition will set expectations and build commitment to providing the best customer experience possible. Setting citywide standards will help provide consistency across city services and a standard to hold staff accountable to. Lastly, establishing metrics to measure our successes will allow staff to track progress and signal areas of concern.

Phase one is currently underway with an eight person ad hoc group, comprised of strong contributors to previous customer engagement initiatives (Attachment C). Individuals were not only selected for their commitment to this effort but also for their ability to bring change in their departments. The group has been meeting approximately every two weeks since mid-February.

The ad hoc group felt a customer engagement vision statement was more powerful than a definition and drafted the following statement which was well received by the Management Team and will be rolled out to staff once the deliverables for Phase II are complete. The Customer Engagement Vision Statement is:

**“We commit to quality interaction, deliver innovative solutions,
and build trust to foster a complete community.”**

In addition to the citywide initiatives above, many departments have also focused on customer engagement. A list of these initiatives is included in Attachment D.

Department Review

This staff report has been reviewed by several members of past and current customer engagement efforts as well as by the Human Resources and Legal departments. All Managers also had the opportunity to review and include department specific initiatives.

Attachments

- A Customer Service Guidelines Bookmark
- B eCornell Service Excellence Syllabus
- C Staff on Customer Engagement Ad Hoc Committee
- D Department Specific Customer Engagement Initiatives & Standards



DEPARTMENT	TELEPHONE
Budget, Debts & Grants	5182
Building	5101
Building Maintenance	5630
Business Licenses	5225
City Hall	5000
Dispatch	5500
Engineering	5056
Executive	5007
Finance	5221
Golf	5800
Human Resources	5246
Ice	5707
Information Technology	5123
Legal	5025
Library	5600
Parking	5301
Parks	5637
Planning	5060
Police	5505
Police Records	5506
Public Affairs	5201
Public Utilities	5306
Public Works	5301
Recreation	5401
Special Events	5188
Streets	5346
Transit/Transportation	5320
Water	5305

GOLD MEDAL CUSTOMER SERVICE PRACTICES

Face-To-Face Standards

- Neat Appearance
- Positive Attitude
- Clearly Visible Badge
- Prompt Customer Greeting

Telephone Standards

- Set expectation of availability
- Wait for response prior to placing on hold or transferring call
- Ask present customer if they mind if you answer the phone
- If customer has been holding awhile, let them know they are still a priority
- When gone, set up out-of-office voicemail and include contact person in your absence

Email Standards

- Respond within 24 business hours
- Treat internal and external emails the same
- Inform customers when you are forwarding their emails and to whom
- Use out-of-office automatic messages and include name of the contact person in your absence
- Double check information in forwarded emails



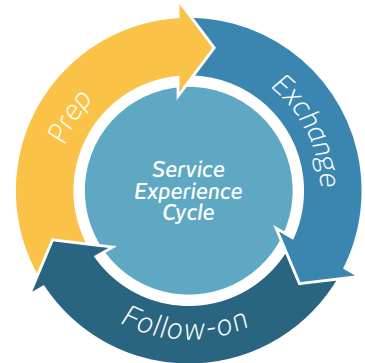
Established by the Front Desk Roundtable Team

Cornell University Service Excellence On-Demand Training

Delivering excellent service involves strategies, approaches, and techniques that can be learned and practiced by anyone. The Cornell University Service Excellence On-Demand Training provides organizations and team members with a framework for critical thinking during customer interactions.

Applying a strategic approach to delivering customer service improves team members' effectiveness at assessing and delivering what customers need, when they need it. An approach centered on critical thinking rather than situation-based responses reduces errors, identifies potential problems before they start, and keeps difficult, stressful interactions under control.

Armed with tools to read customers and manage constantly changing situations, employees will be more productive in their organization. Raising the bar on service will better equip team members to deliver on organizational service promises, ultimately improving the customer experience and driving towards increased revenue.



About the Program

Learners will be able to:

- Apply customer interactions to the Cornell Service Experience Cycle; identify missed opportunities and areas of improvement to ensure high-quality service execution
- Leverage the PERC Toolkit, including Poise, Empathy, Resourcefulness, and Caring, to deliver more effective service
- Read customer and environment clues to inform service strategies and customize service delivery
- Draw on best practices when handling difficult situations and resolving conflict
- Identify service recovery opportunities and categorize service failures and appropriate responses
- Improve their own communication by consciously considering audience, message, and method of delivery
- Employ the Listen, Observe, Ask method in all customer interactions

Who Should Enroll

Learners may come from any industry, but their job function requires that they routinely interact with and provide service to internal or external customers.

Accreditation

Upon successful completion of all eight lessons learners will receive a recognition of their achievement from Cornell University's School of Hotel Administration.

Ready to enroll? Contact corporateprograms@ecornell.com



Training Lessons

Learners are required to have access to a web-enabled device. Training lessons can be taken via desktop, laptop, tablet, or mobile devices.

As learners progress through the training, they'll realize the following learning outcomes:

Cornell Service Experience Cycle

Identify the framework that defines all customer experiences including in person, over the phone, or digital platform interactions. Understanding the cycle provides critical opportunities to address flaws and improve service, and ensures that customer needs are being properly met during real-world interactions.

Your PERC Toolkit

Identify the four critical characteristics of service and learn how to demonstrate Poise, Empathy, Resourcefulness, and Caring throughout the work environment and during customer interactions.

Contextual Sensitivity

Define and identify customer and environmental clues. Use clues to assess situations and adapt and customize service strategies throughout the Service Experience Cycle.

Anticipating Needs

Explore proactive versus reactive styles and the benefits of employing a proactive approach. Leverage skills to identify improvements in the customer experience and the employee workday experience.

Communication

Share information and engage more effectively through an understanding of how audience, message, and method of delivery influence your ability to communicate. Explore written, verbal, and nonverbal methods. Identify styles that may cause misunderstandings.

Managing the Guest Interaction: Listen, Observe, Ask

Gain practical strategies to make the most of each interaction. Use active listening techniques and apply question words to problem-solve and practice thorough communication. Adjust your response to changing customer clues.

Strategies for Conflict Resolution

Recognize that conflict is a unique type of customer exchange. Know how to stay safe in difficult interactions and reach out to appropriate resources when situations escalate. Identify opportunities for apologies and strategies for times when an apology is not appropriate. Practice respect for emotions; both your own and your customers'.

Strategies for Service Recovery

Understand the concept and importance of service recovery. Identify types of service failures through the Failure Matrix as well as appropriate responses for each type of failure. Think outside the box; consider new and novel approaches for service recovery.

Attachment C:

Members of Customer Engagement Ad Hoc Committee

Todd Andersen, Budget

Holly Erickson, Public Works/Transit

Linda Jager, Community Engagement

Holly Lopez, Water

Mary McClaugherty, Building

Tippe Morlan, Planning

Malena Stevens, Police

Facilitated by Amanda Angevine (Ice) and Tate Shaw (Recreation)

Attachment D:

This attachment documents specific Customer Engagement efforts made within departments.

Building Department:

- Winter of 2017/18, the building department added online tools for contractors including:
 - o [Restricted Work Dates Exemption](#)
 - o [Complaint Form](#)
 - o [Inspection Request](#)
 - o [Certificate of Occupancy prior to Site Completion](#)
- ↓ Additionally, A drop box is now located at the front counter to leave submittals any time from 8:00 to 5:00, Monday thru Friday. (Submittals may include plan review comments, revisions, inspector requested documents, other documents to be added to permits.)

Engineering:

Engineering is always streamlining our permitting process to make the process easier for the applicants along with staff. We keep our webpage current. Meetings with both internal and external customers have been held to help us better serve both customer types. We offer both an open door policy and scheduling an appointment to meet with anyone in the department.

We process work in the right-of-way permits within 2 working days. Public Improvement inspections are completed within the given 2 week timeframe. Our service standards are to respond to both public and internal customers with honesty, knowledge and kindness. We also follow the LMC so both the public and internal customers are held to the same level of standards.

Executive:

In the Summer 2016 City Manager's office hosted Focus Group with residents.

- Discuss Customer Engagement at team meetings as well as discuss how we work with customers
 - o Always ensure Executive Office coverage
 - o City Manager, Assistant City Manager or Acting City Manager always available to City Council or the public
 - o Executive team helps out with front desk phone coverage and Human Resources coverage when needed
 - o If member of the public calls and is forwarded to another department, Executive staffer provides their name and says "Please call me back if you are not able to reach someone who can help you."
 - o Maintains a welcoming atmosphere in the Executive Office for visitors, internal or external
- New meeting management software for City Council and Planning Commission
- Customer engagement is also focused on providing service to internal customers
 - o Managing the City Council agendas
 - o Compiling City Council packets

- o Working with every team in the organization.
- o Weekly City Manager's Staff Strategy Meeting connect people from across the organization
- o Focus on staff development through programs like our half-day orientation and two-day leadership program called LEAD PC
- o **Information Technology:**

Information Technology:

The IT Department has not taken on any new major Customer Engagement initiatives in recent years, but has continued to focus meeting our current goals such as 4-hour response and resolution time.

The IT Department utilizes standards for the customer experience that are primarily measured in the annual Internal Services Survey. This includes ratings for provided IT services like:

1. Overall customer service experience
2. Product quality
3. Rehire rate

This also includes measures for each IT Program (Budgeting For Outcomes).

Public Utilities Customer Service/Customer Engagement Initiatives and Service Standards

Finance:

Finance is open during every business day from 8:00am – 5:00pm without closing. We staff the window at all times for customers that come to City Hall as well as calling. Finance is available (via phone, email, in person) for all internal customers and strives to be responsive in a timely manner.

Ice Arena:

- Over the years staff have participated in various customer service trainings internally and with outside organizations. Tate facilitated a customized training specific to challenges facing the Ice Arena staff.
- Part time Hockey Academy Director, Program Coordinator, General Manager and Head of Operations all have City phones to monitor communications when away from the office. If contacted while out of the office, staff can forward messages to someone else who is able to respond, or return to work to address the communication.
- Front Desk Hours are posted for patrons
- Staff utilize out of office messages to communicate availability and set expectations for response time.
- Bi-annual survey of patrons collects feedback on customer experience and asks for rating for services provided by employees at the Front Desk.

Library:

- Every morning at the Library, Monday -Thursday, the staff gathers for a Start-Up Meeting at which information is shared to best serve the public that day. At those, Customer Engagement tips and best-practices are shared.
- At monthly staff meetings, Customer Engagement videos and trainings are given, with discussions being held to ensure that we all share in the commitment and understanding about best practices in Customer Engagement.
- Various internal departments at the Library have developed outlines for the provision of services and messaging, such as how to rent rooms, so that the community gets consistent information.
- Library Board packets are sent out each month to the entire staff so that they know what is being discussed at the policy-making level and can share that with the public. These are also put on the Library's website.
- Training videos are created in-house for the use of various library technologies to share with staff, so that they all know how best to engage the public on ever-changing technological resources.
- Trainings at staff meetings are conducted for databases, resources, etc. in order to knowledgeably help the public.
- Adriane created a Library Leadership Podcast (<http://libraryleadershippodcast.com/>), which she shares with staff each month to give strategic insights about ways in which libraries can stay on the cutting edge with strategic ideas from top leaders in the field.
- The Library sends as many PT & FT staff members as possible to City trainings such as LEAD PC, Accountability that Works, etc.
- The Library developed a training model called SDA (Self-Directed Achievement) with which employees identify areas where they want further information to better help the public, and are given dedicated time for self-directed learning.
- The staff is committed to the customer engagement standards developed by the City, which were put on bookmarks. Each person has the bookmark. A member of the Library team sat on the committee to develop these. (Faylene Weinman)
- Employees take part in trainings and self-evaluations using our City IREACH values rating themselves on a scale of 1-5 and speaking with their managers about their results.
- The Library holds a Staff Development Day each year on Veteran's Day, when the Library is closed to the public, at which the entire staff takes part in professional development and engages in learning for best helping the public.
- **A list of TOP 10 SERVICE MODEL BEST PRACTICES were developed by the entire staff, and agreed upon. These are on all of the Library's screen savers:**
 - 1. Communicate to everyone: internal & external, verbal & nonverbal**
 - 2. Work as a team: ask if you need help, offer help even when not asked**
 - 3. Work ethic: appropriate amount of time spent on work vs. personal**
 - 4. Be proactive & aware: patrons/library/staff needs**
 - 5. Be friendly & helpful: smile, look up**

- 6. **Professionalism:** leave home items at home but also be aware of other staff members' personal issues
- 7. **Strive for excellence:** lending a hand, going the extra mile
- 8. **Failure is okay:** accept and learn from mistakes, coach with kindness, ask for help
- 9. **Enjoy what you do:** sharing work anecdotes with each other, humor and play
- 10. **Patience:** with everyone including yourself
- The Library Team is proud of our group's collaborative development of our new Mission, Vision, and Values. Every member of the Library team, from top to bottom, contributed to these:

Mission: Empower Minds, Inspire Imagination, Connect Community

Vision: Our Community's Living Room of Knowledge, Opportunity, and Innovation

Values: **WE READ PC**

Welcome – We invite everyone and understand that each interaction is important.

Engage – We build relationships and connect community.

Respect – We value every person's right to freedom of expression and intellectual pursuits.

Empower – We provide access to information and resources for lifelong learning.

Adapt – We innovate to expand learning and growth.

Diversify – We respect the entire community and celebrate each other.

Play – We foster a fun, creative, and inventive environment.

Collaborate – We believe cooperation and partnerships are central to our culture.

Police:

Below is information highlighting what the Police Department has been doing over the past couple years regarding customer engagement.

- In 2015, Park City Police Department (PCPD) worked with Human Resources to develop a vision statement and values specific to the department. These values have served as PCPD's standard of service through instituting a philosophy of collaboration or "P.A.I.R.ing" with the community to create a safe place to live, work and play. PCPD's values are characterized by this collaboration through the acronym "P.A.I.R.": Professionalism,



Accountability, Integrity and Respect. Ensuring that individual officers within the department are exemplifying these values, as well as the department as a whole, has been a major focus since 2015.

- PCPD has a long instituted program called Community Oriented Policing where each officer within the department is responsible for community relations within an individual Park City neighborhood. These officers build relationships with individuals and organizations within their assigned neighborhood, and they work with these individuals and organizations to develop projects to improve the safety and quality of life in those areas. Each year officers have to develop new projects to increase the level of service for their assigned neighborhood.
- Because PCPD wanted to increase their level of service to the community the department established a Community Outreach Officer (COO) position in 2017 to focus on community issues in detail. This officer has been available to assist with broader City issues, provide information and education, and further assist individuals with specific incidents or cases. Creating this position has advanced PCPD's level of service since the COO is fully focused on community members and community relationships.
- PCPD also has Victim Advocacy Program that focuses on serving victims of violent crime. This program has allowed PCPD to increase the time, resources, and information relayed to victims so that they can have greater access in their healing process. This program has been in place since 2012 and has increased the level of service to hundreds of community members and visitors.
- Each Year PCPD holds the Police Citizen's Academy, which provides an interactive environment for learning about police functions. This course has given members of the public additional education regarding issues faced by law enforcement, policy and procedure, and additional information explaining various facets of law enforcement. Since law enforcement is under the obligation to enforce state and local law, this education is key to increasing PCPD's service to the community through helping community members understand the reasons for police action.

Recreation:

- Return phone calls & emails within 24 hrs. If you can't answer the question in the email still respond to let them know you are working on it.
- Annual PC MARC survey & recreation program surveys at the completion of the program. Key question we ask is "Would you recommend this program to friends & family?"
- PC MARC Customer Appreciation Day
- Held focus groups with various users & team members. Just completed a group fitness focus group for both patrons & instructors. Tennis will be holding several focus groups this spring
- Patron comment box. If patron leaves contact information we respond directly to the patron. We have a comment board where we post patron comments & our response.
- Hold meetings with various groups when tension is rising. This is to explain certain policies or procedures as well as to take feedback so we can improve.

Special Events:

The following are Special Event Customer Service Initiatives that staff has accomplished, however, they have not been formally placed as service standards.

Special Event Resident/Merchant Engagement

- Providing summer preview door to door in Old Town (every May)
- Providing door to door & email event reminders for major events
- Including direct contact (cell phone & email) for questions/comments on all communications
- Special Event Road/Parking Closures noticed 24 hours in advance of closures to help prevent towing
- Monthly HPCA Event SubCommittee Meetings for coordination & debrief (as well as participation in HPCA Board Meetings)
- Monthly SEAC meetings for public input & debrief

Special Event Internal Engagement

- Event Operational Plans sent to all departments for major events with clear contact for day of communications.
- Weekly Special Event Transportation Planning Meetings (now year round)
- Monthly All Department Meetings to Preview, Debrief and discuss event topics with all departments.

Special Event Stakeholder Engagement (Jurisdictional Partners)

- Continuous coordination with partners regarding event planning including direct staff contact year round
- Providing email event reminders for major events
- Debrief opportunities post major events

Special Event Applicant Engagement

- Biannual Letters regarding changes in events processes (or as needed)
- Round table applicant meetings regarding critical priorities (such as Transportation and Sustainability)
- Pre application submission meeting with staff to help applicants understand City process and staff role. This is done for both returning and new events.
- Post event debrief with all event applicants to understand successes and challenges of their event, as well as staff responsiveness.

Public Utilities:

Streets and Stormwater

Outreach:

- Our Pavement Program provides a 7 day advanced notice, followed up with a 24 hour notice of work to be done on a customer's street

Customer requests/ Emergencies:

- Streets and Stormwater maintain on-call personnel to respond to all emergencies throughout the year
- Public Works front office team provides customer service for all Streets and Stormwater related inquiries weekdays 8am-5
- Respond to phone calls and emails in the same business day
- We are currently in the early stages of providing a Street Division specific service request through IworQ allowing citizens to create and monitor service requests

Minimize impacts:

- Concrete work along sidewalks are replaced the same day to minimize user impacts
- Streets staff work closely with UDOT and SBWRD maintenance teams throughout the year to coordinate maintenance efforts

Snow Removal:

- During the winter months Streets provides 24/7 staffing for snow removal operations and any other needs that arise
- Utilizing smart phones and with the support of IT, we are able to forward all after hour snow removal calls directly to the staff working
 - o Allows for quick response to all snow removal requests
 - o Historically requests were handled in the next few business days

Water Resources

WaterSmart ("Outreach"):

- Broad community impact - 43% of community has opted into the program
- Automatic leak alerts - Over 3,000 within the last year
- Customer set usage notifications – notifies customers when they are approaching their self-identified usage thresholds
- Near real time water consumption information
- 6 Non-bill customized customer mailings per year

Billing:

- Monthly color bill with usage comparisons
- Email billing option - Enrollment percentage over 33% (33.10)
- Online payment portal for ease of payment
- Automatic bill pay options for ease of payment - Enrollment percentage 40%

Phone Calls:

- 4 Deep bench answering calls during business hours.
- Personal notifications of possible leaks/help with understanding water use/information and encouragement in using the portal, well over 700 documented instances in past year
- After hours "emergency" calls routed to police dispatch

Home Purchases:

- Tight coordination with local title companies upon purchase of a home

Water Quality Treatment

Outreach:

- Annual Water Quality Consumer Confidence Report

Water Distribution

Distribution response times:

- 24/7 coverage for emergencies including leaks, breaks, water quality complaints, “no water” calls, etc: 1 hour
- Business hours, non-emergencies: 1 business day
- Business hours, emergencies: 15 minutes
- Email, voicemail: 1 business day
- Leaks repaired within 7 days of discovery
- Breaks repaired within 8 hours of discovery
- Asphalt repaired within one week of water repairs
- Landscape repaired within one week of water repairs when the ground is dry, otherwise they wait until spring

Distribution Outreach:

- Proactive notice of non-emergency shutdowns 48 hours in advance via door hangers and email
- Service line repairs notified in person
- Landscape/driveways repaired to disturbance conditions.
- Signage when working in the right-of-way (Road Work Ahead)
- High-visibility vests clearly marked “Water Department”
- “Park City Water Department” logos on all trucks
- Verbal, face to face interaction with residents when working in the right-of-way or when responding to callouts
- Assistance with issues beyond the City’s infrastructure (inside homes, irrigation systems, etc)
- Tight coordination with snowmaking and City and private irrigation companies as well as neighboring utilities
- Weekly “Work in the Right of Way” updates to various City departments

Transit:

Spring 2018

Park City Transit has begun implementing a number of proactive customer-engagement strategies, and will continue to roll the program out over the coming year.

Goals of Customer-engagement Program:

- Offer excellent customer service, including ability to seamlessly provide feedback
- Remove communications barriers to riding the bus

- Communicate messaging through a wide variety of techniques and methods to ensure broader audience reception (high-tech/low-tech; high-touch; high-fidelity: digital, print, in-person)
- Increase social equity for every population demographic
- Raise awareness, instill confidence, increase ridership

Key Customer-engagement Strategies:

- Conduct seasonal and event-specific **on-board ride-alongs** to gather patron feedback:
 - o Informal conversations
 - o Formal on-board surveys
- Execute comprehensive communications, marketing, and **outreach campaigns for seasonal transit service changes** (April, June, September, November, December)
- **Redesign ParkCityTransit.org**
 - o Timely information updates
 - o Web- and search-optimized
 - o Cleaner user interface
- **Table at seasonal and employee orientation events.** During the 2017/2018 winter season, Park City Transit representatives attended nearly **20** events, including employee orientations at both resorts, the Park Silly Sunday Market, PCMC open house, and local partner events.
- Continue to **employ social media channels**, including Facebook, Twitter, and Instagram
- Communicate **real-time or scheduled service slowdowns through social media and myStop**
- **Translate** all materials into Spanish
- **Redirect all transit-specific conversations on third-party platforms** (e.g., Future Park City, Park City Rag) to Transit communications associate for direct response, including offer to meet in person to discuss grievances
- Offer **1-on-1 feedback meetings** for complainants
- Execute transit/transportation **communication campaigns for each large specific event** (4th of July, Tour of Utah, Sundance, Halloween, etc.)
- Hold **events that celebrate Park City Transit.** Some examples:
 - o Frankenbus (Halloween)
 - o Bus Driver Appreciation Day
 - o Ride the Bus to Work Day
 - o Kamas Parade

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Jenny Diersen

Submitting Department: Sustainability

Item Type: Work Session

Agenda Section: WORK SESSION

Subject:

4:45 p.m. - Discuss Special Events - Level of Service

Suggested Action:

Staff seeks City Council discussion regarding Special Events, including specific direction on the following:

1. Is City Council supportive of the current role/direction of events including the number of events and balance of the calendar? If not, staff has provide a matrix of Special Event tools that staff could further implement to reduce or cut events. Council should be clear on their goals for Special events.
2. Is Council supportive of the current Level Of Service/mitigation being provided at events including: Increased public safety; Transportation/parking/residential neighborhood protection; Sustainability efforts; and Community engagement efforts?
3. If Council is supportive of the Level Of Service/ Mitigation - Is Council supportive of increasing the annual Special Event Fee Reduction Threshold to \$250,000 based on cost inflation and increased LOS, or should some/all event applicants be held responsible for increased LOS/mitigation?
4. Does City Council request to explore changing their authority regarding event approval/denial This could include either increasing or decreasing Council's Authority decision or reorganize/structure SEAC/creating an Event Commission?

Attachments:

[Special Events Staff Report](#)



City Council Staff Report

Subject: Special Event Calendar Update
Author: Jenny Diersen, Special Event & Economic Development Program Manager
Department: Special Events & Economic Development
Date: May 3, 2018
Type of Item: Special Events Policy Work Session Discussion - Legislative

Summary Recommendation

Staff seeks City Council discussion regarding the role they want staff to take in facilitating, mitigating and/or regulating Special Events, including specific direction on the following:

1. Is City Council supportive of the current number of events and balance/prioritization of the event calendar? If not, staff has provided a matrix of Special Event tools that staff could further implement to reduce or cut events. Council should be clear on their goals for Special Events.
2. Is City Council supportive of the current Levels of Service being provided to mitigate impacts of events including: Increased public safety; Transportation/ parking/ residential neighborhood protection; Sustainability efforts; and Community engagement efforts?
3. If Council is supportive of the Levels of Service/ Mitigation - Is Council supportive of increasing the annual Special Event Fee Reduction Threshold to \$250,000 based on cost inflation and increased Level of Service(LOS), or should some/all event applicants be held more responsible for these increased costs?
4. Does City Council seek to explore changing their authority regarding event approval/denial? Options include either increasing or decreasing Council's authority or reorganize/structure the Special Events Advisory Committee(SEAC)/creating an Event Commission?

Staff will return at subsequent meetings to implement changes as Council directs – City Council should provide clear direction regarding timing for implementation of changes. More specifically should staff implement any recommended changes immediately, recognizing these changes will affect pending 2018 events?

Executive Summary

The City Council continues to be concerned about the balance of the event calendar and potential negative impacts on resident quality of life.

- In 2017, the City approved 12 new events (19 event days), and renewed 3 event contracts with significant changes (Arts Fest, Park Silly Sunday Market and Triple Crown).
- In 2017, 6 events (11 days) did not reapply, and 5 new events (13 days) withdrew their applications (total 24 event days removed).

Staff requests that City Council discuss the role the City takes with Special Events including the following specific topics:

1. Goals of hosting Special Events;
2. Number of events and overall balance of the Special Event Calendar;
3. Levels of Service (LOS) at Events to mitigate impacts including Public Safety, Community Engagement, Sustainability and Community Engagement; as well as hard costs to offset services provided at events (residential mitigation, parking/taxi enforcement, etc.;
4. Annual Threshold Limit of the Special Event Fee Reduction and if the City or event applicants should be responsible for the increased LOS; and
5. Approval authority for Special Events.

City Council has requested this work session. Additionally, it is important to bring this discussion to Council at this time because:

- Special Event staff is in the busiest planning season; the peak summer season is approaching. It should be noted that there several other events to be considered for approval later on Council's agenda this evening. Staff has created an exhibit of new, significantly changed and cancelled events for 2018 as Exhibit C.
- City Service Fee Reduction Applications for the first half of Fiscal Year(FY) 19 were due on April 2 and staff is continuing to balance and prioritize the 2018 event calendar and recommendations for approval/denial. Changes in LOS/mitigation or who should pay fees may affect the City's operating budgeting processes. Staff is tentatively scheduled to return on May 17 for consideration of Part 1 of Special Event Fee Reduction. Staff has created an exhibit of a high level summary of year over year analysis of Number of Events, Event Days, Attendance and cost as Exhibit B.
- Based on Council's direction, and how quickly Council asks to have changes made, staff may need to return to a subsequent meeting to make necessary changes to section [4A](#) of the Municipal Code.
- An analysis of how seven other resort communities manage events is included as Exhibit K.
- Staff is working on additional event related projects including the Community Event Survey and next steps on Sustainability Standards for events. SEAC vacancies are to be filled in June. Staff intends to post vacancies within the next month in order to fill vacancies by the term date.

The Problem and the Opportunity

Years ago, Council directed staff to develop the event calendar a way to provide economic vitality in the shoulder seasons and build a year round destination community.

- The work of the City and many community partners/residents has created a successful year round resort destination and community – growing the economy, community, and culture and creating a sense of place.
- As the event calendar has grown, so has the need to mitigate impacts and balance the event calendar and reduce 'event fatigue'.

- While staff continuously balances the event calendar, the cost of City Services and LOS continue to increase, as well as, the economic (both direct revenues and indirect revenues) and community/cultural opportunities.
- Approximately 95% of all events are associated with a non-profit organization. While some events do not have a nexus to the non-profit's mission, eliminating events or requiring nonprofits to pay a greater percentage of fees is politically challenging.

Background

There is a long background regarding the City's Special Event role and permitting process which can be found [here](#).

Alternatives for City Council to Consider

- 1. Recommended Alternatives:** Staff acknowledges that there may be times when there a 'comfortable carrying capacity' is reached, however, there is also great benefit from events which when partnered with increased mitigation, offset/reduce the negative impacts of events significantly. Staff recommends the following next steps regarding the Role of Special Events, Level of Service, Fee Reduction and Approval Authority as per Exhibit D.
 - Maintain current staff/Council approval/denial process. Do not create a new review authority for events.
 - Create a quarterly application deadline to streamline approval/denial process.
 - Limit additional event approvals in shoulder seasons to only those with compelling community benefits - those that support Council's cultural and community desired outcomes (not economic) and Council Critical Priorities.
 - Create blackout time periods for new Level 3 events during peak seasons (Savor the Summit Weekend, Fourth of July, Arts Festival, Tour of Utah, Autumn Aloft, Sundance Film Festival, World Cup, Martin Luther King Holiday, President's Week Holiday, Winter Break Holiday).
 - 'Grandfather' or give additional priority to iconic events that the community want to ensure continue in perpetuity – for example – Miner's Day, Halloween, Fourth of July, etc....
 - Create a number caps for on certain events;
 - o In 2017, there were 36 Level 3 events. Staff recommends a cap of 42 Level 3 events, exclusive of a possible Olympics. This will effect potential approvals for events that already have submitted applications in to the Special Events Department (Ex. C).
 - o Staff does not recommend capping Level 2 or Level 1 events, as they are smaller therefore less impactful. This will create disincentives in growth of L2 events;
 - o Create a cap or break requirement for events that require road closures;
 - o Create a cap or break requirement for trail events at the same venue (ie Round Valley cant book events on same trails every weekend).
 - Continue/increase mitigation of event impacts – transportation and sustainability and incentivize community and economic impact.

- o Staff has worked to make major changes with regard transportation planning for events. Our next step is to work to make major changes to sustainability and work towards adopting requirements for events within next 2 years. Please note, while 2 years seems like a long time, many similar communities who have adopted such policies have stated it took them 5 years to get to where they are. We can make progress as we work towards changes.
- Increase Fee Reduction Threshold to achieve City Council's goals of events/accomplish higher mitigation requirements – namely public safety, community engagement, residential mitigation, transportation and sustainability. However, create an application limit so events will need to stand on their own

Pros

- a. Creates clarity in City Council's goals for events, namely:
 - i. Reducing negative event impacts,
 - ii. Balancing positive economic, community and cultural benefits,
 - iii. Ensuring public safety and fiscal responsibility.
 - iv. Increasing community engagement
- b. Facilitates Council's critical priorities.
- c. Allows SEAC to focus on the community perspective of events, and keeps SEAC/community informed.
- d. Increases the fiscal responsibility of the City and event applicants.
- e. Retains current roles and authority on the event regulation process.

Cons

- a. Event applicants will be directly affected by any changes.

2. **Modify Alternative:** Council could modify any of the alternatives and ask staff to implement any of the alternatives included in Exhibit D.

Pros

- a. Approval of any of the additional changes to Special Events may create stronger alignment with Council's goals for events.

Cons

- a. Additional modifications will have impacts to community and stakeholders including both residents and businesses.

Alternatively, instead of providing new policy direction this year, the Council could direct staff to highlight the issue of special event/event fatigue in the coming Community Visioning and further the discussion after increased public and stakeholder input opportunities that Visioning affords.

Analysis

Please refer to Exhibit B & D

Tools that can be used to limit events; many of these tools can be used in conjunction with one another:

- ***Cap on events:***
 - o Cap on total number of events

- o Cap on events by event type
 - o Cap on number of events on any given day
 - o Cap on attendance
- *Date guidelines*: Limit the number of events that can happen between/during certain dates
- *Fee waivers*
 - o Reduce types of fees waived (for example, no waivers for hard costs)
 - o Reduce fee waiver percentage over time for certain events
 - o Guidelines for fee waivers; host organization is for profit vs nonprofit (not event beneficiary, as most events, even if they are run by a for-profit organization, they have a nonprofit beneficiary)
 - o Eliminate fee waivers (not recommended)
- *Community nexus*
 - o Does the event have a direct relationship to the community?
 - o Does the event benefit the community
- *Delegate authority to some type of Special Events Commission*: City Council could delegate the Council's authority and/or create something akin to a planning commission for special events, with either authority to review and recommend events or ability to make final decisions regarding events. Importantly, even if something like this is created, this board would need objective criteria by which to measure/regulate events. This is not recommended at this time, as staff believes it is important for City Council to maintain its authority in this area.

Department Review

Special Events, Economic Development, Budget, Police, Transportation, Parking Services, Public Works, Community Engagement, Environment, Executive and Legal

Community Engagement

SEAC met on March 21, April 18 and April 26, 2018 and discussed prioritization of the event calendar as well as changes to the Special Event Fee Reduction Policy. SEAC's recommendations can be found in Exhibit E, though their minutes will not be formally approved from the April 18 and 26 meeting until May 16.

Staff continues to coordinate with the business community including the Chamber through our Joint Venture and Historic Park City Alliance (HPCA) regarding potential changes to Special Event Policy as well as individual event previews and debriefs. HPCA is aware of the discussion tonight but has not had the time to provide a formal position. While staff continues to coordinate with the Restaurant and Lodging Associations, staff has not had time to discuss this matter specifically with these stakeholders.

Funding Source

Special event costs are either covered by the event organizer or through Park City Municipal's operational budget (through the General Fund). Fee reductions for individual events do not decrease the cost of the event, but puts pressure on individual City

department (General Fund) to absorb these costs. Fees that are paid by event applicants help to offset department budgets (General Fund) for cost of services.

Attachments & Links

- A [SEAC/Special Event Background & Link to Municipal Code](#)
- B [Special Event Numbers, Level Of Service and Fee Reduction Matrix Analysis](#)
- C [2018 New, Significantly Changed, Cancelled Events & Current Event Calendar](#)
- D [Matrix of Proposed Changes to Events](#)
- E [SEAC Recommended Changes regarding next steps on events](#)
- F [2016 Event Prioritization Exercise by SEAC](#)
- G [SEAC Prioritization and Debrief Forms](#)
- H [Link to Special Event Fee Reduction Application & Criteria](#)
- I [Special Event Input and Permit Process Diagrams](#)
- J [SEAC Policies and Procedures](#)
- K [Similar Jurisdiction Event Comparison Analysis & Related Event Insider Articles](#)

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Blake Fannesbeck

Submitting Department: Public Works Administration

Item Type: Staff Report

Agenda Section: APPOINTMENTS

Subject:

Consideration to Appoint Troy Daley, Street/Streetscapes Manager, to the Summit County Mosquito Abatement Board for a Four Year Term Beginning June 12, 2018

Suggested Action:

Attachments:

[Mosquito Abatement Board Appointment Staff Report](#)



City Council Staff Report

Subject: Appointment to the Summit County Mosquito Abatement Board
Author: Blake Fannesbeck
Department: City Manager
Date: May 3, 2018
Type of Item: Administrative

Summary Recommendations:

Staff recommends City Council appoint Troy Dayley, Street/Streetscapes Manager to the Summit County Mosquito Abatement Board of trustees for an inaugural four-year term beginning June 12, 2018.

Topic/Description:

To appoint Troy Dayley to the Summit County Mosquito Abatement District Board of trustees for a four-year term, replacing Council Member Tim Henney. Dayley's appointment is recommended by Blake Fannesbeck, current board member, upon new Council liaison assignments for Henney.

Background:

The mission of Summit County Mosquito Abatement District is to provide mosquito control services within Summit County, enhancing the health and quality of life of residents' – suppressing diseases and reducing overall annoyance. Summit County Mosquito Abatement District is a special services district with the State; it has its own mission, bylaws, taxing status and governing authority. The eleven-member board is responsible for overseeing the district's policies, budget, and mission. <http://www.summitmosquito.org/board-of-directors>

There will remain two Park City representatives to the Summit County Mosquito Abatement District Board, as Council Member Tim Henney had been a Park City representative. Likewise, Troy Dayley will continue to represent Park City. Troy Dayley will begin a new four-year appointment beginning June 12, 2018.

Board members are provided a stipend for attending meetings.

Analysis:

The Summit County Mosquito Abatement District Board meets bimonthly on the second Tuesday of the month to make recommendations regarding the Integrated Mosquito Management (IMM) approach through means of surveillance, larviciding, adulticiding and record keeping.

Alternatives:

- A. **Approve:** This is the recommended action;

- B. Deny:** The City would not have proportionate representation on the Countywide Mosquito Abatement Board;
- C. Modify:** The City can appoint other representation, but would need to do so prior to next Summit County Mosquito Abatement District meeting on June 12, 2018;
- D. Continue the Item:** A continuance is fine as long as the appointments are made prior to first Summit County Mosquito Abatement District meeting on June 12, 2018;
- E. Do Nothing:** This would have the same effect as denial.

Significant Impacts:

No Significant impacts.

Consequences of not taking the recommended action:

Park City would not have proportionate representation on the Mosquito Abatement Board.

Recommendation:

Staff recommends Council appoint Street/Streetscapes Manager Troy Dayley to the Summit County Mosquito Abatement Board for a four-year term beginning June 12, 2018. The appointment is to relieve Council Member Tim Henney of future Summit County Mosquito Abatement District board duties, through an endorsement of current board member Blake Fannesbeck.

Department Review:

The City Manager's Office and Legal Department

Funding Source:

No funding source necessary.

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Jonathan Weidenhamer

Submitting Department: Sustainability

Item Type: Staff Report

Agenda Section: COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Subject:

Food Truck Update

Suggested Action:

Staff Communication - Informational Only

Attachments:

[Food Truck Update Report](#)

City Council Staff Communication



Subject: Food Truck Update
Author: Jonathan Weidenhamer, Bruce Erickson
Department: Economic Development, Planning
Date: May 3, 2018
Type of Item: Informational

Summary Recommendation

Consider the informational update. Staff will seek input and direction from City Council and Planning Commission over the next few months.

Executive Summary

- Legislation resulted in changes to the State Code reducing local municipalities' ability to regulate food trucks.
- That legislation goes into effect on May 8, 2018.
- Local zoning is allowed to dictate where food trucks can go/not go.
- If a restaurant is an Allowed/Conditional Use in a zone, food trucks will have to be considered in that zone.
- The use of public versus private property is a huge distinction, in that the City Council maintains full discretion on allowing an application to proceed on public property, even if underlying zoning allows food trucks. Food trucks operating on private property will require permission of the private property owner.
- Food Trucks at Special Events would be regulated through the Special Event process as now occurs.
- Staff has researched and is working on definitions food truck – size (length) hot or cold food service (warm food vs. pre-packaged foods).
- Staff will be gathering input from major, local stakeholders such as HPCA, Restaurant and Lodging Associations, and the resorts over the next several weeks. Staff will also seek input from local operators and coffee shops as well.
- Staff retains no ability to regulate food trucks in accordance with the International Building and Fire Codes if licensed by a different jurisdiction. If a jurisdiction within the State of Utah has provided an annual inspection, staff cannot require an additional licensing inspection. Staff can require a site plan for food trucks that operate in the same location for more than 10 hours per week.
- Timeline/next steps (2018):
 - o April/June – Gather stakeholder input;
 - o May 5 - Issue Public Notice of pending City food truck ordinance in Planning Commission Packet for May 23 meeting;
 - o May 8 - State Code goes into effect;
 - o May 23 – Planning Commission public hearing & continue item to July meeting;

- o June – City Council Work Session to give policy direction on food trucks;
 - o July – Planning Commission possible recommendation on ordinance;
 - o August – City Council possible action on food truck ordinance.
- Once a pending ordinance is Publicly Noticed, staff will hold any applications which are submitted while the ordinance amendments are determined. No land use permits will be issued for food trucks until City Council takes action on the ordinance. City Council is required to do so by November 5, 2018. (As mentioned earlier, food trucks utilized as part of a Special Event will be regulated through the special event process).
- Franchises would be limited to ice cream trucks (which is currently what it is being used for).
- Economic Development staff preliminarily is in support of the following for public areas:
 - o There are areas where food trucks may be supported such as districts having adequate parking facilities and other infrastructure (Quinn's Junction, MARC, City Park, resorts and potentially the Light Industrial and General Commercial Districts).
 - Each area will likely have some specific requirements regarding available parking, signs, time and length of operation, number of trucks, restrooms, and waste disposal. Staff is addressing issues such as location for truck storage, commissary and service activities.
 - o There are areas where food trucks should not be allowed such as Historic and non-resort residential Districts based on lack of parking and other supporting infrastructure.
 - o The Planning Department has researched food truck regulations in resort towns and urban areas. Requirements vary with each jurisdiction, but there is sufficient knowledge base available to craft tools to manage foreseeable impacts

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Kenzie Coulson

Submitting Department: Parking Services

Item Type: Staff Report

Agenda Section: COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Subject:

Summer Event Mitigation Planning

Suggested Action:

Informational Staff Communications Report.

Attachments:

[Event Mitigation Planning Staff Report](#)



City Council Staff Communications Report

Subject: Summer Event Mitigation Planning
Author: Kenzie Coulson, Parking and Fleet Manager;
Jenny Diersen, Special Events and Economic Development
Department: Public Works/ Sustainability
Date: May 3, 2018
Type of Item: Informational

Summary Recommendation

This report serves as an update on mitigation planning for 2018 summer events. Based on continued concern regarding heavy event-related traffic and congestion in Old Town, the intent is to tweak the event parking plans and precedent set during 2017 and early 2018 events. A key consideration is the new technology in China Bridge garage, on-street meters, and mobile application. These technologies create opportunity as well as challenge, in the sense that gates have not yet been fully utilized during an event period.

At the core of event mitigation staff is committed to ensuring smooth street operations, to reducing residential impacts and to promoting park and ride transit options.

The following demonstrates parking rates planned for the largest events of 2018:

<u>Event</u>	<u>Rate</u>	<u>Hours</u>	<u>Precedent</u>
Sunday Silly Markets	\$5/hour	8am-5pm	2017 pilot rate of \$20/entry garage reached 100% occupancy
Savor the Summit	\$5/hour	8am-5pm	new recommendation based on overlap of multiple events on 6/16/18
Kimball Arts Festival	\$5/hour	Saturday & Sunday	Historic rate of \$20/entry garaged reached 95% occupancy in 2017
Tour of Utah	\$20/entry	8am-5pm	same as 2016
4th of July	\$20/entry	8am-1pm	same as 2017
Miners Day	\$10/entry	8am-1pm	same as 2017
Halloween	\$20/entry	2pm-6pm	2017 pilot rate of \$10/entry garage reached 100% occupancy & created queuing issues

*Staff intends to continue to carefully monitor and modify, if necessary, all event mitigations. Each event will have a transportation plan that includes offsite parking and prioritizes transit.

Outreach and Analysis

Staff shared preliminary proposed event rates with the Historic Park City Alliance (HPCA) and received mixed feedback. During the Sundance Film Festival debrief, some merchants noted interest in creating a more demand-based and dynamic model; yet there were strong comments during the April HPCA meeting indicating interest in consistent rates across the summer months. Staff and the Dixon consulting team is working to balance these two perspectives, while considering the overall intent to encourage event-goers to bus, bike, or walk.

Hourly Rates

The hourly rate model (Silly Market, Savor the Summit, Kimball Arts Festival) allows full utilization of gates and meters, which offers opportunity for collection of more data and trends. Community feedback from the 2018 Sundance Film Festival indicated a desire to create a more dynamic parking rate during the second week of the Festival. A proposed solution is to offer an hourly rate, with full utilization of parking gates and tickets, starting Tuesday of the Festival. Instead of offering a higher flat rate, the lower hourly rate is likely to encourage some additional parking (and therefore increased vehicular traffic). Higher flat rates tend to deter traffic from entering Old Town, while incentivizing transit.

A summer pilot of this idea allows opportunity to understand requirements of an hourly rate model, such as staffing needs. It gives opportunity to assess the viability and discover how the model affects queuing during periods of egress, so staff may return to implement a more dynamic rate, based on review of summer operations for major winter events including Sundance Film Festival.

The Flat Fee Rate

The flat fee model (4th of July, Tour of Utah, Halloween, Miners Day) allows a higher volume of vehicles to enter or depart the China Bridge garage more quickly. Payment is collected upon entry, so drivers can simply exit without finding their wallets. The parade-type events have demonstrated queuing that justifies an efficient plan that includes a flat fee. To utilize an hourly rate would result in line of frustrated drivers waiting to pay and egress.

Background

Though the Special Event code gives Council the authority for approval of significant changes to Special Events, the current Fee Resolution and Parking Code designates the City Manager as able to make modifications and implement parking pricing for Special Events.

[Park City Fee Schedule](#), Section 7.7 Special Event Parking states the following: *The City Manager may implement Special Event Parking Permit Fees, Special Event Meter Rates and/or Special Event Parking Fines for events held under a Master Festival License. The fee for these Special Event Parking Permits and Special Event Meter Rates will not exceed \$60.00 per day.*

The Municipal code also states the following in section [9-1-5 Regulation Not Exclusive](#) The parking regulations established by this Title are not all encompassing, and additional regulations may be established by posting permanent or seasonal signs stating the additional regulation imposed, or by police officers directing traffic during periods of heavy traffic volume or during periods of emergencies, or during special events as designated by the City Manager.

Department Review

This report has been reviewed by Public Works, Executive, and Special Events.

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Todd Andersen

Submitting Department: Budget, Debt & Grants

Item Type: Staff Report

Agenda Section: COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Subject:

Q3 Budget Report FY2018

Suggested Action:

The attachments within this report consist of Monthly Expenditure and Revenue Reports detailed by Fund and Major Object Type. The format of these reports follows the audit procedure from the State Compliance Audit Guide, the Utah statute and sample summary reports found in the Utah Uniform Accounting Manual. These summary reports should be prepared and reviewed by Council Quarterly for all funds.

The beginning and ending (399 Beginning Balance) fund balances (09 Interfund transfer) have not been calculated for the FY18 YTD actuals and thus do not show up in the report. We typically calculate these when we begin balancing the budget in April.

Attachments:

[Budget Monitoring Memo 4-2018](#)

[Revenue Report Q3 FY18](#)

[Expenditure Report Q3 FY18](#)

MEMO



To: City Council
From: Budget, Debt, & Grants Department
Date: May 3, 2018
Subject: Quarterly Budget Reporting

Budget, Debt, & Grants

445 Marsac Ave.
P.O. Box 1480
Park City, UT 84060
Tel 435.615.5192
www.parkcity.org

State Compliance Monthly Budget Reporting

The attachments within this report consist of Monthly Expenditure and Revenue Reports detailed by Fund and Major Object Type. The format of these reports follows the audit procedure from the State Compliance Audit Guide, the Utah statute and sample summary reports found in the Utah Uniform Accounting Manual. These summary reports should be prepared and reviewed by Council Quarterly for all funds.

The beginning and ending (399 Beginning Balance) fund balances (09 Interfund transfer) have not been calculated for the FY18 YTD actuals and thus do not show up in the report. We typically calculate these when we begin balancing the budget in April.

Notable Observations:

- 75% of the Personnel budget for the general fund has been spent, which means that personnel expenditures are on track for FY 2018.
- 59% of the General Fund Materials budget has been spent so far, which means materials have been underspent so far in FY 2018.
- 51% of the total General Fund budget has been spent. Spending is on track for being halfway through the year.

Attachment A: Expenditure Summary by Object and Type

Attachment B: Revenue Summary by Object and Type

Revenues by Revenue Type- Q3 FY2018

April 10, 2018

	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
011 GENERAL FUND						
Property Taxes	9,268,604	11,108,571	10,733,553	10,132,925	11,490,035	1,357,110
Sales Tax	7,408,763	7,437,258	9,863,502	5,270,133	11,057,445	5,787,312
Franchise Tax	3,061,207	3,185,820	3,194,392	2,031,665	3,351,000	1,319,335
Licenses	412,605	456,599	341,390	414,090	504,000	89,910
Planning Building & Engineering Fees	2,578,017	1,873,987	2,023,651	2,194,153	2,400,000	205,847
Special Event Fees	36,865	133,288	100,320	58,202	133,200	74,998
Federal Revenue	44,557	64,321	37,713	6,250	33,000	26,750
State Revenue	66,218	66,806	81,180	61,138	103,000	41,862
County/SP District Revenue			50,000	17,000	2,000	-15,000
Cemetery Charges for Services	38,188	21,937	31,018	24,972	23,400	-1,572
Recreation	1,913,310	1,982,640	1,948,698	1,440,675	2,090,000	649,325
Other Service Revenue	99,640	90,239	69,426	42,103	90,000	47,897
Library Fines & Fees	12,456	21,407	32,249	19,798	10,000	-9,798
Fines & Forfeitures	150					
Misc. Revenues	192,873	307,055	391,403	379,454	292,100	-87,354
Interfund Transactions (Admin)	2,166,534	2,256,360	2,397,547	1,551,820	2,577,182	1,025,362
Special Revenues & Resources	42,048	42,428	60,384	99,589	71,200	-28,389
Beginning Balance	9,789,256	10,255,105	10,522,730	11,558,783	11,282,293	-276,490
Total 011 GENERAL FUND	37,131,290	39,303,819	41,879,156	35,302,751	45,509,855	10,207,104
012 QUINNS RECREATION COMPLEX						
Recreation	13,815	2,826	5,330	3,777	4,500	723
Ice	757,271	749,880	818,339	648,886	750,000	101,114
Misc. Revenues	-24	1,131	-109	-513		513
Special Revenues & Resources			819			
Beginning Balance	-3,204,132	-3,497,044	-3,814,171	-4,129,592	-4,247,324	-117,732
Total 012 QUINNS RECREATION COMPLEX	-2,433,071	-2,743,207	-2,989,793	-3,477,442	-3,492,824	-15,382
021 POLICE SPECIAL REVENUE FUND						
State Revenue	1,000	2,310	1,350	800		-800
Beginning Balance	29,144	29,944	32,254	33,604		-33,604
Total 021 POLICE SPECIAL REVENUE FUND	30,144	32,254	33,604	34,404		-34,404
022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT						

Revenues by Revenue Type- Q3 FY2018

April 10, 2018

	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
State Revenue		3,996	9,685	22,948		-22,948
Beginning Balance	17,258	17,257	16,386	26,071		-26,071
Total 022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT	17,258	21,253	26,071	49,019		-49,019
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND						
Property Taxes	2,298,631	2,399,605	2,279,414	2,715,319	2,413,792	-301,527
Misc. Revenues	793	3,962	6,228			
Beginning Balance		133,527	254,047	322,354	251,553	-70,801
Total 023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	2,299,425	2,537,094	2,539,689	3,037,673	2,665,345	-372,328
024 MAIN STREET RDA SPECIAL REVENUE FUND						
Property Taxes	1,266,718	1,259,760	1,234,273	1,225,903	1,242,000	16,097
Misc. Revenues	3,254	2,395	5,819			
Beginning Balance		59,638	260,447	460,052	265,447	-194,605
Total 024 MAIN STREET RDA SPECIAL REVENUE FUND	1,269,972	1,321,793	1,500,539	1,685,955	1,507,447	-178,508
031 CAPITAL IMPROVEMENT FUND						
Sales Tax	7,389,182	8,897,706	8,010,452	6,309,329	7,150,207	840,878
Planning Building & Engineering Fees	817,666	425,365	308,787	297,081	1,165,000	867,919
Federal Revenue	4,091	1,044	11,140	1,044		-1,044
State Revenue	2,385,239	285,873	520,721	277,937	360,000	82,063
County/SP District Revenue	100,000	50,000	637,316	1,510,000	50,000	-1,460,000
Misc. Revenues	1,713,671	509,139	2,837,006	989,025	230,000	-759,025
Interfund Transactions (CIP/Debt)	12,069,371	3,715,347	28,171,029			
Special Revenues & Resources	345,772	278,416	3,737,067	408,704	302,500	-106,204
Bond Proceeds					7,000,000	7,000,000
Beginning Balance	27,106,574	32,950,023	36,922,033	31,142,544	35,280,427	4,137,883
Total 031 CAPITAL IMPROVEMENT FUND	51,931,567	47,112,913	81,155,551	40,935,665	51,538,134	10,602,469
033 REDEVELOPMENT AGENCY-LOWER PRK						
Misc. Revenues	26,634	728,943	12,139	1,981,900	10,965,551	8,983,651
Interfund Transactions (CIP/Debt)	2,070,548	1,641,125	1,641,125	1,367,600	1,641,125	273,525
Beginning Balance	8,183,095	555,559	746,751	738,741	61,453	-677,288
Total 033 REDEVELOPMENT AGENCY-LOWER PRK	10,280,277	2,925,627	2,400,015	4,088,241	12,668,129	8,579,888
034 REDEVELOPMENT AGENCY-MAIN ST						
Misc. Revenues	18,035	9,067	12,859			

Revenues by Revenue Type- Q3 FY2018

April 10, 2018

	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
Interfund Transactions (CIP/Debt)	900,247	752,000	752,000	626,670	752,000	125,330
Beginning Balance	1,302,719	1,340,589	1,250,230	1,209,001	1,106,080	-102,921
Total 034 REDEVELOPMENT AGENCY-MAIN ST	2,221,001	2,101,656	2,015,089	1,835,671	1,858,080	22,409
035 BUILDING AUTHORITY						
Misc. Revenues	2,359	3,187	4,752			
Beginning Balance	523,127	458,911	454,087	424,783	419,900	-4,883
Total 035 BUILDING AUTHORITY	525,486	462,098	458,839	424,783	419,900	-4,883
038 EQUIPMENT REPLACEMENT CIP						
Misc. Revenues	23,812	33,825	124,131	36,332		-36,332
Interfund Transactions (CIP/Debt)	925,000	1,011,000	1,023,700	894,750	1,073,700	178,950
Beginning Balance	1,902,793	1,832,162	1,626,711	1,352,711	255,855	-1,096,856
Total 038 EQUIPMENT REPLACEMENT CIP	2,851,605	2,876,987	2,774,542	2,283,793	1,329,555	-954,238
051 WATER FUND						
Planning Building & Engineering Fees	2,303,997	1,140,313	1,091,022	913,810	1,000,000	86,190
Federal Revenue	1,445,229	42,874				
Water Charges for Services	14,125,896	15,162,429	17,193,875	13,463,293	17,448,500	3,985,207
Misc. Revenues	508,095	422,545	480,329	182,290	178,023	-4,267
Bond Proceeds					8,200,000	8,200,000
Beginning Balance	7,317,437	8,909,527	7,275,494	5,905,357	7,522,178	1,616,821
Total 051 WATER FUND	25,700,655	25,677,688	26,040,720	20,464,750	34,348,701	13,883,951
052 STORM WATER FUND						
Water Charges for Services			979,419	939,628	1,250,000	310,372
Misc. Revenues			331			
Special Revenues & Resources			8,249,613			
Beginning Balance				8,426,046	44,877	-8,381,169
Total 052 STORM WATER FUND			9,229,363	9,365,674	1,294,877	-8,070,797
055 GOLF COURSE FUND						
Recreation	1,426,520	1,411,819	1,418,870	1,012,216	1,519,596	507,380
Misc. Revenues	25,829	25,428	35,724	6,836	51,350	44,514
Interfund Transactions (CIP/Debt)	25,000	25,000	25,000	20,830	25,000	4,170
Beginning Balance	1,054,654	1,187,987	1,325,234	1,246,003	873,260	-372,743
Total 055 GOLF COURSE FUND	2,532,002	2,650,234	2,804,828	2,285,885	2,469,206	183,321

Revenues by Revenue Type- Q3 FY2018

April 10, 2018

	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
057 TRANSPORTATION & PARKING FUND						
Sales Tax	4,398,879	4,877,097	5,233,194	2,275,330	5,297,728	3,022,398
Licenses	1,040,014	1,032,191	764,407	948,796	908,666	-40,130
Planning Building & Engineering Fees			126,244			
Special Event Fees	320	2,125	2,848	1,596		-1,596
Federal Revenue	1,630,990	457,917	15,972,589		4,787,080	4,787,080
Transit Charges for Services	2,200,248	2,312,576	3,206,611	3,453,547	5,338,584	1,885,037
Fines & Forfeitures	970,338	1,080,705	1,077,415	1,239,930	1,469,200	229,270
Misc. Revenues	142,300	201,922	280,456	56,754	92,500	35,746
Special Revenues & Resources	408,972	315,322	362,886	315,456	1,100,000	784,544
Beginning Balance	18,794,937	20,105,652	19,381,363	19,262,807	3,442,144	-15,820,663
Total 057 TRANSPORTATION & PARKING FUND	29,586,998	30,385,507	46,408,012	27,554,216	22,435,902	-5,118,314
062 FLEET SERVICES FUND						
Interfund Transactions (Admin)	2,728,700	2,448,000	2,572,200	2,144,520	2,573,400	428,880
Beginning Balance	961,174	1,145,417	1,123,856	1,196,395	1,059,336	-137,059
Total 062 FLEET SERVICES FUND	3,689,874	3,593,417	3,696,056	3,340,915	3,632,736	291,821
064 SELF INSURANCE FUND						
Misc. Revenues	258,000	258,000	275,000	229,170	275,000	45,830
Interfund Transactions (Admin)	463,227	992,665	686,997	737,970	885,556	147,586
Beginning Balance	1,208,215	607,450	968,274	793,923	183,771	-610,152
Total 064 SELF INSURANCE FUND	1,929,442	1,858,115	1,930,271	1,761,063	1,344,327	-416,736
070 SALES TAX REV BOND - DEBT SVS FUND						
Misc. Revenues	4,669	33,338	26,965	122,695		-122,695
Interfund Transactions (Admin)	168,616	164,089	160,058	133,190	159,826	26,636
Interfund Transactions (CIP/Debt)	1,428,429	2,425,473	2,091,955	1,748,160	2,097,787	349,627
Bond Proceeds	24,992,543			35,227,871		-35,227,871
Beginning Balance	1,165,265	6,527,765	2,843,028	2,403,929	2,371,332	-32,597
Total 070 SALES TAX REV BOND - DEBT SVS FUND	27,759,521	9,150,665	5,122,006	39,635,845	4,628,945	-35,006,900
071 DEBT SERVICE FUND						
Property Taxes	5,321,592	3,723,453	4,220,158	6,432,184	6,432,184	
Misc. Revenues	65,958	62,849	58,998	27,622	57,657	30,035
Bond Proceeds	3,539,845		27,863,698			

Revenues by Revenue Type- Q3 FY2018

April 10, 2018

	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
Beginning Balance	432,580	1,003,018	574,778	643,716	627,961	-15,755
Total 071 DEBT SERVICE FUND	9,359,975	4,789,320	32,717,633	7,103,522	7,117,802	14,280
TOTAL	206,683,419	174,057,233	259,742,190	197,712,384	191,276,117	-6,436,267

**data is represented to April 10th, which is 10 days after the actual start of Q3, April 1st*

Expenditures by Object Type- Q3 FY2018

April 10, 2018

	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
011 GENERAL FUND						
01 PERSONNEL SERVICES	18,056,527	19,716,225	21,202,442	16,156,729	21,464,873	5,308,144
02 MATERIALS, SUPPLIES AND SERVICES	1,183,269	1,080,523	1,127,179	759,374	1,290,523	531,149
03 UTILITIES	1,420,453	1,428,903	1,446,258	522,424	1,484,819	962,395
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	1,856,064	2,075,588	1,901,002	2,116,206	3,302,512	1,186,306
05 PARTS/MAINTENANCE SUPPLIES	891,169	800,669	992,267	681,887	1,074,371	392,484
06 SPECIAL SERV CONTRACT/MISC CHARGES	1,035,873	961,858	972,346	799,296	985,400	186,104
07 CAPITAL OUTLAY	200,988	95,318	283,095	111,561	388,140	276,579
09 INTERFUND TRANSFER	12,486,945	13,144,736	13,829,567	2,063,230	15,519,217	13,455,987
Total 011 GENERAL FUND	37,131,289	39,303,819	41,754,156	23,210,707	45,509,855	22,299,148
012 QUINNS RECREATION COMPLEX						
01 PERSONNEL SERVICES	670,273	723,031	777,025	602,400	887,134	284,734
02 MATERIALS, SUPPLIES AND SERVICES	54,764	49,916	55,247	50,434	60,770	10,336
03 UTILITIES	169,862	150,026	156,878	100,539	157,100	56,561
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	96,458	48,617	78,772	39,163	72,070	32,907
05 PARTS/MAINTENANCE SUPPLIES	60,074	85,106	54,725	30,896	46,275	15,379
06 SPECIAL SERV CONTRACT/MISC CHARGES	12,465	12,182	15,104	13,952	15,000	1,048
07 CAPITAL OUTLAY	78	2,085	2,048	410	6,000	5,590
09 INTERFUND TRANSFER	-3,497,044	-3,814,171	-4,129,592	1,000	-4,737,173	-4,738,173
Total 012 QUINNS RECREATION COMPLEX	-2,433,070	-2,743,207	-2,989,793	838,794	-3,492,824	-4,331,618
021 POLICE SPECIAL REVENUE FUND						
07 CAPITAL OUTLAY	200					
09 INTERFUND TRANSFER	29,944	32,254	33,604			
Total 021 POLICE SPECIAL REVENUE FUND	30,144	32,254	33,604			
022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT						
07 CAPITAL OUTLAY	1	4,867		8,149		-8,149
09 INTERFUND TRANSFER	17,257	16,386	26,071			
Total 022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT	17,258	21,253	26,071	8,149		-8,149
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND						
01 PERSONNEL SERVICES	6,460	22,393	41,082	18,596	57,987	39,391
02 MATERIALS, SUPPLIES AND SERVICES	11,950	10,200	11,200	10,000	20,000	10,000
03 UTILITIES	9,868	11,014	10,006	6,931	12,000	5,069

Expenditures by Object Type- Q3 FY2018

April 10, 2018

	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	67,071	112,863	57,780	9,140	150,000	140,860
06 SPECIAL SERV CONTRACT/MISC CHARGES		485,451	456,142		568,000	568,000
09 INTERFUND TRANSFER	2,204,075	1,895,172	1,963,479	1,367,600	1,857,358	489,758
Total 023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	2,299,424	2,537,094	2,539,689	1,412,268	2,665,345	1,253,078
024 MAIN STREET RDA SPECIAL REVENUE FUND						
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC		33,264	12,309	4,710	80,000	75,290
06 SPECIAL SERV CONTRACT/MISC CHARGES	310,086	276,082	276,177		405,000	405,000
09 INTERFUND TRANSFER	959,885	1,012,447	1,212,052	626,670	1,022,447	395,777
Total 024 MAIN STREET RDA SPECIAL REVENUE FUND	1,269,971	1,321,793	1,500,538	631,380	1,507,447	876,067
031 CAPITAL IMPROVEMENT FUND						
01 PERSONNEL SERVICES	45,169	65,879	68,537	32,468		-32,468
07 CAPITAL OUTLAY	18,685,295	8,827,413	48,658,602	29,653,605	10,432,890	-19,220,715
09 INTERFUND TRANSFER	33,201,102	38,219,621	32,428,411	1,073,580	41,105,244	40,031,664
Total 031 CAPITAL IMPROVEMENT FUND	51,931,567	47,112,913	81,155,550	30,759,653	51,538,134	20,778,481
033 REDEVELOPMENT AGENCY-LOWER PRK						
01 PERSONNEL SERVICES	7,861	7,727	2,624	22,996		-22,996
06 SPECIAL SERV CONTRACT/MISC CHARGES	543,620					
07 CAPITAL OUTLAY	8,846,299	1,847,149	1,658,650	2,141,264	1,296,000	-845,264
09 INTERFUND TRANSFER	882,497	1,070,751	738,741		11,372,129	11,372,129
Total 033 REDEVELOPMENT AGENCY-LOWER PRK	10,280,278	2,925,627	2,400,015	2,164,260	12,668,129	10,503,869
034 REDEVELOPMENT AGENCY-MAIN ST						
06 SPECIAL SERV CONTRACT/MISC CHARGES						
07 CAPITAL OUTLAY		47,541		10,924	450,000	439,076
09 INTERFUND TRANSFER	2,221,001	2,054,115	2,015,089	674,580	1,408,080	733,500
Total 034 REDEVELOPMENT AGENCY-MAIN ST	2,221,001	2,101,656	2,015,089	685,504	1,858,080	1,172,576
035 BUILDING AUTHORITY						
07 CAPITAL OUTLAY	66,575	8,011	34,056	1,430		-1,430
09 INTERFUND TRANSFER	458,911	454,087	424,783		419,900	419,900
Total 035 BUILDING AUTHORITY	525,486	462,098	458,839	1,430	419,900	418,470
038 EQUIPMENT REPLACEMENT CIP						
07 CAPITAL OUTLAY	1,019,443	1,250,276	1,421,831	442,877	1,228,700	785,823
09 INTERFUND TRANSFER	1,832,162	1,626,711	1,352,711		100,855	100,855

Expenditures by Object Type- Q3 FY2018

April 10, 2018

	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
Total 038 EQUIPMENT REPLACEMENT CIP	2,851,605	2,876,987	2,774,542	442,877	1,329,555	886,678
051 WATER FUND						
01 PERSONNEL SERVICES	2,305,294	2,515,881	2,687,654	2,132,453	3,024,995	892,543
02 MATERIALS, SUPPLIES AND SERVICES	197,443	254,900	296,663	163,459	294,927	131,468
03 UTILITIES	955,923	975,108	977,391	628,146	1,301,199	673,053
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	617,246	935,079	952,883	563,727	1,132,440	568,713
05 PARTS/MAINTENANCE SUPPLIES	602,799	645,810	752,213	678,014	849,980	171,966
06 SPECIAL SERV CONTRACT/MISC CHARGES	22,459	32,842	46,602	44,233	42,000	-2,233
07 CAPITAL OUTLAY	6,047,589	6,919,868	8,282,947	7,631,549	16,690,980	9,059,431
08 DEBT SERVICE	4,510,478	4,503,481	4,501,047	1,797,741	4,516,154	2,718,413
09 INTERFUND TRANSFER	10,441,425	8,894,721	7,543,319	802,860	6,496,026	5,693,166
Total 051 WATER FUND	25,700,655	25,677,688	26,040,720	14,442,181	34,348,701	19,906,520
052 STORM WATER FUND						
01 PERSONNEL SERVICES			539,043	445,774	670,594	224,819
02 MATERIALS, SUPPLIES AND SERVICES			29,478	18,620	60,000	41,380
03 UTILITIES			18,799	6,835	27,100	20,265
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC			76,063	74,613	157,000	82,387
05 PARTS/MAINTENANCE SUPPLIES			31,840	9,178	51,300	42,122
06 SPECIAL SERV CONTRACT/MISC CHARGES				18		-18
07 CAPITAL OUTLAY			33,094	-7,500	14,500	22,000
09 INTERFUND TRANSFER			8,501,046	62,510	314,383	251,873
Total 052 STORM WATER FUND			9,229,363	610,048	1,294,877	684,828
055 GOLF COURSE FUND						
01 PERSONNEL SERVICES	728,579	691,471	740,673	538,412	907,519	369,108
02 MATERIALS, SUPPLIES AND SERVICES	52,638	66,487	74,360	41,985	74,900	32,915
03 UTILITIES	46,996	53,740	57,782	42,121	58,387	16,266
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	71,478	72,094	70,504	55,303	93,942	38,639
05 PARTS/MAINTENANCE SUPPLIES	208,841	236,701	196,704	108,141	240,800	132,659
06 SPECIAL SERV CONTRACT/MISC CHARGES	25,400	26,020	27,288	23,457	30,500	7,043
07 CAPITAL OUTLAY	46,545	34,349	255,845	159,901	117,215	-42,686
08 DEBT SERVICE	36,080	27,060	8,094		32,377	32,377
09 INTERFUND TRANSFER	1,315,444	1,442,311	1,373,577	104,260	913,566	809,306
Total 055 GOLF COURSE FUND	2,532,002	2,650,234	2,804,828	1,073,580	2,469,206	1,395,627

Expenditures by Object Type- Q3 FY2018

April 10, 2018

	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
057 TRANSPORTATION & PARKING FUND						
01 PERSONNEL SERVICES	4,896,369	5,880,917	6,418,646	6,290,806	9,012,206	2,721,400
02 MATERIALS, SUPPLIES AND SERVICES	346,871	366,326	399,158	417,734	321,000	-96,734
03 UTILITIES	131,885	135,146	153,819	199,148	171,744	-27,404
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	769,977	875,308	974,144	798,146	1,087,738	289,592
05 PARTS/MAINTENANCE SUPPLIES	30,305	12,067	31,167	31,520	19,700	-11,820
06 SPECIAL SERV CONTRACT/MISC CHARGES	72,297	78,358	81,263	51,846	40,000	-11,846
07 CAPITAL OUTLAY	677,758	1,117,219	16,332,826	7,520,790	8,811,399	1,290,609
09 INTERFUND TRANSFER	22,661,534	21,920,167	22,016,989	2,449,220	2,972,115	522,895
Total 057 TRANSPORTATION & PARKING FUND	29,586,997	30,385,507	46,408,012	17,759,210	22,435,902	4,676,692
062 FLEET SERVICES FUND						
01 PERSONNEL SERVICES	800,303	891,897	977,316	741,911	964,546	222,635
02 MATERIALS, SUPPLIES AND SERVICES	70,130	74,426	78,954	45,691	77,100	31,409
03 UTILITIES	994,533	765,670	749,784	757,027	792,900	35,873
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	3,639	6,557	3,573	1,293	4,200	2,907
05 PARTS/MAINTENANCE SUPPLIES	668,413	724,894	689,314	488,309	713,420	225,111
07 CAPITAL OUTLAY	7,438	6,116	720		10,000	10,000
09 INTERFUND TRANSFER	1,145,417	1,123,856	1,196,395		1,070,570	1,070,570
Total 062 FLEET SERVICES FUND	3,689,874	3,593,417	3,696,056	2,034,232	3,632,736	1,598,505
064 SELF INSURANCE FUND						
02 MATERIALS, SUPPLIES AND SERVICES	38,560	31,433	36,341	20,512	50,500	29,988
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	700,711	218,015	449,027	210,876	536,000	325,124
06 SPECIAL SERV CONTRACT/MISC CHARGES	582,721	640,392	650,981	579,446	710,000	130,554
09 INTERFUND TRANSFER	607,450	968,274	793,923		47,827	47,827
Total 064 SELF INSURANCE FUND	1,929,442	1,858,115	1,930,271	810,834	1,344,327	533,493
070 SALES TAX REV BOND - DEBT SVS FUND						
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	429,374			223,553		-223,553
08 DEBT SERVICE	8,733,012	2,592,290	2,255,381	328,669	2,266,613	1,937,944
09 INTERFUND TRANSFER	18,597,136	6,558,375	2,866,625		2,362,332	2,362,332
Total 070 SALES TAX REV BOND - DEBT SVS FUND	27,759,521	9,150,665	5,122,006	552,222	4,628,945	4,076,723
071 DEBT SERVICE FUND						
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	74,606		155,239			

Expenditures by Object Type- Q3 FY2018

April 10, 2018

	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
08 DEBT SERVICE	8,282,350	4,214,543	4,210,345	2,633,005	6,439,235	3,806,230
09 INTERFUND TRANSFER	1,003,018	574,778	28,352,049		678,567	678,567
Total 071 DEBT SERVICE FUND	9,359,974	4,789,321	32,717,633	2,633,005	7,117,802	4,484,797
TOTAL	206,683,419	174,057,232	259,617,190	100,070,333	191,276,118	91,205,785

**data is represented to April 10th, which is 10 days after the actual start of Q3, April 1st*

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Minda Stockdale

Submitting Department: Executive

Item Type: Minutes

Agenda Section: CONSIDERATION OF MINUTES

Subject:

Consideration to Approve the City Council Meeting Minutes from March 29, 2018, and April 5, 19, and 24, 2018

Suggested Action:

Attachments:

[03.29.18 Minutes](#)

[4.5.18 Minutes](#)

[4.19.18_Minutes](#)

[4.24.18 Minutes](#)



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

March 29, 2018

The Council of Park City, Summit County, Utah, met in open meeting on March 29, 2018, at 2:00 p.m. in the City Council Chambers.

Council Member Henney moved to close the meeting to discuss property and litigation at 2:00 p.m. Council Member Worel seconded the motion.

RESULT: APPROVED

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

EXCUSED: Council Member Gerber

CLOSED SESSION

Council Member Joyce moved to adjourn from Closed Meeting at 2:30 p.m. Council Member Worel seconded the motion.

RESULT: APPROVED

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

EXCUSED: Council Member Gerber

WORK SESSION

Mayor Beerman noted that Council Member Gerber was excused.

Council Questions and Comments:

Council Member Henney attended the opening of Lucky Ones Coffee Shop and the Spring Projects Open House and reported there was good turnout from the community.

Council Member Worel attended W. Mitchell's Leadership lecture and the Library Board meeting. She attended March for Our Lives and reported Police presence was active and very engaged. She attended Pink Park City, and reported they raised \$80,000 for cancer research. She reported the Mental Health Alliance was working on strategic planning.

1 Council Member Ware Peek attended the Mental Health Alliance and Communities That
2 Care Steering Committee meetings. She reported the Mental Health Alliance would
3 present a speaker and Yoga Flow the following week. She reported the Spring Projects
4 Open House was fun to attend and the Graphic Representations from the Council
5 Retreat were very popular. She commented on the wide variety of public comment she
6 received at the event.

7
8 Council Member Joyce attended the Lodging Four Diamond Awards and congratulated
9 Russ Olsen from Stein Management. He stated City Tour was going to Bozeman and
10 Livingston, Montana and Jackson, Wyoming. He attended the Special Event Advisory
11 Committee (SEAC) meeting and stated events had increased since 'event fatigue' was
12 recognized and SEAC was established in 2016.

13
14 Mayor Beerman attended the opening of Lucky Ones, the Spring Projects Open House
15 and the W. Mitchell lecture. He also attended the All Hands Meeting and the School
16 Board meeting. He stated they were committed to coordinating with the City and County
17 on future projects. Mayor Beerman reported he was attempting a ten day, plant-based
18 diet and invited Council, staff and the community to join him.

19
20 Council Member Ware Peek added she had received a call from a citizen who had
21 received a parking ticket at the Library. She asked that staff be diligent about noticing
22 the new parking time limits.

23
24 Mayor Beerman recognized staff birthdays and Officer Klaus' retirement. Diane Foster,
25 City Manager, invited the Council to attend the LEAD PC graduation.

26
27 **Social Equity Innovation Challenge Update:**

28 Council Member Gerber arrived at the meeting at 3:00 p.m.

29
30 Jed Briggs, Budget Operations Manager, presented the premise of the Innovation
31 Challenge. He stated there were a total of 13 proposals. He presented five prioritized
32 recommendations from the community judging panel.

33
34 Council Member Worel asked if there was a date set for speaker Erika Sanchez.
35 Council Member Ware Peek asked if her speaking fee would include additional
36 community outreach. Katrina Kmak, Children and Spanish Services Librarian,
37 responded that a date was pending Council approval and Sanchez's fee would include
38 three events.

39
40 Briggs briefly presented each proposal. Referring to the Energy Reduction Plan, Council
41 Member Ware Peek asked about rental properties belonging to wealthy landowners.
42 Celia Peterson, Environmental Sustainability, responded that solutions were simple, do-
43 it-yourself fixes. Council Member Worel liked that the project was women powered.
44 Referring to Enspire Hub, Council Member Worel asked who would receive the funds;

Jonathan Weidenhamer, Economic Development Manager, confirmed PandoLabs would. She asked how many students would be included. Juliana Duran, Pandolabs, responded five in the first year pilot program, which would inform improvements and 10-15 students in the next phase. Council Member Ware Peek asked if PandoLabs would contribute additional programming to what they already provided. Duran responded the pilot program would create a blueprint PandoLabs could customize for peer-to-peer programs in other communities.

Referring to the Mobile Recreation Trailer, Council Member Henney asked how examples in other communities were received. Ken Fisher, Recreation Manager, responded he copied the idea from Boise, Idaho, where six vans were running five days a week. Council Member Ware Peek asked which housing complexes would be visited. Fisher recommended Ironhorse, Parkside and Aspen Villas. Council Member Worel suggested renting the trailer as a revenue stream. Fisher responded it was an option while the trailer was not being used for programming. Mayor Beerman suggested adding a mini library in the trailer.

Briggs explained funding was slated to be split between Council and General Contingency Fund budgets at \$25,000 each. He presented staff's recommendation to fund Projects One through Four through the contingency funds and Project Five through the budget process to account for ongoing funding requirements. He presented alternative options.

Council Member Henney asked about additional revenue streams for the projects, and wondered if there was value in expanding the funding. Foster stated projects often were implemented by staff even if they were not funded through the Innovation Challenge process. She explained that contingency funding was budgeted for other projects but was not over budget. Council Member Henney asked if the projects could trim their budgets.

Mayor Beerman wished to consider adhering to the call for proposals. Council Member Joyce was in favor of funding the winning top three projects from contingency funding and allowing Projects Four and Five to go through the budget process. The Council agreed. Weidenhamer asked if departments could identify funds within their budgets for Projects Four and Five. Mayor Beerman asked if staff could return with proposals in this case.

Project ABC - Arts, Beauty, Culture - Final Update:

Jenny Diersen, Special Events Project Manager, Hadley Dynak and Jake McIntyre, Park City Summit County Arts Council, presented this item. Diersen gave an overview of Project ABC Master Plan. She presented staff's recommendation to use the plan as a road map and stated staff would return with project and funding opportunities.

1 Dynak presented the final results of the plan and a high level overview of the process.
2 She explained how art was inclusive of all creative endeavors, and was not limited to
3 the visual arts. McIntire presented the scope, recommendations and highlights of the
4 plan and explained that the effort would be collective and community wide. He stated
5 the need for administrative support for Arts & Culture whether in the governmental or
6 non-profit sectors. Dynak reported community input had been that the plan would be a
7 helpful tool for implementation.

8
9 Council Member Worel congratulated the Arts Council on their opening, bringing
10 stakeholders together, and starting discussions around Arts & Culture. She expressed
11 concern about the Arts Council's role going forward. Dynak responded that the Arts
12 Council had convened the project, and the larger community's role in implementing the
13 plan. She stated governance and leadership were priorities and of interest to their
14 Board, but they did not have the funding to govern Arts & Culture in the manner that the
15 plan recommended. She called for governance and leadership to fulfill the
16 recommendations in the plan.

17
18 Council Member Gerber referred to Exhibit D and asked if it considered existing City
19 projects or identified new projects. She asked if Historic Preservation fit into Arts &
20 Culture. Diersen responded Exhibit D addressed both current and potential programs.
21 McIntire stated cultural heritage was included in Arts & Culture.

22
23 Council Member Henney identified the question of the City's level of support for the plan
24 and future steps. He identified the difference between commercialized Arts & Culture
25 efforts, which often yielded quantifiable data, and community focused activity, which
26 was harder to quantify and therefore justify funding for. He asked for the Arts Council's
27 input in order to inform the Council's decision. Dynak responded the solution was a
28 hybrid. She stated the importance of quantifiable data to ensure future funding. She
29 added the community had expressed the view that Arts & Culture were central to Park
30 City's identity. She stated there were limited opportunities for local artists and provided
31 examples.

32
33 Council Member Henney asserted that the community should be prioritized, with the
34 hope that tourism would follow. He was in favor of facilitating local art as homegrown,
35 rather than imported.

36
37 Council Member Ware Peek stated 'heart and soul' was hard to quantify. She mused on
38 art near affordable housing, on buses, and on paths. She stated the Arts Council
39 opened the discussion to continue community wide.

40
41 Juliana Duran, PandoLabs, stated she supported the project and shared a story of an
42 artist making her dream of a jewelry business a reality. She stated the need for
43 community support of artists and noted that 37% of PandoLabs entrepreneurs were
44 artists. She reported she sought additional funding opportunities to fulfill PandoLabs role

outlined in the plan's recommendations, and reached out to Creative Communities. She shared her excitement to merge PandoLabs' programs with the plan to enhance the lives of artists.

Nan Gray, Park City Professional Artists Association member (PCPAA), stated the Arts Council's master planning process was collaborative with PCPAA. She spoke to Dynak's leadership of the project. She spoke to the value of the plan based on her previous experience. She stated the key to successful implementation was great leadership.

Teri Orr, Park City Institute Executive Director, read a letter in support of the plan and stated she had submitted the letter to the Council the previous month.

Betsy Wallace, Sundance Institute Executive Director, expressed her support for the plan and her desire to remain actively involved. She spoke to how it dovetailed with Park City's non-profits and businesses, and was an economic driver and collaborative area of focus for year-round activities.

2018 Sundance Film Festival Debrief:

Betsy Wallace, Executive Director, and Tina Graham, Associate Director of Sundance Festival Operations, Jenny Diersen, and Alfred Knotts, Transportation Manager, presented this item. Diersen spoke to the value of the festival for the community. She presented the 2018 plan and highlighted changes that were implemented in 2018.

Wallace stated traffic mitigation was a priority for the Institute, and The Ray Theater and loss of All Resort Transportation were the greatest challenges in 2018. Graham reported on venue changes. Wallace thanked City staff for their assistance, and thought having a collaborative approach allowed them to overcome challenges.

Diersen presented the results of the Community Transportation Survey.

Council Member Henney asked for clarification on CSL Rate Changes. Diersen responded that fees had increased to account for increased enforcement and safety fees. She stated increased CSL fees would likely be recommended in the future. Council Member Henney asked when increasing fees would de-incentivize participation in the festival. Diersen responded staff would include an analysis, and additionally recommended fines for non-affiliated businesses operating without a CSL. Beth Bynan, Business Licensing Specialist, stated the exact number of unlicensed vendors was unknown. Foster added that space rental costs were a greater financial burden to non-affiliated vendors than CSL fees.

Diersen stated Lyft data was not yet available. Council Member Joyce asked if Lyft could require that vehicles have four wheel drive for safety. Diersen responded Lyft and

1 Uber had trained with the Police Department on snow conditions, residential
2 neighborhoods, and non-idling laws.

3
4 Council Member Ware Peek had anecdotal observations, and asked for staff's overall
5 impression of business vibrancy during the festival. Wallace stated her impression that
6 vibrancy was very active compared to previous years. She stated theaters were active,
7 maybe due to less snow. Diersen added that moving venues off of Main Street to
8 temper congestion lead to an impression of numbers being down.

9
10 Council Member Ware Peek added anecdotal feedback she received that the traffic
11 wasn't bad. Diersen recommended that staff and Council consider an hourly rate in
12 China Bridge during peak event times. Council Member Ware Peek highlighted it was
13 important for the City to help and not hinder local businesses to do business during the
14 festival. She reported delivery access to Main Street was problematic. She highlighted
15 the importance of staff engagement with the community.

16
17 Council Member Joyce stated he went on a Police ride along on Saturday night, and
18 noted DUIs were down significantly with transit and ride share availability over past
19 years. He reported the source of congestion on Main Street was transit and rideshare
20 vehicles. He stated staff needed to find ways to enforce alternative transit on Main
21 Street during the festival and year-round; he added it was vastly improved over past
22 years.

23
24 Council Member Worel asked what percent of total transit vehicles were brought in for
25 the festival. Knotts responded 12 were brought in in addition to the 43 Park City Transit
26 vehicles. Knotts added that service was leveraged with the Electric Express and
27 Prospector lines. Wallace added that Richardson Flats remaining open during the entire
28 festival helped with the increased ridership.

29
30 Mayor Beerman thanked staff. Wallace presented the Council with the 2018 Festival
31 Poster signed by festival award winners. Council Member Ware Peek thanked Institute
32 staff for the community film screenings.

33
34 Mayor Beerman opened the meeting for public input.

35
36 Ken Davis complimented staff on the changes. He stated every year his business was
37 down during Sundance in the second week. He wished the Council would understand
38 how the festival hurt Main Street businesses. He recommended the City consider
39 business as normal after the first Monday. He stated blocked parking or increased
40 parking rates could be done away with. He indicated Sandra Morrison, Park City
41 Museum, and the Historic Park City Alliance (HPCA) were in favor of his
42 recommendations.

1 Michael Barille, HPCA, stated pedestrian management and load-in, load-out schedules
2 were improved this year. He stated CSL fees were not hurting local businesses. He
3 noted the Park Record misinterpreted his statement and he clarified that he had stated
4 Main Street revenues, not visitor-ship, was down from previous years. He wished
5 Council would consider the financial perspective of downtown businesses; they were
6 important for vibrancy. He asserted revenues were down due to perception of access
7 and flat rate parking costs. He stated businesses wished to give the impression Main
8 Street visitors were welcome after the first weekend. He wished for an analysis of transit
9 route numbers to establish destinations on transit ridership destinations. He stated he
10 was part of the Taxi Stakeholder Group and felt national data pointed to rideshare
11 programs increasing congestion rather than helping it.

12
13 Jeremy Neigher, Lyft, stated the partnership with the City was effective. He stated he
14 heard the feedback and was committed to continuing to work together to be part of the
15 solution, rather than the problem. He also stated his commitment to providing data to
16 the Council to track changes year over year. He stated the company had tried many
17 tactics for snow safety, including trainings.

18
19 Mayor Beerman closed the public input portion of the meeting.

20
21 Council Member Worel asked if the number of drivers could be limited. Neigher reported
22 there were incentives to bring drivers to an area, but no barriers. He reiterated that the
23 company had educated drivers on the local geography and laws.

24
25 Council Member Gerber was appreciative of staff establishing a predictable and
26 consistent transit and parking plan. She asked the Council to consider business as
27 usual after opening weekend. She stated traffic did not equal vibrancy.

28
29 Council Member Joyce stated he had canvassed businesses around The Ray Theater
30 and reported that business had suffered. He asked staff to consider how moving venues
31 alleviated congestion in one area but negatively impacted business in other areas.
32 Graham reported Sundance staff had worked with businesses to ensure customer
33 parking. Council Member Joyce responded he had struggled to access his mailbox.

34
35 Wallace thanked the Police and security for an outstanding and safe festival.

36
37 Council Member Henney was looking forward to discussing China Bridge parking fees.
38 He stated it made sense to consider fees during peak times separately from flat rate
39 daily fees. He wished to eliminate shuttles and vans on Main Street year round, and
40 stated snow tires could not be regulated. He highlighted from the staff report that
41 community engagement and outreach was outstanding. He stated traffic improvements
42 were a good start. He requested China Bridge data to determine if Main Street
43 businesses were suffering. He complimented staff on working through the challenges
44 when All Resort Transportation folded. He was in support of the recommendations.

Council Member Gerber requested parking data from other peak holidays. She appreciated Richardson Flat and Homestake lot parking options. Council Member Ware Peek thought Lyft drivers could receive more education around Old Town geography.

Hillside Avenue Traffic Discussion:

Mayor Beerman thanked Matt Cassel, City Engineer, for ten years of service to the City. Cassel, Alfred Knotts, and Corey Legge, Public Improvements Engineer, presented this item. Cassel presented a high level overview of traffic on Hillside Avenue. He stated traffic was increasing but staff did not believe it had exceeded its capacity. He gave a background on the road width and Council's past direction. He spoke to unintended consequences of banning commercial vehicles. He stated Hillside Avenue should not be considered in a vacuum.

Peter Marth stated he had lived on Hillside Avenue since 1987. He gave a history of the road and traffic on the road since 1987. He stated the Council had agreed to reclassify Hillside as a narrowed, low volume local road in 2008. He stated signs currently directed traffic up Hillside into the HR1 zone. He expressed frustration over the public process and City response to his concerns over the years. He stated he made the news when a Montage shuttle accelerated around stopped cars and almost hit him and his friends standing at the bottom of his property. He stated he was extremely angry and confronted the driver, so the driver called the Police.

Clive Bush stated he was Marth's neighbor and he moved in after Hillside was rebuilt in 2008 or 2009. He presented evidence of Council's decision to not widen Hillside in 2009 to deter use of Hillside as another access to Main Street.

Council Member Worel asked for clarity on the difference between a collector and a low-volume residential street for future discussions. Council Member Ware Peek asked about the provision on Hwy 248 prohibiting access to Wyatt Earp Road during school load in and out. Mayor Beerman and Council Member Gerber suggested convening a stakeholder group.

Council Member Henney questioned the effectiveness of a stakeholder group and was in favor of regulatory action. Mayor Beerman stated that the shuttles had not been asked to not use Hillside. Council Member Worel requested that construction and homebuilder companies be included in the stakeholder group. Council Member Joyce recommended construction companies be given recommended routes, rather than enforcement. Mayor Beerman suggested the stakeholder group be administered by Matt Dias, Assistant City Manager, and include Police, City Engineer, residents, Alfred Knotts, and representatives from the Park City Area Lodging Association (PCALA), HPCA, Council and the Taxi Stakeholder Group.

REGULAR MEETING

I. ROLL CALL

1

Attendee Name	Title	Status
Andy Beerman	Mayor	Present
Becca Gerber	Council Member	Present
Tim Henney	Council Member	Present
Steve Joyce	Council Member	Present
Lynn Ware Peek	Council Member	Present
Nann Worel	Council Member	Present
Diane Foster	City Manager	Present
Matt Dias	Asst. City Manager	Present
Mark Harrington	City Attorney	Present
Minda Stockdale	Deputy City Recorder	Present

2

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

5 Mayor Beerman opened the continuation of the Work Session.

6

7 Clive Bush continued his input for the Hillside Avenue Traffic Discussion. Bush asked
8 for ratification of the 2009 Council decision to disallow access to the Commercial
9 District. He presented evidence of challenges walking, driving and of conflict on the
10 road. He presented his recommendations for signage.

11

12 Rob Slettom stated he was on the Board of Directors of the PCALA and a Park City
13 resident for many years. He stated he understood the traffic on the road and the road
14 was narrow. He expressed interest in the PCALA participating in the stakeholder group.

15

16 Kathy Decker, Hillside resident, asked how the City was able to circumvent the
17 conditions of the Land Management Code (LMC), which prohibited commercial traffic in
18 a residential area.

19

20 A citizen stated he lived on another street but Hillside was a problem for all residents.
21 He asked why the residents were being held to a standard the City could not uphold. He
22 wished his neighborhood was safe and walkable. He asked the Council to take this
23 issue into consideration.

24

25 Mayor Beerman closed the public input.

26

27 Mayor Beerman stated the discussion would be continued to a future date. He stated
28 the Council and stakeholder group was committed to solutions and to broadening the
29 conversation to include other streets. Council Member Henney added that the Council
30 would create the committee with strong direction. He stated the road should be re-

1 purposed to the original intention. Mark Harrington, City Attorney, clarified Council could
2 provide direction other than the recommendations presented in the staff report.

3
4 Council Member Worel stated she was in favor of a committee to develop solutions with
5 key stakeholders. Council Member Ware Peek was in favor of moving forward with the
6 committee.

7
8 Council Member Joyce stated this road presented a unique safety concern and was in
9 favor of developing unique solutions for Hillside to avoid it getting lost in a larger
10 discussion. Council Member Gerber was in favor of moving forward with signage as
11 soon as possible. The Council agreed. Foster clarified that staff would proceed with
12 signage, bulb out and convening a stakeholder group. Mayor Beerman wished to
13 discuss shuttle circulation in the broader area. Council Member Joyce cautioned against
14 focusing only on lodging shuttles.

15
16 Mayor Beerman opened the meeting for public input on any items not on the agenda.
17 No comments were given. Mayor Beerman closed the public input portion of the
18 meeting.

19 20 **III. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF**

21 **Staff Communications Report:**

- 22 • Season Two: Summit Bike Share

23 Council Member Gerber asked how and why the station site was chosen in a low use
24 area at North City Park when other neighborhoods were excited for bike share options.
25 Julia Collins, Senior Transportation Analyst, stated the site was chosen anticipating
26 development of Lower Park Avenue and the project was funded by a grant that required
27 they be on City-owned property. She added that events and trail access contributed to
28 the location proposal, and stated size and access to the stations was also a
29 consideration. Foster added the station was near low income housing and was busy
30 during the summer. Collins stated there was time to consider other locations.

31
32 Mayor Beerman asked if the stations could be moved after being installed based on
33 use. Collins responded an environmental clearance process was required but they
34 could. Mayor Beerman asked about bike use in other isolated stations. Collins stated
35 staff was working on wayfinding and the stations would possibly be moved.

- 36
37 • Park City Transit Spring Service Change Day

38 Council Member Henney asked if the Homestake Lot would be impacted by Spring
39 service changes. Knotts responded hours would be adjusted from 11:00 a.m. to 3:00
40 a.m. instead of noon to 4:00 a.m. Knotts added that the Electric Express would continue
41 to operate until midnight.

42 43 **IV. CONSIDERATION OF MINUTES**

Consideration to Approve the City Council Meeting Minutes from March 2nd and 8, 2018:

Council Member Gerber clarified on Page 71, Line 29 of the packet that she was joking. Council Member Joyce stated he would be absent at the April 5th Council Meeting.

Council Member Worel moved to approve the City Council Meeting minutes from March 2 and 8, 2018 as amended. Council Member Gerber seconded the motion.

RESULT: APPROVED

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

V. CONSENT AGENDA

1. Request to Authorize the City Manager to Enter into a Contract, in a Form Approved by the City Attorney's Office, with Advanced Engineering and Environmental Services, Inc., for a Condition Assessment of Water Distribution Meters and Tank Level Sensors, and a Communications Upgrade to Some Distribution Meters, in an Amount Not to Exceed \$118,624:

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

RESULT: APPROVED

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

VI. OLD BUSINESS

1. Strategic Code Enforcement Update:

Michelle Downard, Deputy Building Official, Dave Thacker, Chief Building Official, Bruce Erickson, Planning Director and Gabe Jaramillo, Code Enforcement, presented this item. Erickson presented the requirements for conditions of approval/construction mitigation plans and spoke about staff's ongoing collaboration with the Planning Commission and Historic Preservation Board.

Downard stated staff would return to discuss the noise ordinance in May. She added the Building and Community Development departments would circulate a newsletter.

Thacker added gravel and parking enforcement was complaint-based and ongoing, and he added that enforcement of trailer parking on private property was a sensitive topic. Erickson explained staff would return in May to present an option to deregulate parking of recreational vehicles in side yards with consideration of fire egress, and pedestrian,

1 gravel, storm drain and snow removal access. Thacker added anonymous complaints
2 could now be submitted online.

3
4 Council Member Joyce asked about proactive enforcement. Erickson stated staff used
5 Google Earth to observe neighborhoods when reviewing zoning in the Planning
6 Department. Downard stated proactive enforcement was happening at gravel based
7 lots. Erickson stated enforcement could shift as it did for the noise enforcement project.
8 Council Member Joyce asked if there were mitigation plans for City-owned gravel
9 trailheads. Deters and Erickson responded that they would pursue code changes, and
10 Council Member Joyce was supportive of the City setting an example with gravel
11 management.

12
13 Council Member Worel thanked Downard for including conditions of approval in the
14 construction mitigation plan and asked if it could be posted. Thacker confirmed they
15 were included in the permit that was required to be posted, but they were sometimes
16 posted inside the house. He stated staff was working toward site-specific digitized
17 conditions of approval that would be available online. Erickson expressed staff's desire
18 to improve signage and respond directly to the public's concerns while online recourses
19 were being developed.

20
21 Council Member Worel asked if frequent offenders received proactive site visits.
22 Erickson stated they did in the Historic District. Thacker confirmed they did and would
23 continue to do so with increased staffing. He mentioned enforcement vehicles were
24 better marked and inspection staff was encouraged to work collaboratively and
25 proactively. Council Member Worel asked if frequent offenders could be held
26 responsible for inspection staffing costs. Downard responded that fines for violations
27 could be assessed and Erickson added these could be increased in the LMC.

28
29 Council Member Ware Peek thanked Downard for her attention to hawking on Main
30 Street. She asked about gravel and Erickson confirmed future code amendments would
31 allow gravel with a mechanism to prevent it from migrating into a public right of way.

32
33 Council Member Henney asked if direction made sense to staff in if they felt supported.
34 Downard responded that they had the ability to adjust their approach with strategic
35 enforcement.

36
37 Mayor Beerman opened the meeting for public input. No comments were given. Mayor
38 Beerman closed the public input portion of the meeting.

39 40 VII. NEW BUSINESS

41 42 1. Consideration to Approve Resolution 05-2018, a Resolution Recognizing 43 April 2, 2018, as World Autism Awareness Day, and the Month of April as Autism 44 Awareness Month in Park City, Utah:

1 Mark Tourangeau stated he had recently moved to town with his family including a son
2 and daughter who attended Park City High School. He stated he had a son on the
3 Autism spectrum. He indicated he supported the City Social Equity critical priority and
4 felt that this action supported that mission. He presented the resolution to Council.

5
6 Mayor Beerman opened the meeting for public input.
7

8 Matt Brown stated his child was 21 years old. He stated he was grateful and excited for
9 the support and awareness in Park City for his son. He stated that sometimes his son's
10 community was invisible, but the National Abilities Center (NAC) and the opening of
11 Lucky Ones was special to them. He stated his goal was to create a neighborhood for
12 all abilities in 84060. He expressed his support for the resolution.
13

14 Mayor Beerman closed the public input portion of the meeting. Council Member Ware
15 Peek thanked the Library for the Autism Awareness book display at the Library.
16

17 Council Member Joyce moved to approve Resolution 05-2018, a Resolution recognizing
18 April 2, 2018, as World Autism Awareness Day, and the month of April as Autism
19 Awareness Month in Park City, Utah. Council Member Worel seconded the motion.

20 **RESULT: APPROVED**

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

22
23 **2. Consideration to Authorize the City Manager to Execute the Loan Purchase**
24 **and Sale Agreement Between H & B Partners, LLC, and Park City Municipal**
25 **Corporation in the Amount of \$1,050,000.00 in a Form Approved by the City**
26 **Attorney:**

27 Tom Daley, Assistant City Attorney, presented the conditions for the sale. He stated the
28 goal was to gain control of the units and Talisker was supportive. Daley reported the
29 units were in poor shape, and had back taxes and HOA fees.
30

31 Council Member Henney asked about the obligations of a defunct entity. Daley clarified
32 that Talisker was not defunct. Dayley explained the deed restrictions were subordinate
33 to the loan, and would be lost in the event of a trustee sale. Council Member Henney
34 asked if the obligations could be reestablished with Talisker. Daley responded that staff
35 could follow up. He added the process would be difficult because the process involved a
36 development approval in exchange for Average Unit Equivalents (AUE) going back to
37 2008.
38

39 Council Member Gerber noticed rent and HOA fees were the same amount and was in
40 favor of the Council discontinuing the HOA fees.
41

1 Jason Glidden, Housing Manager, stated the housing would be used as transit housing
2 and would be subsidized.

3
4 Mayor Beerman opened the public input.

5
6 John Juarez, attorney for Prospector Square Condominiums, stated the association was
7 concerned about the units which were not addressed in the staff report. He stated the
8 units were problematic due to smoking, noise and occupancy that had accelerated over
9 time and the Health Department had issued a violation report. He addressed the
10 financial issues for the administration. He stated the units had no market value hence
11 why Talisker abandoned them. He stated the homeowners were negatively affected. He
12 felt he had been excluded from information and staff had not challenged his legal
13 concerns regarding the enforceability of the deed restriction. He cautioned the Council
14 against taking a risk. Juarez stated the deed restriction stigmatized the Association and
15 was unfair to those owners who had other deed restrictions. He requested the Council
16 get rid of the deed restrictions.

17
18 Helen Swan, President, Prospector Square Condominiums Association of Unit Owners
19 Board of Directors, spoke to the disparity between the dues and rent noted by Council
20 Member Gerber. Swan stated the issue had created a burden on the other owners in
21 the building. She stated a financial burden had been placed on the homeowners due to
22 Talisker's negligence. She stated the property had been renovated and a default from
23 the units would jeopardize the bank loan for the renovation.

24
25 Bob Hughes was an HOA operator and stated the owners were non-responsive and
26 tenants were dealing with serious maintenance issues. He stated the units had been
27 poorly maintained and were affecting surrounding units. He requested the Council get
28 rid of the deed restriction.

29
30 Mayor Beerman closed the public input portion of the meeting.

31
32 Daley stated staff had considered Juarez's legal opinion and did not find any legal issue
33 with setting the deed restriction. He reported Talisker had agreed to the sale.

34
35 Mayor Beerman asked about the timeline for the purchase and remodeling. Daley
36 responded the sale would be final in three weeks, and Glidden stated the units would be
37 remodeled to address the health concerns when the sale was final. Foster stated the
38 City was a good landlord.

39
40 Council Member Gerber asked who maintained the City's existing rental units. Glidden
41 stated it was City staff. Council Member Ware Peek asked if the housing would be for
42 transit drivers in perpetuity, and Glidden responded it would be.

Juarez asked the Council to consider removing the deed restriction in the event they sold to another entity in the future. Council Member Joyce could not commit to dropping the deed restrictions in a future sale. He mentioned the City was currently rewriting deed agreements to re-sell them and it was a good indication of the City's commitment to modernizing deed agreements to fit a working model and avoid past mistakes. He added they would be used as a hiring tool and maintained in that manner.

Mayor Beerman was sympathetic to mixed use housing and assured the Board that this was a reliable, fast and low impact solution. Council Member Worel asked if there was a time limit on the health violation. Glidden and Hughes responded that the violation was appealed by Talisker and was therefore extended to a date uncertain.

Council Member Gerber moved to authorize the City Manager to execute the Loan Purchase and Sale Agreement between H & B Partners, LLC, and Park City Municipal Corporation in the amount of \$1,050,000.00 in a form approved by the City Attorney. Council Member Henney seconded the motion.

RESULT: APPROVED

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

3. Consideration to Approve a New Level Three Event, Avalanche Invitational Soccer Showcase, to be Held June 14-17, 2018, Based on Findings of Fact, Conditions of Approval and Conclusions of Law in a Form Approved by the City Attorney's Office:

Tommy Youngblood, Special Events Coordinator, Diersen, and Joanna Barney and Scott Butler, Avalanche Invitational Soccer Showcase representatives, presented this item. Youngblood presented the details of the all-girls event with the associated economic benefits. Youngblood read a letter from Shelley Gilwald, Executive Director of the Park City Soccer Club and Tournament Director for the Park City Extreme Cup in support of the event.

Council Member Ware Peek asked why the previous Council gave it the thumbs up in light of event fatigue. Diersen responded that the focus on women's sports at elite and amateur levels was a priority and other events that weekend would include Savor the Summit, Tiny Triathlon, Arte Latino, and Park Silly Sunday Market. Foster added staff was focused on mitigation.

Council Member Joyce expressed concern about discussing an event three months in advance to approve in a very short timeline. He recommended approving events on a timeline that was not disruptive to applicants. Diersen responded the deadline was 90 days in advance, and added that staff was confident that there was adequate geographical distance between events to mitigate the impacts to allow them to happen on the same weekend. Council Member Joyce expressed concern about so many Level

1 Three events on the same weekend and about events happening off of Hwy 248 at 8:00
2 a.m. on workdays.

3
4 Council Member Gerber expressed concern that Council approved any event that pulled
5 at their heartstrings. She stated the event was economically viable. She was in favor of
6 approving the event. She wished for a limit because the Council would approve all
7 events if they were presented on an event by event basis. Mayor Beerman thanked staff
8 and stated Council continued to approve events despite a stance to take their foot off of
9 the gas.

10
11 Council Member Worel doubted if the event would bring positive economic impacts to
12 Park City. Bob Kollar stated lodging data economic impact reports could be generated
13 from this event. Council Member Joyce stated the event filled a shoulder season slump.
14 He added residents valued a slow shoulder season. He asked if Council wished to
15 protect or fill shoulder seasons.

16
17 Council Member Henney reminded the Council that there was a policy in place to
18 program the slow seasons. The Council was in favor of a Work Session to address their
19 goals for Special Events.

20
21 Mayor Beerman opened the public hearing. No comments were given. Mayor Beerman
22 closed the public hearing.

23
24 Council Member Gerber moved to approve a new Level Three Event, Avalanche
25 Invitational Soccer Showcase, to be held June 14-17, 2018, based on findings of fact,
26 conditions of approval and conclusions of law in a form approved by the City Attorney's
27 Office. Council Member Joyce seconded the motion.

28 **RESULT: APPROVED**

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

30
31 **4. Consideration to Approve March for Science, a Level Three First**
32 **Amendment Event to be Held on Saturday, April 14, 2018 from 10:30 A.M. to 2:00**
33 **P.M., and Fee Reduction in the Amount of \$ 7,361.00, Based on Findings of Fact,**
34 **Conditions of Approval and Conclusions of Law in a Form Approved by the City**
35 **Attorney's Office:**

36 Tommy Youngblood, Special Events Coordinator presented this item with Josh Hobson,
37 the applicant. Youngblood stated the event was requesting a route change from the
38 previous year and fee reductions.

39
40 Council Member Gerber asked if this would be an annual event. Hobson responded
41 plans for next year's event would exclude the public rally. Council Member Gerber

asked that anticipated annual events become self-funded and recommended a science-based sponsor.

Council Member Joyce expressed concern about mitigating impacts on Main Street for the march. Diersen reported the event would occur after the resorts closed for the season, the road closure would be rolling, and HPCA was not concerned about impacts. Council Member Joyce requested the Special Events work session address Main Street mitigation.

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

Council Member Ware Peek moved to approve March for Science, a Level Three First Amendment Event to be held on Saturday, April 14, 2018 from 10:30 a.m. to 2:00 p.m., and fee reduction in the amount of \$7,361.00, based on findings of fact, conditions of approval and conclusions of law in a form approved by the City Attorney's Office. Council Member Gerber seconded the motion.

RESULT: APPROVED

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

5. Consideration to Approve Ordinance 2018-12, an Ordinance Approving the Second Amended Silver Strike Lodge Condominium Plat, Combining Units 201 and 203 with an Adjacent Hallway, Located at 8902 Empire Club Drive in Park City, Utah:

Kirsten Whetstone, Senior Planner, presented with Birk Larson, Architect. Whetstone presented the plat proposal.

Council Member Worel referred to Page 143 and asked where in the photograph the hallway would get cut off. Whetstone clarified where the photographer was standing.

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

Council Member Henney moved to approve Ordinance 2018-12, an ordinance approving the second amended Silver Strike Lodge Condominium Plat, combining Units 201 and 203 with an adjacent hallway, located at 8902 Empire Club Drive in Park City, Utah. Council Member Joyce seconded the motion.

RESULT: APPROVED

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

6. Consideration to Continue an Ordinance Approving Park City Heights Phase 2 Subdivision, Located at 3900 Calamity Lane, South of Richardson Flat Road and West of US Highway 40

Staff recommended this item be continued to May 3, 2018.

Council Member Gerber moved to continue an ordinance approving Park City Heights Phase 2 Subdivision, located at 3900 Calamity Lane, south of Richardson Flat Road and west of US Highway 40 to May 3, 2018. Council Member Joyce seconded the motion.

RESULT: CONTINUED TO MAY 3, 2018

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

7. Consideration of a Courchevel Municipal Employee Exchange:

Dias stated the Sister Cities partnership had been revitalized in the last five years and Courchevel was eager for this exchange with Park City. He stated staff could handle this administratively. He presented areas of interest for eligible employees. He also presented a preliminary plan for the exchange program. He stated contingency and City Manger funds, as well as community support, would fund the exchange.

Council Member Henney guessed the criteria to apply would pertain to few employees. Dias responded he had been approached by a number of interested staff. Council Member Joyce asked about the challenges telecommuting would present. Dias responded that the employee could come to an agreement with their supervisor on a thirty or forty day basis. Mayor Beerman said it was a benefit with unavoidable disruption and it would bring ideas to Park City.

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

Council Member Ware Peek moved to approve a Courchevel municipal employee exchange. Council Member Gerber seconded the motion.

RESULT: APPROVED

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

VIII. ADJOURNMENT

With no further business, the meeting was adjourned.

Minda Stockdale, Deputy City Recorder



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

April 5, 2018

The Council of Park City, Summit County, Utah, met in open meeting on April 5, 2018, at 2:00 p.m. in the City Council Chambers.

Council Member Henney moved to close the meeting to discuss property, personnel, security and litigation at 2:00 p.m. Council Member Worel seconded the motion.

RESULT: APPROVED

AYES: Council Members Henney, Ware Peek and Worel

EXCUSED: Council Members Gerber and Joyce

CLOSED SESSION

Council Member Worel moved to adjourn from Closed Meeting at 3:15 p.m. Council Member Ware Peek seconded the motion.

RESULT: APPROVED

AYES: Council Members Henney, Ware Peek and Worel

EXCUSED: Council Members Gerber and Joyce

STUDY SESSION

Nightly Rental Study - Potential Phase 2 Update

Matt Dias, Assistant City Manager, Beth Bynan, Business License Specialist, and Brumby McLeod, expert in the Nightly Rental industry, presented this item. Dias indicated staff went to great efforts to regulate the nightly rental industry.

McLeod reviewed that the Phase One study was to assess the nightly rental market in Summit County. He presented a PowerPoint on the data findings and indicated a goal was to see the current housing mix with the data provided by the County and City. Another goal was to map the housing units. McLeod's team used GIS to plot the residential units, nightly rental licenses and internet listings. He discovered there was a big discrepancy between the internet listings and actual licenses.

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1 The third goal was to do a gap analysis of the findings and make recommendations.
2 Foster stated the higher number of licenses within the City limits was attributed to
3 increased enforcement in the City over the past few years. Now the State prohibited
4 cities from penalizing non-licensed nightly rentals that were discovered on the internet.
5

6 McLeod stated the gaps for discussion, including the poor match between nightly rental
7 licenses and the actual unit, having a clear identification of the nightly rental operator,
8 whether it was a property management company, rent by owner, or lodging complex
9 operator; and the inconsistency in nightly rental requirements for operators. His
10 recommendations included resolving unmatched licenses to parcel data; enhancing
11 requested licensing information by changing the business license applications; and
12 enhancing the license ordinance to include life safety inspections, increasing fines and
13 enforcement of non-compliance, etc. McLeod also suggested identifying the lodging
14 inventory, acquiring a monitoring and tracking system, and developing a housing fact
15 base.
16

17 Council Member Henney asked if the non-licensed units existed because of the lack of
18 education. McLeod thought people wanted to follow the rules and education and clarity
19 were key to success. Council Member Henney asked if McLeod saw a shift from short-
20 term rentals to long-term rentals once owners became aware of the regulations for
21 short-term rentals. McLeod agreed there could be a shift to long-term rentals under
22 those circumstances. Council Member Henney asked if McLeod found any unintended
23 consequences in his research. McLeod indicated he was surprised to see the number of
24 unlicensed units in the study.
25

26 Council Member Worel asked if the owner or operator usually obtained the licenses.
27 Bynan stated the owner filled out the application, but up to three different entities could
28 be shown on the application as the operator. Council Member Worel asked what the
29 consequence was if code enforcement found a unit that was not licensed. Michelle
30 Downard, Deputy Building Official, stated enforcement would educate the owner first,
31 and then progress from there if compliance was not achieved. Fines could be charged
32 on a daily basis for non-compliance, but staff could not enforce without having proof of
33 nightly rentals.
34

35 Council Member Ware Peek asked if McLeod knew how many long-term rentals shifted
36 to short-term when AirBnB came online. McLeod did not know that number. Foster
37 indicated it was difficult for seasonal employees to get housing compared to five years
38 ago. Council Member Ware Peek asked if the owners of long-term rentals paid less
39 property taxes than owners of short-term rentals, to which Foster affirmed. McLeod
40 reviewed the fees for short-term rentals. Council Member Ware Peek thought the
41 education process could deter owners from continuing with short-term rentals. Foster
42 thought a discussion should take place to incentivize long-term rentals.
43

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Mayor Beerman asked if McLeod thought the unlicensed rentals did not pay taxes on the rental income. McLeod stated AirBnB would pay the Transient Room Tax (TRT) to the State, but cities were not collecting business license fees or associated taxes and were feeling that loss of revenue. McLeod noted that only AirBnB had the voluntary collection agreement with state governments and other short-term rental websites did not have that automatic tax withdrawal for the states set up. The states distributed portions of the tax to the associated counties but since the revenue was submitted as a lump sum, it could not be broken down by city. Mayor Beerman asked if there was better compliance from nightly rentals when a disclosure was required. McLeod did not think states could force AirBnB to disclose where the revenues came from.

Council Member Henney stated there was an obligation to license nightly rentals. He thought there were problems like tax collection and license fees as well as regulatory violations that needed to be addressed.

Dias stated this was a sensitive issue at the Legislature and they almost deregulated the system. They passed a law to prohibit internet searches as proof that a nightly rental was unlicensed. He agreed that education would be a good first step in limiting the nightly rentals in the City. He also felt having unlicensed rentals was unfair, since many owners/operators did license their units.

Social Equity Community Critical Priority Next Steps:

Kilo Zamora, expert in Social Equity, noted equity was different than equality. Equity was finding the right fit for all, not one size fits all. He felt inclusion was very important. He asked Council for feedback on what they and staff wanted as an end goal. Council Member Ware Peek stated the community was coming from so many different places. The City was trying to put more emphasis on the access and amenities available to the constituents and less on where people came from.

Council Member Worel stated inclusion summed up her goal. She knew there were barriers in the community and she wanted to bring those down. Once a gap or barrier was identified, then resources needed to be found to fill it. Council Member Ware Peek added that one goal should be becoming aware of what some of the groups were up against in the community. Council and staff needed to discover what we don't know.

Council Member Henney stated "privilege" was prominent in the community and so many had a hard time relating to the marginalized in the community. He stated he would like to provide opportunities and fill in the gaps to allow more people to be able to be part of the space.

Zamora thought affordable housing, which was one of the City's critical priorities, was a good connection to Social Equity. He asked what made people feel welcomed and stated he wanted people of all identities to be at the table to work on this goal. He noted

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1 without Social Equity there would be group think and everyone at the table would look
2 the same. Council Member Worel asserted decisions would be made for other groups
3 by a group that could not relate. Council Member Ware Peek stated the predominant
4 "white male" would never know Latin music, or that eight people were living in a one
5 bedroom apartment. She felt one great thing about Social Equity was knowing the
6 beauty of other peoples.

7
8 Zamora indicated money could not solve Social Equity or it would have already been
9 solved. He gave the example of Salt Lake City, and noted the mayor and council did not
10 lead, but rather followed youth who were demonstrating. The funds were also
11 supporting the cause from behind the scenes.

12
13 Council Member Henney stated he moved here 20 years ago because of the Social
14 Equity of the City. He noted at the time, the City was largely middle class and he hoped
15 to keep the middle class here.

16
17 Zamora asked what the approach would be to accomplish this goal. He recommended
18 that Council focus on changing the policy issues such as hiring practices for all groups.
19 He stated there could be several ways to work on Social Equity including forming a
20 commission. He indicated that if Council just talked about the inclusion of all the groups,
21 nothing would change.

22
23 Council Member Ware Peek indicated that bringing this topic to the front had changed
24 her life. She thought having Social Equity as a critical priority raised a consciousness in
25 the community. Zamora gave examples of letting different groups take the lead on
26 raising awareness and status, and being the follower/supporter of their efforts.

27
28 Zamora asked what the next steps would be to keep Social Equity moving forward.
29 Council Member Ware Peek thought there should be a united "speech" that could be
30 given when the community asked questions.

31
32 Council Member Henney indicated the City had already enacted policy, such as its
33 affordable housing policies, but he thought the Council should act as conveners so that
34 the community could come together with the goal of having all residents feeling valued
35 and safe.

36
37 Council Member Worel stated getting the right voices to the table would be a challenge
38 and indicated the nonprofits should be included. Zamora stated the nonprofits in the
39 community had a wealth of knowledge and would be valuable in this endeavor.

40
41 **WORK SESSION**
42

Discuss Potential Land Management Code Amendments for Title 15 Chapter 6

Section 7, Master Planned Affordable Housing Development:

Hannah Tyler and Bruce Erickson, Planning Department, and Jason Glidden, Affordable Housing Manager, presented this item. Tyler stated the Planning Department had been working to align the Code with the Affordable Housing priority. She reviewed the Master Planned Development Code and indicated there was a separate code for Affordable Housing. She noted that developers were not able to use it, and she felt some reasons included the parking requirements, minimum percentage for affordable units, and the high land values in the City.

Currently, the Code stated 100% of an affordable development had to be affordable. She proposed 50% of the development be affordable, and attainable housing could count towards the minimum affordable percentage. Council Member Henney asked for an example of how a developer would be incentivized to develop affordable housing. Glidden stated the other proposals would be more of an incentive, but this amendment would get them "in the door." Council Member Ware Peek asked if a developer could build 100% attainable housing under this amendment, to which Tyler responded in the affirmative.

Tyler stated another proposed Code amendment would be giving the developer a density bonus, which would be determined on a sliding scale. Council Member Worel asked if zoning changes would be necessary. Erickson stated the Land Management Code (LMC) would be changed so zoning changes would not be needed. Tyler indicated the Planning Department would be careful to make sure the project was appropriate to the zone. Erickson noted the benefits of a blended development, and indicated it would de-stigmatize the affordable development by having market rate homes mixed in.

Council Member Worel asked if the Code could prohibit nightly rentals on the market rate units. Erickson indicated a restriction on nightly rentals could be added.

Council Member Ware Peek asked how the City would know if the amendments would be attractive to developers. Erickson stated a consultant could be acquired or the City could just do it and see how the new model worked. Council Member Ware Peek asked if developers had been involved in the discussion. Glidden stated the Planning Department wanted to work through the amendments and then approach developers to get their feedback. He also noted this was good for developers as well as nonprofits. Erickson indicated he did not recommend going above five units per acre, and asserted a different model was being created for open space.

Tyler indicated the third amendment was off-street parking, noting the affordable housing amendment would match the affordable code for off-street parking in the standard Master Planned Development (MPD) Code, which would reduce the parking

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requirement for affordable units. The final amendment would be creating a parking exemption for micro units of 500 square feet or less. There would be a cap for the total number of micro units allowed in a development. A parking management plan for the development would also be required to mitigate impacts, which would include looking at the proximity to transit, car-share, and proximity to basic services.

Council Member Henney asked how it would impact Woodside Phase 1. Erickson thought when smaller units were built, storage space was cut out. So for the smaller units, more storage would be required.

Mayor Beerman liked the amendments and asked how the parking development plan would be handled. Erickson stated the plan would be handled by the Planning Commission. Mayor Beerman was pleased and noted the public would want input on the parking plan.

REGULAR MEETING - 6:00 p.m.

I) ROLL CALL

Attendee Name	Status
Mayor Andy Beerman Council Member Tim Henney Council Member Lynn Ware Peek Council Member Nann Worel Diane Foster, City Manager Matt Dias, Assistant City Manager Mark Harrington, City Attorney Michelle Kellogg, City Recorder	Present
Council Member Becca Gerber Council Member Steve Joyce	Excused

Mayor Beerman noted Council Member Gerber had a baby boy on Monday.

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

Mayor Beerman opened the meeting for those who wished to address the Council on items not listed on the agenda.

Scott Loomis Mountainlands Community Housing Trust, expressed his support for the Affordable Housing Code amendments. He also thought capping the density would be a good idea and gave examples of negative consequences that resulted when the County passed a density bonus.

1 Michael Kaplan stated he was trying to build some micro units in the City and had lived
2 in affordable units overseas. With the land values he couldn't make the development
3 work, but with the amendments, he felt it could work. In Sweden, one out of three units
4 had to have an affordable component. In Switzerland, employers were required to
5 provide housing for their employees. He suggested that having housing by the bus route
6 would be appealing to those looking to buy affordable units.

7
8 Mayor Beerman closed the public input portion of the meeting.
9

10 **II) COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF**

11
12
13 **Council Questions and Comments:**

14 Council Member Henney indicated he attended the Health Board meeting and listened
15 to an update on the opioid lawsuit from the County Attorney. They also discussed
16 having Park City as an official member on the board. He attended the Mountainlands
17 Affordable Housing Trust board meeting and noted they were preparing for their 25th
18 anniversary. He attended the Fire Board meeting, where impact fee adjustments were
19 proposed, and stated the board also toured their new maintenance building.
20

21 Council Member Worel stated she would not be here for the April 19 meeting. She
22 attended the final Arts, Beauty and Culture (ABC) Steering Committee meeting where
23 they asked for letters of endorsement from each of the members, and she asked if
24 Council wanted to contribute a letter. Foster thought Council could look at the
25 implementation timelines of the plan. Staff didn't want to put an endorsement in front of
26 Council that would commit them to doing certain things. The Council had already made
27 a significant investment to Arts and Culture, both monetarily and with City resources.
28 Council did not support contributing a letter to the steering committee. Council Member
29 Worel had lunch with the Peace House director and noted they would be in their new
30 facility next year. She also visited PC Tots and indicated they had 104 children with 115
31 on the waitlist and 15 moms were currently pregnant with siblings to these children. She
32 felt the City had a role as a convener. She went to the Historical Society meeting where
33 it was suggested that future bus routes could feature historical spaces.
34

35 Council Member Ware Peek went to the Friends of Farm meeting. She also went to the
36 Lucky Ones Coffee Shop and spoke with the owners. They talked about additional ways
37 they could create more community in the space. She complimented the owners for how
38 they treated others in the community. She attended the Mountain Trails board meeting
39 where the fragile trails were discussed. She attended the Recreation Advisory Board
40 meeting where they had the goal to have a representative at the Mountain Trails board
41 meetings. She encouraged people to attend the Thin Air Festival.
42

43 Mayor Beerman met with many citizens and groups. He announced that on June 8th
44 there would be a community cleanup of the Poison Creek Trail and stream. There would

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be staff, Council and community groups there. He was asked about the lights at Quinn's being on late at night. Foster stated Ken Fisher was looking at resolving it. Jonathan Weidenhamer stated there was a budget request for LED lights at that location. Mayor Beerman saw Anthony Romero speak and indicated it was a fantastic conversation. He wished everyone a happy Easter and noted that Easter was not only Christian, but a pagan holiday symbolizing renewal and rebirth, and it also signaled the close of the ski season. He thanked staff and the workforce for working so hard this winter. He thought this tied into Social Equity and also stated learning new things should be fun, including Social Equity.

Foster introduced Leah Langan as a new member of the Executive Department.

IV) CONSIDERATION OF MINUTES

Consideration to Approve the City Council Meeting Minutes from March 15, 2018

3.15.18 Minutes:

Mayor Beerman referred to Page 91 Line 38 of the packet, and noted he was not in favor of plowing the road.

Council Member Worel moved to approve the City Council Meeting minutes from March 15, 2018 as amended. Council Member Ware Peek seconded the motion.

RESULT: APPROVED

AYES: Council Members Henney, Ware Peek and Worel

EXCUSED: Council Members Gerber and Joyce

V) CONSENT AGENDA

1. Request to Authorize the City Manager to Execute the First Amendment to the Professional Services Agreement, in a Form Approved by the City Attorney, with CH2M, Inc., for the 3Kings Water Treatment Facility (3KWTF) Phase III Design Services in an Amount Not to Exceed \$1,600,000.00:

2. Request to Authorize the City Manager to execute a Construction Agreement, in a Form Approved by the City Attorney, with Daley Excavators for the 2018 Water Improvements Project for an Amount Not to Exceed \$678,000.00:

Council Member Nann Worel moved to approve the Consent Agenda. Council Member Ware Peek seconded the motion.

RESULT: APPROVED

AYES: Council Members Henney, Ware Peek and Worel

EXCUSED: Council Members Gerber and Joyce

VI) NEW BUSINESS

1. Consideration to Approve Ordinance No. 2018-13, an Ordinance Approving the 89 King Road Plat Amendment Located at 89 King Road, Park City, Utah:

Tippe Morlan, Planner II, presented this item. The applicant requested to combine three lots and a sliver of a fourth lot into one lot. The intent was to demolish the existing structure and build a new residential unit. The new lot would be less than the average lot size for the area.

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

Council Member Worel stated a resident was concerned that the new building would be next to another new building, and asked if there was a way to ensure that the two construction mitigation plans were coordinated if they were permitted at the same time. Morlan stated the mitigation plans would be coordinated. Erickson stated the Council could modify the condition of approval to require the Planning and Building Departments to coordinate the construction management plans with adjacent properties if they are under construction at the same time.

Council Member Ware Peek knew construction mitigation was an issue with the neighbors of Alice Claim and now 88 and 89 King Road would also be under construction. She asked what the City's involvement would be in coordinating that construction. Erickson stated there would be outreach to let neighbors know construction was coming. Currently, there was no ordinance in place that would allow the City to phase construction on substandard streets, but he was discussing that possibility with the Chief Building Official. Council Member Ware Peek noted that this current structure was affordable housing and stated these structures were disappearing.

Mayor Beerman reopened the public hearing.

Mark Blue asked if there would be two construction projects right across the street from each other that would prohibit access to Vail's maintenance shack. Mayor Beerman indicated there would be an amendment to the motion that would coordinate construction mitigation plans so that access would not be prohibited.

Mayor Beerman closed the public hearing.

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Council Member Worel moved to approve Ordinance No. 2018-13, an ordinance approving the 89 King Road Plat Amendment located at 89 King Road, Park City, Utah, with the amendment as stated by Planning Director Erickson. Council Member Ware Peek seconded the motion.

RESULT: APPROVED

AYES: Council Members Henney, Ware Peek and Worel

EXCUSED: Council Members Gerber and Joyce

2. Consideration to Approve Ordinance No. 2018-14, an Ordinance Approving the Prospect Place Plat Amendment Located at 86 Prospect Street, Park City, Utah:

Tippe Morlan, Planner II, presented this item. The applicant proposed making three lots out of two parcels. Currently, there were three structures on site but they were not historical. The intent was to demolish the structures and construct three single family units on the lots. A steep slope Conditional Use Permit (CUP) would be likely if the new units were approved. She noted the units would need to be removed before the plat recording.

Council Member Henney disclosed he was friends with the owners.

Council Member Ware Peek asked about the process for determining how a house was not historic. Morlan stated the structure was significantly altered and was almost new so it could not be classified as historic. Harrington stated the owners were entitled to move forward since they were not on the list.

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

Council Member Ware Peek moved to approve Ordinance No. 2018-14, an ordinance approving the Prospect Place Plat Amendment located at 86 Prospect Street, Park City, Utah. Council Member Worel seconded the motion.

RESULT: APPROVED

AYES: Council Members Henney, Ware Peek and Worel

EXCUSED: Council Members Gerber and Joyce

3. Critical Priority Environmental Sustainability Update:

Luke Cartin, Environmental Sustainability Manager, presented this item and indicated there would be an LMC solar amendment. His team was also looking at Commercial Property Assessed Clean Energy (C-PACE) for financing options for commercial and industrial companies with more than five units. Cartin stated that energy conservation

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1 did not have to be unaffordable and noted that in the past year his team brought in
2 \$306,000 in grant money for projects already in place. He indicated that other cities
3 were using the City's agreement to become 100% renewable. These cities were working
4 as a block and it was having an effect in the six surrounding states.

5
6 Cartin reviewed the cost savings for using electric buses, and noted it cost 72% less
7 than using diesel fuel. He indicated that using electric buses increased the City's
8 footprint on the electric grid by 2%, but the carbon footprint would be increased by 4% if
9 diesel fuel was used.

10
11 Cartin reviewed the Joint Clean Energy Cooperative Agreement with Rocky Mountain
12 Power (RMP) and stated it established rules for working together. He stated there would
13 be a progress report the end of April and another in early summer. He also explained
14 the Engineering and Professional Services Agreement (EPSA) agreement with RMP
15 and indicated it would model future electric needs, sizing the renewables, had a 550 day
16 deadline, and cost \$31,000. He indicated the next step was to issue a joint RFP for
17 construction for the renewables. Cartin reviewed that the Wattsmart Communities
18 Program was a two year program and would include an energy action plan.

19
20 Cartin stated the Net Metering and Rooftop Solar Program would set a clear pathway
21 forward for rooftop solar and he explained that a transition period and a post transition
22 period in this program had been set up for tax credits through 2024. As part of the
23 program, if solar panels were on a roof and an owner decided to transition the energy to
24 the grid, a value would be determined. He noted the IRS issued a private letter ruling
25 where those with battery storage from rooftop panels would qualify to receive a 30% tax
26 credit.

27
28 Cartin indicated staff was looking to increase the electric vehicle infrastructure. He
29 explained RMP had rebates for car charging stations and the City was awarded
30 \$250,000 for constructing the Old Town Transit Center charging station. He stated he
31 would come back at a future date to discuss future electric vehicle charging stations. He
32 also hoped other entities would construct charging centers and take advantage of the
33 rebates.

34
35 Council Member Ware Peek asked about the increased footprint on the electric grid
36 versus the diesel carbon footprint increase. Cartin stated although there was an
37 increase, it was cleaner than the diesel emissions. Council Member Ware Peek asked
38 about the tax credit for storing electricity. Cartin stated that was valid if it was generated
39 by an owner's own solar panels. Council Member Ware Peek asked about the tax
40 rebates for creating more energy from solar panels. Cartin explained the timelines for
41 the different tax credits offered for solar.

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Council Member Worel asked how big the batteries were that were linked into the solar panels. Cartin indicated batteries from electric vehicles might be used in the future in homes and businesses to balance out the energy peaks.

Council Member Henney was very pleased with how far the City had come in such a short time in achieving this goal. Mayor Beerman agreed.

Cartin stated he would be speaking at the Utah League of Cities and Towns (ULCT) conference on how the City and RMP worked together to solve community issues and power infrastructure issues at the same time.

VII) ADJOURNMENT

VIII) PARK CITY REDEVELOPMENT AGENCY MEETING

IX) ROLL CALL

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

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

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

XI) NEW BUSINESS

1. Consideration to Approve an Economic Development Grant Contract in the amount of \$15,000 for Red Flower LLC in a Form Approved by the City Attorney:

Jonathan Weidenhamer, Economic Development Manager, stated that Micah Goddard and Daniel Bell, owners, requested a \$20,000 Economic Development grant and staff recommended a \$15,000 grant for electrical and gas upgrades in the building, equipment such as a furnace and kiln, and marketing materials. They would be required

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to do outreach and education at the schools as part of the grant agreement.
Weidenhamer felt this tied in with the Arts and Culture aspect in the community.

Goddard and Bell thanked Council for this opportunity. They indicated the business was located in the Iron Horse District. Goddard stated the experience was great for kids. He also reflected that it was cool to have grown up here and now to come back and open a business here.

Council Member Worel asked why staff only recommended \$15,000. Weidenhamer stated another business was also thinking of applying for a grant and another business in that district was also planning on applying again in July, so there could be competition in July.

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

Council Member Ware Peek moved to approve an economic development grant contract in the amount of \$15,000 for Red Flower LLC in a form approved by the City Attorney. Council Member Worel seconded the motion.

RESULT: APPROVED

AYES: Council Members Henney, Ware Peek and Worel

EXCUSED: Council Members Gerber and Joyce

ADJOURNMENT

With no further business, the meeting was adjourned.

Michelle Kellogg, City Recorder



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

April 19, 2018

The Council of Park City, Summit County, Utah, met in open meeting on April 19, 2018, at 2:30 p.m. in the City Council Chambers.

Council Member Ware Peek moved to close the meeting to discuss property at 2:30 p.m. Council Member Henney seconded the motion.

RESULT: APPROVED

AYES: Council Members Henney, Joyce and Ware Peek

EXCUSED: Council Members Gerber and Worel

CLOSED SESSION

Council Member Ware Peek moved to adjourn from Closed Meeting at 4:00 p.m. Council Member Joyce seconded the motion.

RESULT: APPROVED

AYES: Council Members Henney, Joyce and Ware Peek

EXCUSED: Council Members Gerber and Worel

WORK SESSION

Council Questions and Comments:

Council Member Joyce stated he was working with different individuals to facilitate the issue around event overload. He knew there would be differing opinions on the subject between the Special Event Advisory Committee (SEAC), Lodging and the Chamber, and he thought it might take several meetings to work out the issue.

Council Member Ware Peek stated she and Council Member Joyce had a meeting with Clint McAfee to understand the water issues in the City. She attended the Communities that Care meeting and indicated a Youth Mural Project would be in the tunnel under Hwy 224. She attended the Historic Park City Alliance (HPCA) and noted the Chamber presented figures on Summer Tourism. She also attended Parents as Teachers program sponsored by Holy Cross Ministries, where parents are taught parenting skills.

Council Member Henney attended the Joint Transportation Advisory Board (JTAB), and indicated the Transportation Sales Tax numbers were on target. He indicated staff did a great job making sure Transit ran smoothly. He attended the Summit Land Conservancy meeting and stated they planned a fundraising breakfast for May 9th, and noted they hoped to raise \$2.7 million to close the Osguthorpe deal.

Mayor Beerman met with the Board of Realtors and talked about the City's critical priorities. He also spoke at the Youth Sports Alliance (YSA) Olympic Parade and noted the event was well attended. He attended the Leadership Class and the Council of Governments (COG), and voted on projects funded by the Transportation Tax. He also met with UDOT about the City's plan for transportation.

Discuss Community Development Customer Service Regarding Land Use and Building Permits:

Anne Laurent, Community Development Director, Dave Thacker, Chief Building Official, and Bruce Erickson, Planning Director, presented this item. Laurent reviewed some concerns expressed about customer service, including responsiveness to requests, consistency of responses, accuracy of communication, the onerous permitting process, and unclear processes and timeframes. She indicated the processes varied due to the Land Use regulations and depended on the nature of the request. She added that additional challenges the Planning and Building Departments encountered included human error, having to say no, the complexity of design and construction made it difficult for the customer to understand, the Land Use approval process was lengthy, and many people were involved in the process which made tracking communication and the review status difficult to manage.

Laurent reviewed the number of building permits issued for the past few years and indicated the numbers for 2018 had already exceeded the same period in 2017. Council Member Joyce asked how the online permitting system would help with customer service. Thacker explained that the online system would be able to track the communication and would reduce the time the permit would stay in the queue. Laurent explained the streamlining of the process with the online system. She indicated that some ongoing customer service improvements included increased coordination between Land Use approvals and building permit reviews/inspections, the application intake process now included checklists and descriptions, and the new online building permit software implementation. Thacker stated the software should be up and running by the first week of August.

Erickson stated his department was constantly working to improve the code. They researched similar cities and used those codes as benchmarks as they drafted new code language.

Laurent noted that the outreach efforts to customers resulted in an awareness that doing business electronically was important to them.

Council Member Ware Peek suggested that the outreach process continue with owners and contractors so they would know the City was listening and responding to their concerns and was ready to give help as needed. She asked what would happen if someone came in with paper plans. Laurent stated plans were now drawn on computers and it was expensive to print paper copies, so she was confident the online process would be well received. Council Member Ware Peek asked if review reminders would be prompted with the online program. Laurent stated parallel reviews were possible so the process did not have to be sequential.

Council Member Joyce heard concerns about not being able to give in-depth or meaningful comments for fear it was not anonymous. Laurent stated the managers were aware of staff and their attitudes and could handle difficult situations.

2030 Olympic Bid Update:

Matt Dias, Assistant City Manager, presented this item. He explained the selection process of the United States Olympic Committee (USOC) which would select the city that would get to bid for an Olympics. The International Olympic Committee (IOC) would select the host city via the candidature process. He indicated the Olympic Exploratory Committee met from October 2017 to February 2018 to discuss and solicit feedback on a proposed bid in 2030. There was unanimous support from Utah leaders and stakeholders and a survey resulted in a 87% approval rating.

Dias indicated the USOC would decide between Lake Tahoe, California; Denver Colorado; and Salt Lake City and a decision should be made by this fall. The IOC recently distributed an Agenda 2020 and required sustainability and cost reductions for proposed Olympic venues. He noted that all the 2002 Olympic facilities continued to be used and Salt Lake City could be a model for green games and sustainable venues.

Dias stated the 2028 games would be in Los Angeles, but no city had been awarded the Olympic games for 2026. Since Salt Lake City had existing infrastructure, he thought the 2026 games could be a possibility as well. He stated having the Olympics here would be a great opportunity for the rising generation. He also noted that the Olympics had a focus on breaking down barriers and uniting different groups.

Some challenges for hosting the Olympics would include residential and business impacts, mitigation complexities, and the large labor costs. Dias reviewed the opportunities for public input and information sharing with the community.

Myles Rademan stated he started working on the 2002 Olympics in 1989. A strong commitment was made early on to be full participants in making the Olympics a great

1 experience. Things learned included having a fulltime employee that was focused on
2 the games. Going to other Olympics to learn from those cities was also beneficial. He
3 noted the 2002 Olympic experience was so positive that the community was still
4 celebrating.

5
6 Bill Malone stated he was following the two other cities competing for the games. He
7 didn't think there was another place in the US that could do as well as Salt Lake City.
8 He thought there should be discussion on what the City wanted to get out of having the
9 games here. Some questions he was considering included how some of the new sports
10 that weren't offered in the 2002 Olympics could be accommodated here.

11
12 Council Member Joyce asked to understand the financial model for the Olympics. Dias
13 stated the big money was in the sponsorships. The big companies in the United States
14 only had so much money for a decade, so having two Olympics back to back in the US
15 might dilute the funds. There were ideas that were being shared where the
16 sponsorships could be given in a smarter way.

17
18 Mayor Beerman stated there was an estimate that the games could be funded for \$1.3
19 billion, and noted the 2002 Olympics cost \$1.5 billion. Further discussion ensued on
20 how to come out ahead at the end of the games.

21
22 Rademan stated the event wasn't a profit maker, but was something the City already
23 did, but on a larger scale. Council Member Henney asked when the residents would be
24 surveyed about the Olympics, and stated there could be concern from some residents.
25 Dias stated the City would not program Main Street if the citizens were not in favor of
26 the Olympics. This could mitigate some of the concerns. Council Member Henney
27 indicated he was a supporter for the Olympics, but thought it was important to find out
28 the public sentiment for the games.

29
30 Mayor Beerman thought it was critical to get public input, but he noted the great turnout
31 for the Olympic parade and felt this could be a sign that people supported the athletes
32 and the games. He also thought the Olympics could be used to accelerate the goals of
33 the City.

34
35 Council Member Ware Peek asked about the metrics from the survey that was
36 distributed. Collin Hilton stated a Dan Jones statewide survey to 900 people was
37 conducted and 89% of the responses were positive. A Deseret News survey also
38 showed an 83% approval response. Dias stated Council could have direct contact with
39 the public through Coffee with Council and other meetings. If no conclusions could be
40 made within three to six months, staff could be more proactive in getting additional
41 community feedback.

Hilton explained the finances of the Olympic Games and stated the difference with the Olympic efforts going forward was that now the IOC did not script how the Olympics would be shaped by the community. He thought the community would need to decide what it wanted to look like in 2030.

REGULAR MEETING

I) ROLL CALL

Attendee Name	Status
Mayor Andy Beerman Council Member Tim Henney Council Member Steve Joyce Council Member Lynn Ware Peek	Present
Council Member Becca Gerber Council Member Nann Worel	Excused

II) COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Staff Communications Reports:

1. Main Street Microseal Project Outreach Efforts for Users of the Outdoor Deck Program:

Troy Daly noted the project date had changed since the staff report was submitted and indicated the work would be done on May 8, 2018, weather permitting. Council Member Joyce asked if the project should be delayed. Jonathan Weidenhamer stated the HPCA preferred the work be done in the spring.

2. PCMC Spotlight Video Series: Economic Development Grant Profile - Part 1:

A video was shown which highlighted the benefits of the City sponsored economic development grants.

3. Vibrancy (Vacant Storefront) Ordinance Enforcement:

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

Mayor Beerman opened the meeting for those who wished to address the Council on items not listed on the agenda.

Matt Brown stated he supported the Olympics and grew up in the Alpine communities. He was here watching the Olympics in 2002. He noted having the Olympics here had a huge impact on the youth. The inspiration Ted Licity gave to youth as they saw him on the medal stand was astounding. He thought Olympics were huge as winter sports

continued to grow in the community. He knew there were challenges in the community, but in the big picture there were not many cities that could say they were Olympic cities. He hoped Council would consider supporting the Olympics 100%.

Mayor Beerman closed the public input portion of the meeting.

IV) CONSIDERATION OF MINUTES

Consideration to Approve the City Council Meeting Minutes from April 5, 2018:

Council Member Henney moved to continue the City Council Meeting minutes from April 5, 2018. Council Member Ware Peek seconded the motion.

RESULT: CONTINUED TO MAY 3, 2018

AYES: Council Members Henney, Joyce and Ware Peek

EXCUSED: Council Members Gerber and Worel

V) CONSENT AGENDA

1. Request to Support the City Manager in Appointing Leah Langan as a Deputy City Recorder of Park City Municipal Corporation:

2. Request to Approve a Lease of Miners Hospital for the Egyptian Theatre (YouTheatre) to hold Theatre Camps Summer 2018, in a Form Approved by the City Attorney:

Council Member Joyce asked what Miner's Hospital was used for. Jenny Diersen stated the Miner's Hospital was used by Sundance September-March. It was also used for Youth Theatre in the summer as well as for weddings, birthdays and private parties.

Council Member Henney moved to approve the Consent Agenda. Council Member Joyce seconded the motion.

RESULT: APPROVED

AYES: Council Members Henney, Joyce and Ware Peek

EXCUSED: Council Members Gerber and Worel

VI) NEW BUSINESS

1. Consideration to Approve Resolution 07-2018, a Resolution Recognizing May 2018 as Mental Health Awareness Month in Park City:

Council Member Ware Peek stated she worked with the Rutan family and the work they did with the Mental Health Alliance was extraordinary. She also indicated they set up four to five speakers per week during Mental Health month.

Mayor Beerman opened the meeting for public input.

Ken Fisher stated he supported the resolution.

Chief Carpenter stated the International Association of Chiefs of Police worked on the Mental Health issue by training officers on a de-escalation program for dealing with people with mental health issues.

Mayor Beerman closed the public input portion of the meeting.

Council Member Henney moved to approve Resolution 07-2018, a resolution recognizing May 2018 as Mental Health Awareness Month in Park City. Council Member Ware Peek seconded the motion.

RESULT: APPROVED

AYES: Council Members Henney, Joyce and Ware Peek

EXCUSED: Council Members Gerber and Worel

2. Consideration to Approve Resolution No. 06-2018, a Resolution Setting Forth a Policy for Park City Cemetery Operations and Services and Repealing and Replacing Resolution No. 03-14 in its Entirety:

Karen Yocum, Cemetery Sexton, presented this item. She reviewed the cemetery was running out of burial plot space, and noted the ideas for expanding cremation areas. She indicated the resolution would change the policy to sell the burial plots only to those in immediate need until future sites for a cemetery were considered.

Council Member Henney asked if Yocum would continue to collaborate with the County on acquiring a joint site to which Yocum responded in the affirmative.

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

Council Member Joyce moved to approve Resolution No. 06-2018, a resolution setting forth a policy for Park City Cemetery operations and services and repealing and replacing Resolution No. 03-14 in its entirety. Council Member Ware Peek seconded the motion.

RESULT: APPROVED

AYES: Council Members Henney, Joyce and Ware Peek

EXCUSED: Council Members Gerber and Worel

3. Consideration to Approve Ordinance 2018-15, an Ordinance amending the Land Management Code of Park City, Utah, Chapter 15-2.24 Transfer of Development Rights (TDR) Overlay Zone Sections 15-2.24-2(B), 15-2.24-4(A)(1), and 15-2.24-5(A)(7) Related to the Sending Treasure Hill Overlay Zone:

Bruce Erickson, Planning Director, presented this item. He indicated this ordinance was a Council directed action to eliminate the TDR so the Treasure Hill purchase could proceed.

Council Member Joyce asked if the TDR could be completely eliminated since it didn't work as written. Mark Harrington stated the State considered preempting TDRs altogether, and instead required the cities to have something in place by ordinance in order to preserve the power. It was a good idea to keep it in order to give options to the residents.

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

Council Member Ware Peek moved to approve Ordinance 2018-15, an ordinance amending the Land Management Code of Park City, Utah, Chapter 15-2.24 Transfer of Development Rights (TDR) Overlay Zone Sections 15-2.24-2(B), 15-2.24-4(A)(1), and 15-2.24-5(A)(7) related to the Sending Treasure Hill Overlay Zone. Council Member Joyce seconded the motion.

RESULT: APPROVED

AYES: Council Members Henney, Joyce and Ware Peek

EXCUSED: Council Members Gerber and Worel

VII) ADJOURNMENT

VIII) PARK CITY REDEVELOPMENT AGENCY

IX) ROLL CALL

Attendee Name	Status
Chair Andy Beerman Committee Member Tim Henney Committee Member Lynn Ware Peek Committee Member Steve Joyce	Present

Diane Foster, City Manager Matt Dias, Assistant City Manager Mark Harrington, City Attorney Michelle Kellogg, City Recorder	
Committee Member Becca Gerber Committee Member Nann Worel	Excused

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

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

XI) NEW BUSINESS

1. Consideration to Approve the Purchase of 1995 Cooke Drive, Amend the Deed Restrictions to Align with Current Program Guidelines and Goals and Determine the Best Use for the Property:

Rhoda Stauffer, Affordable Housing Specialist, presented this item. She indicated this was another property that needed updated deed restrictions. She noted that she was working on another option, which was to offer compensation to owners who updated their deed restrictions. This option would eliminate the need for the City to buy each property. She also stated that this particular unit was not going to be immediately sold, but would accommodate temporary employee housing for the near future. It was thought that the unit would be sold within two years.

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

Council Member Joyce asked for an update on how many deed restrictions had been updated from the total City owned units. Stauffer stated she could distribute a spreadsheet that would show the updated deed restriction tally. Council Member Joyce asked if there were any units that the City didn't have the right of first refusal. Stauffer indicated all units had the City as first right of refusal. Council Member Ware Peek asked to meet with Stauffer to learn more about the updated deed restrictions for the existing owners. Stauffer explained some of the deed restriction updates. Mayor Beerman requested a link to the updated deed restrictions.

Council Member Henney stated there was some sentiment that deed restricted properties would lock people into a cycle of poverty, yet he gave the example of one owner who netted \$78,000 after selling a unit after 13 years. He felt there was evidence

that would counter that sentiment. Anne Laurent stated there would be a future discussion on housing policies.

Council Member Henney moved to approve the purchase of 1995 Cooke Drive, amend the deed restrictions to align with current program guidelines and goals and determine the best use for the property. Council Member Joyce seconded the motion.

RESULT: APPROVED

AYES: Committee Members Henney, Joyce and Ware Peek

EXCUSED: Committee Members Gerber and Worel

XII) ADJOURNMENT

The Council of Park City, Summit County, Utah, reconvened in open meeting at 6:50 p.m. in the City Council Chambers.

Council Member Ware Peek moved to close the meeting to discuss property at 6:50 p.m. Council Member Joyce seconded the motion.

RESULT: APPROVED

AYES: Council Members Henney, Joyce and Ware Peek

EXCUSED: Council Members Gerber and Worel

CLOSED SESSION

Council Member Joyce moved to adjourn from Closed Meeting. Council Member Ware Peek seconded the motion.

RESULT: APPROVED

AYES: Council Members Henney, Joyce and Ware Peek

EXCUSED: Council Members Gerber and Worel

XIII) ADJOURNMENT

With no further business, the meeting was adjourned.

Michelle Kellogg, City Recorder



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

April 24, 2018

The Council of Park City, Summit County, Utah, met in open meeting on April 24, 2018, at 12:00 p.m. in the City Council Chambers.

SPECIAL MEETING

I) ROLL CALL

Attendee Name	Status
Mayor Andy Beerman Council Member Becca Gerber Council Member Tim Henney Council Member Steve Joyce Council Member Lynn Ware Peek Council Member Nann Worel	Present

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

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

Council Member Gerber moved to close the meeting to discuss property at 12:00 p.m. Council Member Joyce seconded the motion.

RESULT: APPROVED

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

CLOSED SESSION

Council Member Joyce moved to adjourn from Closed Meeting at 1:15 p.m. Council Member Worel seconded the motion.

RESULT: APPROVED

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

III) ADJOURNMENT

With no further business, the meeting was adjourned.

Michelle Kellogg, City Recorder

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Michelle Kellogg

Submitting Department: Executive

Item Type: Resolution

Agenda Section: CONSENT AGENDA

Subject:

Request to Approve Resolution No: 08-2018, a Resolution Proclaiming May 12th, 2018, As Arbor Day and Celebrating Park City's 25th Anniversary as a Tree City USA Community

Suggested Action:

Attachments:

[Arbor Day Staff Report](#)

[Resolution 08-2018 Arbor Day](#)

[Arbor Day Ad 2018](#)



City Council Staff Report

Subject: Arbor Day Proclamation
Author: Michelle Kellogg
Department: Executive
Date: May 3, 2018
Type of Item: Administrative

Summary Recommendation

Approve the proposed resolution proclaiming May 12th, 2018, as Arbor Day and celebrating Park City's 25th anniversary as a "Tree City USA Community."

Executive Summary

In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees. This holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska. Arbor Day is now observed throughout the nation and the world.

The Opportunity

In consideration of requests received from the community to celebrate Arbor Day and in the spirit of our 25th anniversary as a Tree City USA, trees will be planted at Prospector Park to be used as a noise barrier, the public will be educated on how to plant a tree and refreshments will be served, beginning at 10:00 a.m.

Alternatives for City Council to Consider

Recommended Alternative: Staff recommends Council approve the proposed resolution in support of Arbor Day and being a Tree City USA community.

Pros

- a. The resolution demonstrates the City's support of planting trees in the City.
- b. The resolution promotes participation of cleaning up the community
- c. Supporting this resolution could result in increased awareness in the community.

Cons

- a. No increase in community awareness.

Consequences of Selecting This Alternative

Supporting this resolution will demonstrate that the City values the beauty of nature within the community.

2. Null Alternative: No material impact.

Department Review

Legal and Executive Departments

Funding Source

There are no commitments associated with this resolution.



Resolution No: 08-2018

**RESOLUTION PROCLAIMING May 12, 2018, AS ARBOR DAY AND CELEBRATING
PARK CITY'S 25th ANNIVERSARY AS A TREE CITY USA COMMUNITY**

WHEREAS, Park City is committed to maintaining its natural trees and resources, demonstrated by the City Council's constant support of beautification projects and the enactment of codes specifically created to protect vegetation: and

WHEREAS, participation in the Tree City USA Program fosters community pride and creates a great environment to live and work and annual recognition demonstrates to residents and visitors that trees, conversation and the environment are an important part of life in our town; and

WHEREAS, the City Council, acting in the best interests of its citizenry, regard these enhancements as high priorities to enjoy and to ensure for future generations; and

WHEREAS, the National Arbor Day Foundation, in cooperation with the National Association of State Foresters and the USDA Forest Service, has named Park City as a Tree City USA for the 25th year; and

WHEREAS, in consideration of requests received from the community to celebrate Arbor Day and in the spirit of our 25th anniversary as a Tree City USA, this year trees will be planted at Prospector park to use as a noise barrier.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council hereby proclaim May 12th, 2018 as: ARBOR DAY IN PARK CITY, UTAH

The Mayor and City Council extend their appreciation of the exceptional service provided by Parks Department employees, who do an outstanding job every day of the year to ensure that Park City is a beautiful place to live, play and visit.

PASSED AND ADOPTED this 3rd day of May, 2018.

PARK CITY MUNICIPAL CORPORATION

Mayor Andy Beerman

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

Mark D. Harrington, City Attorney

Come Celebrate Arbor Day

Saturday, May 12th

10:00AM till 1:00PM

Prospector Park
2500 Wyatt Earp Way

Help us Plant Trees!

No better way to Celebrate your City and Mother's Day, than planting a Tree in your Mothers Honor, we will hand out tree seedlings to everyone that Volunteers



PARK CITY IS PROUD TO BE A TREE CITY FOR 25 YEARS!



Please wear Protective Clothing, bring Gloves, we will be planting Trees. Call Maria 435-615-5638



Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Julia Collins

Submitting Department: Transportation Planning

Item Type: Resolution

Agenda Section: CONSENT AGENDA

Subject:

Request to Approve Resolution No. 09-2018, a Resolution Proclaiming the Month of May as 'Bike Month' in Park City

Suggested Action:

Staff recommends City Council adopt a resolution that proclaims the month of May as Bike Month in Park City, recognizing this as an economical, healthy, convenient and environmentally-friendly form of transportation, recreation and enjoyment of Park City's scenic beauty that supports the City's transportation and sustainability goals.

Attachments:

[Bike Month Staff Report and Resolution](#)



City Council Staff Report

Subject: Adoption of Resolution Proclaiming May as 'Bike Month' in Park City
Author: Alfred Knotts, Julia Collins, Logan Jones and Matthew Hartnett
Department: Transportation and Sustainability
Date: May 3, 2018
Type of Item: Legislative

Summary Recommendation

Staff recommends City Council adopt a resolution that proclaims the month of May as Bike Month in Park City, recognizing this as an economical, healthy, convenient and environmentally-friendly form of transportation, recreation and enjoyment of Park City's scenic beauty that supports the City's transportation and sustainability goals.

Executive Summary

Bike Month is a nationwide celebration and a chance to showcase the many benefits of bicycling and promote safety awareness. Bike Month events throughout the month of May will take place around the state of Utah. Park City will continue as it has in previous years by participating and sponsoring events that include community rides and safety education programs to support Bike Month and Bike to Work Week which is May 14th – 18th. Park City's adopted General Plan, Traffic and Transportation Master Plan and Trails Master Plan explicitly support advancing the bicycle as a viable and environmentally-friendly form of transportation and recreation. Staff recommends Council adopt the resolution proclaiming the month of May as 'Bike Month' in Park City.

Acronyms

IMBA International Mountain Biking Association
TTMP Traffic and Transportation Master Plan

Background & Analysis

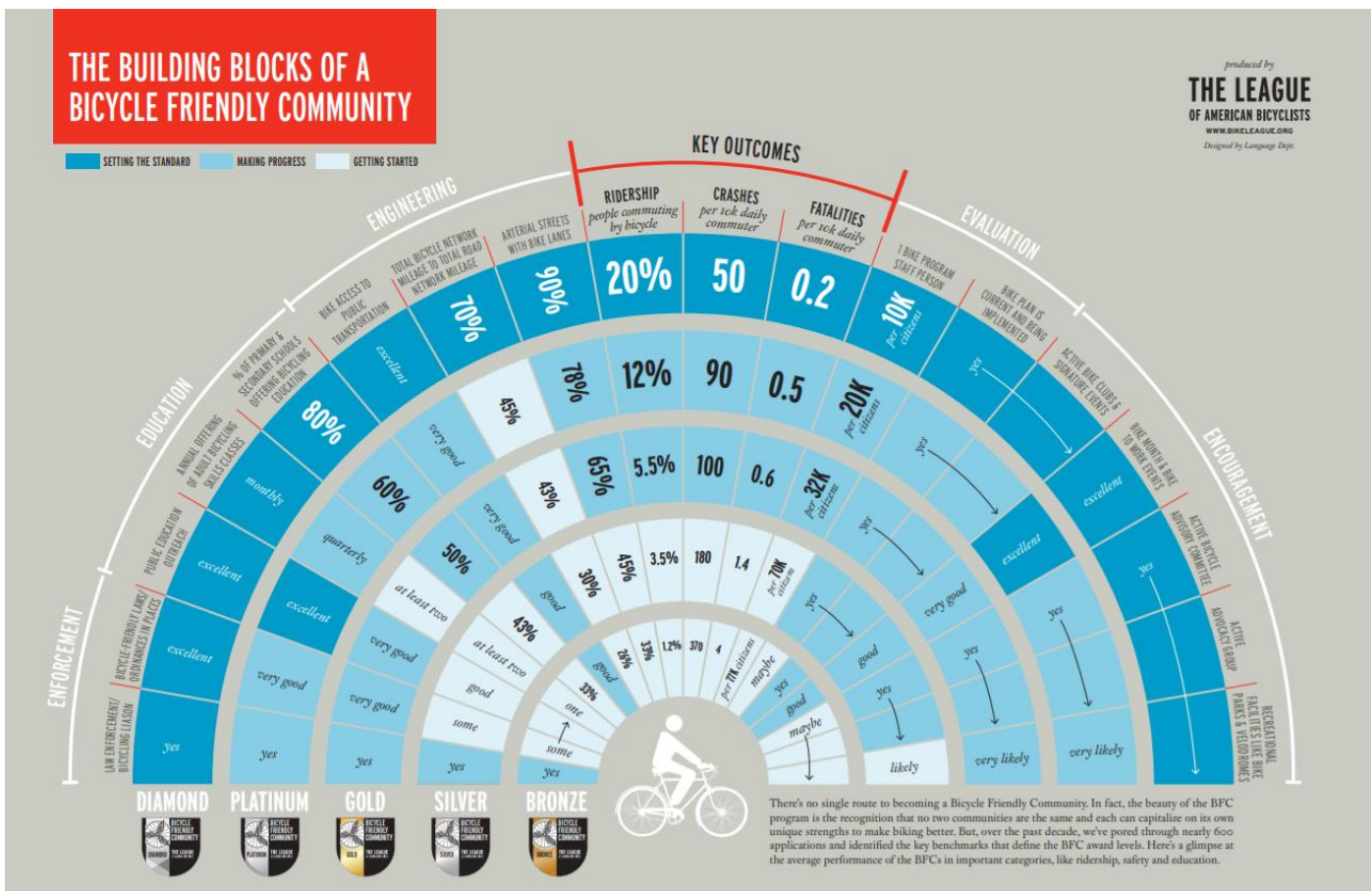
In 1956, the League of American Bicyclist's established May as National Bike Month. Bike Month continues across the Nation sixty years later with hundreds of other U.S. cities hosting community awareness campaigns, community rides and safety education programs

During the month of May, bicycling events of all types are organized throughout the state of Utah. This year, as in previous years, Park City Municipal will be partnering with the Park City School District, Snyderville Basin Recreation, Mountain Trails Foundation and other community organizations and businesses to hold events promoting bicycling and bicycle safety to users of all skill levels. The objective of the events will promote safe bicycling for all ages as an environmentally-friendly alternative to the automobile as well as a leisure and recreational activity for community residents and visitors.

With increased interest in expanding transportation choices to include healthy, sustainable and economic transportation options, it's not surprising that, from 2000 to 2013, the number of bicycle commuters nationwide grew by more than 62 percent.

According to the 2012 Utah Statewide Household Travel Survey, 73 percent of all Utah households own bicycles and that over 60 percent of all trips statewide are less than two miles. The mechanism for translating enthusiasm and trips into bicycle riders can take many formats. The data suggests that biking is increasing in popularity and the majority of trips are doable by bike for most folks. Given those trends, promoting May as Bike and Bicycle Safety Month is one way to capitalize through a promotional and educational format to highlight bicycling as a fun, sustainable and economical way to get to destinations.

Over the years, Park City has experienced numerous accolades for being a “Bicycle Friendly Community.” The International Mountain Biking Association (IMBA) has awarded Park City Gold-Level Ride Center designation, its highest honor for a mountain biking community. In 2017, the League of American Bicyclists, named Park City and Snyderville Basin as a ‘Gold Level’ Bicycle Friendly Community.’ The Gold Level award recognizes Park City’s commitment to improving conditions and advancing transportation choices for bicycling through investment in bicycling promotion, education programs, infrastructure and pro-bicycling policies. Park City made significant advancements for multimodal options in 2017 with the new electric bike share program and continues to look for opportunities and projects to advance the TTMP goals of promoting Complete Streets, advancing active transportation, and providing a connected network that allows for increased multimodal mobility.





<http://bikeleague.org/bikemonth>

Alternatives for City Council to Consider

- 1. Recommended Alternative:** Staff recommends that Council adopt the attached resolution proclaiming the month of May as 'National Bike Month and Bicycle Safety Month' in Park City and further promoting Park City's status as a 'Bicycle Friendly Community'.

Pros

This proclamation promotes alternative transportation modes, increases safety awareness for all residents and visitors, aligned with the strategic transportation goals of Council, advances the objectives of adopted Trails Master Plan, TTMP, and General Plan and has positive impact on our thriving mountain community.

Cons

Staff has not identified any cons associated with the recommended action.

2. **Null Alternative:** Should Council not approve the staff recommendation recognizing May as Bike Month, a communitywide opportunity is missed to celebrate and promote an alternative transportation as a viable and sustainable transportation mode and promote safety awareness to all demographics.

Department Review

This report was reviewed by Transportation, Sustainability, Legal and Executive departments.

Funding Source

Funding for Bike Month events will be provided by the Transportation and Sustainability Department.

Attachment A - Resolution proclaiming the month of May as 'Bike Month' in Park City



Resolution No. 09-2018

**A Resolution Proclaiming the Month of May as
'Bike Month' in Park City**

WHEREAS, the bicycle is a viable and environmentally-sound form of transportation and a form of recreation supported by the Park City's adopted General Plan, Traffic and Transportation Master Plan, and Trails Master Plan; and

WHEREAS, alternatives modes of transportation such as bicycling advance Park City toward addressing critical priorities associated with transportation and energy related community goals; and

WHEREAS, many Park City residents and visitors will experience the joys of bicycling during the month of May through the participation in educational programs, commuting events, helmet and education promotion activities, or just getting out and going for a leisurely ride; and

WHEREAS, creating bicycle-friendly communities has been shown to improve citizens' health, well-being, and quality of life, growing the economy of Park City, to improve traffic safety, and to reduce pollution and congestion; and

WHEREAS, in 1956 the League of American Bicyclists began declaring May as "Bike Month", Park City Municipal, schools, parks and recreation departments, police departments, companies and civic groups will be promoting bicycling as an environmentally-friendly alternative to the automobile as well as a leisure and recreational activity, during the month of May 2018; and

WHEREAS, Park City and the Snyderville Basin were awarded Gold Status as a "Bicycle Friendly Community" by the League of American Bicyclist in 2017

WHEREAS, the education of bicyclists and motorists as to the proper and safe operation of bicycles and safety education in an effort to reduce collisions, injuries, and fatalities and improve health and safety of all users.

NOW, THEREFORE, BE IT RESOVLED that the Mayor and members of the City Council of Park City, Utah, do hereby proclaim the month of May as 'Bike Month' in Park City.

PASSED AND ADOPTED this 3rd day of May, 2018.

PARK CITY MUNICIPAL CORPORATION

Mayor Andy Beerman

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

Mark Harrington, City Attorney

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Anya Grahm

Submitting Department: Planning

Item Type: Staff Report

Agenda Section: CONSENT AGENDA

Subject:

Request to Approve Resolution 10-2018, a Resolution Recognizing May 2018 as Historic Preservation Month in Park City.

Suggested Action:

Attachments:

[Historic Preservation Month Staff Report and Resolution](#)



City Council Staff Report

Subject: Historic Preservation Month
Author: Anya Grahn, Historic Preservation Planner
Department: Planning Department
Date: May 3, 2018
Type of Item: Administrative

Summary Recommendation

Approve the proposed resolution proclaiming May 2018 as Historic Preservation Month in Park City.

Executive Summary

May is designated as National Historic Preservation Month. Established in 1973 by the National Trust for Historic Preservation, the month-long campaign encourages us to celebrate the places that are meaningful to us and our community. Staff recommends that City Council designated May as Historic Preservation Month.

Acronyms

There are no acronyms.

The Opportunity

Supporting Historic Preservation Month will increase awareness and transparency of existing historic preservation policies, reinforce historic preservation as a City Council priority, and build public support for preservation efforts.

Background

Park City's Preservation Efforts

The development of the ski resorts (Snow Park Ski Area, 1946; Treasure Mountain, 1963; Park City West /Canyons Resort, 1968; and Deer Valley Resort, 1981) played a major role in transforming Park City from a mining ghost town into a year-round resort destination. Greater real estate demands and increased development spurred the historic preservation movement in Park City, which largely began in 1978 with the Main Street nomination for the National Register of Historic Places. A second thematic National Register nomination recognized the historic significance of the Mining Boom Era residences in 1984. These two districts focused on preserving historic buildings within Old Town.

In addition to the designation of National Register districts, the City was also proactive in recognizing the need to encourage historic preservation. A number of initiatives have been developed, including:

- In 1987, the City established its grant program, incentivizing preservation efforts using RDA funds.

- In the early 1990s, the City expanded regulations governing demolition of commercial properties, primarily on Main Street, and soon after extended protections to residential properties on the initial survey or over 50 years old, subject to a determination of significance hearing.
- The City purchased the Watts House and National Garage, put out a request for proposals (RFP) to rehabilitate the site, and then lobbied the Department of the Interior to keep the National Garage on the National Register of Historic Places after it had been panelized.
- In 2007, the City contracted with Preservation Solutions to conduct a reconnaissance level, or “windshield.” survey of the historic district. This led to the local designation of some 400 sites and structures on the City’s Historic Sites Inventory (HSI). This was followed up by the City contracting with CRSA in 2013 to conduct an intensive level survey of our districts.
- In 2009, City Council adopted the *Design Guidelines for Historic Districts and Historic Sites* to provide guidance in determining the suitability and architectural compatibility of proposed projects while also allowing for reasonable changes to individual buildings to meet current needs.
- Most recently, the City has partnered with Vail and the Park City Museum to form the Friends of Ski Mountain History, which will spearhead the preservation of the City’s historic mine sites.

Efforts such as these have allowed Park City to emerge as a state-wide leader in the preservation movement.

History of Historic Preservation Month

In 1973, the National Trust for Historic Preservation designated May as National Historic Preservation Month. The national campaign is co-sponsored by local preservation groups, state and local historical societies, preservation nonprofits, business and civic groups, and municipalities. The purpose of the campaign is the instill national and community pride, promote heritage tourism, as well as demonstrate the social and economic benefits of historic preservation.

This year, the National Trust is celebrating with three simple words [“This. Place. Matters.”](#) As part of the national campaign, people from all over the country are encouraged to celebrate and showcase the places that hold special meaning to them and their communities.

The Utah State Historic Preservation Office—Utah Division of State History—is also promoting May as [Archeology and Preservation Month](#). The state is celebrating with events scheduled in each of their Certified Local Government (CLG) communities.

This is our sixth anniversary of our annual Historic Preservation Award and City Council will be partnering with the Historic Preservation Board to present plaques and unveil the annual Historic Preservation Award art piece on Thursday, May 31, 2018. This year, the Historic Preservation Board selected five award winners, and chose the Egyptian Theatre for this year’s art award. The Planning Department has commission Marianne

Cone to complete an art piece for this award; the art piece will be displayed in the hallway of City Hall for the public to enjoy.

Alternatives for City Council to Consider

- 1. Recommended Alternative:** Staff recommends Council approve the proposed resolution in support of Historic Preservation Month.

Pros

- The resolution demonstrates the City Council's commitment to historic preservation and reiterates preservation as a top priority.
- Supporting this resolution could result in increased awareness in the community.

Cons

- No increase in community awareness.

Consequences of Selecting This Alternative

- Supporting this resolution will demonstrate that the City values residents of all needs within the community.

- 2. Null Alternative:** No material impact.

Department Review

This report has been reviewed by the Legal and Planning Departments.

Exhibits

Exhibit A—Historic Preservation Month Resolution

Exhibit A
Resolution No. 10-2018

**A RESOLUTION RECOGNIZING MAY 2018 AS HISTORIC PRESERVATION MONTH
IN PARK CITY**

WHEREAS, Park City was established as a mining camp after the discovery of silver at the Flagstaff Mine in 1868 and large ore deposit at the Ontario Claim in 1872; and

WHEREAS, the community has set a goal of preserving a strong sense of place, character, and heritage; and

WHEREAS, Park City is home to more than 400 historic sites, including two National Register Historic Districts—the Main Street Historic District listed in 1979 and the Mining Boom Era Residences Thematic District listed in 1984; and

WHEREAS, Park City has taken great measures to protect more than 500 historic resources through local designation on Park City's Historic Sites Inventory, which celebrates and honors our regional vernacular architecture; and

WHEREAS, historic preservation is the economic driver for Old Town and our Historic Main Street District is the heart of our community; and

NOW, THEREFORE, BE IT RESOLVED, that the Park City Council will officially, heartily, and warmly declare the month of May 2018 to be "Historic Preservation Month."

SECTION 2. EFFECTIVE DATE. Passed and adopted this 3rd day of May, 2018.

PARK CITY MUNICIPAL CORPORATION

Andy Beerman, MAYOR

ATTEST:

Michelle Kellogg, City Recorder

APPROVED AS TO FORM:

Mark Harrington, City Attorney

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Matthew Hartnett

Submitting Department: Transportation Planning

Item Type: Staff Report

Agenda Section: CONSENT AGENDA

Subject:

Request to Authorize the City Manager to Execute Professional Services Agreement, in a Form Approved by the City Attorney, with Horrocks Engineers, to Provide Engineering Design Services for Improvement and Extension of Munchkin Road, in an Amount Not to Exceed \$169,197.00

Suggested Action:

Request to Authorize the City Manager to execute a Professional Services Agreement (PSA), in a form approved by the City Attorney, with Horrocks Engineers, to provide engineering design services for improvement related to the extension of Munchkin Road and other associated improvements, in an amount not to exceed One Hundred Sixty-Nine Thousand, One Hundred Ninety-Seven Dollars (\$169,197)

Attachments:

[Staff Report](#)

[Exhibit A: Munchkin Road Map](#)

[Exhibit B: Scope of Work](#)

Subject: Request to Authorize the City Manager to Execute Professional Services Agreement, in a Form Approved by the City Attorney, with Horrocks Engineers, to Provide Engineering Design Services for Improvement and Extension of Munchkin Road, in an Amount Not to Exceed One Hundred Sixty-Nine Thousand, One Hundred Ninety-Seven Dollars (\$169,197)

Author: Alfred Knotts, Transportation Planning Manager
Corey Legge, Public Improvements Engineer
Matthew Hartnett, Associate Transportation Planner

Departments: Engineering and Transportation Planning

Date: May 3, 2018

Type of Item: Administrative

Summary Recommendation

Staff recommends Council authorize the City Manager to execute a Professional Services Agreement (PSA), in a form approved by the City Attorney, with Horrocks Engineers, to provide engineering design services for improvements related to the extension of Munchkin Road, in an amount not to exceed One Hundred Sixty-Nine Thousand, One Hundred Ninety-Seven Dollars (\$169,197).

Executive Summary

As Park City advances redevelopment projects in the Bonanza Park area – the Arts and Culture District and affordable housing project on APN Yard-B-1AM-X – Munchkin Road will play a critical role in providing accessibility, mobility, and connectivity throughout this district. At present, Munchkin Road does not provide adequate access to City-owned parcel APN Yard-B-1AM-X, where affordable housing is proposed to be constructed, and is not appropriately designed to provide for the multimodal transportation needs that will accompany the significant redevelopment adjacent to the corridor. As such, staff issued a Request for Qualifications (RFQ) in February for preliminary and final engineering design services for the extension of Munchkin Road.

After reviewing submitted Statements of Qualification (SOQs), staff recommends the City contract with Horrocks Engineers for provision of engineering design services for the following improvements:

- Munchkin Road corridor extension
- Woodbine Way drainage improvements
- Sidewalk improvements on the east side of Homestake Road

It should be noted that the not to exceed amount specified in this report includes \$59,346 for construction support (costs anticipated for 2019) and a \$20,000 contingency. More details about the project, including a public and stakeholder engagement plan, and selection can be found in the *Analysis* section of this report.

The Problem

Given the significant redevelopment expected along the Munchkin Road corridor, significant improvements are necessary in order to provide for quality multimodal accessibility, mobility, and connectivity throughout the project area.

Background

- May 1, 2017 – City purchases Parcel APN Yard-B-1AM-X with plans to redevelop into an affordable housing project.
- July 6, 2017 – City purchases a 5.25 acre parcel bound by Kearns, Bonanza, and Munchkin with plans for redevelopment, which may include dense mixed use development, creation of an Arts and Culture District with a pedestrian plaza, a shared use parking structure, and a new transit center.
- February 12, 2018 – City staff issues a Request for Qualifications (RFQ) for engineering design services for improvement and extension of Munchkin Road.

Analysis

Public Engagement Plan

City staff and Horrocks Engineers have outlined a plan to identify and engage stakeholders during the project's initial stages and throughout. This plan will involve canvassing and meetings featuring presentations of key project findings, proposed improvements, and final design.

Selection

A total of three SOQs were submitted in response to staff's issue of the RFQ for Munchkin Road Improvement and Extension. A selection committee consisting of Engineering and Transportation Planning staff reviewed and ranked the proposals according the following criteria, presented in the RFQ:

1. Capability of the firm and consultant team (40%)
2. Project approach (35%)
3. ISI experience (10%)
4. Meeting City needs (15%)

The selection committee judged all submitting firms to be qualified and capable of this project and recommends Horrocks Engineers for the award of this contract on account of their especially strong project approach and demonstration of their ability to meet City needs. Horrocks Engineers' SOQ included a context-sensitive project approach that best reflected the City's goals for the Munchkin corridor as the City looks to drive significant redevelopment in the area and most clearly outlined possible measures to deal with utilities, siting, and snow removal challenges unique to the project area.

Other Considerations

The construction schedule for the designed improvements is expected to be able to start as early as spring 2019, but it should be noted that relocation of the Recycling Center could impact this timeline.

Alternatives for City Council to Consider

1. **Recommended Alternative:** Authorize the City Manager to execute a Professional Services Agreement (PSA), in a form approved by the City Attorney, with Horrocks Engineers, to provide engineering design services for improvement related to the extension of Munchkin Road and other associated improvements, in an amount not to exceed One Hundred Sixty-Nine Thousand, One Hundred Ninety-Seven Dollars (\$169,197).

Pros

- Enables the start necessary work on the Munchkin Road corridor and related improvements to proceed in order to accommodate future redevelopment and redefine in the project area
- Facilitates the construction of additional affordable housing units on Parcel APN Yard-B-1AM-X
- Provides multimodal connectivity through the district as well as aesthetic enhancements to an existing industrial corridor

Cons

- Allocates City funds that could be used elsewhere
- Necessitates relocation of the Recycle Center in the nearest possible future

2. **Null Alternative:** Council could choose do nothing or elect not to authorize the City Manager to execute a PSA with Horrocks Engineers, to provide engineering design services for improvement and extension of Munchkin Road.

Pros

- Does not allocate any City funds

Cons

- Does not enable the start necessary work on the Munchkin Road corridor and related improvements to proceed in order to accommodate future redevelopment and redefine in the project area
- Would jeopardize the timeline to complete additional affordable housing

3. **Council could choose to continue the item.** As a consequence of choosing this alternative, work on the Munchkin Road corridor could be delayed, which could delay design work on other redevelopment projects in the project area.

Funding Source

Funding for this project will be allocated from the Bonanza Park Capital Fund.

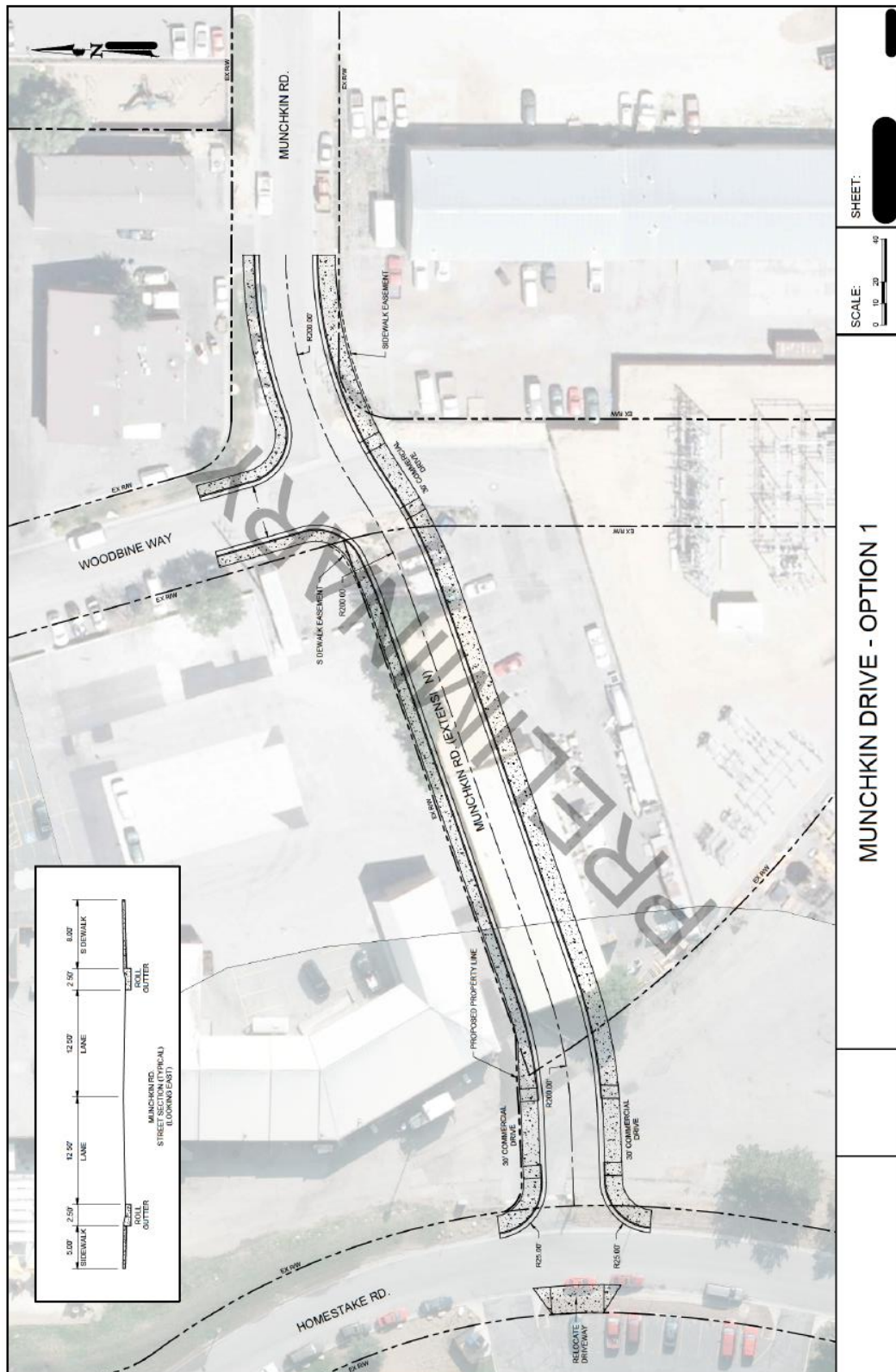
Department Review

This report has been reviewed by the following departments: Executive, Legal, Budget, Housing, Engineering, Streets, Water, and Transportation Planning.

Attachments

- Exhibit A Project Location Map
- Exhibit B Munchkin Road Project Scope of Work

EXHIBIT "A"



Munchkin Road Improvements		HORROCKS ENGINEERS	
Projected Manhours and Costs			
Task & Description		Total Cost	Total Hours
Billing Rate			
Task 1 - Scoping Stage		\$ 13,243	85
1. Project Kick-off / Internal staff meeting			
2. Review current LIDAR survey and provide & incorporate additional survey needs			
3. Assess ROW and existing easements & coordinate w/ Park City			
4. Review ROW encroachment ROW takes / Easement needs with Property Owners			
5. Conduct alternatives analysis for Pedestrian crossing & below grade options - final report/recommendation			
6. Provide alternate designs of Munchkin with respective cross-sections for review and selection			
7. Create matrix of Pro/Con evaluation			
8. Public Involvement (Initial Public Meeting, establish database, public input, notification system development)			
		Task Subtotal Hours	
		Task Subtotal Cost	
Task 2 - Preliminary Engineering		\$ 26,577	210
1. Create property ownership exhibit with contacts (Title reports obtained and evaluated)			
2. Assess and design drainage			
3. Assess/coordinate future utility needs			
4. Utility provider review and coordination			
5. Coordinate project impacts with property owners			
6. Environmental / Geotechnical Review (groundwater, soil quality) Soil Ordinance Evaluation			
7. Geotechnical / Groundwater Evaluation - SOIL ORDINANCE Mitigation Design			
8. Hydrology / Storm Report - City Stormwater Management Plan review and compliance			
9. Complete Street Policy Review and Implementation			
10. Traffic calming design alternative analysis			
11. 30% Roadway design with engineers cost estimate, utility design and cooresponding coordination			
12. 60% Roadway design with engineers cost estimate, utility design and cooresponding coordination			
13. Construction impact mitigation design			
14. ISI Envision Rating System evaluation			
15. Present design to PCMC, property owners, and public			
16. Provide documentation to Park City Depts for O&M cost evaluation including but not limited: R&R, snow removal, power, & landscape			
17. Franchise utility redesign - coordination with PCMC and Util Co's			
18. Survey along Homestake Road and Intersection of Kearns/Homestake & Kearns/Woodbine			
19. Preliminary design of sidewalk/path along Homestake Road from Munchkin to Kearns (evaluate future Homestake Cross section for placement)			
20. Preliminary design of storm drain in Woodbine and drainageways at Woodbine and Kearns			
21. Evaluation of future needs of Park City development projects (address future needs and include stubs, connection etc to adjacent property			
22. Evaluate and procure			
23. Offsite improvements are not anticipated with this fee (Extensive SBWRD sewer design, design of waterlines, design outside of RFP)			
		Task Subtotal Hours	
		Task Subtotal Cost	
Task 3 - Final Engineering Plan-in-Hand Stage		\$ 28,542	260
1. Present prioritized design options & Incorporate chosen alternate			
3. Assess/coordinate utility needs for future projects (Water, Sewer, Gas, HP Gas, Storm, Fiber, Comcast, Cable Co's, Phone Co's)			
4. Project review meeting (90%) with PCMC staff			
5. Project review meetings (100%) with PCMC and utility staff (4)			
6. Incorporate final design of Homestake Sidewalk/Path and Woodbine stormdrain			
7. Develop timeline for final submittal/approval and Construction Schedule			
8. Finalize concept and provide engineers estimate			
9. Prepare Mmininum traffic control requirements			
10. Prepare SWPPP and UPDES Permit			
11. Public Involvement (Public open house meeting to present final design and schedule)			
Permit Applications through PCMC. (3 Meetings with agencies) (Contractor to pull ROW Permit with Park City. Horrocks to work with Park City in			
12. Issuance [as needed] of Planning, Building, Engineering and DEQ Permits as required)			
13. Identify staging areas and traffic control			
		Task Subtotal Hours	
		Task Subtotal Cost	
Task 4 - PS&E Stage		\$ 9,573	87
1. Incorporate design review comments (incl. 2 meetings)			
2. Utility and property ownership coord.; prepare easement docs - work with PCMC to obtain sign. & record			
3. Prepare bid documents incl. final const. drawings and specifications			
7. Review final plans with PCMC			
8. Attend City Council meeting (final design)			
		Task Subtotal Hours	
		Task Subtotal Cost	
Task 5 - Advertising Stage / Construction Bidding Support		\$ 7,924	76
1. Provide electronic copies of contract documents			
2. Advertise for bidding per PCMC policy (deliver narrative to all requested publications)			
3. Conduct pre-bid meeting			
4. Answer questions and issues addendums as needed (by Engineer of Record)			
5. Conduct bid opening per PCMC policy			
6. Evaluate bid and prepare summary and recommendation			
7. Public Involvement (Notification of final design / schedule)			
8. Provide conform or consultation drawings for contractor			
		Task Subtotal Hours	
		Task Subtotal Cost	
Task 6 - Post Advertising / Construction Support		\$ 59,346	566
1. Conduct pre-construction conference			
2. Provide construction administration through Park City requirements (MBE, WBE or Prevailing Wages are not anticipated)			
3. Public Involvement (Public meeting, notifications of significant dates, public input/response)			
4. Provide Full time on-site construction inspection/observation and coord. (anticipated 3 month construction period - 336 Inspection Hours)			
5. Provide weekly written project reports			
6. Conduct weekly on-site coordination meetings			
7. Coord. on-site changes with construction documents			
8. Coordinate testing with contractor (Contractor to be responsible for 3rd Party testing)			
9. Provide project closeout coord. and documentation			
10. Provide post construction coord. and documentation (as-builts)			
		Task Subtotal Hours	
		Task Subtotal Cost	
Task 7 - Contingency & Time and Materials (T&M)		\$ 20,000	-
Items are only to be charged upon Park City Review and Approval - Possible Items Below			
1. Subsurface Utility Pothole			
2. GPR subsurface utility locate			
3. Material Testing (Asphalt, Concrete, Soil, XRF, TCLP, Compaction) - scope and fee to be provided upon request			
4. GIS Services as requested			
5. Construction Survey (This contract to provide control and base files)			
6. Landscape Architecture (no landscape areas anticipated)			
7. Irrigation Design (no landscape areas anticipated)			
8. Environmental mitigation of Recylce Center (treatment)			
9. Coordination of joint construction projects with other departments or franchise companies			
10. Additional Survey: Easements, Right of Way Adjustements, Records of Survey			
		Task Subtotal Hours	
		Task Subtotal Cost	
Sub consultant / Contract		-	-
1. Gerhardt Cole Geotechnical			
2. Alliance Engineering			
		Task Subtotal Hours	
		Task Subtotal Cost	
Total Labor		\$ 165,205	1,284
Direct Costs:			
Mileage (4,000 miles @ \$0.62/mi) (Only billed as used - Construction inspection mileage covered under Task 6)		\$	2,480
Printing (Estimated)		\$	1,512
		TOTAL DIRECT COSTS	
		\$	3,992
PROJECT TOTAL: \$ 169,197			

Note: Easesements and ROW adjustments can be incorporated into Task 7 Contingency based on direction from City.

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Beth Bynan

Submitting Department: Finance & Accounting

Item Type: Ordinance

Agenda Section: OLD BUSINESS

Subject:

Consideration to Approve Ordinance No. 2018-16, an Ordinance Amending Title 4, Licensing, Chapter 2, Business Licensing in General, Section 15 Vibrant Commercial Storefront in HCB and HRC, of the Municipal Code of Park City, Utah

(A) Public Hearing (B) Action

Suggested Action:

Adopt

Attachments:

[Posted Hours Staff Report](#)

[Ordinance 2018-16: Posted Hours](#)



City Council Staff Communications Report

Subject: Vibrancy Ordinance (Vacant Storefront)- Business Hours
Posted
Author: Beth Bynan-Business License Specialist
Mindy Finlinson-Accounting Manager
Department: Finance
Date: May 3, 2018
Type of Item: Legislative

Summary Recommendation

Staff is recommending that Council remove the “Posted Hours” requirement in the [Vibrancy Ordinance](#) (Municipal Code Section 4-2-15-3).

Executive Summary

On December 14, 2017, City Council adopted a Vibrancy (vacant storefront) Ordinance ([Municipal Code Section 4-2-15](#)) which took effect on February 1, 2018. The Ordinance contains three provisions that are used to determine and monitor vibrancy. A business is determined to be “Vibrant” if it:

1. Is found to be Engaging in Business for at least sixty (60) days during each quarter; and
2. Has an active Business License; and
3. Posts its hours and days of operation in the storefront.

Staff recommends that City Council approve the proposed code changes and attached ordinance to remove the posted hours requirement.

Acronyms

HCB Historic Commercial Business (district)
HPCA Historic Park City Alliance
HRC Historic Recreation Commercial (district)

The Problem

Staff has been monitoring Vibrancy and sent approximately 75 letters of notice to businesses that were considered “dark”- most of them because they didn’t have their business hours posted. Staff received valuable feedback from business owners. Many businesses *choose not to post hours* because of the following reasons:

- If business is “slow” on a particular day and they want close early, they fear they might receive poor reviews for not being open when a customer tries to visit;
- Some shops have a very limited amount of window space and don’t want to cover it with posted hours as they see it as obscuring the view into the store which they rely on to attract customers as they walk by;

- Severe weather or a sick family member may be a reason to close early and the business owners wish to have that choice without fear of being deemed “ineligible” for a Single Event Temporary Alcoholic Beverage license.

Background

- City Council’s intention was to address those venues that are “dark” for longer than 60 days, and then open only during Sundance.
- The posting hours provision was seen as a tool to help staff define “Vibrancy” and enforce the ordinance.
- An unintended consequence of the posting of hours and days provision is that many restaurants who received letters of notice are clearly open and operating, but do not post hours of operation because of the seasonal nature of their businesses.
- Moreover, businesses wishing to apply for temporary liquor permits during other times of the year for events such as Savor the Summit and Park City Food & Wine Classic could be deemed ineligible simply because their hours are not posted.

4-2-15-(F) Appeal process: staff is seeking to further clarify the business owners’ right to appeal the “dark” designation. Currently, a business owner would have to go through City Council ([License Appeals](#)) to appeal their designation and show sufficient evidence that they are vibrant. The proposed change would allow the business owner to provide documents to the Finance Manager or designee to appropriately show that the storefront is either considered “vibrant” or that it qualifies for one of the exceptions.

<u>Date</u>	<u>Item</u>
December 14, 2017	Clarification of Vibrancy Ordinance (amendment) Minutes
February 1, 2018	Vibrancy Ordinance took effect
March 20, 2018	Staff sends appx. 75 letters of notice to “dark” storefronts
March 30, 2018	Staff meets with HPCA to discuss letter of notice and feedback from business owners

Alternatives for City Council to Consider

- 1. Recommended Alternative:** Approve the proposed Code amendments and attached ordinance removing the requirement for businesses to post business hours.

Pros

- a. Business owners will not be required to post hours;
- b. Businesses retain control of when and how they operate their business;

Cons

- a. Staff will not be able to rely on “posted business hours” as a tool to monitor vibrancy.

Consequences of Selecting This Alternative

Storefronts in the HCB/HRC districts will not be required to post business hours and staff will need to monitor vibrancy by confirming that

- 1) There is an active business license in place, and;
- 2) The storefront is open, operating, and vibrant for 60 days each quarter.

- 2. Null Alternative:** If Council chooses to do nothing and doesn’t remove the “posted hours” provision, then:

Pros: Changes won’t need to be made to amend the current code and staff will be able to use the posted hours requirement as an indicator of vibrancy.

Cons: Businesses will need to post hours to be considered “vibrant” or put the location at risk for not being eligible for a Single Event Temporary Alcoholic Beverage License during the year.

3. Other Alternatives? Staff could research other ways to define and monitor Vibrancy

Pros: A potential new tool to help staff enforce the ordinance.

Cons: A new provision to define vibrancy could have unintended consequences and not truly capture the “dark” or “vacant” storefronts.

Analysis

What was intended to be an indicator of vibrancy and a tool for enforcement has instead created an unnecessary burden on staff and local business owners.

Department Review

Finance, Economic Development, Planning, Code Enforcement

Attachments

- A Ordinance 2018-16: Remove posted hours provision
With Exhibit A- Red- Line Code: Proposed changes

Ordinance No. 2018-16

AN ORDINANCE AMENDING TITLE 4, LICENSING, CHAPTER 2, BUSINESS LICENSING IN GENERAL, SECTION 15 VIBRANT COMMERCIAL STOREFRONT IN HCB AND HRC, OF THE MUNICIPAL CODE OF PARK CITY, UTAH

WHEREAS, City Council of Park City seeks to 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, and;

WHEREAS, the City Council finds that because of the seasonality of Park City as a resort town, it is in the best interest of local business owners to remove the "Posted Hours" provision from the Municipal Code, and;

WHEREAS, public hearings were duly held before City Council on April 19, 2018 and May 3, 2017, and;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PARK CITY, UTAH THAT:

Section I. Amendment. TITLE 4, LICENSING, CHAPTER 2, BUSINESS LICENSING IN GENERAL, SECTION 15 VIBRANT COMMERCIAL STOREFRONT IN HCB AND HRC is hereby amended as redlined as follows:

4-2-15 Vibrant Commercial Storefront In HCB And HRC Districts

- A. A vibrant commercial storefront is a Storefront Property, as defined in Section 15-15-1 of the Land Management Code in the HRC or HCB zoning Districts, which meets the following conditions:
 1. Is found to be Engaging in Business for at least sixty (60) days during each quarter; and
 2. Has an active Business License; ~~and~~
 3. ~~Posts its hours and days of operation in the storefront.~~
- B. If a property does not meet the standards of 4-2-15(A) the property may be considered vibrant for a maximum of one year if it meets one (1) of the following exceptions:
 1. 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
 2. The owner provides satisfactory evidence that the property is actively being offered for sale, lease, or rent from the date of vacancy/finding of closure by the City, or closure of previous Business License, whichever is first. 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.
- C. Failure to maintain a vibrant commercial storefront in the HCB or HRC zone shall result in the Business at the Storefront Property will not be eligible to apply for a Single Event Alcoholic Beverage Licenses; and,

- D. 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 while under an exception shown in 4-2-15(B) or until such a space is occupied by a vibrant commercial storefront.
- E. The burden is on the Business to show that it is Engaging in Business for the requisite period of time and if one of the exceptions applies.
- F. Any ~~property~~ designation under this Section may be appealed to the Finance Manager– or designee; any license denial appeal and shall be conducted as set forth in 4-3-15 of this Title.

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

PASSED AND ADOPTED this 3rd DAY OF MAY, 2018.

PARK CITY MUNICIPAL CORPORATION

Mayor Andy Beerman

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

Mark D. Harrington, City Attorney

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Todd Andersen

Submitting Department: Budget, Debt & Grants

Item Type: Ordinance

Agenda Section: NEW BUSINESS

Subject:

Consideration to Approve Ordinance 2018-17, an Ordinance Adopting a Tentative Revised Budget for Fiscal Year 2018 and a Tentative Budget for Fiscal Year 2019 for Park City Municipal Corporation and Its Related Agencies and Authorizing the Computation of the Property Tax Rate at a No Tax Increase Rate
(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[Ordinance 2018-17 - Tentative 2018-19 Budget](#)



Ordinance No. 2018-17

ORDINANCE ADOPTING A TENTATIVE REVISED BUDGET FOR FISCAL YEAR 2018 AND A TENTATIVE BUDGET FOR FISCAL YEAR 2019 FOR PARK CITY MUNICIPAL CORPORATION AND ITS RELATED AGENCIES AND AUTHORIZING THE COMPUTATION OF THE PROPERTY TAX RATE AT A NO TAX INCREASE RATE

WHEREAS, the Utah State law requires that city budgets be adopted by ordinance: and;

WHEREAS, a public hearing was held on May 3, 2018 at the City Council's regularly scheduled meetings, complying with State law;

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

SECTION 1. TENTATIVE REVISED BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended budget presented on May 3, 2018 and with changes as summarized in the Attachments to this ordinance is hereby adopted as the tentative revised Fiscal Year 2018 budget for Park City Municipal Corporation and its related agencies.

SECTION 2. TENTATIVE BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended budget presented on May 3, 2018 and with changes as summarized in the Attachments to this ordinance is hereby adopted as the tentative budget for Fiscal Year 2019 for Park City Municipal Corporation and its related agencies.

SECTION 3. CERTIFIED PROPERTY TAX RATE. The City's Budget Officer is authorized, after the County has provided the Certified Property Tax data, to compute the City's Certified Property Tax Rate for 2019 at a "No Tax Increase Rate" and file said rate with the County.

SECTION 4. EFFECTIVE DATE. This Ordinance shall be effective on the day of publication.

PASSED AND ADOPTED this 3rd day of May, 2018

PARK CITY MUNICIPAL CORPORATION

Mayor Andy Beerman

Attest:

Michelle Kellogg, City Recorder

APPROVED AS TO FORM:

Mark Harrington, City Attorney

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Tippe Morlan

Submitting Department: Planning

Item Type: Ordinance

Agenda Section: NEW BUSINESS

Subject:

Consideration to Approve Ordinance No. 2018-18, an Ordinance Approving the Stag Lodge Phase II Unit 49, Fourth Amended Plat, Located at 8200 Royal Street Unit 49, Park City, Utah
(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[8200 Royal Street Unit 49 Plat Amendment Staff Report and Ordinance](#)

[8200 Royal Street 49 Plat Exhibits](#)

City Council Staff Report



Subject: Stag Lodge Phase II Unit 49, Fourth Amended Plat
Author: Tippe Morlan, Planner II
Date: May 3, 2018
Type of Item: Legislative – Plat Amendment

Project Number:	PL-18-03802
Applicant:	James Craig Weakley and Maria Theresa Poli and Stag Lodge Owners Association
Location:	8200 Royal Street #49
Zoning:	Residential Development (RD)
Adjacent Land Uses:	Condominiums
Reason for Review:	Plat Amendments require Planning Commission review and City Council approval.

Summary Recommendations

Staff recommends the City Council hold a public hearing and consider **approving** the Stag Lodge Phase II Unit 49 Fourth Amended Plat located at 8200 Royal Street #49 based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the draft ordinance.

The Planning Commission reviewed this Plat Amendment on April 25, 2018 and issued a **positive recommendation** to the City Council with a unanimous vote in favor of this item.

Proposal

The applicant is requesting an amendment to the existing Stag Lodge Phase II condominium plat to convert 578 square feet of unexcavated Common Ownership area to Private Ownership Area B belonging to Unit 49. The proposed amendment would allow the applicant to expand the lower level to the footprint of the unit.

Background

January 17, 1989 – The original Stag Lodge Phase II condominium plat was recorded as a 12-unit condominium project in the Silver Lake area of Deer Valley after City Council approval on January 11, 1989. The overall Stag Lodge Condominium project consists of a total of 52 units ranging in size from 2,213 square feet to 6,806.8 square feet.

1989 – The existing structure was constructed on this site according to Summit County records.

January 17, 2003 – The Stag Lodge Phase II, First Amended plat was recorded after receiving City Council approval on June 6, 2002. This amendment created two types of ownership for the Units. Private Ownership Area A is identified as all previously existing privately owned property, and Private Ownership Area B is identified as property which has changed from Common Area or Limited Common Area to private ownership with any plat amendments.

May 25, 2005 – The Stag Lodge Phase II, Second Amended plat was recorded after receiving City Council approval on July 1, 2004. This amendment created additional private area for the Units.

January 12, 2015 – The Stag Lodge Phase II, Third Amended plat was recorded. This amendment converted unexcavated common area to private ownership for Unit 35 expanding the garage level to encompass the entire building footprint.

February 20, 2018 – The City received a Plat Amendment application for the Stag Lodge Phase II, Third Amended plat. The application was deemed complete on February 26, 2018.

April 25, 2018 – The Planning Commission reviewed this application and issued a **positive** recommendation to the City Council. The motion passed with a unanimous vote.

Purpose

The purpose of the Residential Development RD District ([LMC Section 15-2.13-1](#)) 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 purpose of the proposed plat amendment is to convert 578 square feet of unexcavated Common Ownership area to Private Ownership Area B belonging to Unit 49. The proposed amendment would allow the applicant to expand the lower level to the footprint of the unit. No other units will be affected by this proposal.

All changes proposed are internal and will not alter the exterior appearance of Unit 49. Sheet 1 of 5 of Stag Lodge Phase II, recorded January 17, 1989 as Entry No. 303348 will not be affected as it is not being proposed to alter the footprint of the building in any

way and does not change the number of units. The proposed amendment increases the size of Unit 49 from 3,934.89 square feet to 4,513 square feet. With the addition, the Unit will be compatible in size to surrounding units at Stag Lodge that range from 2,213 square feet to 6,806.8 square feet. The parking requirement for this unit is 2 spaces and is based on Residential Parking Ratio Requirements in LMC Section 15-3-6 requiring 2 spaces per Dwelling Unit for Apartments and Condominiums with an Area of 2,000 or more square feet. The unit has an attached two car garage. No additional parking is required.

12th Amended Deer Valley MPD Requirements

The subject property is subject to the 12th Amended Deer Valley Master Plan Development as a part of the Stag Lodge Condominium development. Stag Lodge was a part of the original Deer Valley MPD, and Phase II was zoned RD-MPD at the time of the MPD approval. This development is limited to a maximum of 52 units with no Unit Equivalent or unit size restrictions, but must continue to meet a minimum open space requirement of 60%. There are currently 52 Stag Lodge units, and the proposed amendment does not change the number of units or the footprint of the building.

The existing condominium unit was constructed in 1989 and is accessed via private road. The development sits within the Sensitive Lands Overlay and is required to have 60 percent open space. There is no change to the open space because the footprint of the affected unit will not be changing. The property is subject to the following criteria:

	Required 12th Amended Deer Valley MPD	Proposed
Height	28-35 feet	No changes
	Per the record of survey plat	No changes
Setbacks		
Units/UEs	52 Units	No changes
Size		
Parking	2 spaces	2 spaces (No changes)

Good Cause

Planning Staff finds that there is good cause for this plat amendment as it will allow the owner to utilize basement area as private living area without increasing the building footprint or parking requirements, 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.

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.

Department Review

This project has gone through an interdepartmental review. No issues were brought up at that time.

Notice

On March 28, 2018, the property was posted and notice was mailed to property owners within 300 feet. Legal notice was also published in the Park Record and the Utah Public Notice Website on March 26, 2018, according to requirements of the Land Management Code.

Public Input

No public input has been received at the time of this report.

Alternatives

- The City Council may approve the Stag Lodge Phase II Unit 49 Fourth Amended Plat as conditioned or amended; or
- The City Council may deny the Stag Lodge Phase II Unit 49 Fourth Amended Plat and direct staff to make Findings for this decision; or
- The City Council may continue the discussion on Stag Lodge Phase II Unit 49 Fourth Amended Plat.

Significant Impacts

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

Consequences of not taking recommended action

The subject property would remain as is and the existing unit would stay at 3,934.89 square feet in size.

Summary Recommendation

Staff recommends the City Council hold a public hearing and consider approving the Stag Lodge Phase II Unit 49 Fourth Amended Plat 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 – Project Intent
Exhibit C – HOA Vote Letter
Exhibit D – Stag Lodge Phase II Original Plat
Exhibit E – Stag Lodge Phase II, First Amended
Exhibit F – Aerial Photograph
Exhibit G – Site Photographs

Ordinance No. 2018-18

AN ORDINANCE APPROVING THE STAG LODGE PHASE II UNIT 49 FOURTH AMENDED PLAT LOCATED AT 8200 ROYAL STREET #49, PARK CITY, UTAH.

WHEREAS, the owner of the property located at 8200 Royal Street #49 has petitioned the City Council for approval of the Plat Amendment; and

WHEREAS, on March 28, 2018, the property was properly noticed and posted according to the requirements of the Land Management Code; and

WHEREAS, on March 26, 2018, proper legal notice was published according to requirements of the Land Management Code and courtesy letters were sent to surrounding property owners; and

WHEREAS, the Planning Commission held a public hearing on April 25, 2018, to receive input on plat amendment; and

WHEREAS, the Planning Commission, on April 25, 2018, forwarded a positive recommendation to the City Council; and,

WHEREAS, on May 3, 2018, the City Council held a public hearing to receive input on the plat amendment; and

WHEREAS, it is in the best interest of Park City, Utah to approve the Stag Lodge Phase II Unit 49 Fourth Amended Plat located at 8200 Royal Street #49.

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

SECTION 1. APPROVAL. The Stag Lodge Phase II Unit 49 Fourth Amended Plat, 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 8200 Royal Street #49.
2. The site consists of Unit 49 of the Stag Lodge Phase II Condominium development.
3. The property is in the Residential Development (RD) District.
4. The property is within the 12th Amended Deer Valley Master Planned Development.
5. On March 28, 2018, the property was posted and notice was mailed to property owners within 300 feet. Legal notice was also published in the Park Record and the Utah Public Notice Website on March 26, 2018, according to requirements of the Land Management Code.

6. The City received a Plat Amendment application for the Stag Lodge Phase II, Third Amended plat on February 20, 2018. The application was deemed complete on February 26, 2018.
7. The proposal is to convert 578 square feet of unexcavated Common Ownership area to Private Ownership Area B belonging to Unit 49. The proposed amendment increases the size of Unit 49 from 3,934.89 square feet to 4,513 square feet. With the addition, the Unit will be compatible in size to surrounding units at Stag Lodge that range in area from 2,213 square feet to 6,806.8 square feet.
8. No other units will be affected by this proposal.
9. The original Stag Lodge Phase II condominium plat was recorded as a 12-unit condominium project in the Silver Lake area of Deer Valley on January 17, 1989 after City Council approval on January 11, 1989.
10. The existing structure was constructed on this site in 1989 according to Summit County records.
11. The Stag Lodge Phase II, First Amended plat was recorded on January 17, 2003 after receiving City Council approval on June 6, 2002 and created two types of ownership for the Units.
12. The Stag Lodge Phase II, Second Amended plat was recorded on May 25, 2005 after receiving City Council approval on July 1, 2004 and created additional private area for the Units.
13. The Stag Lodge Phase II, Third Amended plat was recorded on January 12, 2015 and converted unexcavated common area to private ownership for Unit 35 expanding the garage level to encompass the entire building footprint.
14. All changes proposed are internal and will not alter the exterior appearance of Unit 49.
15. The footprint of the building will not change.
16. The parking requirement for this unit is 2 spaces. Unit 49 has an existing attached two car garage. No additional parking is required.
17. Stag Lodge is limited to a maximum of 52 units with no Unit Equivalent or unit size restrictions.
18. There are currently 52 Stag Lodge units, and the proposed amendment does not change the number of units.
19. The subject property is within the Sensitive Lands Overlay.
20. There is no change to the open space because the footprint of the affected unit will not be changing.
21. The height and setbacks of the existing structure will not change.

Conclusions of Law:

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

Conditions of Approval:

1. The City Planner, City Attorney, and City Engineer will review and approve the final form and content of the plat for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant will record the plat at the County within one year from the date of City Council approval. If recordation has not occurred within one (1) years' time, this approval for the plat will be void, unless a request for an extension is made in writing prior to the expiration and an extension is granted by the City Council.
3. Residential fire sprinklers will be required for all new construction per requirements of the Chief Building Official.
4. All other conditions of approval of the Stag Lodge Condominium plats as amended and the Deer Valley MPD shall continue to apply.

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

PASSED AND ADOPTED this 3rd day of May, 2018.

PARK CITY MUNICIPAL CORPORATION

MAYOR ANDY BEERMAN

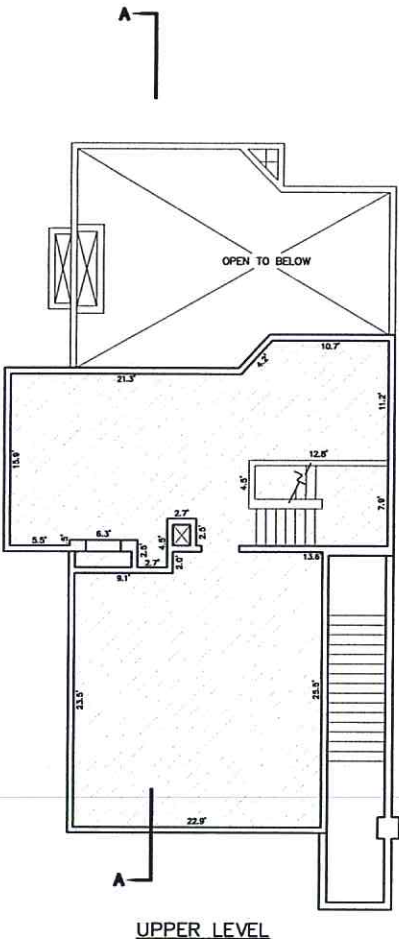
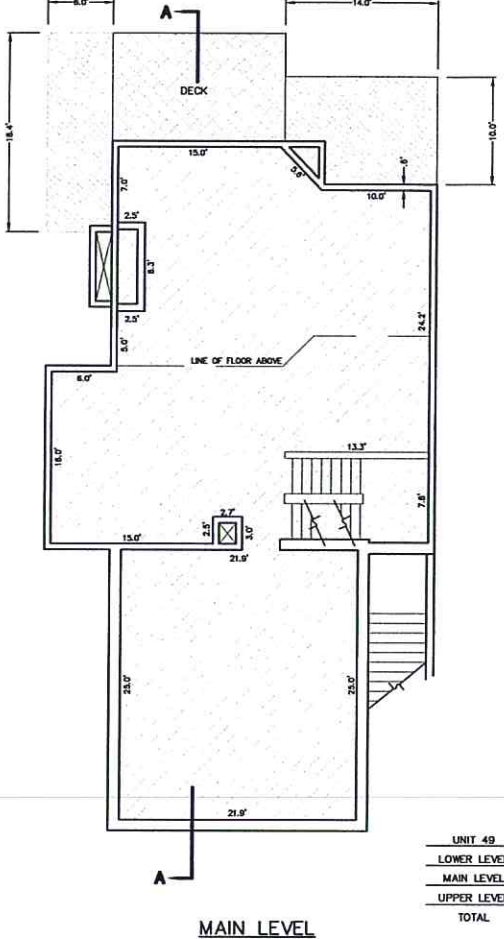
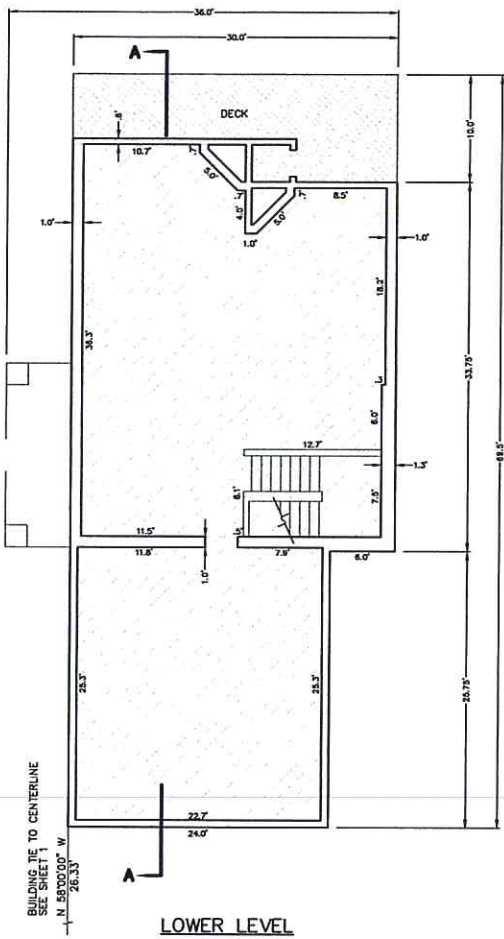
ATTEST:

City Recorder

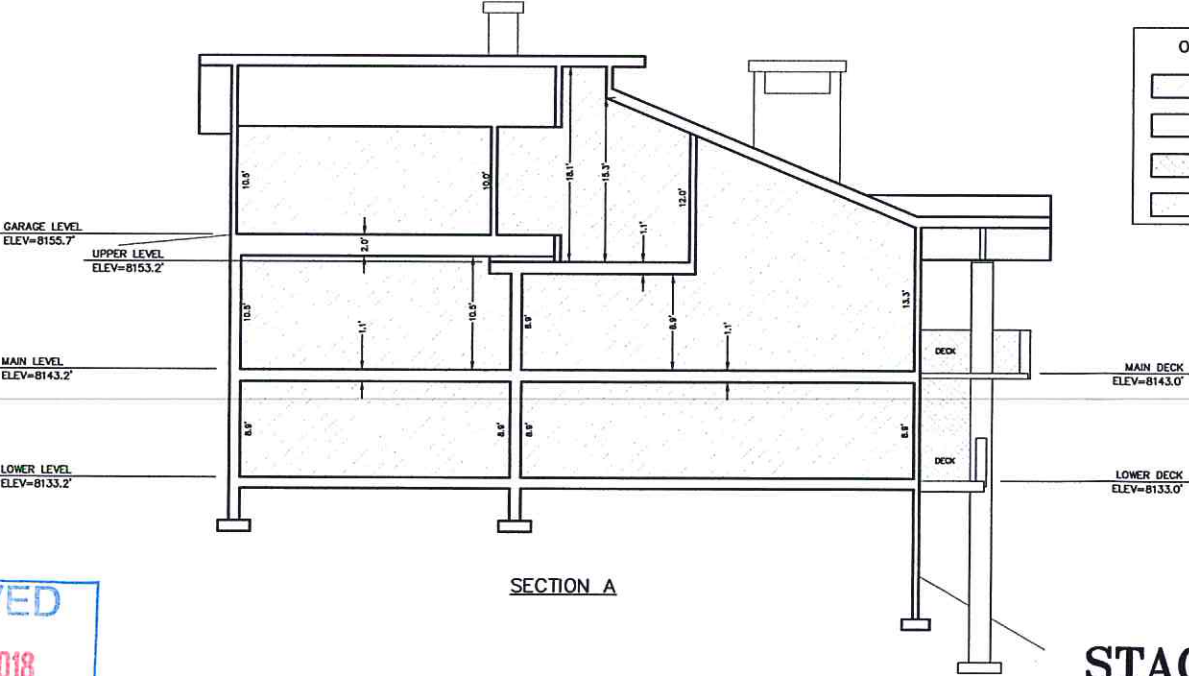
APPROVED AS TO FORM:

City Attorney

Attachment 1 – Proposed Plat



UNIT 49	SQUARE FOOTAGE
LOWER LEVEL	1,542
MAIN LEVEL	1,776
UPPER LEVEL	1,195
TOTAL	4,513



OWNERSHIP DESIGNATIONS

- PRIVATE OWNERSHIP AREA A
- COMMON OWNERSHIP
- LIMITED COMMON OWNERSHIP
- PRIVATE OWNERSHIP AREA B



RECEIVED
FEB 20 2018
PARK CITY
PLANNING DEPT.



SURVEYOR'S CERTIFICATE

I, Charles Galati, do hereby certify that I am a Professional Land Surveyor and that I hold License No. 7248891 as prescribed by the laws of the State of Utah, and that I have caused to be made under my direction and by the authority of the owners, this FOURTH AMENDED STAG LODGE PHASE II, UNIT 49, in accordance with the provisions of the Utah Condominium Ownership Act. I further certify that the information shown hereon is correct.

LEGAL DESCRIPTION

(Parcel 1)
Unit 49, Stag Lodge Condominiums, a Utah expandable condominium project, together with an undivided appurtenant ownership interest in and to the common areas and facilities of the project as the same are identified and established in the Record of Survey Map recorded March 4, 1985, as Entry No. 231328 and the Declaration of Condominium for Stag Lodge recorded March 4, 1985, as Entry No. 231329 in Book 333 at Page 435, the Amendment to Declaration of Condominium for Stag Lodge recorded June 1, 1988, as Entry No. 290987 in Book 479 at Page 216, the Record of Survey Map for Stag Lodge Phase I recorded January 17, 1989, as Entry No. 303348 and the Second Amendment to Declaration of Condominium for Stag Lodge recorded January 17, 1989, as Entry No. 303349 in Book 508 at Page 636 of the official records, and the Record of Survey Map of Stag Lodge Phase II, recorded March 1, 1990, as Entry No. 321286 and the Third Amendment to Declaration of Condominium for Stag Lodge recorded March 1, 1990, as Entry No. 321287 in Book 556 at Page 536 and the Amended Record of Survey Map Stag Lodge Phase II, recorded December 3, 1990, as Entry No. 333684 and the Fourth Amendment to Declaration of Condominium for Stag Lodge recorded December 3, 1990, as Entry No. 333685 in Book 589 at Page 188 and the Second Amendment Sheet 2 of 4 Record of Survey Map recorded January 6, 1992, as Entry No. 352470 and the Fifth Amendment to Declaration of Condominium for Stag Lodge recorded January 6, 1992, as Entry No. 352471 in Book 640 at Page 765 and the Record of Survey Map for Stag Lodge Phase IV recorded July 30, 1992, as Entry No. 363084 and the Sixth Amendment and Supplemental Declaration of Condominium for Stag Lodge recorded July 30, 1992, as Entry No. 363086 in Book 675 at Page 214 and the First Amended Sheet 2 of 6 Record of Survey Map recorded January 17, 2003, as Entry No. 645059 and the Amendment to Declaration of Condominium for Stag Lodge recorded January 17, 2003, as Entry No. 737278, in Book 1504 at Page 1845, and the Second Amended Pages 2, 4, and 5 Record of Survey Map recorded May 25, 2005, as Entry No. 840403, of the official records in the Office of the Summit County Recorder.

(Parcel 2)
Together with a 25 foot wide private roadway and non-exclusive public utility easement as set forth on said Record of Survey Map for Stag Lodge Phase II recorded January 17, 1989, as Entry No. 303348 and the Record of Survey Map for Stag Lodge Phase II recorded March 1, 1990, as Entry No. 321286.

OWNER'S CONSENT TO RECORD

Know all men by these presents that the owners of Unit 49, of this FOURTH AMENDED STAG LODGE PHASE II, UNIT 49, hereby certify that they have caused this Condominium Plat Amendment to be prepared, and we, MARIA THERESA POLI and JAMES CRAIG WEAKLEY, wife and husband as joint tenants, do hereby consent to the recordation of this Condominium Plat Amendment.

In witness whereof the undersigned has executed this certificate and declaration

this ____ day of _____, 2018.

Maria Theresa Poli

James Craig Weakley

ACKNOWLEDGMENT

State of _____)
County of _____) ss

On this ____ day of _____, 2018, Maria Theresa Poli personally appeared before me, the undersigned Notary Public in and for said state and county, who after being duly sworn, acknowledged to me that she has signed the above and foregoing Owner's Consent to Record freely and voluntarily.

Signature _____ Residing in: _____
A Notary Public Commissioned in _____
Printed Name _____ My Commission Expires: _____

ACKNOWLEDGMENT

State of _____)
County of _____) ss

On this ____ day of _____, 2018, James Craig Weakley personally appeared before me, the undersigned Notary Public in and for said state and county, who after being duly sworn, acknowledged to me that he has signed the above and foregoing Owner's Consent to Record freely and voluntarily.

Signature _____ Residing in: _____
A Notary Public Commissioned in _____
Printed Name _____ My Commission Expires: _____

ASSOCIATION CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, on behalf of Stag Lodge Homeowners Association, Inc., having complied with the requirements of both Statutes and the Recorded Declaration hereby consents to the recording of this amended record of survey map.

Marti Cole, President
Stag Lodge Homeowners Association, Inc.

ACKNOWLEDGMENT

State of _____)
County of _____) ss

On this ____ day of _____, 2018, personally appeared before me, the undersigned Notary Public, in and for said County and State, Marti Cole, being duly sworn, acknowledged to me that she is the president of the Stag Lodge Homeowners Association, Inc., and that she signed the above Owner's Declaration and Consent to Record for, on, and in behalf of all of the unit owners at the Stag Lodge Condominium Project acting as a group (under the name of the Stag Lodge Homeowners Association, Inc.) in accordance with the Utah Condominium Ownership Act, U.C.A., Sections 57-1-1 et seq. (1963) as amended and supplemented, and the Declarations of Covenants, Conditions, and Restrictions for Stag Lodge Condominium.

A Notary Public Commissioned in _____
Printed Name _____
Residing in: _____
My commission expires: _____

- NOTES:**
- This plat is subject to the Conditions of Approval in Ordinance 2018-_____.
 - Interior dimensions shown are to finish surfaces.
 - All structural elements are designated as common areas.
 - All physical features and improvements not shown are designated as common areas.
 - Refer to Declaration of Condominium for complete description of ownership.
 - Benchmark: See Sheet 1 of the Stag Lodge Phase II Condominium, recorded January 17, 1989, as Entry No. 303348 in the Summit County Recorder's Office for location and elevation.
 - All conditions of approval of Stag Lodge Phase II, recorded January 17, 1989, as Entry No. 303348 and Stag Lodge Phase II, First Amended, recorded January 17, 2003, as Entry No. 645060 shall continue to apply and remain in full force and effect.
 - The purpose of this plat is to convert the unexcavated portion of Unit 49 as shown on the Lower Level of Unit 49, Stag Lodge Phase II First Amended, recorded January 17, 2003, as Entry No. 645060 from Common Ownership to Private Ownership Area "A".

FOURTH AMENDED
RECORD OF SURVEY MAP
STAG LODGE PHASE II, UNIT 49

A UTAH CONDOMINIUM PROJECT
LOCATED IN SECTION 22
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH

 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 _____, 2018 BY _____ S.B.W.R.D.	PLANNING COMMISSION APPROVED BY THE PARK CITY PLANNING COMMISSION THIS _____ DAY OF _____, 2018 BY _____ CHAIR	ENGINEER'S CERTIFICATE I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS _____ DAY OF _____, 2018 BY _____ PARK CITY ENGINEER	APPROVAL AS TO FORM APPROVED AS TO FORM THIS _____ DAY OF _____, 2018 BY _____ PARK CITY ATTORNEY	COUNCIL APPROVAL AND ACCEPTANCE APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS _____ DAY OF _____, 2018 BY _____ MAYOR	CERTIFICATE OF ATTEST I CERTIFY THIS PLAT MAP WAS APPROVED BY PARK CITY COUNCIL THIS _____ DAY OF _____, 2018 BY _____ PARK CITY RECORDER	RECORDED STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF _____ FEE _____ RECORDER TIME _____ DATE _____ ENTRY NO. _____
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FOURTH AMENDED STAG LODGE PHASE II, UNIT 49

February 15, 2018

PROJECT INTENT

Stag Lodge Phase II, originally recorded January 17, 1989, as Entry No. 303348, is a 12-unit condominium project located in the Silver Lake area of Deer Valley.

The purpose of this application is to amend Unit 49. The proposal is to enlarge Unit 49 by expanding the Lower Level as shown on Page 5 of 5, First Amended Stag Lodge Phase II, recorded January 17, 2003, as Entry No. 645060 to encompass the entire existing building footprint. The area on the Lower Level is currently designated as Common Area and is indicated as "Unexcavated". It is proposed that this new area be designated as "Private Ownership Area A".

All of the changes taking place on this proposed plat are internal and will not alter the exterior appearance of Unit 49.

Sheet 1 of 5 of Stag Lodge Phase II, recorded January 17, 1989, as Entry No. 303348 will not be affected, as it is not being proposed to alter the footprint of the building in any way.



Plat Name	Units Affected	Recording Date	Entry No.
Stag Lodge Phase II	25-35, 49	January 17, 1989	303348
Stag Lodge Phase II, First Amended	25-35, 49	January 17, 2003	645060
Stag Lodge Phase II, Second Amended	25-35	May 25, 2005	737280
Stag Lodge Phase II, Third Amended	35	January 12, 2015	1010601





2040 E. Murray-Holladay Road
Suite 106
Salt Lake City, UT 84117

Tel 801.274.6800
Fax 801.274.6805
Email john@richardshoalaw.com
Web www.richardshoalaw.com

December 11, 2017

Alliance Engineering
c/o Marshall King
marshall@alliance-engr.cm

Re: Unit 49 of Stag Lodge Owners Association Alteration Vote

Dear Marshall and any other interested parties,

This firm has conducted and tallied the vote with respect to proposed alterations regarding the build-out to expand the bottom level of Unit 49 into the hillside. We confirm that more than sixty-seven (67) percent total of allocated voting interest at Stag Lodge Owners Association was received in compliance with the Declaration of Condominium for Stag Lodge and Utah Law. Please let me know if you have any questions.

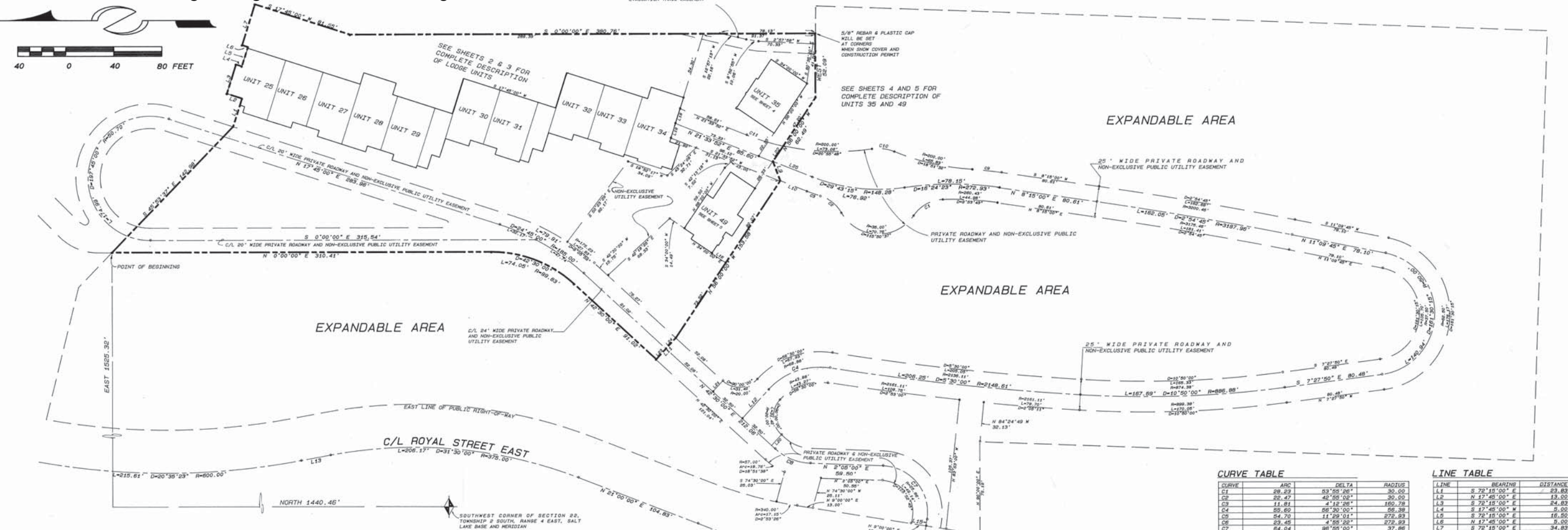
Sincerely,
RICHARDS LAW, PC

A handwritten signature in dark ink, appearing to read 'John D. Richards III', written over a horizontal line.

John D. Richards III



Exhibit D - Stag Lodge Phase II Original Plat

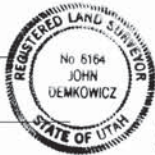


CURVE TABLE				LINE TABLE		
CURVE	ARC	DELTA	RADIUS	LINE	BEARING	DISTANCE
C1	28.29	83°55'19"	30.00	L1	S 72°15'00" E	23.82
C2	22.47	40°58'02"	30.00	L2	N 17°45'00" E	13.00
C3	11.81	4°12'26"	160.78	L3	S 72°15'00" E	24.82
C4	55.60	86°50'00"	65.38	L4	S 17°45'00" E	5.00
C5	54.70	11°22'01"	272.93	L5	S 72°15'00" E	16.50
C6	23.45	4°58'22"	272.93	L6	N 17°45'00" E	5.00
C7	64.04	86°50'00"	37.86	L7	S 72°15'00" E	34.83
C8	31.74	40°29'00"	45.00	L8	S 87°55'00" E	22.61
C9	24.18	4°51'01"	289.43	L9	S 29°19'50" W	16.89
C10	18.09	30°54'29"	35.00	L10	N 21°33'50" E	23.05
C11	31.24	9°56'54"	200.00	L11	N 47°30'00" W	24.00
				L12	S 47°30'00" E	26.00
				L13	N 10°30'00" W	24.44
				L14	S 81°00'00" E	35.00
				L15	S 81°00'00" E	5.36
				L16	S 34°00'00" W	13.78
				L17	S 21°30'00" W	11.05
				L18	N 72°15'00" W	16.52
				L19	N 72°15'00" W	16.53
				L20	N 47°30'00" W	12.00
				L21	S 47°30'00" E	12.00
				L22	S 26°00'00" E	15.59
				L23	S 47°30'00" E	12.00
				L24	S 47°30'00" E	12.00
				L25	N 21°33'50" E	24.01

SURVEYOR'S CERTIFICATE
I, John Demkowicz, certify that I am a Registered Land Surveyor and that I hold Certificate No. 6164 as prescribed by the laws of the State of Utah, and that I have caused to be made under my direction and by authority of the owner(s), this Record of Survey Map of the STAG II, a Utah expandable condominium project, in accordance with the provisions of Section 57-8-13(1) of the Utah Condominium Ownership Act.

John Demkowicz
JOHN DEMKOWICZ L.S. NO. 6164

12-19-88
DATE:



LEGAL DESCRIPTION

Beginning at a point that is North 1440.46 feet and East 1525.32 feet from the Southwest corner of Section 22, Township 2 South, Range 4 East, Salt Lake Base & Meridian, said point being on the South boundary line of STAG LODGE PHASE I, a Utah expandable condominium project, according to the official plat thereof, as recorded in Summit County, Utah; and running thence along said South boundary line thru the following 8 courses (1) S 45°53'37" E 142.98 feet; thence (2) S 72°15'00" E 23.83 feet; thence (3) N 17°45'00" E 13.00 feet; thence (4) S 72°15'00" E 24.83 feet; thence (5) S 17°45'00" W 5.00 feet; thence (6) S 72°15'00" E 16.50 feet; thence (7) N 17°45'00" E 5.00 feet; thence (8) S 72°15'00" E 34.83 feet; thence leaving said South boundary line along the East line of an expandable area to said STAG LODGE PHASE I thru the following 2 courses (1) S 17°45'00" W 81.55 feet; thence (2) South 380.76 feet to the Southeast corner of said expandable area; thence leaving said East line West 52.09 feet; thence N 56°00'00" W 62.49 feet to a point on the centerline of a private road and non-exclusive public utility easement; thence S 69°18'52" W 16.89 feet to a point on the West line of said private road and utility easement; thence leaving said West easement line N 56°00'00" W 153.58 feet to a point on the East line of a 24' wide private roadway and non exclusive public utility easement; thence N 47°30'00" W 24.00 feet to a point on the West line of said easement; thence along said West easement line thru the following 3 courses (1) N 42°30'00" E 91.02 feet to a point on a 99.83 foot radius curve to the left, the radius point of which bears N 47°30'00" W; thence (2) northeasterly along the arc of said curve 74.05 feet thru a central angle of 42°30'00" to a point of tangency; thence (3) North 310.41 feet to the point of beginning.
CONTAINS 2.143 ACRES

Subject to a private roadway and non-exclusive public utility easement as recorded in Summit County, Utah, Entry NO. 229400, January 11, 1985, Book 327, Pages 803-805

NOTE
THE STREET ADDRESS FOR THE STAG LODGE IS 8200 ROYAL STREET EAST

OWNER'S DEDICATION AND CONSENT TO RECORD

Know all men by these presents, that Success at Stag, A Utah Limited Partnership, being the owners of the tract of land in Park City, Summit County Utah, described on this sheet, do hereby consent to the recordation of the Record of Survey Map in the Office of the County Recorder of Summit County Utah, in accordance with the Utah Condominium Ownership Act.

Executed this 19th day of December, 1988.

Success at Stag
A Utah Limited Partnership

Harry F. Reed
By: Harry F. Reed
General Partner

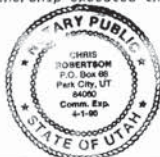
Stephen M. Schirf
By: Stephen M. Schirf
General Partner

ACKNOWLEDGEMENT

State of UTAH)
County of Summit)

On the 19 day of December, 1988, personally appeared before me Harry F. Reed, who, being by me duly sworn, did say that he is a General Partner of Success at Stag, a Utah Limited Partnership, and that the within and foregoing Owner's Dedication and Consent to Record was signed on behalf of said Limited Partnership as such general partner, and said Harry F. Reed duly acknowledged to me that said partnership executed the same.

Chris Robertson
Notary Public
My Commission Expires: 4-1-90
Residing at: PARK CITY, UT

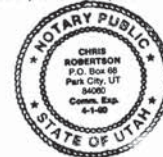


ACKNOWLEDGEMENT

State of UTAH)
County of Summit)

On the 19 day of December, 1988, personally appeared before me Stephen M. Schirf who, being by me duly sworn, did say that he is a General Partner of Success at Stag, a Utah Limited Partnership, and that the within and foregoing Owner's Dedication and Consent to Record was signed on behalf of said Limited Partnership as such general partner, and said Stephen M. Schirf duly acknowledged to me that said partnership executed the same.

Chris Robertson
Notary Public
My Commission Expires: 4-1-90
Residing at: PARK CITY, UT



NOTE:

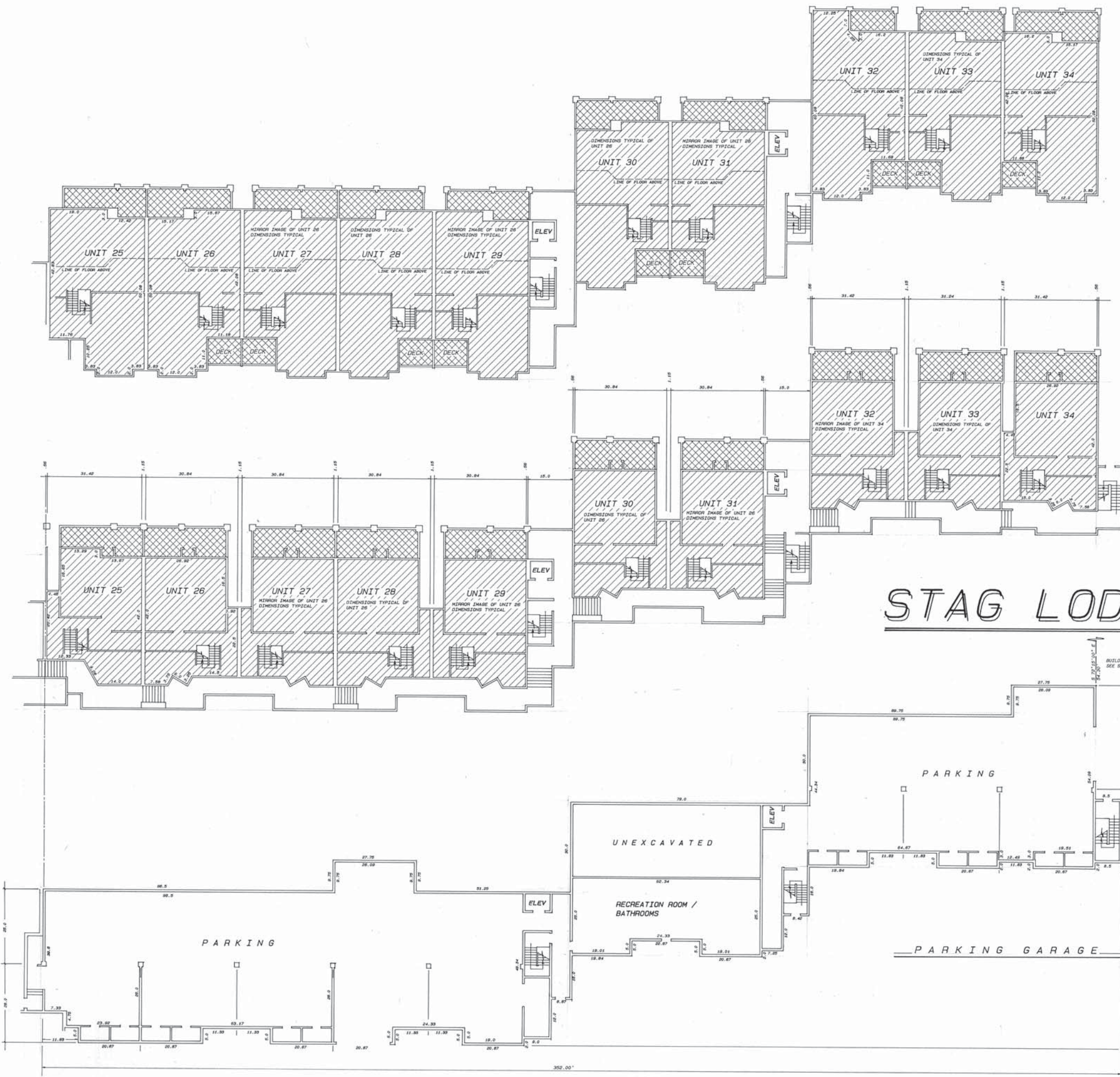
THE STAG LODGE HOMEOWNERS ASSOCIATION IS RESPONSIBLE FOR THE MAINTENANCE OF ALL 4" AND 8" SANITARY SEWER LATERALS.

RECORD OF SURVEY MAP OF:
STAG LODGE PHASE II
A UTAH EXPANDABLE CONDOMINIUM PROJECT LOCATED IN SECTION 22, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN, SUMMIT COUNTY, UTAH



ALLIANCE ENGINEERING INC. P.O. BOX 2664 323 MAIN STREET PARK CITY, UTAH 84060 (801) 649-9467	PLANNING COMMISSION APPROVED BY THE PARK CITY PLANNING COMMISSION THIS 9 DAY OF January 1989 A.D. BY <i>Dale D. Lyall</i> CHAIRMAN	ENGINEERS CERTIFICATE I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS 12TH DAY OF JANUARY 1989 A.D. BY <i>Eric W. Nelson, P.E.</i> PARK CITY ENGINEER	APPROVAL AS TO FORM APPROVED AS TO FORM THIS 14th DAY OF January 1989 A.D. BY <i>David A. Carter</i> PARK CITY ATTORNEY	CERTIFICATE OF ATTEST APPROVED AS TO FORM THIS 14th DAY OF January 1989 A.D. BY <i>Unita S. Sholder</i> PARK CITY RECORDER	COUNCIL APPROVAL AND ACCEPTANCE APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS 14th DAY OF JANUARY 1989 A.D. BY <i>W. Taylor</i> MAYOR	# 303348 RECORDED STATE OF UTAH COUNTY OF SUMMIT RECORDED AND FILED AT THE REQUEST OF <i>High Country Title</i> DATE 1-17-89 TIME 1:22 BOOK PAGE FEE <i>106.00</i> RECORDER <i>Alan Benigno</i>
---	--	---	---	--	---	---

SHEET 1 OF 5



MAIN LEVEL / MASTER BEDROOM LEVEL

NOTES:

- Plans and dimensions shown on this plat were compiled from Architectural Drawings prepared by Richard Otto and field measurements made on site.
- Interior dimensions shown are to finished surfaces.
- All structural elements are designated as common areas.
- All physical features and improvements not shown are designated as common areas.
- Refer to Declaration of Condominium for complete description of ownership.
- BENCHMARK: See Sheet 1 of 5 for location and elevation.

LOWER LEVEL / ENTRY LEVEL

STAG LODGE PHASE II

OWNERSHIP LEGEND

- COMMON OWNERSHIP
- PRIVATE OWNERSHIP
- LIMITED COMMON OWNERSHIP

* OWNERSHIP LEGEND TYPICAL ALL SHEETS



STAG LODGE PHASE II

A UTAH EXPANDABLE CONDOMINIUM PROJECT LOCATED IN SECTION 22, T2S, R4E, S18M, SUMMIT COUNTY, UTAH

SHEET 2 OF 5

RECORDED

STATE OF UTAH COUNTY OF SUMMIT RECORDED AND FILED AT THE

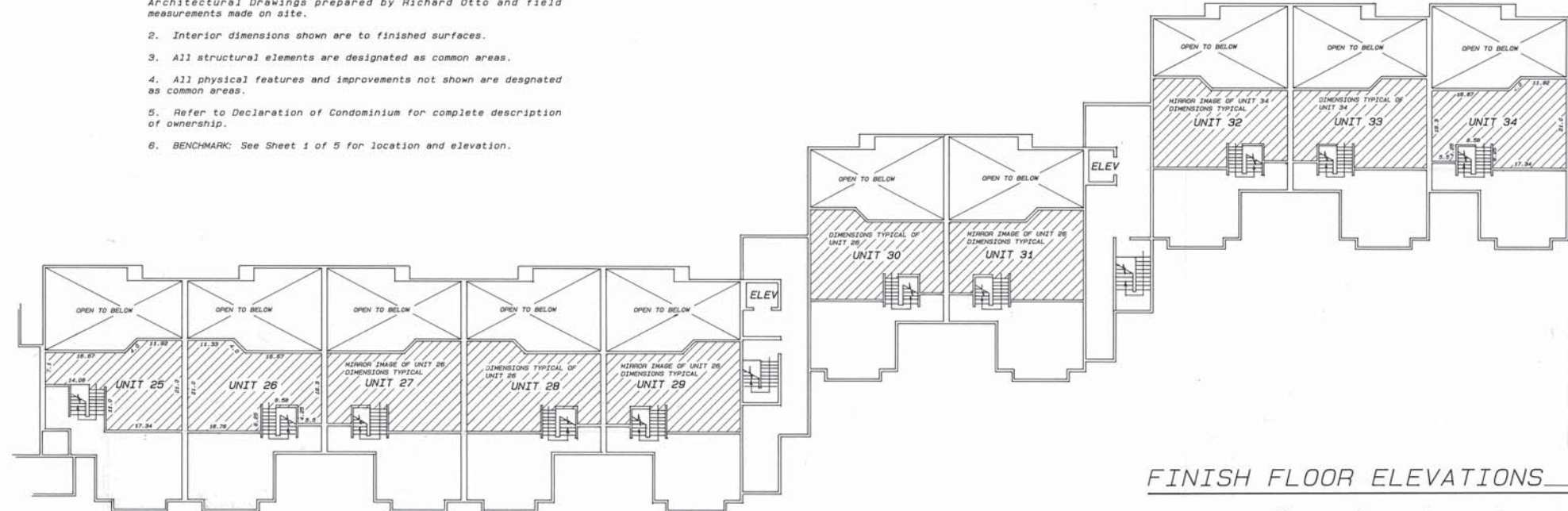
REQUEST OF *High Country Title*

DATE *11/22/99* TIME *11:22* BOOK *106* PAGE *205*

FEE *106* RECORDER *Alana Sprague*

NOTES:

- 1. Plans and dimensions shown on this plat were compiled from Architectural Drawings prepared by Richard Otto and field measurements made on site.
- 2. Interior dimensions shown are to finished surfaces.
- 3. All structural elements are designated as common areas.
- 4. All physical features and improvements not shown are designated as common areas.
- 5. Refer to Declaration of Condominium for complete description of ownership.
- 6. BENCHMARK: See Sheet 1 of 5 for location and elevation.



UPPER LEVEL / LOFT



FINISH FLOOR ELEVATIONS

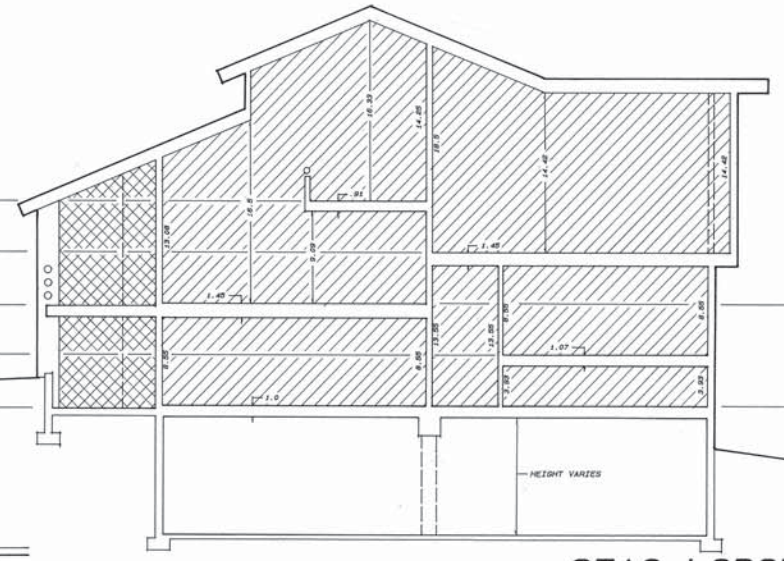
	UNIT 25	UNIT 26	UNIT 27	UNIT 28	UNIT 29	UNIT 30	UNIT 31	UNIT 32	UNIT 33	UNIT 34
LOFT LEVEL	8144.4	8149.0	8149.0	8153.6	8153.6	8164.4	8164.4	8178.0	8179.7	8181.5
MASTER BEDROOM	8139.4	8144.0	8144.0	8148.6	8148.6	8159.4	8159.4	8173.3	8175.0	8176.8
MAIN LEVEL	8134.4	8139.0	8139.0	8143.6	8143.6	8154.4	8154.4	8168.6	8170.3	8172.1
ENTRY LEVEL	8129.4	8134.0	8134.0	8138.6	8138.6	8149.4	8149.4	8163.9	8165.6	8167.4
LOWER LEVEL	8124.4	8129.0	8129.0	8133.6	8133.6	8145.4	8145.4	8159.2	8160.9	8162.7

UNIT SQUARE FOOTAGE

	UNIT 25	UNIT 26	UNIT 27	UNIT 28	UNIT 29	UNIT 30	UNIT 31	UNIT 32	UNIT 33	UNIT 34
LOFT LEVEL	508.5	541.1	541.1	541.1	541.1	541.1	541.1	553.1	553.1	553.1
MASTER BEDROOM	707.2	623.7	623.7	623.7	623.7	623.7	623.7	631.0	631.0	631.0
MAIN LEVEL	826.8	868.8	868.8	868.8	868.8	868.8	868.8	1009.6	882.6	882.6
ENTRY LEVEL	210.5	236.6	236.6	236.6	236.6	236.6	236.6	236.6	236.6	236.6
LOWER LEVEL	971.3	938.7	938.7	938.7	938.7	938.7	938.7	950.0	950.0	950.0
TOTAL	3224.3	3208.9	3208.9	3208.9	3208.9	3208.9	3208.9	3380.3	3253.3	3253.3

STAG LODGE PHASE II

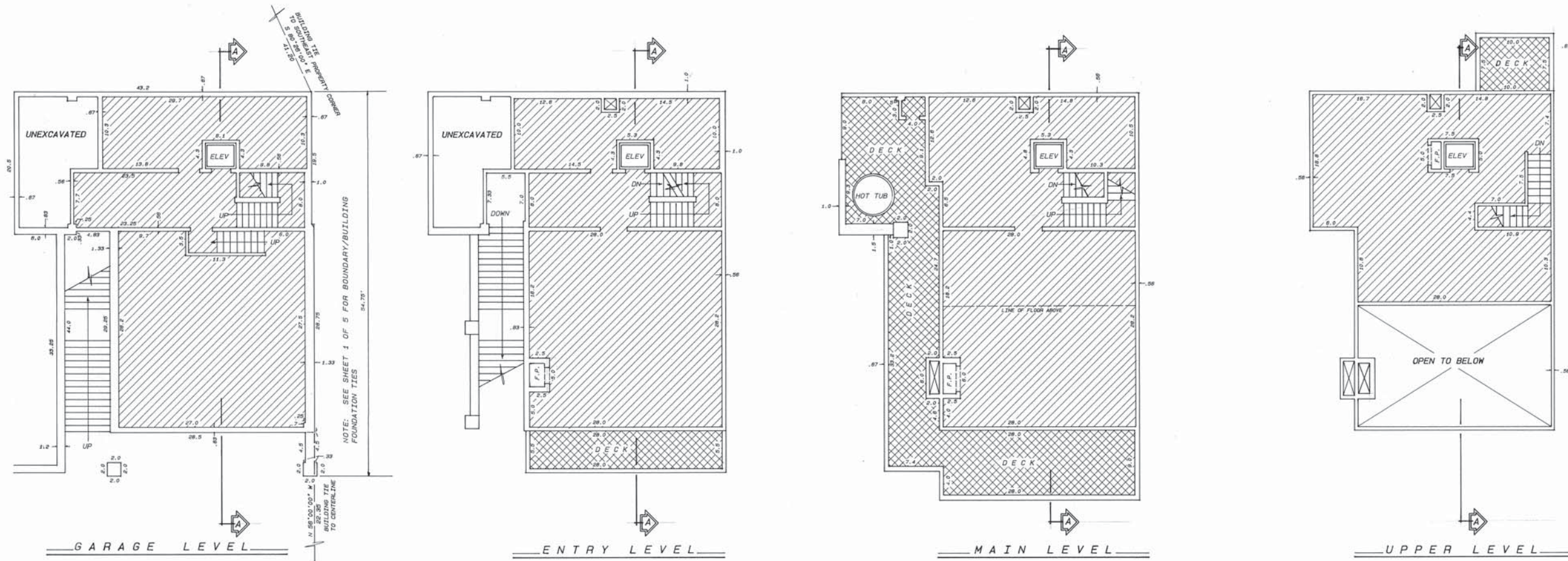
LOFT LEVEL
MASTER BEDROOM LEVEL
MAIN DECK
ENTRY LEVEL
LOWER DECK



SECTION A

STAG LODGE PHASE II

A UTAH EXPANDABLE CONDOMINIUM PROJECT LOCATED IN SECTION 22, T2S, R4E, S15W, SUMMIT COUNTY, UTAH
303348
RECORDED
STATE OF UTAH COUNTY OF SUMMIT RECORDED AND FILED AT THE
REQUEST OF *High Country Title*
DATE *1-17-89* TIME *11:22* BOOK *106* PAGE *305*
FEE *106.00* RECORDER *Alan Spriggs*

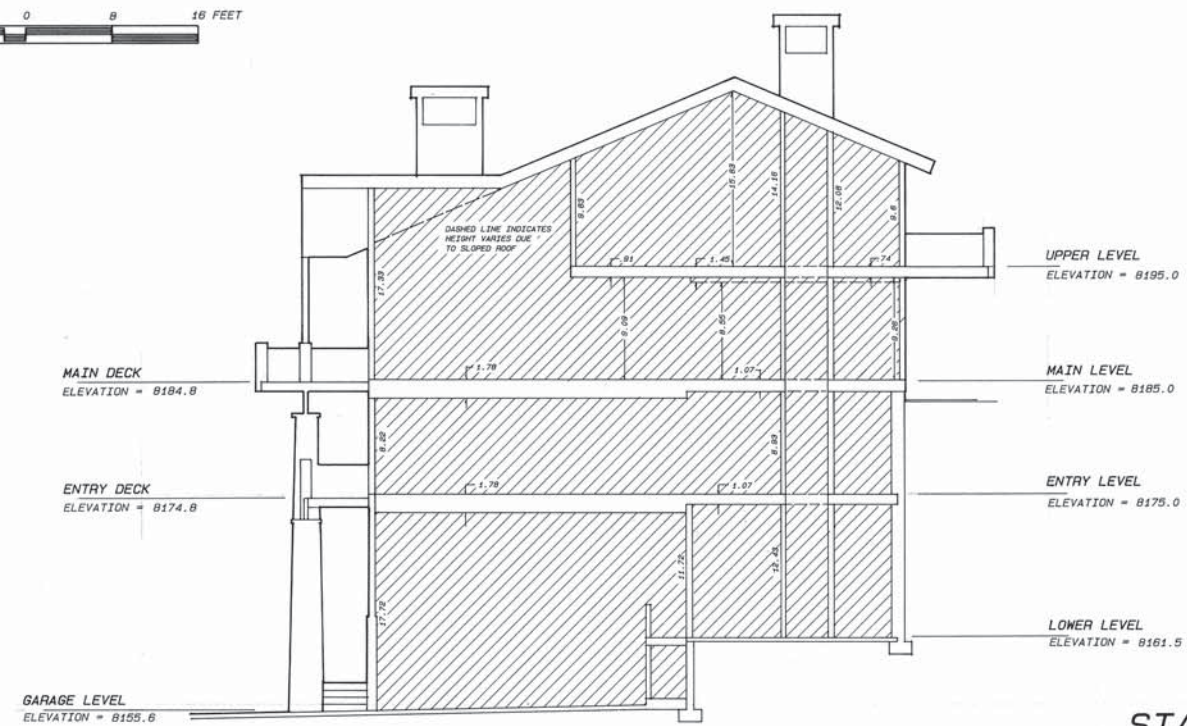


UNIT 35	SQUARE FOOTAGE
GARAGE LEVEL	1369.30
ENTRY LEVEL	1341.00
MAIN LEVEL	1365.10
UPPER LEVEL	941.60
TOTAL	5017.00

NOTES:

1. Plans and dimensions shown on this plat were compiled from Architectural Drawings prepared by Richard Otto and field measurements made on site.
2. Interior dimensions shown are to finished surfaces.
3. All structural elements are designated as common areas.
4. All physical features and improvements not shown are designated as common areas.
5. Refer to Declaration of Condominium for complete description of ownership.
6. BENCHMARK: See Sheet 1 of 5 for location and elevation.

UNIT 35

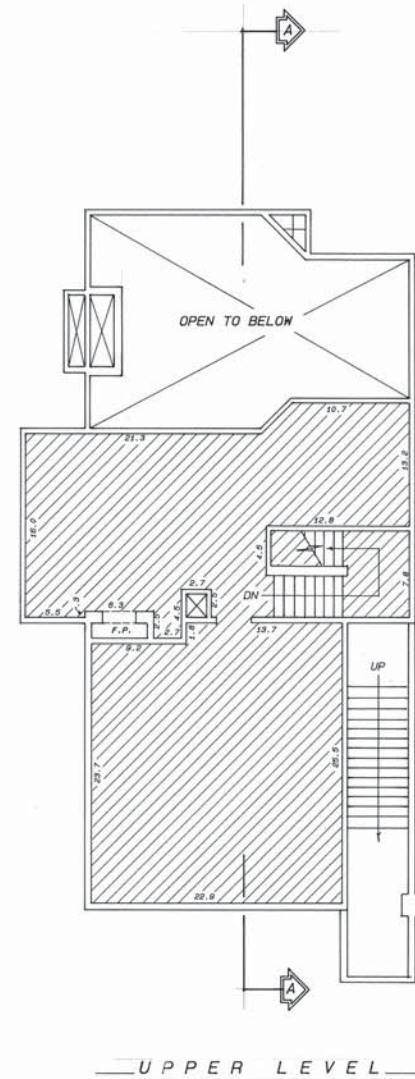
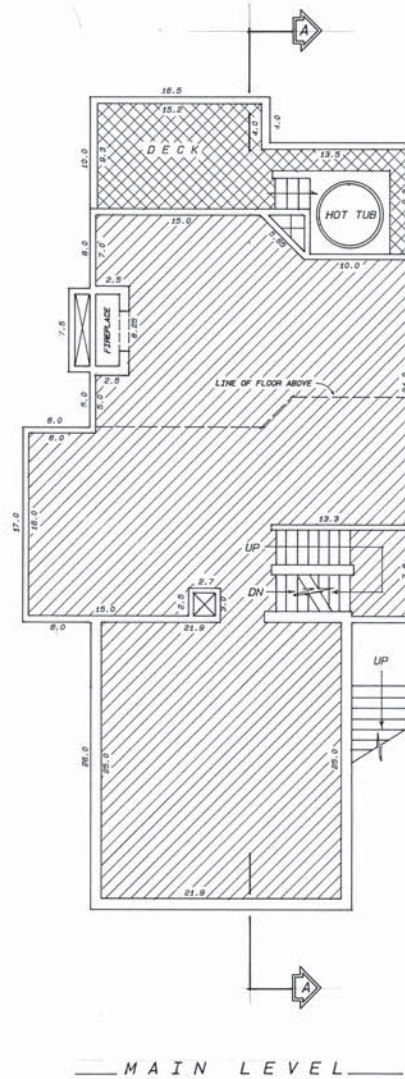
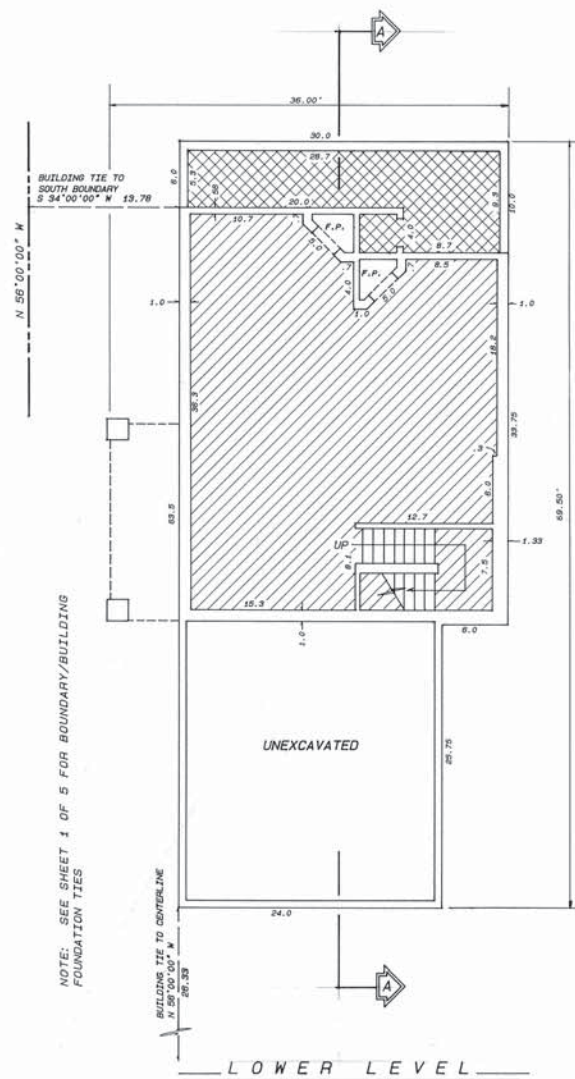


STAG LODGE PHASE II

UTAH EXPANDABLE CONDOMINIUM PROJECT LOCATED IN SECTION 22, T2S, R4E, S18B&C, SUMMIT CO., UTAH

SHEET 4 OF 5

#303349 RECORDED
STATE OF UTAH COUNTY OF SUMMIT RECORDED AND FILED AT THE
REQUEST OF *High Country Title*
DATE *1-17-99* TIME *11:22* BOOK *106* PAGE *5*
FEE *106.00* RECORDER *Alana Spizzo*



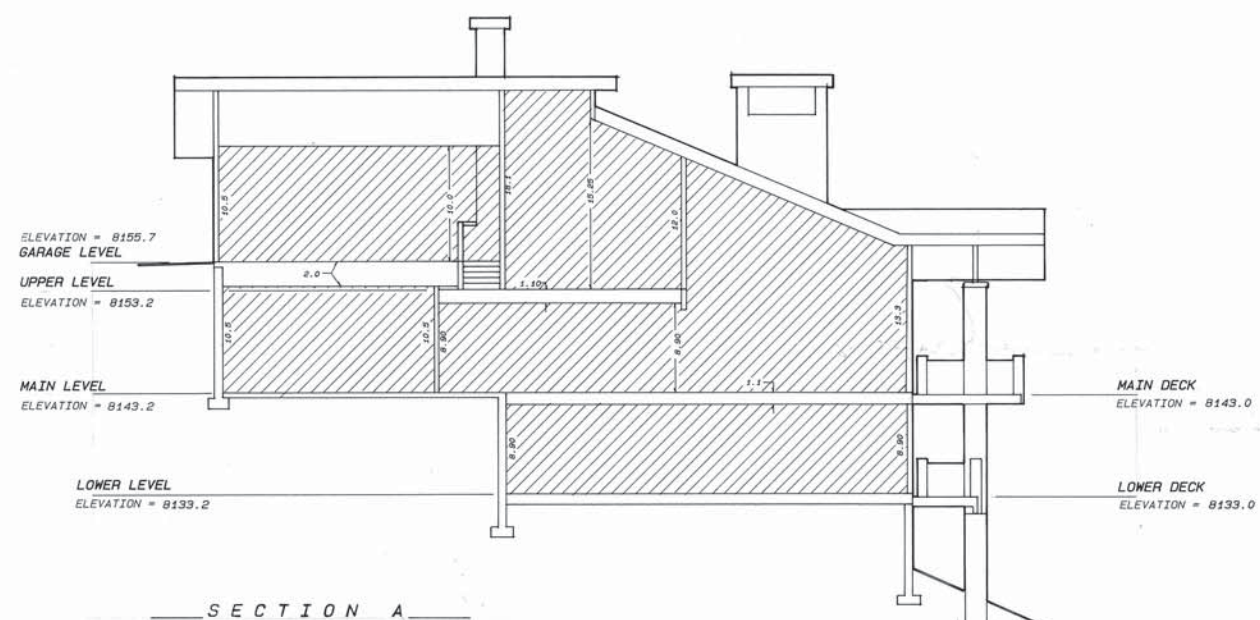
NOTES:

1. Plans and dimensions shown on this plat were compiled from Architectural Drawings prepared by Richard Otto and field measurements made on site.
2. Interior dimensions shown are to finished surfaces.
3. All structural elements are designated as common areas.
4. All physical features and improvements not shown are designated as common areas.
5. Refer to Declaration of Condominium for complete description of ownership.
6. BENCHMARK: See Sheet 1 of 5 for location and elevation.

UNIT 49	SQUARE FOOTAGE
LOWER LEVEL	964.40
MAIN LEVEL	1775.89
UPPER LEVEL	1194.60
TOTAL	3934.89



UNIT 49



STAG LODGE PHASE II

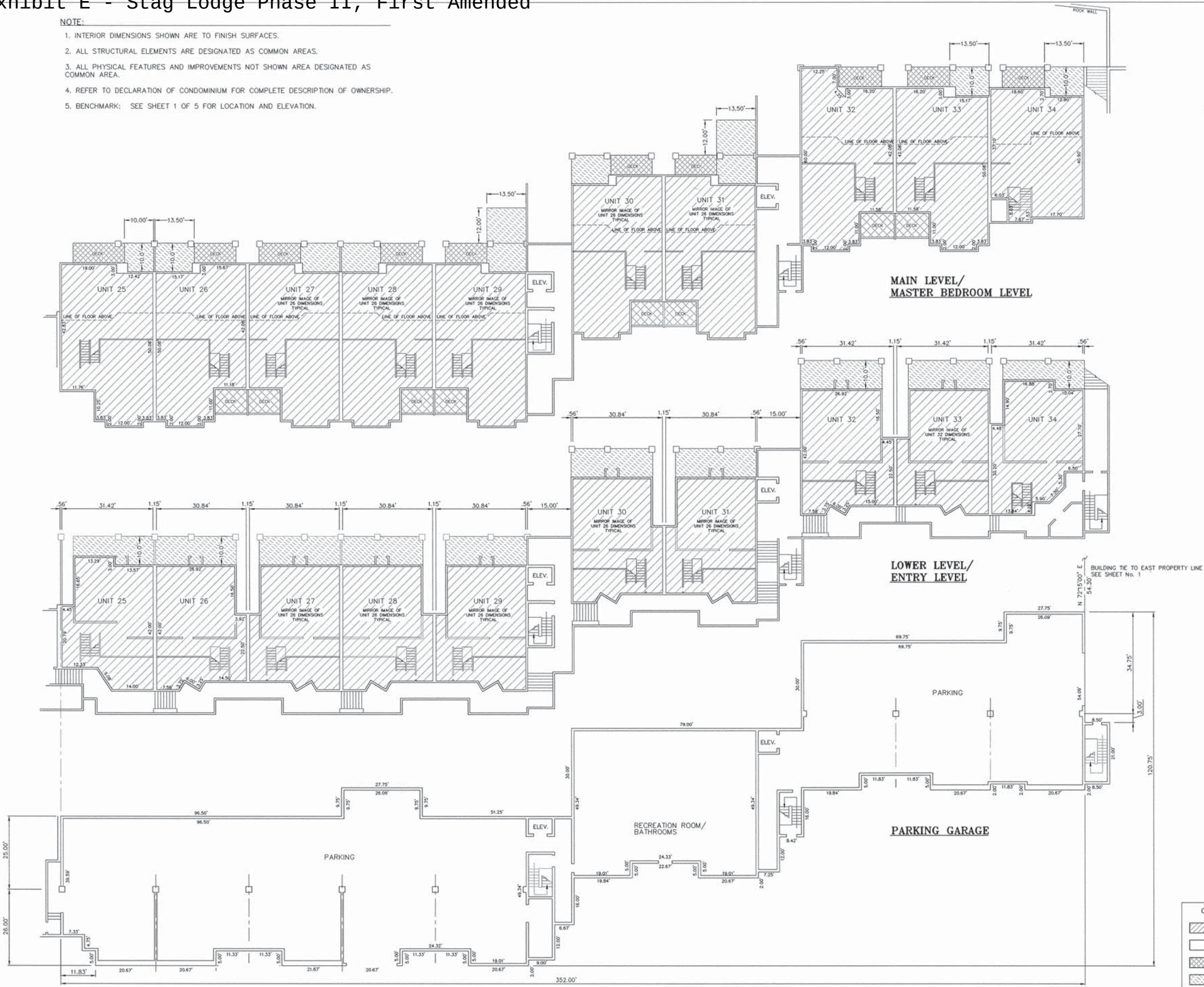
A UTAH EXPANDABLE CONDOMINIUM PROJECT LOCATED IN SECTION 20, T2S, R4E, S18M, SUMMIT COUNTY, UTAH

SHEET 5 OF 5

303548 RECORDED
STATE OF UTAH COUNTY OF SUMMIT RECORDED AND FILED AT THE
REQUEST OF *High Country Title*
DATE *11-29-89* TIME *11:22* BOOK *106* PAGE *5*
FEE *106* RECORDER *Alan Springs*

Exhibit E - Stag Lodge Phase II, First Amended

- NOTE:
1. INTERIOR DIMENSIONS SHOWN ARE TO FINISH SURFACES.
 2. ALL STRUCTURAL ELEMENTS ARE DESIGNATED AS COMMON AREAS.
 3. ALL PHYSICAL FEATURES AND IMPROVEMENTS NOT SHOWN AREA DESIGNATED AS COMMON AREA.
 4. REFER TO DECLARATION OF CONDOMINIUM FOR COMPLETE DESCRIPTION OF OWNERSHIP.
 5. BENCHMARK: SEE SHEET 1 OF 5 FOR LOCATION AND ELEVATION.



SURVEYOR'S CERTIFICATE

I, John Demkowicz, certify that I am a Registered Land Surveyor and that I hold Certificate No. 154491, as prescribed by the laws of the State of Utah, and that I have caused to be made under my direction and by the authority of the unit owners at the STAG LODGE PHASE II CONDOMINIUM PROJECT acting as a group in accordance with the Declaration of Covenants, Conditions, and Restrictions for STAG LODGE PHASE II, a Utah Condominium project, this Amended Record of Survey Map of STAG LODGE PHASE II, which consists of sheets 2, 3, 4, and 5 in accordance with the provisions of Section 57-8-13(1) of the Utah Condominium Ownership Act. I further certify the information shown hereon is accurate.



John Demkowicz, LS #154491
Date 11/15/02

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT, the undersigned owner(s) of the herein described tract of land, hereby certify that they have caused this survey to be made and this Amended Record of Survey Map to be prepared and hereby consent to the recordation of this Amended Record of Survey Map.

Brad Scott, President
Stag Lodge Condominium Homeowners Association, Inc.
Date 12-10-02

ACKNOWLEDGMENT

State of Utah ss:
County of Summit:
On this 10th day of Dec, 2002, personally appeared before me, the undersigned Notary Public, in and for said County and State, Brad Scott, being duly sworn, acknowledged to me that he is the president of the Stag Lodge Homeowners Association, Inc., and that he signed the above Owner's Dedication and Consent to Record for, on, and in behalf of all of the unit owners at the Stag Lodge Phase II Condominium Project acting as a group (under the name of the Stag Lodge Homeowners Association, Inc.) in accordance with the Utah Condominium Ownership Act, U.C.A., Sections 57-1-1 et seq. (1963) as amended and supplemented, and the Declarations of Covenants, Conditions, and Restrictions for Stag Lodge Phase II Condominium.

Mary J. Carvey
Notary Public
Residing in: Park City
My commission expires: 10-1-2004



- NOTES:
1. This Amended Record of Survey Map is an Amendment of sheets 2, 3, 4, and 5 of the Stag Lodge Phase II Condominium, recorded January 17, 1989, as Entry #303348 in the Summit County Records Office. Sheet 1 of the Stag Lodge Phase II Condominium as recorded January 17, 1989, shall remain intact.
 2. All other conditions of approval of the Stag Lodge Condominium project continue to apply.
 3. Recorded concurrently herewith an Amendment to the Condominium Declaration for Stag Lodge. This Amended Record of Survey Map has been prepared in connection with said Amended Declaration which provides for, but not limited to, the following:
"Private Ownership Area A" means and refers to all of the previously existing privately owned property as shown on the original Map or Maps, property privately owned prior to the Private Ownership Area B Effective Date.
"Private Ownership Area B" means and refers to the property changed from Common Area or Limited Common Area to private ownership which, hereafter, shall for all purposes be considered part of each Unit, as shown on this Amended Map, including by way of illustration but not limitation private ownership, taxes, assessments, insurance, liability, maintenance, repair and replacement. Private Ownership Area B cannot be used to create a lockout unit or additional bedrooms.
 4. The dimensions of the private spaces and square footage calculations are based on the Record of Survey Map of Stag Lodge Condominium (see Note 1), and on measurements in the field. Minor variations may occur. It is the intent that the private ownership area of the units will be as constructed.

FIRST AMENDED
RECORD OF SURVEY MAP

STAG LODGE PHASE II

A UTAH CONDOMINIUM PROJECT
LOCATED IN SECTION 22
TOWNSHIP 2 SOUTH, RANGE 4 EAST
S.L.B. & M.
PARK CITY, SUMMIT COUNTY, UTAH



SNYDERVILLE BASIN WATER RECLAMATION DISTRICT
REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS 3rd DAY OF January, 2003 A.D.
BY Barbara A. C.S.B.W.R.D.

PLANNING COMMISSION
APPROVED BY THE PARK CITY PLANNING COMMISSION THIS 6th DAY OF January, 2002 A.D.
BY Chairman

ENGINEER'S CERTIFICATE
I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS 6th DAY OF JANUARY, 2003 A.D.
BY Quinn A. Haan, P.E. PARK CITY ENGINEER

APPROVAL AS TO FORM
APPROVED AS TO FORM THIS 9th DAY OF JANUARY, 2003 A.D.
BY Tracy L. Tamm PARK CITY ATTORNEY

CERTIFICATE OF ATTEST
I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS 6th DAY OF JUNE, 2002 A.D.
BY Janet M. Scott PARK CITY RECORDER

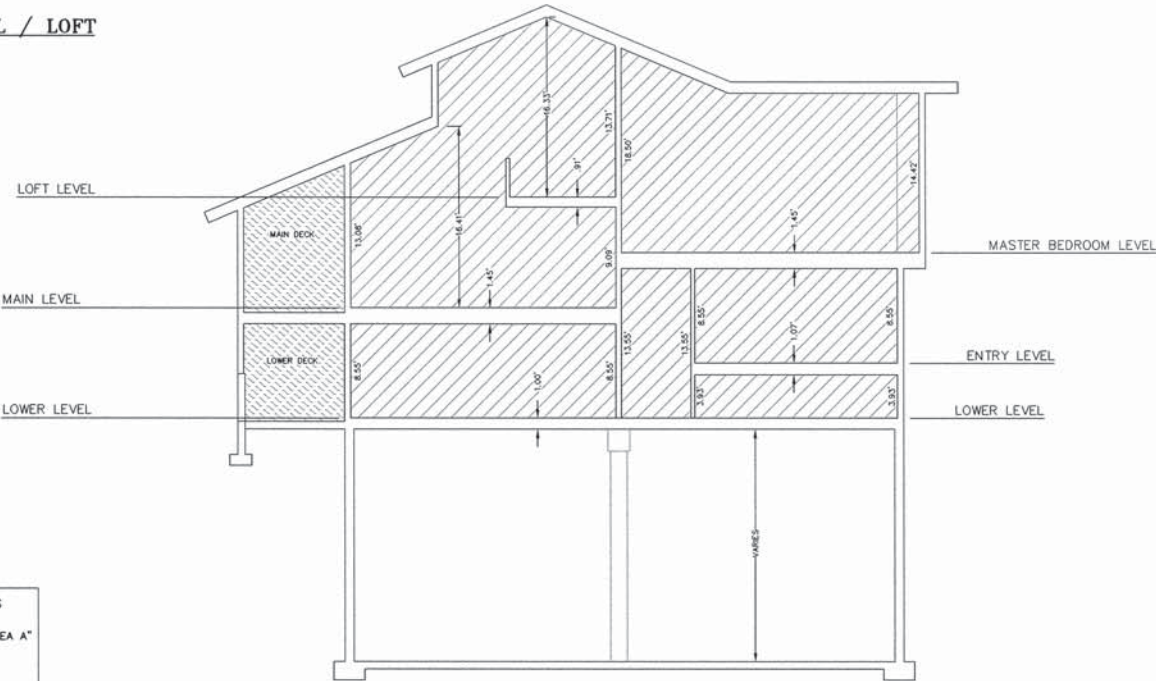
COUNCIL APPROVAL AND ACCEPTANCE
APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS 6th DAY OF JUNE, 2002 A.D.
BY Dan Williams MAYOR

JOB NO.: 5-7-01 FILE: Z:\s\dwg\Phase2-Am\ph2-shf2
#645060
RECORDED
STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF Stag Lodge Phase II DATE 12-10-02 TIME 9:03 AM BOOK 6 PAGE 2
FEE \$132.00 RECORDER Alan J. Smith

- NOTES:
- 1. INTERIOR DIMENSIONS SHOWN ARE TO FINISH SURFACES.
 - 2. ALL STRUCTURAL ELEMENTS ARE DESIGNATED AS COMMON AREAS.
 - 3. ALL PHYSICAL FEATURES AND IMPROVEMENTS NOT SHOWN AREA DESIGNATED AS COMMON AREA.
 - 4. REFER TO DECLARATION OF CONDOMINIUM FOR COMPLETE DESCRIPTION OF OWNERSHIP.
 - 5. BENCHMARK: SEE SHEET 1 OF 5 FOR LOCATION AND ELEVATION.



UPPER LEVEL / LOFT



TYPICAL SECTION
SCALE: 1"=8'

OWNERSHIP DESIGNATIONS

- "PRIVATE OWNERSHIP AREA A"
- COMMON OWNERSHIP
- LIMITED COMMON OWNERSHIP
- "PRIVATE OWNERSHIP AREA B"

UNIT SQUARE FOOTAGE

	UNIT 25	UNIT 26	UNIT 27	UNIT 28	UNIT 29	UNIT 30	UNIT 31	UNIT 32	UNIT 33	UNIT 34
LOFT LEVEL	508.5	541.1	541.1	541.1	541.1	541.1	541.1	553.1	553.1	553.1
MASTER BEDROOM	707.2	623.7	623.7	623.7	623.7	623.7	623.7	631.0	631.0	631.0
MAIN LEVEL	826.8	868.8	868.8	868.8	868.8	868.8	868.8	1009.6	882.6	882.6
ENTRY LEVEL	210.5	236.6	236.6	236.6	236.6	236.6	236.6	236.6	236.6	236.6
LOWER LEVEL	971.3	938.7	938.7	938.7	938.7	938.7	938.7	950.0	950.0	950.0
TOTAL	3224.3	3208.9	3208.9	3208.9	3208.9	3208.9	3208.9	3380.3	3253.3	3253.3

FINISH FLOOR ELEVATIONS

	UNIT 25	UNIT 26	UNIT 27	UNIT 28	UNIT 29	UNIT 30	UNIT 31	UNIT 32	UNIT 33	UNIT 34
LOFT LEVEL	8144.4	8149.0	8149.0	8153.6	8153.6	8164.4	8164.4	8178.0	8179.7	8181.5
MASTER BEDROOM	8139.4	8144.0	8144.0	8148.6	8148.6	8159.4	8159.4	8173.3	8175.0	8176.8
MAIN LEVEL	8134.4	8139.0	8139.0	8143.6	8143.6	8154.4	8154.4	8168.6	8170.3	8172.1
ENTRY LEVEL	8129.4	8134.0	8134.0	8138.6	8138.6	8149.4	8149.4	8163.9	8165.6	8167.4
LOWER LEVEL	8124.4	8129.0	8129.0	8133.6	8133.6	8145.4	8145.4	8159.2	8160.9	8162.7

- NOTES:
- This Amended Record of Survey Map is an Amendment of sheets 2, 3, 4, and 5 of the Stag Lodge Phase II Condominium, recorded January 17, 1989, as Entry #303348 in the Summit County Records Office. Sheet 1 of the Stag Lodge Phase II Condominium as recorded January 17, 1989, shall remain intact.
 - All other conditions of approval of the Stag Lodge Condominium project continue to apply.
 - Recorded concurrently herewith an Amendment to the Condominium Declaration for Stag Lodge. This Amended Record of Survey Map has been prepared in connection with said Amended Declaration which provides for, but not limited to, the following:

"Private Ownership Area A" means and refers to all of the previously existing privately owned property as shown on the original Map or Maps, property privately owned prior to the Private Ownership Area B Effective Date.

"Private Ownership Area B" means and refers to the property changed from Common Area or Limited Common Area to private ownership which, hereafter, shall for all purposes be considered part of each Unit, as shown on this Amended Map, including by way of illustration but not limitation private ownership, taxes, assessments, insurance, liability, maintenance, repair and replacement. Private Ownership Area B cannot be used to create a lockout unit or additional bedrooms.
 - The dimensions of the private spaces and square footage calculations are based on the Record of Survey Map of Stag Lodge Condominium (see Note 1), and on measurements in the field. Minor variations may occur. It is the intent that the private ownership area of the units will be as constructed.

FIRST AMENDED
RECORD OF SURVEY MAP

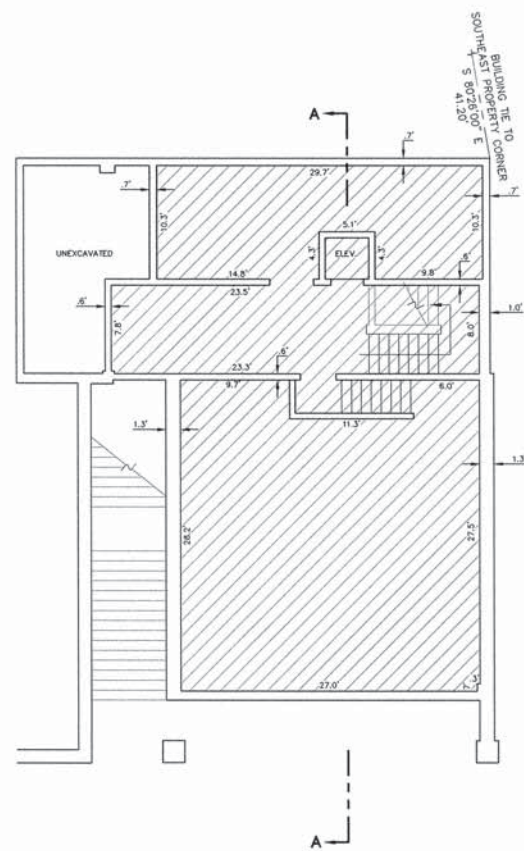
STAG LODGE PHASE II

A UTAH CONDOMINIUM PROJECT
LOCATED IN SECTION 22
TOWNSHIP 2 SOUTH, RANGE 4 EAST
S.L.B. & M.
PARK CITY, SUMMIT COUNTY, UTAH

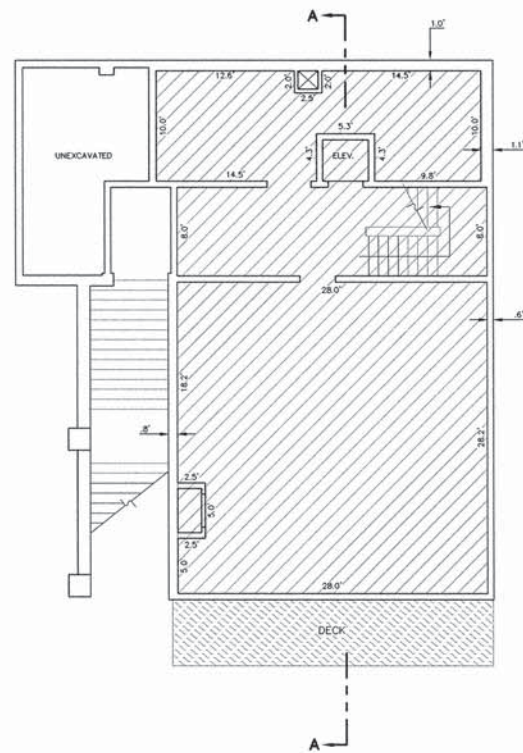


PAGE 3 of 5

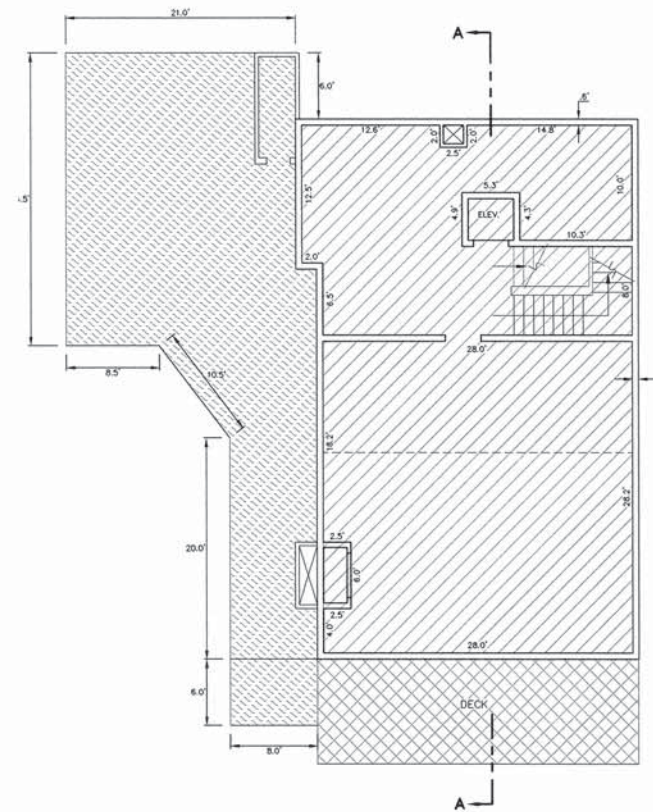
645060
STATE OF UTAH COUNTY OF SUMMIT AND FILED
AT THE REQUEST OF High Country Title
DATE 1-12-2023 TIME 9:32 AM BOOK 132 FEE 132.00
RECORDED
RECORDER



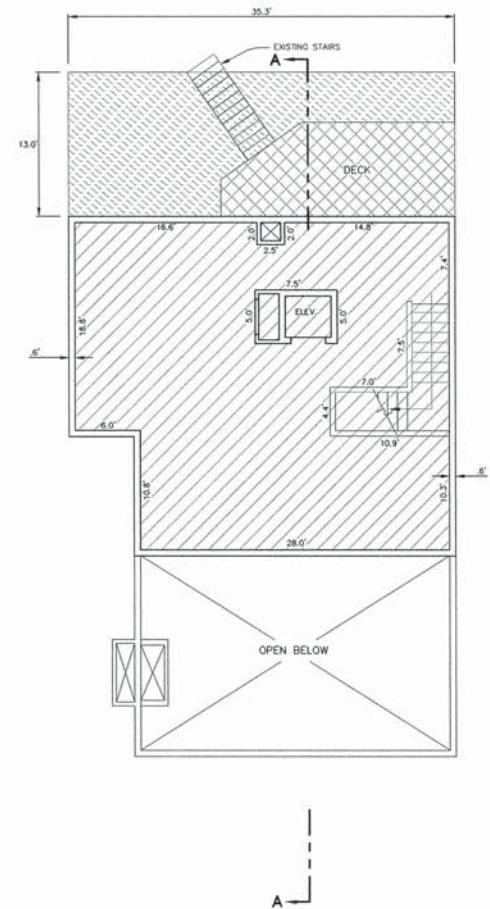
GARAGE LEVEL



ENTRY LEVEL



MAIN LEVEL



UPPER LEVEL

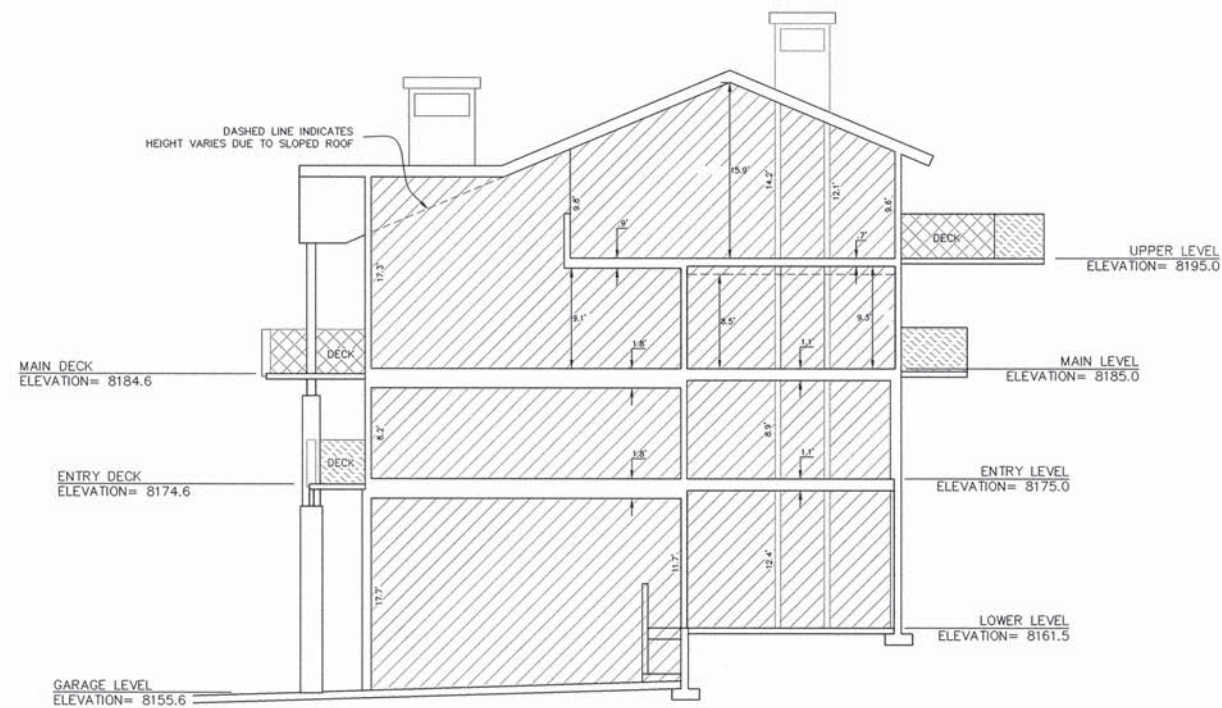
UNIT 35

UNIT 35	SQUARE FOOTAGE
GARAGE LEVEL	1369.30
ENTRY LEVEL	1341.00
MAIN LEVEL	1365.10
UPPER LEVEL	941.60
TOTAL	5017.00

NOTES:

1. INTERIOR DIMENSIONS SHOWN ARE TO FINISH SURFACES.
2. ALL STRUCTURAL ELEMENTS ARE DESIGNATED AS COMMON AREAS.
3. ALL PHYSICAL FEATURES AND IMPROVEMENTS NOT SHOWN ARE DESIGNATED AS COMMON AREA.
4. REFER TO DECLARATION OF CONDOMINIUM FOR COMPLETE DESCRIPTION OF OWNERSHIP.
5. BENCHMARK: SEE SHEET 1 OF 5 FOR LOCATION AND ELEVATION.

OWNERSHIP DESIGNATIONS	
	"PRIVATE OWNERSHIP AREA A"
	COMMON OWNERSHIP
	LIMITED COMMON OWNERSHIP
	"PRIVATE OWNERSHIP AREA B"



SECTION A

NOTES:

1. This Amended Record of Survey Map is an Amendment of sheets 2, 3, 4, and 5 of the Stag Lodge Phase II Condominium, recorded January 17, 1989, as Entry #303348 in the Summit County Recorders Office. Sheet 1 of the Stag Lodge Phase II Condominium as recorded January 17, 1989, shall remain intact.
2. All other conditions of approval of the Stag Lodge Condominium project continue to apply.
3. Recorded concurrently herewith an Amendment to the Condominium Declaration for Stag Lodge. This Amended Record of Survey Map has been prepared in connection with said Amended Declaration which provides for, but not limited to, the following:

"Private Ownership Area A" means and refers to all of the previously existing privately owned property as shown on the original Map or Maps, property privately owned prior to the Private Ownership Area B Effective Date.

"Private Ownership Area B" means and refers to the property changed from Common Area or Limited Common Area to private ownership which, hereafter, shall for all purposes be considered part of each Unit, as shown on this Amended Map, including by way of illustration but not limitation private ownership, taxes, assessments, insurance, liability, maintenance, repair and replacement. Private Ownership Area B cannot be used to create a lockout unit or additional bedrooms.
4. The dimensions of the private spaces and square footage calculations are based on the Record of Survey Map of Stag Lodge Condominium (see Note 1), and on measurements in the field. Minor variations may occur. It is the intent that the private ownership area of the units will be as constructed.

FIRST AMENDED RECORD OF SURVEY MAP STAG LODGE PHASE II

A UTAH CONDOMINIUM PROJECT
LOCATED IN SECTION 22
TOWNSHIP 2 SOUTH, RANGE 4 EAST
S.L.B. & M.
PARK CITY, SUMMIT COUNTY, UTAH

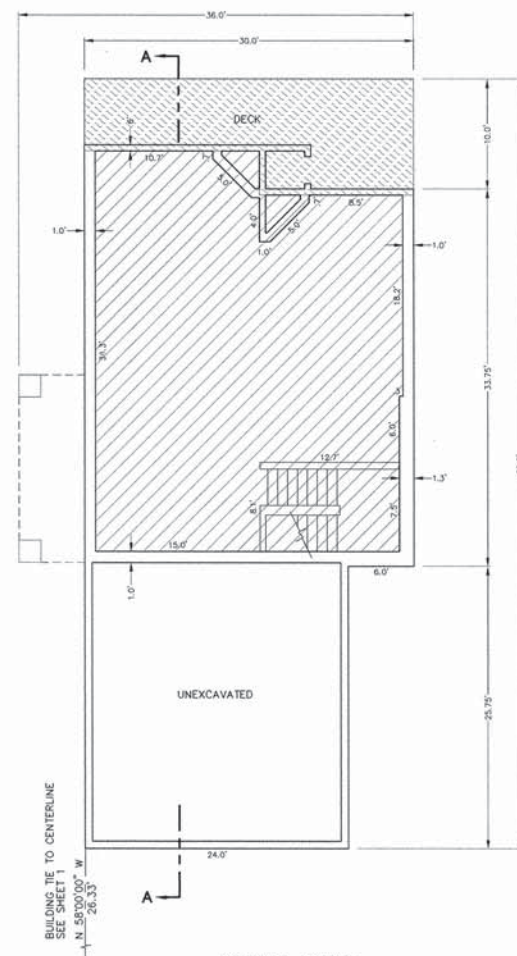


PAGE 4 of 5

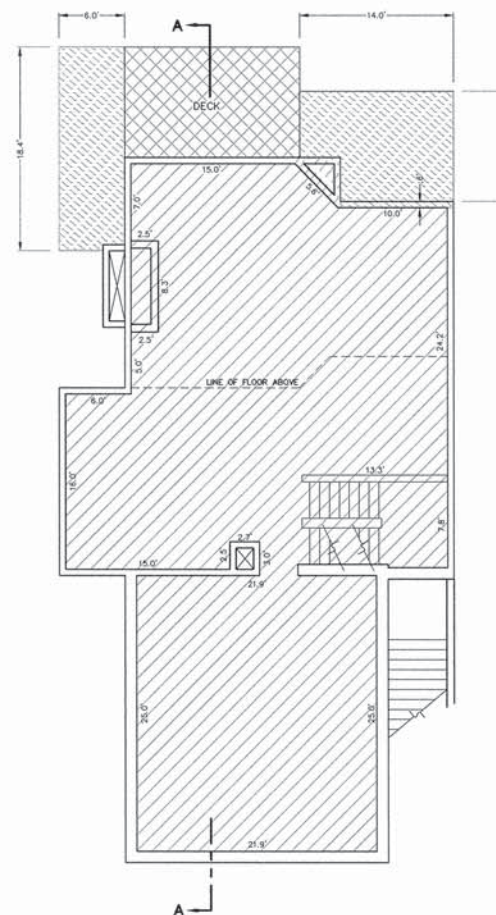
645060 RECORDED

STATE OF UTAH COUNTY OF SUMMIT AND FILED
AT THE REQUEST OF *High Country Title*
DATE *1-17-2013* TIME *2:03 PM* BOOK *20344* PAGE *4*

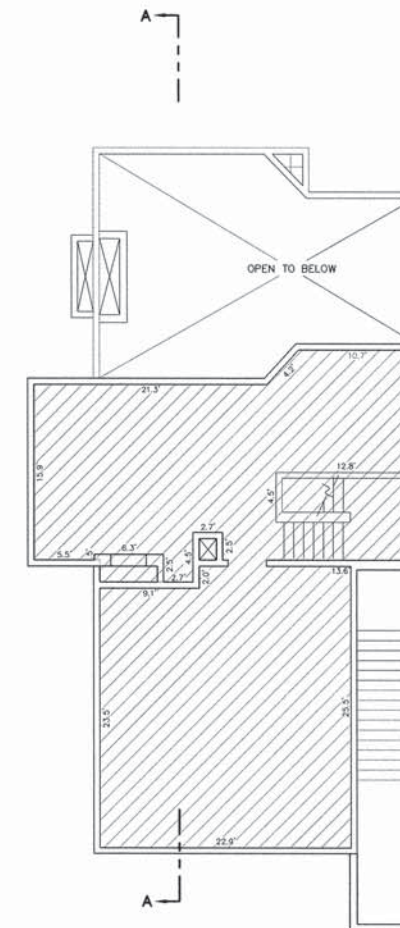
FEE *\$132.00* RECORDER *Alan S. Sanger*



LOWER LEVEL



MAIN LEVEL



UPPER LEVEL

OWNERSHIP DESIGNATIONS	
	"PRIVATE OWNERSHIP AREA A"
	COMMON OWNERSHIP
	LIMITED COMMON OWNERSHIP
	"PRIVATE OWNERSHIP AREA B"

UNIT 49

UNIT 49	SQUARE FOOTAGE
LOWER LEVEL	964.40
MAIN LEVEL	1775.89
UPPER LEVEL	1194.60
TOTAL	3934.89

NOTES:

- INTERIOR DIMENSIONS SHOWN ARE TO FINISH SURFACES.
- ALL STRUCTURAL ELEMENTS ARE DESIGNATED AS COMMON AREAS.
- ALL PHYSICAL FEATURES AND IMPROVEMENTS NOT SHOWN ARE DESIGNATED AS COMMON AREA.
- REFER TO DECLARATION OF CONDOMINIUM FOR COMPLETE DESCRIPTION OF OWNERSHIP.
- BENCHMARK: SEE SHEET 1 OF 5 FOR LOCATION AND ELEVATION.

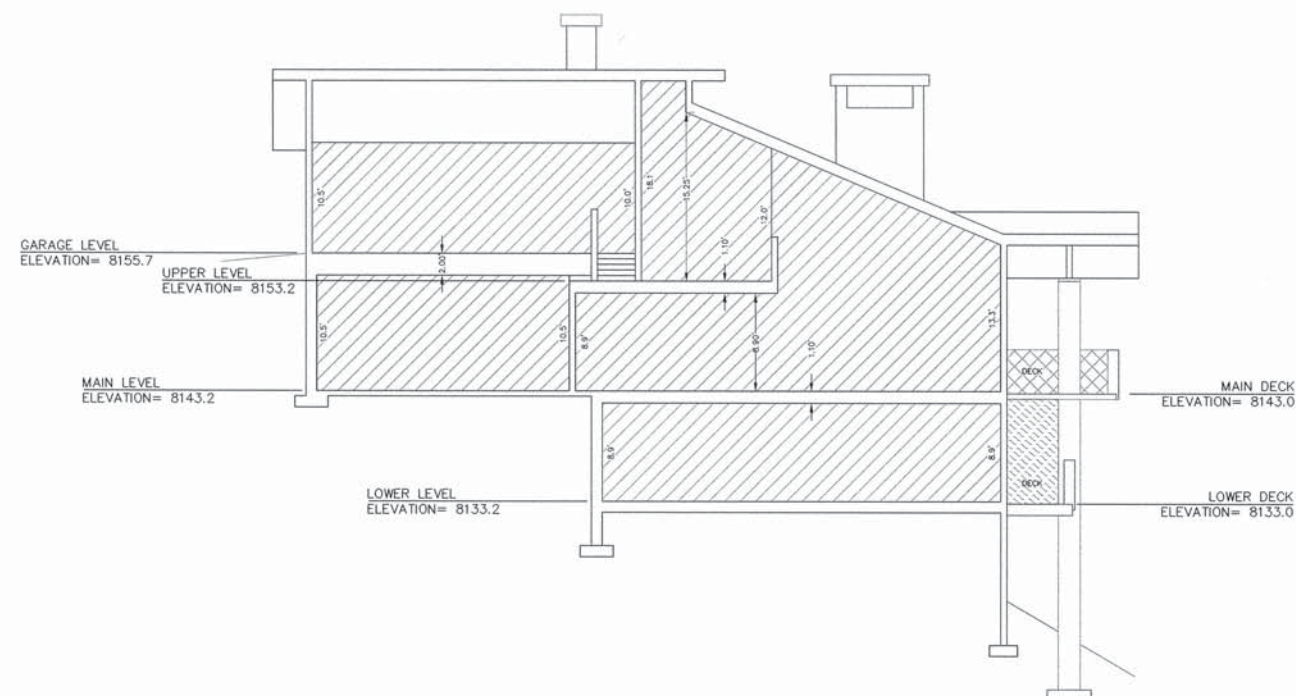
NOTES:

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"Private Ownership Area B" means and refers to the property changed from Common Area or Limited Common Area to private ownership which, hereafter, shall for all purposes be considered part of each Unit, as shown on this Amended Map, including by way of illustration but not limitation private ownership, taxes, assessments, insurance, liability, maintenance, repair and replacement. Private Ownership Area B cannot be used to create a lockout unit or additional bedrooms.

- The dimensions of the private spaces and square footage calculations are based on the Record of Survey Map of Stag Lodge Condominium (see Note 1), and on measurements in the field. Minor variations may occur. It is the intent that the private ownership area of the units will be as constructed.



SECTION A

FIRST AMENDED
RECORD OF SURVEY MAP

STAG LODGE PHASE II

A UTAH CONDOMINIUM PROJECT
LOCATED IN SECTION 22
TOWNSHIP 2 SOUTH, RANGE 4 EAST
S.L.B. & M.
PARK CITY, SUMMIT COUNTY, UTAH



PAGE 5 of 5

II 645060 RECORDED

STATE OF UTAH COUNTY OF SUMMIT AND FILED
AT THE REQUEST OF *High Country Title*
DATE *1-17-2023* TIME *2:03 PM* BOOK *---* PAGE *---*

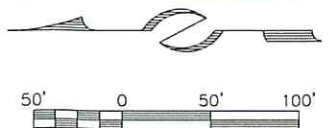
\$132.00 FEE *Alan J. Jorgensen* RECORDER



169

UNIT 49

RECEIVED
FEB 20 2018
PARK CITY
PLANNING DEPT.



Alliance Engineering Inc.
(435) 649-9467
CONSULTING ENGINEERS LAND PLANNERS SURVEYORS
323 Main Street P.O. Box 2664 Park City, Utah 84060-2664

STAFF:
RYAN BETZ
MARSHALL KING
DATE: 1/18/18

AERIAL PHOTOGRAPH
STAG LODGE PHASE II
UNIT 49
FOR: CRAIG WEAKLEY
JOB NO.: 12-11-17
FILE: X:\SilverLakeVillage\dwg\Exhibits\Stag 49-ortho.dwg

SHEET
1
OF
1

Exhibit G - Site Photographs

027



Stag Lodge Phase II Unit 49 - looking northerly





Stag Lodge Phase II Unit 49 - looking southeasterly





Stag Lodge Phase II Unit 49 - looking easterly





Stag Lodge Phase II Unit 49 - looking southerly



Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Kirsten Whetstone

Submitting Department: Planning

Item Type: Continuation

Agenda Section: NEW BUSINESS

Subject:

Consideration to Continue an Ordinance Approving the Twisted Branch Road Subdivision Plat Located at Guardsman Pass and Twisted Branch Roads within the Flagstaff Annexation Area

(A) Public Hearing (B) Continue to May 31, 2018

Suggested Action:

Staff requests the City Council conduct a public hearing and continue this item to May 31st to allow additional time for Planning Commission review and recommendation.

This is a request for a final subdivision plat to create platted lots of record for 1) an on-mountain “Beano’s” style restaurant as described in the amended Flagstaff Development Agreement, 2) a City water tank and public trailhead parking, and 3) a small warming shelter (less than 800 square feet in area). The plat will also plat access right-of-way for existing private Twisted Branch Road and create parcels for Deer Valley Resort (ski runs, trails, bridges, snowmaking, access, etc.), open space, and Guardsman Pass Road, including platting the public right-of-way (ROW) for Guardsman Pass Road. Twisted Branch Road will remain a private road. No residential development density is proposed or assigned to any of the proposed lots or parcels.

Attachments:

[Twisted Branch Road Subdivision Staff Report](#)



City Council Staff Report

Application: PL-17-03664
Subject: Twisted Branch Road Subdivision
Author: Kirsten Whetstone, MS, AICP, Senior Planner
Date: May 3, 2018
Type of Item: Continuation

Summary Recommendations

Staff recommends City Council conducts a public hearing and continues this item to May 31, 2018.

Description

Owner: REDUS Park City LLC and Park City Municipal Corp
Applicant: Michael Demkowics - Alliance Engineering
Location: Guardsman Pass and Twisted Branch Roads and metes and bounds property between them within the Flagstaff Annexation area
Zoning: Residential Development (RD-MPD) and Recreation Open Space (ROS), subject to the Flagstaff Annexation and Development Agreement
Adjacent Land Uses: Deer Valley Resort, Guardsman Pass Road, B2 East Subdivision (undeveloped residential), Red Cloud Subdivision (residential lots) and open space areas and trails.

Executive Summary

This is a request for a final subdivision plat to create platted lots of record for 1) an on-mountain "Beano's" style restaurant as described in the amended Flagstaff Development Agreement, 2) a City water tank and public trailhead parking, and 3) a small warming shelter (less than 800 square feet in area). The plat will also plat access right-of-way for existing private Twisted Branch Road and create parcels for Deer Valley Resort (ski runs, trails, bridges, snowmaking, access, etc.), open space, and Guardsman Pass Road, including platting the public right-of-way (ROW) for Guardsman Pass Road. Twisted Branch Road will remain a private road. No residential development density is proposed or assigned to any of the proposed lots or parcels.

Acronyms

RD-MPD Residential Development District subject to a Master Planned Development
ROS Recreational Open Space District
ROW Right-of-Way

Recommendation

Staff requests additional time for Planning Commission review and recommendation on May 9th. Staff requests continuation to May 31st.

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Jenny Diersen

Submitting Department: Sustainability

Item Type: Staff Report

Agenda Section: NEW BUSINESS

Subject:

Consideration to Continue a Proposed New Location for the Big Stars Bright Nights Concert Series

(A) Public Input (B) Continue to a Date Uncertain

Suggested Action:

City Council should hold a public hearing, review significant changes to the Level 3 Big Stars Bright Nights Concert Series and provide preliminary direction on the proposed venue, number of concerts, potential conflicts and City Services Fee Reduction Estimate, and continue consideration for a approval to a date uncertain.

Attachments:

[Big Stars Bright Nights Staff Report](#)

[Exhibit A Big Stars Bright Nights Special Event Application and Site Map](#)

[Exhibit B Big Stars Bright Nights Preliminary Analysis](#)



City Council Staff Report

Subject: Big Stars Bright Nights Concert Series –Venue, Proposed Dates & Fees

Author: Jenny Diersen, Special Events Manager

Department: Special Events

Date: May 3, 2018

Type of Item: Administrative

Summary Recommendation

Staff recommends City Council hold a public hearing and take public input, review significant changes to the Level 3 Big Stars Bright Nights Concert Series, and provide preliminary direction on the proposed venue location at Quinn's Sports Complex, number of concerts, the possibility of conflict/exceeding event threshold on certain proposed event dates and potential City Service Fee Reduction, estimated at \$36,000. Based on Council's direction and further review of the Special Event Application as per section 4A of the code, staff will return at a subsequent meeting for action.

Executive Summary

The City gave preliminary consent to Park City Institute to proceed with a Special Event Application for the 2018 Big Stars Bright Nights Concert Series, contingent on public process and evaluation of the application as per section [4A](#) of the code. Council should take public input regarding this item and give direction regarding the following:

- Use of Proposed Venue – Quinn's Junction Sports Complex
- Potential Date Conflicts – July 13, August 10 & 11
- City Service Fee Reduction Estimate - \$36,000

The event will cause impacts with regards to transportation, accessibility, environmental sustainability, community engagement and increased costs to the City. Staff will return at a subsequent meeting regarding approval/denial after further evaluation.

Acronyms

PCI	Park City Institute
PCMC	Park City Municipal Corporation
SEAC	Special Event Advisory Committee

The Problem and the Opportunity

Park City Institute (PCI) has held the Big Stars Bright Nights concert series for the past 14 years. The event supports the community through PCI's [mission](#) including providing educational opportunities to youth of Summit County and underserved constituents. PCI's programs support any community programs and support's Council's Top Priority of Arts and Culture.

Within the context of the balance of the event calendar and comfortable carrying capacity in town, and section [4A-2-5](#) of the municipal code, staff is concerned with

potentially exceeding comfortable threshold of events with three of the proposed dates due to venue availability, impact of total city services, likeness of event type, and impact on overall transportation system.

Transportation (parking availability, transit and traffic flow), accessibility to surrounding businesses and public facilities (Trails/Parks), Environmental Sustainability are among issues that need to be further coordinated/mitigated before returning to Council.

Background

Big Stars Bright Nights Concert Series has been permitted as a Level 3 Special Event for the last 14 years in Park City. Aside from localized and occasional street parking issues at Deer Valley (not unique to Big Stars) and improving/increasing bus service to the Transit Center for load in/out, there were no unresolved mitigation issues with the event's prior location. Staff fully expects responsive and professional cooperation with any conditional requirements at the newly proposed venue.

Analysis

Staff has been working with the applicant as several locations were explored regarding the venue, proposed dates and various logistics and operations. An analysis of the following areas can be found in Exhibit B.

- Venue Location - Quinn's Junction Sports Complex (One Year Agreement)
- Proposed Event Dates – Support and Conflict
 - While the July 13 date for the Grace Potter concert has been included in this application, PCI has discussed publically their interest in finding another outdoor site for this concert, where the City has a contract with Triple Crown Softball which utilizes the Quinn's venue on this date.
- Impact Mitigation & Preliminary Details - Parking, Transit, Accessibility, Noise, Lighting
- Fee Reduction – Estimated at \$36,000

Questions for Council:

- Does Council concur that there is a potential for exceeding event threshold on three dates (7/13, 8/10, 8/11) as described above or should staff begin to plan on additional transportation, parking and other logistical efforts to ensure we can mitigate any increased impacts. If so, there are likely to be additional cost to both the applicant and City. While this is unfortunate timing, all three of the conflicts are likely performances PCI would have scheduled around had they remained at DV.
- Is Council supportive of the use of the Quinn's venue and potential for up to 9 concerts with 2,500 people at the venue if impacts are sufficiently mitigated?
- While the Fee Reduction Request will go through the Special Event Fee Reduction Policy and Criteria, does Council have any preliminary input regarding fees?

Department Review

Special Events, Economic Development, Executive and Legal have reviewed this report. Budget, Transportation Planning, Parks, Recreation, Police/Emergency Management, are aware of the application, but have not had time to review this report. .

Community Engagement

Staff has had limited time to collect public feedback regarding this item as per the public process. Staff will report verbally regarding input from SEAC, as they are scheduled to hold a Special Meeting on Monday, April 30 from 2:30 to 4:30 p.m.

Staff is working to have preliminary discussions regarding the potential event with stakeholders, though they have not had time to conduct outreach in advance of this report. Stakeholders include Deer Valley, National Ability Center, United States Ski Association, People's Health Clinic, Intermountain Health Center, Mountain Trails Foundation, Utah Film Studio, and residents in Fairway Hills/Morning Sky/Silver Cloud neighborhoods and Park City Heights who will potentially experience noise impacts by the proposed event.

Funding Source

Any support for reduction in City Services would come from the General Fund and go through the [Special Event Fee Reduction Process as per code](#) and City Policy.

Attachments

- A Big Stars Bright Nights Special Event Application & Draft Site Map
- B Big Stars Bright Nights Preliminary Event Analysis



Print

Submit

Park City Municipal Corporation

Special Event Permit Application

Special Events Department
City Hall, Third Floor
445 Marsac Avenue
P.O. Box 1478
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 WOULD LIKE TO SCHEDULE A MEETING BEFORE SUBMITTING YOUR APPLICATION, PLEASE CONTACT:

Tommy Youngblood tommy_youngblood@parkcity.org	435.615.5187	Christopher Phinney Chris.phinney@parkcity.org	435.615.5194
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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: Big Stars Bright Nights Concerts

☐ FIRST TIME EVENT	☒ ANNUAL EVENT (this event has been going on for <u>15</u> years)
☒ ANNUAL EVENT (same as last year)	☒ ANNUAL EVENT (will have changes from last year)

NAME OF APPLICANT (FIRST & LAST): Jenny KnackTITLE / POSITION: Artist Liaison & Special EventsBUSINESS OR ORGANIZATION NAME: Park City Institute☒ BUSINESS/ORGANIZATION IS A REGISTERED NON-PROFIT ☐ PAPERWORK IS ATTACHEDMAILING ADDRESS OF BUSINESS OR ORGANIZATION: P.O. Box 1297CITY, STATE, ZIP: Park City UT 84060PHYSICAL ADDRESS OF BUSINESS OR ORGANIZATION: 1244 B. Ironhorse driveCITY, 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 1478
Park City, Utah 84060
specialevents@parkcity.org

PHONE (PRIMARY): 435-655-8252		PHONE (ALT):		EMAIL: jknaak@parkcity.institute	
BUSINESS OR ORGANIZATION WEBADDRESS: parkcityinstitute.org					
SOCIAL MEDIA LINKS: facebook - Park City Institute					
DAY OF EVENT PRIMARY CONTACT					
ONSITE DAY OF PRIMARY CONTACT NAME (FIRST AND LAST): jenny knaak					
ONSITE DAY OF PRIMARY CONTACT CELL PHONE: 435-640-4351					
ONSITE DAY OF PRIMARY CONTACT EMAIL: jknaak@parkcity.institute					
INFORMATION FOR EVENT PUBLIC INFORMATION					
WEB ADDRESS FOR PUBLIC EVENT INFORMATION: parkcity.institute					
PHONE NUMBER FOR PUBLIC EVENT INFORMATION: 435-655-3114					
EMAIL ADDRESS FOR PUBLIC EVENT INFORMATION: boxoffice@parkcity.institute					
OVERALL EVENT DESCRIPTION IS ATTACHED AS A SEPARATE DOCUMENT, WITH THE CONTINGENCY PLAN AND IS SUBMITTED WITH THIS APPLICATION.					
EVENT LEVEL DETERMINATION					
THE EVENT WILL INCLUDE THE FOLLOWING ACTIVITIES: (Check all that apply)					
Festival / Fair	Parade	Ski/Snowboard	Run	Walk	Trail Use
Culinary	Filming	Arts & Culture	Holiday Celebration	Recreation/Sporting	Other:
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	Residential Areas	Park City Limits	Multi-Jurisdictions	Amplified Sound	
THE TARGET MARKET FOR THIS EVENT IS: (Check all that apply)					
Youth / Families	Adults	Local	State-wide	Regional	National
International	Spectators	Participants	Other		
THIS EVENT WILL: (Check all that apply)					
Limit # of Participants	Free for Spectators	Free for Participants	Include Vendors or Sponsor Booths	Free and Open to the Public	
Limit # of Spectators	Charge admission for Spectators	Charge for Participants	Not Include Vendors or Sponsor Booths	Private Event	
EVENT DATE INFORMATION					
THIS EVENT WILL BE HELD: (Choose all that apply)					
EVENT DATE(S): 7/3, 7/13, 7/23, 8/5, 8/10, 8/11, 8/16, 8/24, 9/2					
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Sunday					
Weekly	Monthly	Series	One Day		
Number of Event Days: 9			Number of Consecutive Days:		
ONE DAY EVENT HOUR(S)					



Park City Municipal Corporation

Special Event Permit Application

Special Events Department
City Hall, Third Floor
445 Marsac Avenue
P.O. Box 1478
Park City, Utah 84060
specialevents@parkcity.org

		START:		END:	
		START:		END:	
REASON FOR CLOSURE:					
SIDEWALK:		PARTIAL CLOSURE		FULL CLOSURE	
SIDEWALK CLOSURE MAP ATTACHED				CLOSURE SIGN/ MARKING INFORMATION ATTACHED	
ADDRESS OF CLOSURE (FROM / TO)			TIMING OF CLOSURE:		
FROM:		TO:		START:	
FROM:		TO:		START:	
FROM:		TO:		START:	
FROM:		TO:		START:	
REASON FOR CLOSURE:					
TRAIL INFORMATION					
TRAIL COURSE MAP ATTACHED			COURSE SIGN/ MARKING INFORMATION ATTACHED		
NAMES OF TRAILS TO BE USED:					
PARADE INFORMATION					
PARADE ASSEMBLY AREA:			DISBANDING AREA:		
# PARADE ENTRIES		WALKING ONLY		VEHICLES / WALKING	
				VEHICLES ONLY	
				ANIMALS	
OTHER PARADE INFORMATION:					
CITY PARKING FACILITIES REQUEST					
GENERAL PARKING (Where will you be directing event attendees to park cars?)					
# PARKING SPACES NEEDED		AT HIGHEST POINT		EVENT PROVING TRANSPORTATION SERVICES	
		YES		NO	
MAIN STREET		CHINA BRIDGE		FLAGPOLE LOT	
SANDRIDGE LOT		PARK AVENUE		CITY PARK	
QUINNS LOT		RICHARDSON FLATS		ADA PARKING NEEDED	
				OTHER: <i>hbg</i>	
PARKING REMOVAL					
EVENT WILL NOT REQUIRE PARKING REMOVAL					
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:				BETWEEN:	



Park City Municipal Corporation

Special Event Permit Application

Special Events Department
City Hall, Third Floor
445 Marsac Avenue
P.O. Box 1478
Park City, Utah 84060
specialevents@parkcity.org

TIME- START/END:	REASON/ FOR WHO OR WHAT:
NAME OF AREA OR STREETS:	BETWEEN:
TIME- START/END:	REASON/ FOR WHO OR WHAT:
NAME OF AREA OR STREETS:	BETWEEN:
TIME- START/END:	REASON/ FOR WHO OR WHAT:
NAME OF AREA OR STREETS:	BETWEEN:
TIME- START/END:	REASON/ FOR WHO OR WHAT:

CITY PARKING FACILITIES REQUEST

WILL THE EVENT PROVIDE ALTERNATIVE TRANSPORTATION OPTIONS?

☒ BUS	☐ BIKE	☐ WALK	☐ OTHER:
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.			

TRANSPORTATION PROVIDER INFORMATION

COMPANY NAME:	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: *Busses through PCMC*

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 SOFTBALL FIELD	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:

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 STAGES	☐ TEMPORARY LIGHTING
☒	TENTS (10 X 10 or under)	HOW MANY?	<i>TBD</i>	TENTS (10 X10 or over)	<i>TBD</i> HOW MANY?
☒	TRAILER(S)	HOW MANY?	<i>TBD</i>	STRUCTURES OVER 6' TALL	PURPOSE:
☒	YES	NO	DOES EVENT HAVE ELECTRICAL NEEDS?		
☒	YES	NO	DOES EVENT REQUIRE USE OF GENERATORS? <i>TBD</i>		
☒	YES	NO	WILL YOU BE REQUESTING PERMITS FOR FIREWORKS?		
☒	YES	NO	WILL THE EVENT REQUIRE THE USE OF FLAMMABLE MATERIALS, FUELS OR GASSES?		

NAME SUCH MATERIALS:

WASTE MANAGEMENT & RECYCLING

THE EVENT WILL PROVIDE ITS OWN GARBAGE CANS AND WASTE MANAGEMENT.



Park City Municipal Corporation

Special Event Permit Application

Special Events Department
City Hall, Third Floor
445 Marsac Avenue
P.O. Box 1478
Park City, Utah 84060
specialevents@parkcity.org

☒	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.						
☒	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 IN ITS OWN RESTROOMS AND SANATARY STATIONS. (May be required by Summit County Health Department or Park City Building Department.)						
☒	ANIMALS WILL BE AT THE EVENT		IF YES, PLEASE DESCRIBE TYPE OF ANIMALS AND WASTE PLANS BELOW:				
☒	I HAVE INCLUDED THE PLACEMENT OF THE ANIMALS IN THE SITE MAP OR LINE UP IN THE CONTINGENCY PLAN.						
☒	DOGS WILL BE ALLOWED AT THE EVENT		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	tbd	
☒	I HAVE CONTACTED THE PARK CITY FINANCE DEPARTMENT REGARDING REQUIREMENTS FOR BEER & LIQUOR LICENSES.						
☒	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 AT 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: tbd							
TEMPORARY SIGNS							
☒	WILL THERE BE TEMPORARY SIGNS AT THE EVENT?		NO ☒	YES, I HAVE ATTACHED A SIGN PLAN DESCRIBING THE CONTENT, SIZE 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. tbd						
☒	THE EVENT WILL REQUIRE LAW ENFORCEMENT SERVICES BEYOND ROUTINE PERIODIC PATROL.						
☒	THE EVENT WILL NOT REQUIRE LAW ENFORCEMENT SERVICES BEYOND ROUTINE PERIODIC PATROL.						
MARKETING OF EVENT							



Park City Municipal Corporation

Special Event Permit Application

Special Events Department
City Hall, Third Floor
445 Marsac Avenue
P.O. Box 1478
Park City, Utah 84060
specialevents@parkcity.org

PROPER MARKING OF YOUR EVENT IS VITAL TO ITS SUCCESS. PLEASE CONTACT THE PARK CITY CHAMBER FOR ADDITIONAL INFORMATION AND ASSISTANCE. WWW.PARKCITYINFO.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? <u>Multi-generational music lovers</u>									
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 ADVERTISEMENTS INCLUDING MEDIA COVERAGE, NEWSPAPERS & MAGAZINES:									
MEDIA (RADIO / TV): <u>KPCW, KUER, 4-b9</u>									
NEWSPAPERS: <u>Park Record, Salt Lake Tribune, Q Salt Lake, Uinta County Herald</u>									
MAGAZINES: <u>BigLife, Mountain Express, 4-b9</u>									
OTHER:									
PLEASE SELECT RANGE OF MARKETING BUDGET:									
☐	\$100 OR UNDER	☐	\$100 TO \$500	☐	\$500 - \$1,000	☒	\$1000 TO \$2,500	☐	ABOVE \$2,500
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): <u>Jenny Knack</u>									
Signature: <u>Jenny Knack</u>							Date: <u>4/27/18</u>		

We look forward to working with City staff on these pop-up concerts. We know that there is much we don't know, regarding evacuation/contingency plans, transportation, power, temporary structures, etc.

This will be our 17th year presenting outdoor concerts – the first two years we did free concerts in City Park, and the third year we moved to Deer Valley, with free concerts and ticketed events. So although the venue will be new to us this year, the type of event is something we are quite familiar with.

Thanks for your help with this!

Exhibit A – DRAFT Big Stars Bright Nights Site Map



-  Potential concert Venue
-  City Property –Potential use for PCI Big Stars Bright Nights during events
-  Unavailable - City Parking Areas for Trails, Ice and Dog Park
-  Private Properties, any use requires permission – must maintain access

The Big Stars Bright Nights Concert Series is entering its 15th year. The event is organized by Park City Institute who is dedicated to bringing world class performances and new ideas to the community. The event helps support the community by providing innovative experiences that entertain, educate and illuminate.

The Big Stars Bright Nights Concerts have ticketed seating ranging in price from \$49 to \$89 per ticket. Revenues from the concert help fund the cost of school programs and experiences for local youth. Additionally, PCI provides many opportunities to those who are underserved to be able to attend shows and other year round programs.

Venue Location

PCI explored many potential locations for their event in both Park City and Summit County areas (both private and public).

- While working with the applicant, staff found that Quinn's Sports Complex was the best fit due to existing infrastructure (parking, proximity to highway and potential supplemental parking areas), and ability to mitigate impacts to residential neighborhoods.
- While the venue's existing infrastructure is the best potential location of areas explored, there is additional work and infrastructure needed to mitigate impacts to the area.
- The City acquired the property subject to use restrictions from the original owner and PCI has received one year consent from the Gilmour Trust to proceed forward with exploring the venue as their potential location.

As staff works to coordinate event logistics with PCI, there are a few items that are important to mention:

- The venue proposes challenges as it is not on an existing transit route. In order to approve the event, the applicant will be required to come up with a transportation plan (parking and transit) and will bear the burden of procuring such services and paying for such costs.
- While the Quinn's venue proposes potential solutions for Big Stars Bright Nights, there are challenges that staff is working to resolve regarding capacity and logistics at this venue. Existing venues with infrastructure (such as Deer Valley's Snow Park Amphitheatre, Eccles Theatre etc.) are able to accommodate impacts for such events (parking, transit, noise) as they have existing infrastructure.

Event Dates

Staff is preliminarily supportive of 6 of the proposed dates and currently finds no conflicts with existing events on the following days:

1. Tuesday, July 3 – No other events scheduled, may effect local play
2. Monday, July 23 – Beethoven Music Series at City Park, may effect local play
3. Sunday, August 5 – Park City Arts Festival
4. Thursday, August 16 – No other events – will effect coordination of pending application for Park City Baseball Tournament, may effect local play
5. Friday, August 24 – No other events, watch coordination with School District (first week back to school)

6. Sunday, September 2 – Park Silly Sunday Market

Staff is concerned with potentially exceeding comfortable threshold of events on three of the proposed dates due to venue availability, likeness of event type, and impact on overall transportation system including:

1. July 13 – Triple Crown Baseball Tournament, Deer Valley Music Festival, Sundance Summer Series Screening
 - o While the July 13 date for the Grace Potter concert has been included in this application, PCI has discussed publically their interest in finding another outdoor site for this concert, where the City has a contract with Triple Crown Softball which utilizes the Quinn's venue on this date.
2. August 10 – Deer Valley Music Festival
3. August 11 – Deer Valley Music Festival, Tiny Tri, Park City Trail Series, & Saturday Stage of Tour of Utah

Impact Mitigation/Details

- Events will be held at at the Quinn's Sport Complex, and will require all field play to end by a time to be determined. This would be a one year agreement, without ability to extend further approvals in this location. See exhibit A.
- Parking will not be allowed Park City Ice Arena, on the sides of roadways or the Park City Dog Park – these locations will be secured.
- Accessibility to public spaces including trails and surrounding businesses must be maintained.
- Maximum crowd size will be capped at 2,500 people – this includes staff, volunteers, and attendees.
- While obviously the concert approvals would involve a limited noise exception under applicable Municipal Code sections, noise and lighting for the event will regulated and mitigated. All music and must end no later than 10:00 p.m. Staff is coordinating set up and break down which may affect lighting and noise regulations.
- Any approval for the event venue is a one year agreement and cannot be extended at this location.

Fee Reduction Request

The Special Events Department has made a preliminary City Service Fee Reduction estimate of \$36,000 for services at the event (estimated with 9 concert dates).

- As staff works to coordinate and mitigate the impacts of the event, there may be additional fees incurred.
- It is important to note, that Transit Services cannot be paid for or waived by the City, as funds for Transit are tied to Federal Funds. PCI would take on the cost of providing such services.
- While this is an estimate of City Service Fees required for the event, it is important to note, that the request is 18% of the Special Event Fee Reduction Annual Threshold. It is likely that such a request will effect on other events that may be applying for Fee Reduction that meet the criteria of the application.

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Kirsten Whetstone

Submitting Department: Planning

Item Type: Staff Report

Agenda Section: NEW BUSINESS

Subject:

Consideration to Approve Ordinance No. 2018- 19, an Ordinance Approving the Park City Heights Phase 2 Subdivision Located off Calamity Road South off Richardson Flat Road and West of US Highway 40, Park City, Utah

(A) Public Hearing (B) Action

Suggested Action:

Staff recommends City Council conduct a public hearing and consider approving an Ordinance for the Park City Heights Phase 2 Subdivision plat for 39 single family lots subject to the Park City Heights Master Planned Development.

Attachments:

[Park City Heights Phase 2 Staff Report and Ordinance](#)

[Park City Heights Phase 2 Exhibits](#)

City Council Staff Report



PLANNING DEPARTMENT

Subject: Park City Heights Phase 2
Subdivision plat
Author: Kirsten Whetstone, MS, AICP
Date: May 3, 2018
Type of Item: Legislative- Subdivision plat
Project #: PL-17- 03552

Summary Recommendation

Staff recommends the City Council conduct a public hearing for the Park City Heights Phase 2 Subdivision plat and consider approving the plat pursuant to the findings of fact, conclusions of law, and conditions of approval as outlined in the Ordinance.

Topic

Applicant: Ivory Development LLC, owner
Applicant representative: Brad Mackay with Ivory Development LLC
Location: 3900 Calamity Lane (Located south of Richardson Flat Road and west of US Highway 40)
Zoning: Community Transition (CT), subject to the Park City Heights Master Planned Development (MPD)
Adjacent Land Uses: Single family homes and lots of Park City Heights Phase 1, Open Space, and future Park City Heights phases.

Disclosure: The City retains a security interest as the holder of a Trust Deed in conjunction with a prior transaction regarding the property. However, the City is not an applicant and does not have any current ownership in the property.

Executive Summary

This is a request for approval of a final subdivision plat application (**Attachment A**) for Phase 2 of the Park City Heights MPD and Subdivision, pursuant to the November 6, 2013, approved Park City Heights amended preliminary plat for 239 residential lots (**Attachment B**). This second phase consists of thirty-nine (39) single family lots ranging in area from 12,596 to 27,752 square feet and one 105.91 acre open space parcel (Parcel D), located south and west of Park City Heights Subdivision Phase 1.

Also included with this application is a request to revise the overall phasing plan (**Attachment C**). Phase 2 includes construction of the extension of Calamity Lane and two short cul-de-sacs. The applicants are required to construct a water tank this summer and plan to access the site from the extension of Calamity Lane. Phase 2 is a logical extension of Phase 1. Street and utility designs have been reviewed by the City Engineer, Water Department, and Snyderville Water Reclamation District. As conditioned, Parcel D will include easements for public trails and utilities. A 40' wide access easement is provided for the landlocked Byers parcel (PCA-89) consistent with

the preliminary plat.

Phase 1 consisted of 28 Townhouse lots, 35 Park Home lots, and 40 Cottage/Homestead lots (**Attachment D**). All 28 Townhouses, all 35 Park Homes and 5 of the Cottage homes are designated as affordable/attainable deed restricted units for a total of 68 affordable units and 35 market units. Currently eight Townhouses, six Park Homes and eight market rate Cottage Homes are complete and have certificates of occupancy. An additional six Park Homes and nine market rate Cottage Homes are under construction. In the past month permit applications were submitted for an additional eight Townhouses and six Park Homes, for construction this summer.

Lot and street layout is consistent with the amended Park City Heights MPD and the approved revised preliminary subdivision plat. Conditions of approval of the amended Park City Heights MPD Development Agreement (Agreement) ([Attachment E](#)), as well as Park City Heights Annexation Agreement (Annexation Agreement) ([Attachment F](#)) continue to apply. See **Attachments H and I** for an aerial photo and photographs of the site.

House size restrictions are proposed for all Homestead lots within the Park City Heights MPD, per the Agreement. Based on corresponding lot numbers from the approved preliminary plat and review of the topography and street layout, staff recommends the following maximum house sizes (where maximum house size means maximum Residential Floor Area as defined by the LMC):

4,500 square feet for Lots 201 to 205
5,000 square feet for Lots 206 to 211 and Lots 236 to 239
6,000 square feet for Lots 212 to 235

Additionally, the Agreement requires a Conditional Use Permit (CUP) (with review of a visual analysis) for any house with a proposed maximum height greater than 28 feet (from top of the ridge/roof to existing grade) located on western perimeter Lots 205, 206, 214, and 215 (preliminary plat Lots 66, 67, 76 and 77). Staff recommends as a condition of approval that the CUP applications shall include a visual analysis of the proposed house from the intersection of State Highway 248 and Richardson Flat Road, from the intersections of Richardson Flat Road with Ledger Way and/or Piper Way, whichever location provides the best view of the lot, and from the Rail Trail crossing of Richardson Flat Road.

Acronyms

CT	Community Transition District
CUP	Conditional Use Permit
DG	Park City Heights Design Guidelines
LMC	Land Management Code
MPD	Master Planned Development
PCMC	Park City Municipal Corporation
ROW	Right-of-way
SBWRD	Snyderville Basin Water Reclamation District

Background

May 27, 2010 - The property was annexed into Park City with the Park City Heights Annexation and zoned CT-MPD.

May 11, 2011 - Park City Planning Commission approved the Park City Heights MPD for a mixed residential development consisting of 160 market rate units and 79 affordable units for a total of 239 units on 239 acres.

June 22, 2011 - Planning Commission approved a preliminary subdivision plat for the Park City Heights MPD.

November 17, 2011 - City Council approved the original Park City Heights Phase 1 subdivision plat.

November of 2012- Ivory Development took ownership of the property.

January 24, 2013 - City Council approved an extension of the Phase 1 plat to allow the applicant additional time to resolve issues regarding historic mine soils.

November 6, 2013 - Planning Commission approved an amended MPD and an amended overall preliminary subdivision plat for the entire Park City Heights Development to address relocation of lots, streets, and parcels due to mine soils mitigation and a Voluntary Clean-up plan approved by the State.

February 26, 2014 - Amended Development Agreement for the Park City Heights MPD was ratified by the Planning Commission to include terms, requirements, and restrictions of the development, per the November 6, 2013 amended MPD, and includes all conditions of approval of the amended MPD.

February 27, 2014 - City Council approved the amended Park City Heights Subdivision Phase 1 plat.

November 4, 2014 – Amended Phase 1 plat was recorded at Summit County.

March 8, 2017 – Planning Commission approved amendments to the Design Guidelines that were subsequently recorded at Summit County as an amendment to the Development Agreement.

May 2, 2017 - City Planning Department received an application for a final subdivision plat for 16 single family lots as Park City Heights Phase 2. The application was deemed complete on May 24, 2017. Additional information was requested specific to MPD compliance regarding house size restrictions and utility plan details.

January 19, 2018 - revised submittal was received, requesting 39 single family lots and extending Calamity Lane to the end of the cul-de-sac in order to facilitate construction of a required water tank.

February 2, 2018 - revised submittal was considered complete.

February 28, 2018 – Planning Commission conducted a public hearing and reviewed the application at a work session. The Commission discussed the amended phasing plan; maximum house sizes (e.g. maximum residential floor area consistent with the LMC definitions); plat conditions requiring CUP review and visual analysis requirements for Lots 205, 206, 214 and 215, consistent with the Park City Heights Agreement; and draft conditions of approval. No public input was received and the item was continued to March 28th.

March 28, 2018 – Planning Commission conducted a public hearing and unanimously forwarded a positive recommendation to City Council (**Attachment L**- Minutes of the [February 28th](#) and [March 28th meetings](#)). No public input was received.

Alternatives

- City Council may approve the Park City Heights Phase 2 subdivision plat as conditioned or amended, this is the recommended alternative.
- City Council may deny the Park City Heights Phase 2 subdivision plat and direct staff to make Findings for this decision.
- City Council may continue this item to a date certain and request additional information in order to take final action.

Significant Impacts

There are no significant negative fiscal or environmental impacts resulting from this application that have not been sufficiently mitigated with revisions, plat notes, conditions of approvals, and adherence to the approved, amended MPD and Park City Heights Design Guidelines. Portions of this phase were included in the voluntary soil remediation work that removed vegetation and soils for certification that the clean-up was complete. An on-site soil repository for these soils was created at the Park City Heights site within Phase 1. The site has been rough graded and seeded as a result of the soil cleanup work.

Consequences of not taking the Suggested Recommendation

The property would remain as individual metes and bounds parcels and separate lots of record would not be created for the approved Park City Heights MPD. Building permits could not be issued for construction of dwelling units unless lots are platted.

Analysis

Subdivision Plat

Phase 2 consists of thirty-nine (39) single family Homestead lots ranging in area from 12,596 to 27,752 square feet and one 105.91 acre open space parcel (Parcel D), located south and west of Park City Heights Subdivision Phase 1. Phase 2 includes construction of the extension of Calamity Lane off of Ledger Way and two short cul-de-sacs. Street and utility designs were reviewed by the City Engineer and the Snyderville Basin Water Reclamation District (SBWRD). The site was previously rough graded during the voluntary clean up and mine soil mitigation.

Parcel D includes blanket easements for public trails, access and utilities. The lots, parcels, and street layout are consistent with the amended Park City Heights MPD and the preliminary subdivision plat. Dedication of public street right-of-way (ROW) and utility, snow storage, drainage, access and trails easements are also included. Final review of the plat by the City Engineer and Legal Department is a condition precedent to plat recordation.

Proposed lots are consistent with the Lot and Site Requirements of the Community Transition (CT) zone as further conditioned and allowed by the Park City Heights MPD and as stated in the approved and recorded Park City Heights Design Guidelines. No non-conforming conditions are created by the subdivision plat. Maximum houses sizes, setbacks, building height, and other site and lot restrictions consistent with the MPD and approved amended Park City Heights Design Guidelines will be noted on the plat prior to recordation.

Access to the development is from Richardson Flat Road a public city road that intersects with State Highway 248 and becomes a county road after it crosses US 40. Access to individual lots and parcels is from local public streets within the subdivision, including Ledger Way and Calamity Lane.

All streets and drives within the subdivision plat are public streets, with final dedication to the City required upon completion and acceptance of public improvements. The City will commence maintenance and snow removal once 50% of the units for this phase are complete with certificates of occupancy.

An existing 50' wide power line easement for PacifiCorp traverses parcels D. An additional 10' is being dedicated with this plat for a total width of 60' as requested by PacifiCorp to meet future anticipated utility easement needs.

Revised Phasing Plan

The applicant requests revisions to the overall phasing plan (**Attachment C**). Phasing approved with the preliminary plat (**Attachment B**) for Phase 2 included 46 lots south of Phase 1 consisting of a mix of Cottage Homes and Homestead Homes. This requested Phase 2 plat includes construction of the extension of Calamity Lane (off Existing Ledger Way) and two short cul-de-sacs and incorporates a portion of approved Phase 3 as well as Phases 5 and 6. The applicants are required to construct a water tank this summer and plan to access the site from an extension of Calamity Lane. Proposed Phase 2 is a logical extension of Phase 1.

Affordable Housing

An affordable housing mitigation plan was approved by the Park City Housing Authority (**Attachment K**) on July 17, 2014 and amended on December 15, 2017, to include a pricing per unit table (Attachment B to the December 2017 approval). The housing mitigation plan requires Ivory Homes to return to the Housing Authority by December of each year with a status report to include: the number of units built, sales prices,

projections for the following year, balance of obligation, and any requested adjustments to the plan.

The housing plan allows for adjustments to the phasing and sub-phasing as plats are filed, and the MPD includes a condition that prior to issuance of building permits for the last 10% of the market rate units (16 market rate units), 100% of the affordable units shall be complete and have certificates of occupancy issued.

As a condition of the Park City Heights MPD a total of 79 deed restricted affordable/attainable units are required. The Agreement states that all 28 Townhouse units and all 35 Park homes (all deed restricted) are located in Phase 1, along with 5 Cottage homes (attainable) (on designated lots- Lots 36, 39, 42, 54, and 75 (lot numbers related to the Phase 1 plat) and “affordable units for subsequent phases will be identified with the final subdivision plats for those phases”.

Phase 1 of the subdivision includes 68 affordable/attainable units (28 townhouses, 35 park homes and 5 cottage homes) and 35 market rate units. Proposed Phase 2 of the subdivision includes 39 market rate homestead units, Phase 3 includes 2 market rate homestead units, Phase 4 includes 43 market rate units and 3 attainable cottage homes, and Phase 5 includes 39 market rate units and 8 attainable cottage homes. The reason there are no affordable/attainable units in proposed Phase 2 is because all of these lots are Homestead lots, which were not designated as affordable units. See table below.

Current and proposed phasing of Market Rate and Affordable Units

Phase	Market rate lots (160)		Affordable deed restricted Townhouses (28)		Affordable/attainable detached (deed restricted) Park Homes (35)		Attainable (deed restricted) Cottages (16)		Total affordable current/ proposed	
	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed
1	36	35 (platted)	28	28	35	35	5	5	68	68
2	43	39	0	0	0	0	3	0	3	0
3	32	2	0	0	0	0	2	0	2	0
4	23	44	0	0	0	0	6	3	6	3
5	15	40	0	0	0	0	0	8	0	8
6	11	n/a	0	n/a	0	n/a	0	n/a	0	n/a
Total	160	160	28	28	35	35	16	16	79	79

The affordable housing plan indicates that the Project may be platted in phases and that each primary phase may include sub-phases as market conditions dictate and the phases may be adjusted. Staff recommends a condition of approval that prior to recordation of this plat the Park City Housing Authority shall review and update the Park City Heights Housing Mitigation Plan to reflect the revised subdivision phasing. The Park City Housing Authority conducts an annual review and status report in December. This review could occur earlier to reflect the amended phasing plan and any proposed changes to the annual unit completion schedule.

A total of six Park Homes and eight Townhouses were constructed and completed in 2016 and 2017, with an additional 6 Park Homes currently under construction and slated for completion in 2018. Permits for 8 additional Townhomes and 6 additional Park Homes were recently submitted for construction in 2018. Construction of one deed restricted Cottage Home will also begin this summer (2018). To date, 8 Market Rate homes have been completed and 9 additional Market Rate homes are under construction.

The MPD requires completion, with certificates of occupancy, of all 79 affordable/attainable units prior to issuance of building permits for the last 10% (16 units) of the Market homes. Sixty-eight (68) of the affordable/attainable units/lots were platted with the first phase plat. Given this, and that the proposed final phase consists of 40 market rate lots and 8 attainable lots, staff finds the revised phasing plan does not preclude delivery of units as described in the affordable housing mitigation plan or as conditioned by the MPD. The applicant is on schedule to provide annual affordable housing units according to the housing plan. Currently, a total of 14 of the 35 affordable permits and 8 of the 18 market rate permits have certificates of occupancy. Ivory is behind on delivery of affordable units for 2017 as the 6 Park Homes permitted in 2017 have not yet received certificates of occupancy.

Year of permit	Townhomes affordable	Park Homes Affordable/attainable	Cottage-attainable	Cottage-market	Homestead-all market
2016	4 (COs)	6 (COs)	0	1 (CO in 2017)	0
2017	4 (COs)	6 (COs anticipated in 2018)	0	7 (COs in 2017/2018)	0
2018	8 (permits not issued yet, COs anticipated in 2018)	6 (permits issued, COs anticipated 2018/2019)	1 (permit not issued yet, CO anticipated 2018)	9 (permits issued, COs anticipated 2018/2019)	1 (permit just issued, CO anticipated 2018)
2019	4 - planned	6 - planned	1- planned	Not known	Not known
Totals with CO	8	6	0	8	0

Land Management Code review

The subdivision is located in the Community Transition (CT) District. The subdivision plat is subject to the following LMC criteria as well as the amended Park City Heights MPD conditions and Park City Height Design Guidelines ([Attachment J](#)):

CT Zone	Per CT and MPD	Proposed (with plat notes)
Height	28' (+5' for pitched roof)	28' (+5' for pitched roof). Lots 205, 206, 214 and 215 limited to 28' maximum without approval of a CUP and visual analysis. Consistent with MPD.
Density	1 unit per acre (MPD approved 239 units on 239 acres)	39 single family units and 1 Open Space parcel for Phase 2. Consistent with MPD. Total area of Phase 2 is 127.42

		acres. Consistent with MPD.
Lot Size	No minimum lot size	Homestead lots range in area from 12,596 to 27,752 sf. Consistent with MPD
Front setback	Per MPD and Design Guidelines (DG).	Minimum of 20' to house, 30' to front garage, 15' to porches and single story bays (LMC exceptions apply). Consistent with DG.
Rear setback	Per MPD and Design Guidelines (DG)	Minimum of 25' (LMC exceptions apply). Consistent with DG.
Side setbacks	Per MPD and Design Guidelines (DG)	Minimum of 6', minimum combined side setbacks of 16'. Corner lot side minimum of 15' to house, 25' to front facing garage, and 10' to porches (LMC exceptions apply). Consistent with DG
Parking	2 spaces per dwelling unit	2 spaces per dwelling unit. Consistent with LMC.
Maximum house size	No maximum required in LMC.	4,500 sf for Lots 201 to 205 5,000 sf for Lots 206 to 211 and Lots 236 to 239 6,000 sf for Lots 212 to 235 Consistent with MPD.

General Subdivision Requirements

- (A) **Subdivision Name-** The proposed subdivision name does not duplicate or closely approximate the name of another Subdivision in the area. The streets have unique names.
- (B) **Monuments-** All survey monumentation as required by the LMC is required to be completed prior to acceptance of public improvements.
- (C) **Limits of Disturbance-** A grading and limits of disturbance plan for construction of the streets and utilities was submitted with the plat to identify limits of disturbance for construction of streets and utilities, with conditions related to re-vegetation of disturbed areas per the Park City Heights MPD for this phase. Limits of Disturbance plans are required for each individual building permit.
- (D) **Ridgeline Development-** Lots 205, 206, 214 and 215 (identified as Lots 66, 67, 76, and 77 on the preliminary plat) are identified as Lots located on a minor ridge along the western perimeter. The amended MPD requires that these lots be reviewed at the time of final plat to determine whether a Conditional Use Permit should be required for houses with a building height of greater than 28' from existing grade. Staff recommends a condition of approval that construction on Lots 205, 206, 214 and 215 requires a Conditional Use Permit if proposed building height exceeds 28 feet from existing grade. A visual analysis, as viewed from the intersection of State Highway 248 and Richardson Flat Road and from

the intersection of Richardson Flat Road and Ledger Way, shall be submitted with the Conditional Use Permit applications for these lots.

- (E) Open Space-** Open space parcel D is designated consistent with conditions of the Park City Heights MPD.
- (F) Roads and Utility Lines-** All roads will be designated as public streets. Easements are provided for public utilities. Final approval of the utility plans is subject to approval of this plat and per final review by the City Engineer and other utility providers. Off-site utility improvements may require additional off-site easements that will need to be dedicated prior to commencing construction of said utilities. All utilities will be designed to minimize disturbance of existing vegetation. Re-vegetation and/or remediation of disturbed areas are conditions of final utility installation acceptance.
- (G) Drainage Ways-** Existing drainage areas and ways will be incorporated into the storm water management system and open space parcels to the greatest extent possible, per the Park City Heights storm water management plan. Final design of the storm water management system for this phase is subject to approval by the City Engineer.
- (H) Soils Conditions-** As required by the Park City Heights MPD, and due to the potential for areas of expansive soils within this subdivision, a soils conditions report shall be submitted prior to issuance of any building permits for structures, utilities, and roads, and shall be reviewed by the City Engineer and Building Official prior to issuance of an excavation permit for any construction.
Mine Soils - The approved Voluntary Cleanup plan for historic mine waste soils is complete.
- (I) Trails and Sidewalks-** Trails and sidewalks are consistent with the Park City Heights MPD. Sidewalks are proposed within public right of way areas. HOA open space areas shall include trail easements or shall state that blanket trail easements are dedicated for public trails within HOA open space parcels. Trails within dedicated open space parcels can be constructed without specific easements. Off-site trails crossing other property shall be placed in easements prior to construction. The exact location of trails within Parcel D will be approved by the City prior to construction and once constructed will assume to be within a 10' public trail easement.
- (J) Limits of Disturbance/Building Pad locations-** The location of houses for this phase is stipulated by adherence to minimum building setbacks and limit of disturbance conditions, as further identified in the Park City Heights Design Guidelines.
- (K) Top Soil Preservation and Final Grading-** Staff recommends a condition of approval that all applicable requirements of the LMC regarding top soil preservation and final grading be completed prior to issuance of a certificate of occupancy for each house. No portion of this phase is within the Park City Soils Ordinance boundary; however, areas of disturbance due to off-site utility improvements that do fall within the Park City Soils Ordinance boundary are required to adhere to all requirements of the Ordinance.
- (L) Architectural Standards-** Architecture is reviewed at the time of building permit issuance for compliance with the Park City Heights Design Guidelines.

(M) Water Bodies and Water Courses- There are no bodies of water that are incorporated into the lots so as to not burden the City with responsibility of the water body. The HOA is responsible for maintenance of open space and drainage areas that are not part of individual lots, including natural drainage areas. Detention areas that are part of the storm water management plan may have standing water at times. Maintenance of these areas is the responsibility of the HOA.

(N) Fire Sprinkling- There is a plat note requiring all construction to comply with the International Building Code requirements for fire sprinklers.

General Lot Design Requirements

Staff has reviewed the proposed plat for compliance with the General Lot Design Requirements per LMC 15-7.3-3 as follows:

(A) Lot Arrangement- there are no foreseeable difficulties, for reasons of topography or other conditions, in securing building permits to build on these lots in compliance with the IBC, the LMC, and in providing reasonable Driveway access.

(B) Building Sites- proposed building sites are designed to minimize disturbance of existing vegetation in areas not already disturbed by grading required to remediate mine soils.

(C) Square footage- maximum house sizes are recommended as a plat note per the amended Park City Heights MPD and Design Guidelines.

(D) Lot Dimensions- proposed lot dimensions take into consideration additional width for corner lots, depth and width of lots for non-residential purposes, and areas for parking.

(E) Double Frontage Lots and access to Lots- Lots fronting on two streets is avoided, with the exception of corner lots.

(F) Lot Drainage- Lots are laid out to provide positive drainage away from all Buildings. Individual lot grading and drainage shall be included with each building permit.

(G) Landscaping- Prior to issuance of a building permit for each lot a landscape plan is required to be submitted and reviewed by the Staff for compliance with the LMC and Design Guidelines. Any disturbed HOA open space areas shall be re-vegetated and/or landscaped per the MPD and Design Guidelines.

(H) Limits of Disturbance/Vegetation protection- Prior to issuance of a building permit for each lot a landscape plan showing limits of disturbance and vegetation protection is required to be submitted and reviewed by the Staff for compliance with the LMC and conditions of the MPD.

(I) Re-vegetation, seed, and sod- All disturbed areas will be re-vegetated, seeded, and/or sodded prior to issuance of a certificate of occupancy per the LMC.

(J) Debris and Waste- Debris and waste are required to be removed per the LMC prior to issuance of a certificate of occupancy. This is a condition of building permitting. The Park City Heights MPD requires consolidation and recycling of construction waste and debris to be identified on the Construction Mitigation Plan prior to issuance of a building permit.

(K) Fencing- Fencing of hazardous conditions may be required by the Chief Building

Official. Fences will be constructed according to standards of the LMC and conditions of approval of the Park City Heights MPD.

Road Requirements and Design

Staff has reviewed the proposed plat for compliance with the Road Requirements and Design per LMC 15-7.3-4 as follows:

(A) Layout requirements- Street layout for this phase complies with general layout requirements, including frontage on improved streets, relation to existing topography, block design, access to arterials and collectors, and dead-end roads.

(B) Road Names- Road names shall be sufficiently different in sound and spelling from other names in Summit County with final confirmation of street names to be provided by the City Engineer prior to plat recordation.

(C) Road Regulatory Signs- All required road and street signs will need to be approved by the City Engineer and Public Works prior to installation.

(D) Street Lighting- Installation of street lights shall be approved by the City Engineer and Planning Department prior to installation. No street lights are proposed.

(E) Reserve or Protection strip- No reserve or protection strips are proposed.

(F) Road Design Standards- The roads are in compliance with the street design and layout approved by the Planning Commission during approval of the Park City Heights MPD and consistent with the LMC.

(G) Intersection Design Standards- The streets are laid out in compliance with intersection standards of the LMC.

(H) Bridges- No bridges are proposed.

(I) Road Dedications and Reservations- No new perimeter half-streets are proposed. No new frontage roads are proposed with this phase. No new dedication for widening existing roadways is required.

Staff finds that this subdivision complies with the Land Management Code regarding final subdivision plats, including CT District requirements, general subdivision requirements, and lot and street design standards and requirements.

General subdivision requirements related to 1) drainage and storm water; 2) water facilities; 3) sidewalks and trails; 4) utilities such as gas, electric, power, telephone, cable, etc.; 5) public uses, such as parks and playgrounds; and 6) preservation of natural amenities and features were also been by the Master Planned Development as required by the Land Management Code. Utility, grading, and site work (streets) plans were submitted with the plat for review and coordination by the City and service providers ([Attachment G1](#) and [Attachment G2](#)).

Sanitary sewer facilities are required to be installed in a manner prescribed by the Snyderville Basin Water Reclamation District (SBWRD). The applicants have met with the SBWRD officials to review the plat and utility plans for compliance with these requirements. Final approval of the sewer facilities and a signature on the plat from SBWRD is required prior to final plat recordation.

A construction mitigation plan (CMP) is required to be submitted and approved by the

City prior to building permit issuance as well as for construction of public infrastructure. Staff recommends a condition of approval that the CMP shall address construction access, parking, allowed hours of work, temporary lighting, construction signs, limits of disturbance, recycling and stockpiling of materials, re-vegetation of all disturbance areas, noise, dust, and other items listed on the standard CMP form required by the Building Department. The CMP shall address construction access to the second and future phases to mitigate impacts on existing City Streets and residents.

Good Cause

There is good cause for this subdivision in that it creates legal lots and parcels of record from metes and bounds described parcels; memorializes and expands utility easements and provides for new utility easements for orderly provision of utilities; provides a parcel to be dedicated as open space areas within and around the subdivision; dedicates trail easements and public streets; provides snow storage easements; provides an access easement for an adjacent landlocked parcel; and provides future development parcels for units consistent with the approved the Park City Heights Annexation Agreement and amended MPD.

Department Review

This application has been reviewed by the Development Review Committee, including other City Departments and utility and service providers. Identified concerns were addressed by revisions and notes on the plat and with conditions of approval as stated in the attached ordinance. Staff report has been reviewed by Planning, Engineering and Legal Departments

Notice

On February 14th and March 14th, 2018, the property was posted and notice was mailed to property owners within 300 feet according to requirements of the Land Management Code. On February 10th and March 14th, 2018, legal notice was published in the Park Record and on the Utah Public Notice website, according to requirements of LMC. On April 6th the property was reposted for the May 3rd Council meeting.

Public Input

Staff has not received specific input from adjacent property owners regarding this plat application at the time of this report.

Future Process

Approval or denial of this subdivision application by the City Council constitutes Final Action that may be appealed following the procedures found in LMC 1-18.

Recommendation

Staff recommends the City Council conduct a public hearing for the Park City Heights Phase 2 Subdivision plat and consider approving this plat pursuant to the findings of fact, conclusions of law, and conditions of approval as outlined in the attached Ordinance.

Attachments

Ordinance

Attachment A	Proposed Park City Heights Subdivision Phase 2 plat
Attachment B	Approved Amended Park City Heights Preliminary plat
Attachment C	Proposed revised overall phasing plan
Attachment D	Park City Heights Subdivision Phase One plat
Attachment E	Park City Heights MPD Development Agreement- link
Attachment F	Park City Heights Annexation Agreement - link
Attachment G1	Site and Utility plans - link
Attachment G2	Street Plans and details- link
Attachment H	Aerial photo
Attachment I	Photos of the site
Attachment J	Design Guidelines- link
Attachment K	Housing Mitigation Plan
Attachment L	Planning Commission minutes- Feb 28, 2018 (page 8) and March 28, 2018 (page 2)

Ordinance No. 2018- 19

**AN ORDINANCE APPROVING THE PARK CITY HEIGHTS PHASE 2 SUBDIVISION
LOCATED OFF CALAMITY ROAD SOUTH OF RICHARDSON FLAT ROAD AND
WEST OF US HIGHWAY 40, PARK CITY, UTAH.**

WHEREAS, the owners of the property known as Park City Heights Phase 2 located south of Richardson Flat Road, south and east of State Road 248 and west of US 40, have petitioned the City Council for approval of the Park City Heights Phase 2 final subdivision plat; and

WHEREAS, on February 14, 2018, the property was posted and mailed notice was sent to property owners within 300 feet, according to requirements of the Land Management Code; and

WHEREAS, on February 10, 2018, legal notice was posted in the Park Record and on the Utah Public Notice website, as well as the Park City website; and

WHEREAS, the Planning Commission held a public hearing on February 28, 2018, to receive input on the subdivision; and

WHEREAS, on March 14th and April 6th, 2018, the property was posted and on March 14th legal notice was posted in the Park Record and on the Utah Public Notice website; and

WHEREAS, the Planning Commission, held a public hearing on March 28, 2018 and forwarded a positive recommendation to City Council; and

WHEREAS, on May 3, 2018, City Council held a public hearing on the Park City Heights Phase 2 final subdivision plat; and

WHEREAS, there is good cause and it is in the best interest of Park City, Utah to approve the Park City Heights Phase 2 final subdivision plat.

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 Park City Heights Phase 2 final subdivision plat, as shown in Attachment 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 south of Richardson Flat Road, south and east of SR 248 and west of US Highway 40.

2. The property was annexed into Park City with the Park City Heights Annexation on May 27, 2010, and was zoned CT-MPD (Community Transition subject to the Park City Heights Master Planned Development).
3. On May 11, 2011, the Park City Planning Commission approved the Park City Heights MPD for a mixed residential development consisting of 160 market rate units and 79 affordable units on 239 acres.
4. On June 22, 2011, the Planning Commission reviewed and approved a preliminary subdivision plat as being consistent with the Park City Heights MPD.
5. On November 17, 2011, the City Council approved the original Park City Heights Phase 1 final subdivision plat.
6. On January 24, 2013 the City Council approved an extension of the Phase 1 plat to allow the applicant additional time to resolve issues regarding historic mine soils.
7. On November 6, 2013, the Planning Commission approved an amended Park City Heights MPD and preliminary plat to address relocation of lots and streets due to mine soils mitigation.
8. On February 27, 2014, the City Council approved a revised Park City Heights Phase 1 final subdivision plat that was subsequently recorded at Summit County on November 4, 2014.
9. On May 2, 2017, the City Planning Department received an application for a final subdivision plat for 16 single family lots as Park City Heights Phase 2. The application was deemed complete on May 24, 2017. Additional information was requested specific to MPD compliance regarding house size restrictions.
10. On January 19, 2018, the City Planning Department received a revised submittal requesting 39 single family lots and extending Calamity Lane to the end of the cul-de-sac in order to facilitate construction of a required water tank in 2018.
11. On February 2, 2018, the revised submittal for 39 lots was considered complete.
12. The property is restricted by the Land Management Code, the Park City Heights Annexation Agreement, and the Amended Park City Heights Master Planned Development Agreement and the Park City Heights Design Guidelines.
13. The lots are not within the Entry Corridor Protection Overlay zone (ECPO) and no portion of this plat is within the Park City Soils Ordinance boundary.
14. The proposed subdivision plat creates lots of record for 39 Homestead houses and dedicates public streets, utility, snow storage, drainage, access and trail easements.
15. The Homestead lots of this phase range in area from 12,596 to 27,752 square feet. Parcel D is also platted as a 105.91 acre open space parcel. The lots are consistent with the Lot and Site Requirements of the Community Transition (CT) District as conditioned by the Park City Heights MPD and Design Guidelines.
16. The applicant requests a revised overall phasing plan to include the extension of Calamity Lane within this second phase in order to construct the required water tank this summer. Access to the water tank requires the extension of Calamity Lane.
17. No non-conforming conditions are created by the subdivision.
18. An existing 50' wide power line easement for PacifiCorp traverses Parcel D. An additional 10' is being dedicated with this plat for a total width of 60' as requested by PacifiCorp to meet future anticipated utility easement needs.
19. The Park City Heights development is accessed from Richardson Flat Road, a public city road, and access to lots and parcels within the proposed subdivision is from

local public drives and streets. No lots or parcels access directly to Richardson Flat Road. All streets are public streets.

20. The subdivision complies with the Land Management Code regarding final subdivision plats, including CT zoning requirements, general subdivision requirements, and lot and street design standards and requirements.
21. General subdivision requirements related to 1) drainage and storm water; 2) water facilities; 3) sidewalks and trails; 4) utilities such as gas, electric, power, telephone, cable, etc.; 5) public uses, such as parks and playgrounds; and 6) preservation of natural amenities and features have been addressed through the Master Planned Development process as required by the Land Management Code.
22. Sanitary sewer facilities are required to be designed and installed in a manner prescribed by the Snyderville Basin Water Reclamation District (SBWRD).
23. There is good cause for this subdivision plat in that it creates legal lots and an open space parcel of record from metes and bounds described parcels; memorializes and expands utility easements and provides for new utility easements for orderly provision of utilities; provides for open space areas within and around the subdivision; dedicates easements and public streets; and provides for future development parcels for market rate units consistent with the approved the Park City Heights Annexation Agreement and Master Planned Development.
24. As a condition of the Park City Heights MPD a total of 79 deed restricted affordable/attainable units are required. The Development Agreement states that all 28 Townhouse units and all 35 Park homes (all deed restricted affordable) are located in Phase 1, along with 5 Cottage homes and that “affordable units for subsequent phases will be identified with the final subdivision plats for those phases”.
25. The lots within this Phase are designated as Homestead lots on the MPD. None of the Homestead lots are designated as affordable deed restricted lots.
26. The affordable housing mitigation plan indicates that the Project may be platted in phases and that each primary phase may include sub-phases as market conditions dictate and the phases may be adjusted.
27. The MPD requires completion, with certificates of occupancy, of all 79 affordable/attainable units prior to issuance of building permits for the last 10% (16 units) of the Market homes.
28. Sixty-eight (68) of the affordable/attainable units/lots were platted with the first phase plat.
29. The proposed final phase according to the revised phasing plan consists of 40 market rate lots and 8 attainable lots.
30. The revised phasing plan does not change requirements of the housing mitigation plan and it does not preclude delivery of units as described in the affordable housing mitigation plan or as conditioned by the MPD.
31. The applicant is on schedule to provide annual affordable/attainable housing units according to the housing plan by December 2018.
32. Currently, a total of 14 of the 35 affordable/attainable building permits issued and 8 of the 18 market rate building permits issued have certificates of occupancy.
33. The Park City Heights Housing Mitigation Plan is reviewed by the Park City Housing Authority annually in December.

34. A 40' access easement was required by the MPD and preliminary plat for the landlocked Byers parcel (PCA-89).
35. Findings in the Analysis section are incorporated herein.

Conclusions of Law:

1. The subdivision complies with LMC Chapter 7 as conditioned.
2. The subdivision is consistent with the Park City Land Management Code and applicable State law regarding subdivision plats.
3. The subdivision is consistent with the Park City Heights Annexation and the Park City Heights MPD and preliminary plat as amended and conditioned.
4. Neither the public nor any person will be materially injured as a result of approval of the proposed subdivision plat, as conditioned herein.
5. Approval of the proposed subdivision plat, subject to the conditions stated herein, will not adversely affect the health, safety and welfare of the citizens of Park City.

Conditions of Approval:

1. City Attorney and City Engineer review and approval of the final form and content of the subdivision plat for compliance with State law, the Land Management Code, and the conditions of approval, is a condition precedent to recordation of the plat.
2. The applicant will record the subdivision plat at Summit 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 amendment 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. A plat note shall state that the plat is subject to the conditions of the Park City Heights Annexation, approved by the City Council on May 27, 2010.
4. A plat note shall state that the plat is subject to conditions of approval of the Amended Park City Heights MPD approved on November 6, 2013, by the Planning Commission and memorialized in the Park City Heights Development Agreement, as amended, February 26, 2014 and March 8, 2017.
5. A plat note shall state that this plat is subject to this Ordinance.
6. Final approval of the sewer facilities by the Snyderville Basin Water Reclamation District is required prior to final plat recordation.
7. A plat note shall state that trees, structures and retaining walls shall not be located within SBWRD easements.
8. The plat shall indicate that all streets and utilities, except for sewer laterals, constructed within the ROW are dedicated to the City for public use. Final acceptance of these streets by the City shall occur upon completion and acceptance of the public improvements. The City will commence maintenance and snow removal from public streets once 50% of the units within this phase are complete and certificates of occupancy have been issued.
9. Ten foot wide public snow storage easements are required along all street frontages.
10. All survey monumentation as required by the LMC is required to be completed prior to acceptance of public improvements.
11. Parcel D, a non-developable parcel, shall be dedicated to the Park City Heights HOA as restricted open space, to be owned and maintained by the Master HOA, and shall

be encumbered by a blanket utility, drainage, snow storage, and public trails easement.

12. A plat note shall state that public trails within the open space parcels shall be constructed in type and location as approved by the City consistent with the MPD. Final constructed trails are agreed, by the recording of this plat, to be within ten (10') foot public trail easements. Trails within Phase 2 shall be constructed prior to issuance of 50% of the certificates of occupancy in this phase.
13. A plat note shall state that all construction, including streets, utilities and structures shall comply with recommendations of the supplemental, updated soils investigation conducted by AGECE on December 20, 2011 that updated and supplemented the June 9, 2006 Geotechnical Study provided by Gordon, Spilker, Huber Geotechnical Consultants, Inc.
14. A plat note shall state that additional soils studies and geotechnical reports may be required by the City Engineer and Chief Building Official prior to issuance of any building permits for structures, utilities, and roads. The report shall be reviewed by the City Engineer and Chief Building Official and any recommendations for utilization of special construction techniques to mitigate soils issues, such as expansive clays, shall be incorporated into conditions of the building permit and ROW Permit approval.
15. A plat note shall state that a landscape and irrigation plan shall be submitted and approved by the City for each lot, prior to building permit issuance. Landscaping and irrigation shall be consistent with the Park City Heights Design Guidelines.
16. A plat note shall state that a limits of disturbance plan (LOD) and existing vegetation protection plan shall be part of the building permit submittal.
17. A plat note shall state that exterior lighting shall conform to requirements of the City's Lighting Ordinance and the Park City Heights Design Guidelines.
18. A plat note shall state that applicable requirements of the LMC regarding top soil preservation, final grading, and landscaping shall be completed prior to issuance of a certificate of occupancy.
19. A plat note shall state that grading, drainage and storm water run-off plans shall be approved by the City Engineer prior to building permit issuance.
20. A plat note shall state that prior to issuance of a building permit for any units within this plat, all building plans shall be reviewed for compliance with the Park City Heights Design Guidelines, including building setbacks, building height, maximum floor area, building articulation, architecture and materials, landscaping, lighting and other elements as stated in the Park City Heights Design Guidelines. Include a table for setbacks, building height and maximum floor area on plat prior to recordation.
21. Confirmation of street names shall be provided by the City Engineer prior to plat recordation.
22. A note shall be added to the plat stating that all units shall be constructed to National Association of Home Builders National Green Building Standards Silver Certification (or other equivalent Green Building certification approved by the Planning Director) OR reach LEED for Homes Silver Rating (minimum 60 points). Green Building Certification or LEED rating criteria to be used shall be those applicable at the time of the building permit submittal.
23. A plat note shall state that In addition to meeting Green Building or LEED for Homes

checklists and in order to achieve water conservation goals, each house must either: 1) achieve at a minimum, the Silver performance Level points within Chapter 8, Water Efficiency, of the National Association of Home Builders National Green Building Standards; OR 2) achieve a minimum combined 10 points within the 1) Sustainable Sites (SS2) Landscaping and 2) Water Efficiency (WE) categories of the LEED for Homes Checklist. Points achieved in these resource conservation categories will count towards the overall score, as further described in the Park City Heights Design Guidelines.

24. A plat note shall state that an industry standard Third Party inspector shall be mutually agreed upon by the Chief Building Official and the applicant prior to issuance of a building permit to provide third party inspection for compliance with Green Building and Water Conservation requirements. Final certification documenting compliance shall be provided to the Building Department prior to issuance of certificates of occupancy.
25. A construction mitigation plan (CMP) shall be submitted and approved by the City for compliance with the Municipal Code, LMC, and the MPD conditions of approval prior to building permit issuance on individual lots as well as for construction of public infrastructure. The CMP shall address construction access, parking, allowed hours of work, temporary lighting, construction signs, limits of disturbance, recycling and stockpiling of materials, re-vegetation of all disturbance areas, noise, dust, and other items listed on the standard CMP form required by the Building Department.
26. To mitigate impacts on existing City streets and residents, temporary construction access to Phase 2 and to subsequent phases shall be from Richardson Flat Road onto a temporary graded road, utilizing Lot C-1 and Parcel G located east of Piper Way, then connected to Piper Way just south of the Kinley Drive and Piper Way intersection. If an access easement can be acquired from the UDOT to use the US 40 frontage road that option should be pursued for temporary construction access. The disturbed area shall be re-graded and re-vegetated if not used for a period of one year or longer.
27. Ledger Way shall not be used for construction access to Phase 2 or any future phases.
28. A common construction recycling and excavation materials storage area within the development shall be utilized for this phase as required by the MPD.
29. A financial guarantee, in a form and amount acceptable to the City and in conformance with these conditions of approvals, for the value of all required public improvements, shall be provided to the City prior to building permit issuance for new construction. All public improvements shall be completed according to City standards prior to release of this guarantee. Ten percent of the bond shall be held by the City for the warranty period and until such improvements are accepted by the City.
30. A plat note shall state that maintenance of sidewalks (including, without limitation, snow removal), trails, lighting, and landscaping within the public rights-of-way and common areas, with the exception of public trails, shall be provided by the Master HOA, unless otherwise agreed upon by the City Council.
31. A plat note shall state that a fire protection and emergency access plan shall be submitted and approved by the Park City Fire District prior to the issuance of any

building permits for this phase. The fire protection and emergency access plan shall include any required fire sprinkler systems and landscaping restrictions within the Wild land interface zones and shall ensure that Park City's ISO rating is not negatively affected by the development.

32. A plat note shall state that modified 13-D residential fire sprinklers are required for all occupied structures.
33. An existing 50' wide power line easement for PacifiCorp traverses Parcels D and an additional 10' shall be dedicated with this plat for a total width of 60', as requested by PacifiCorp to meet future anticipated utility easement needs.
34. Issuance of building permits for Phase 2 are subject to completion and issuance of certificates of occupancy for deed restricted affordable/attainable housing as required by the approved Housing Mitigation Plan, as amended.
35. Prior to plat recordation, the Park City Housing Authority will review an updated Park City Heights housing mitigation plan to reflect the revised subdivision phasing plan.
36. A note shall be included on the final plat stating that a Conditional Use Permit is required for construction on Lots 205, 206, 214 and 215, if Building Height exceeds 28' from existing grade to the top (ridge) of the roof. Conditional Use Permit applications shall include a visual analysis of the proposed house from the intersection of State Highway 248 and Richardson Flat Road, from the intersections of Richardson Flat Road with Ledger Way and/or Piper Way, whichever location provides the best view of the lot, and from the Rail Trail crossing of Richardson Flat Road.
37. A note shall be included on the final plat stating the following maximum Residential Floor Area (aka house sizes), consistent with the LMC definitions, shall apply:
 - 4,500 square feet for Lots 201 to 205
 - 5,000 square feet for Lots 206 to 211 and Lots 236 to 239
 - 6,000 square feet for Lots 212 to 235
38. A note shall state that this plat is subject to the Water and Maintenance Agreement with Park City Municipal Corporation dated October 3, 2014.
39. No through roads may be provided through the Park City Heights MPD to the Deer Valley MPD subdivisions.
40. A minimum 40' wide access easement shall be dedicated on the plat for the benefit of the landlocked Byers parcel (PCA-89), consistent with the preliminary plat.
41. All standard project conditions shall apply.

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

PASSED AND ADOPTED this 3rd day of May, 2018.

PARK CITY MUNICIPAL CORPORATION

Andy Beerman, MAYOR

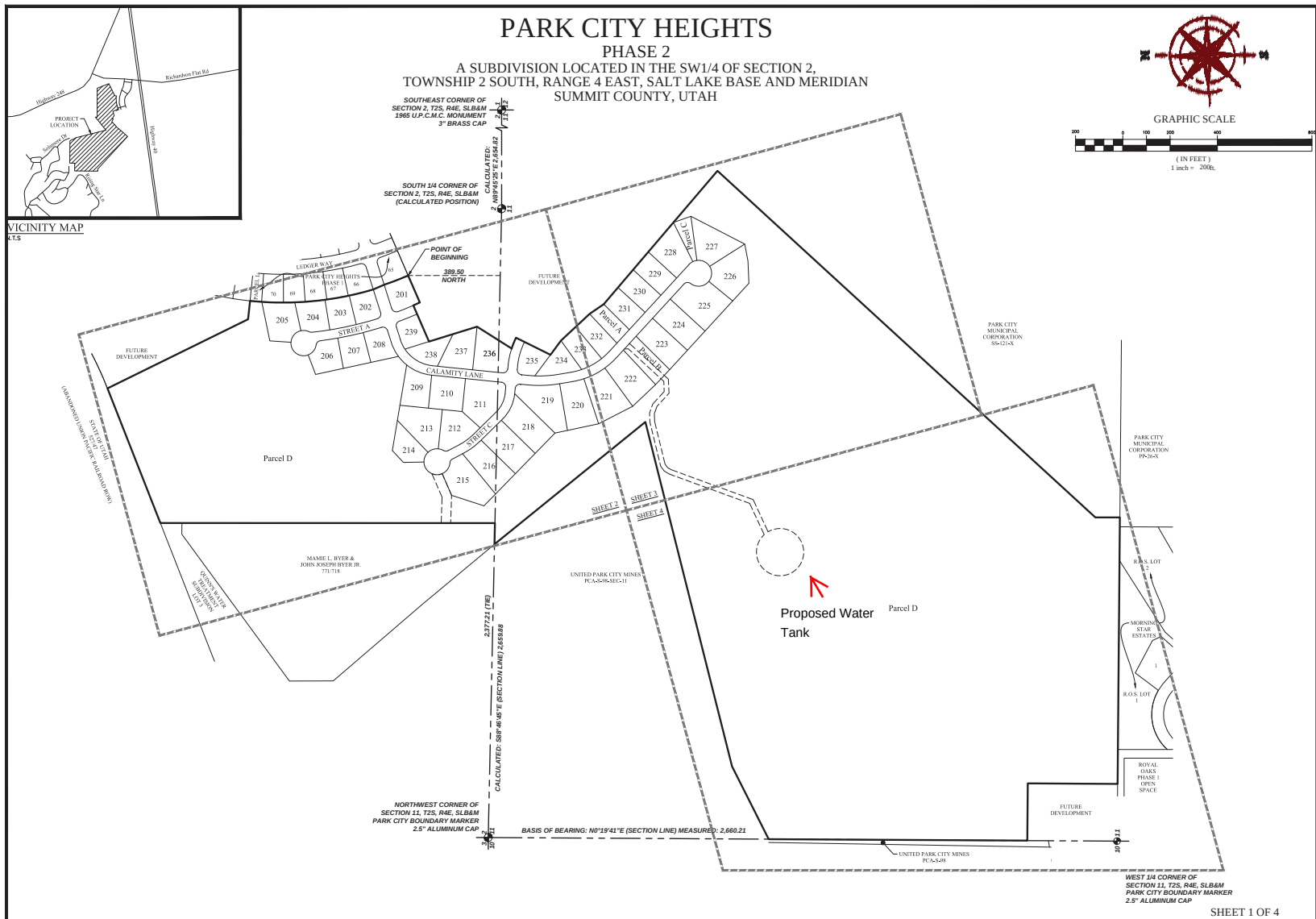
ATTEST:

Michelle Kellogg, City Recorder

APPROVED AS TO FORM:

Mark Harrington, City Attorney

Attachment A- Park City Heights Phase 2 Subdivision plat



SURVEYOR'S CERTIFICATE

I, Spencer W. Llewellyn, do hereby certify that I am a Professional Land Surveyor, and that I hold Certificate No. 10516507 in accordance with Title 58, Chapter 22 of Utah State Code. I further certify by authority of the ownership that I have completed a Survey of the property described on this Plat in accordance with Section 17-23-17 of said Code, and have subdivided said tract of land into lots, streets, and easements, and the same has, or will be correctly surveyed, sketched and monumented on the ground as shown on this Plat, and that this Plat is true and correct.

Spencer W. Llewellyn
Professional Land Surveyor
Certificate No. 10516507

Date _____

BOUNDARY DESCRIPTION

A portion of the SW 1/4 of Section 2 & the NW 1/4 of Section 11, Township 2 South, Range 4 East, Salt Lake Base & Meridian, Park City, Utah, more particularly described as follows:

Beginning at the Southwest Corner of Lot 65, PARK CITY HEIGHTS PHASE 1 SUBDIVISION, according to the Official Plat thereof on file in the Office of the Summit County Recorder, located S88°46'45"E along the Section Line 2,377.21 feet and North 389.50 feet from the Northwest Corner of Section 11, T2S, R4E, SLB&M; thence S88°21'17"W 124.23 feet; thence N24°03'34"W 30.41 feet; thence S86°31'45"W 166.82 feet; thence S17°17'20"E 212.74 feet; thence S32°16'59"W 173.63 feet; thence Easterly along the arc of a non-sagging curve to the right having a radius of 340.00 feet (radius bears: S17°59'55"W) a distance of 49.27 feet through a central angle of 08°18'09" Chord: S67°51'09"E 49.23 feet; thence S28°18'55"W 40.00 feet; thence S28°33'31"W 122.00 feet; thence S53°23'09"E 74.68 feet; thence S43°02'53"E 165.62 feet; thence S34°28'01"E 72.43 feet; thence S49°31'37"E 741.15 feet; thence S42°11'04"W 2,168.85 feet; thence South 103.66 feet; thence N89°30'31"W along the extension of and along the Northern line of MORNING STAR ESTATES, according to the Official Plat thereof on file in the Office of the Summit County Recorder 1,126.96 feet; thence N0°19'41"E 380.00 feet; thence N89°30'31"W 242.00 feet to the Section line; thence N0°19'41"E along the Section line 1,094.81 feet; thence S63°17'52"E 344.36 feet; thence N75°32'07"E 1,591.92 feet; thence N29°07'27"W 62.44 feet to the Southerly line of the Real Property described in Deed Book 771 Page 718 of the Official Records of Summit County; thence S88°46'45"E along said deed 89.54 feet; thence N0°04'1"E along said deed and extension thereof and along the Easterly line of Lot 3 QUINN'S WATER TREATMENT SUBDIVISION, according to the Official Plat thereof on file in the Office of the Summit County Recorder 1,415.34 feet to the Southerly line of that Real Property described in Deed Book 527 Page 47 of the Official Records of Summit County; thence N88°32'10"E along said deed 611.47 feet; thence S28°18'21"E 662.43 feet; thence S84°01'09"E 78.30 feet to the Westerly line of PARK CITY HEIGHTS PHASE 1, according to the Official Plat thereof on file in the Office of the Summit County Recorder; thence along said plat the following (3) (three) courses and distances: Southerly along the arc of a non-sagging curve to the left having a radius of 1,340.00 feet (radius bears: S84°01'10"E) a distance of 526.59 feet through a central angle of 22°31'59" Chord: S65°17'09"E 523.60 feet; thence S23°19'58"E 50.25 feet; thence Southerly along the arc of a non-sagging curve to the left having a radius of 1,325.00 feet (radius bears: N71°18'12"E) a distance of 108.54 feet through a central angle of 04°39'30" Chord: S21°01'24"E 108.51 feet to the point of beginning.

Contains: 127.42 acres +/-

OWNER'S DEDICATION

KNOW ALL MEN BY THESE PRESENTS THAT _____ THE UNDERSIGNED OWNER OF THE ABOVE DESCRIBED TRACT OF LAND, HAVING CAUSED THE SAME TO BE SUBDIVIDED INTO LOTS, PARCELS, AND STREETS TOGETHER WITH EASEMENTS TO BE HEREAFTER KNOWN AS:

PARK CITY HEIGHTS PHASE 2

DO HEREBY DEDICATE TO SUMMIT COUNTY ALL THESE TRACTS OF LAND DESIGNATED AS STREETS, THE SAME TO BE USED AS PUBLIC THOROUGHFARES FOREVER. THE UNDERSIGNED OWNERS ALSO CONVEY TO SUMMIT COUNTY SNYDERVILLE BASIN WATER RECLAMATION DISTRICT, AND TO ANY AND ALL PUBLIC UTILITY COMPANIES A PERPETUAL, NON-EXCLUSIVE EASEMENT OVER THE PUBLIC UTILITY AND DRAINAGE EASEMENTS SHOWN ON THIS PLAT, THE SAME TO BE USED FOR DRAINAGE AND THE INSTALLATION, MAINTENANCE AND OPERATION OF UTILITY LINES AND FACILITIES.

IN WITNESS WHEREOF _____ HAVE HEREUNTO SET _____ HAND THIS ____ DAY OF _____ A.D. 20____

CHRISTOPHER P. GAMVROULAS
PRESIDENT, IVORY DEVELOPMENT, LLC

LIMITED LIABILITY ACKNOWLEDGMENT

STATE OF UTAH
S.S.
COUNTY OF _____

ON THE ____ DAY OF _____ A.D. 20____ PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, IN AND FOR THE COUNTY OF SALT LAKE, IN SAID STATE OF UTAH, CHRISTOPHER P. GAMVROULAS, WHO AFTER BEING DULY SWORN, ACKNOWLEDGED TO ME THAT HE IS THE PRESIDENT OF IVORY DEVELOPMENT LLC, A UTAH LLC AND THAT HE SIGNED THE OWNERS DEDICATION FREELY AND VOLUNTARILY FOR AND IN BEHALF OF SAID LIMITED LIABILITY COMPANY FOR THE PURPOSES THEREIN MENTIONED.

MY COMMISSION EXPIRES: _____ A NOTARY PUBLIC COMMISSIONED IN UTAH RESIDING IN _____ COUNTY

MY COMMISSION No. _____ PRINTED FULL NAME OF NOTARY

PREPARED BY  ENGINEERING AND SURVEYING, LLC 32 WEST CENTER STREET MIDVALE, UTAH 84047 PH: (801) 352-0075 www.focusutah.com	APPROVAL AS TO FORM APPROVED AS TO FORM THIS _____ DAY OF _____ A.D. 20____ SUMMIT COUNTY ATTORNEY _____	QUESTAR GAS APPROVED THIS _____ DAY OF _____ A.D. 20____ QUESTAR GAS _____	PARK CITY FIRE DISTRICT APPROVED THIS _____ DAY OF _____ A.D. 20____ BY THE PARK CITY FIRE DISTRICT DIRECTOR, PARK CITY FIRE DISTRICT _____	MOUNTAIN REGIONAL WATER MOUNTAIN REGIONAL WATER SPECIAL SERVICE DISTRICT HAS COMMITTED TO PROVIDING WATER SERVICE TO THE LOTS INCLUDED IN THIS PLAT, AND HAS REVIEWED SAID PLAT FOR CONFORMANCE TO DISTRICT RULES AND REGULATIONS. APPROVED ON THIS _____ DAY OF _____ 20____ AUTHORIZED AGENT _____	PLANNING COMMISSION APPROVED THIS _____ DAY OF _____ A.D. 20____ BY THE SUMMIT COUNTY PLANNING COMMISSION CHAIRPERSON, SUMMIT COUNTY PLANNING COMMISSION _____
	SNYDERVILLE BASIN SPECIAL RECREATION DISTRICT APPROVED THIS _____ DAY OF _____ A.D. 20____ BY THE SNYDERVILLE BASIN SPECIAL RECREATION DISTRICT CHAIRPERSON, SNYDERVILLE BASIN RECREATION DISTRICT _____	SNYDERVILLE BASIN WATER RECLAMATION DISTRICT REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS _____ DAY OF _____ 20____ BY: _____	ROCKY MOUNTAIN POWER APPROVED THIS _____ DAY OF _____ A.D. 20____ ROCKY MOUNTAIN POWER _____	ENGINEER'S CERTIFICATE I HEREBY CERTIFY THAT THIS OFFICE HAS EXAMINED THIS PLAT AND IT IS CORRECT IN ACCORDANCE WITH INFORMATION ON FILE IN THIS OFFICE DATE _____ SUMMIT COUNTY ENGINEER _____	COUNTY ASSESSOR I HEREBY CERTIFY THAT ALL TAXES, INTEREST, AND PENALTIES OWING TO THE LAND HAVE BEEN PAID DATE _____ SUMMIT COUNTY ASSESSOR _____

PARK CITY HEIGHTS PHASE 2

A SUBDIVISION LOCATED IN THE SW 1/4 OF SECTION 2, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN SUMMIT COUNTY, UTAH

RECORDED #

STATE OF UTAH, COUNTY OF SUMMIT, RECORDED AND FILED AT THE REQUEST OF _____

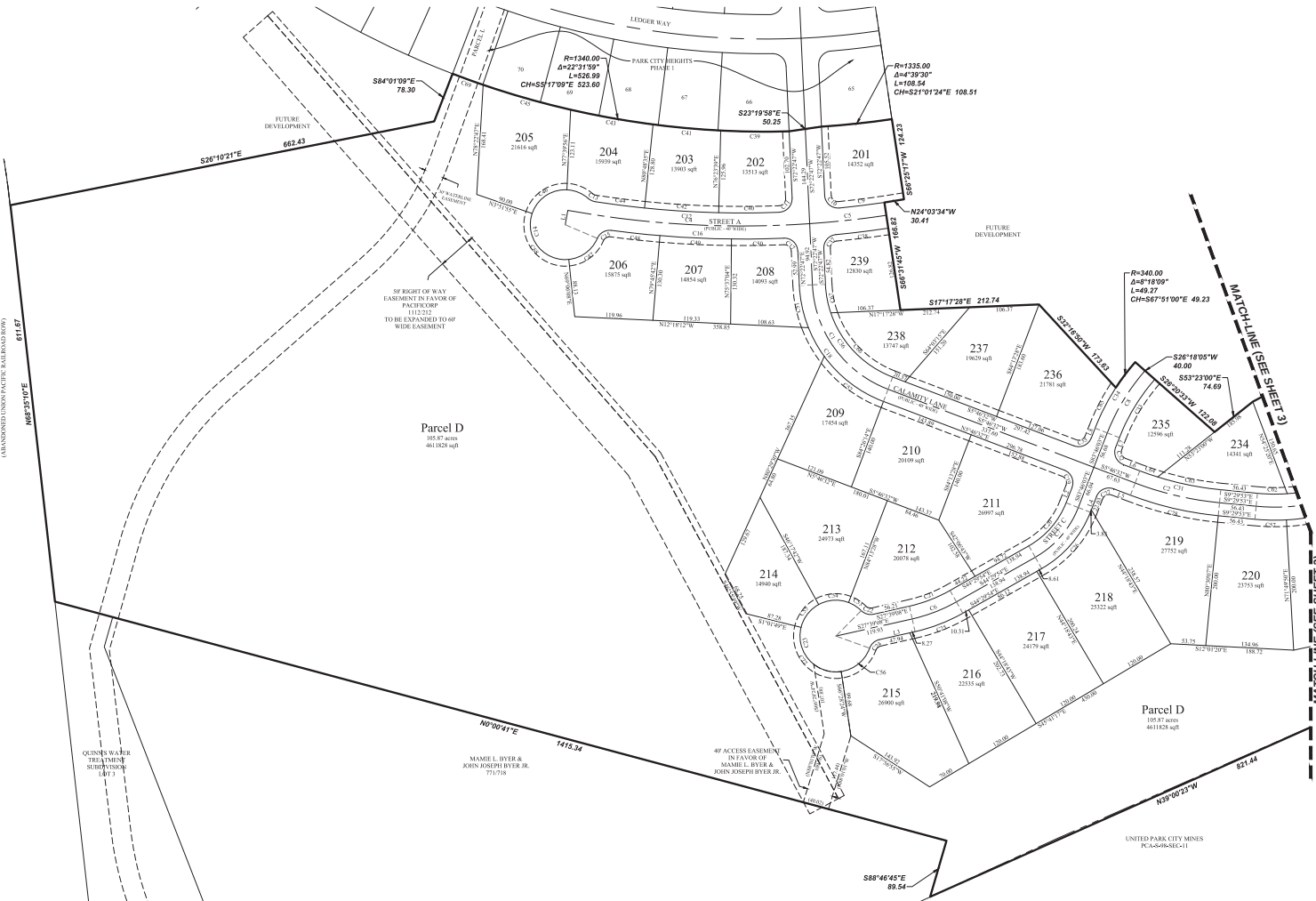
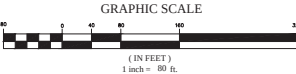
DATE _____ TIME _____ BOOK _____ PAGE _____

FILE _____ **SUMMIT COUNTY RECORDER** _____

PARK CITY HEIGHTS

PHASE 2

A SUBDIVISION LOCATED IN THE SW1/4 OF SECTION 2,
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN
SUMMIT COUNTY, UTAH



MATCHLINE (SEE SHEET 3)

MATCHLINE (SEE SHEET 3)

SHEET 2 OF 4

PARK CITY HEIGHTS
PHASE 2

A SUBDIVISION LOCATED IN THE SW1/4 OF SECTION 2,
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN
SUMMIT COUNTY, UTAH

RECORDED # _____

STATE OF UTAH, COUNTY OF SUMMIT, RECORDED AND FILED AT THE
REQUEST OF _____

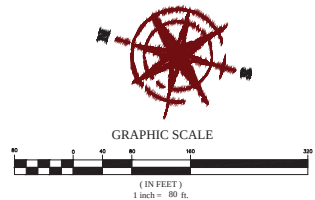
DATE _____ TIME _____ BOOK _____ PAGE _____

FEE _____ SUMMIT COUNTY RECORDER _____

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PARK CITY HEIGHTS

PHASE 2
A SUBDIVISION LOCATED IN THE SW1/4 OF SECTION 2,
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN
SUMMIT COUNTY, UTAH

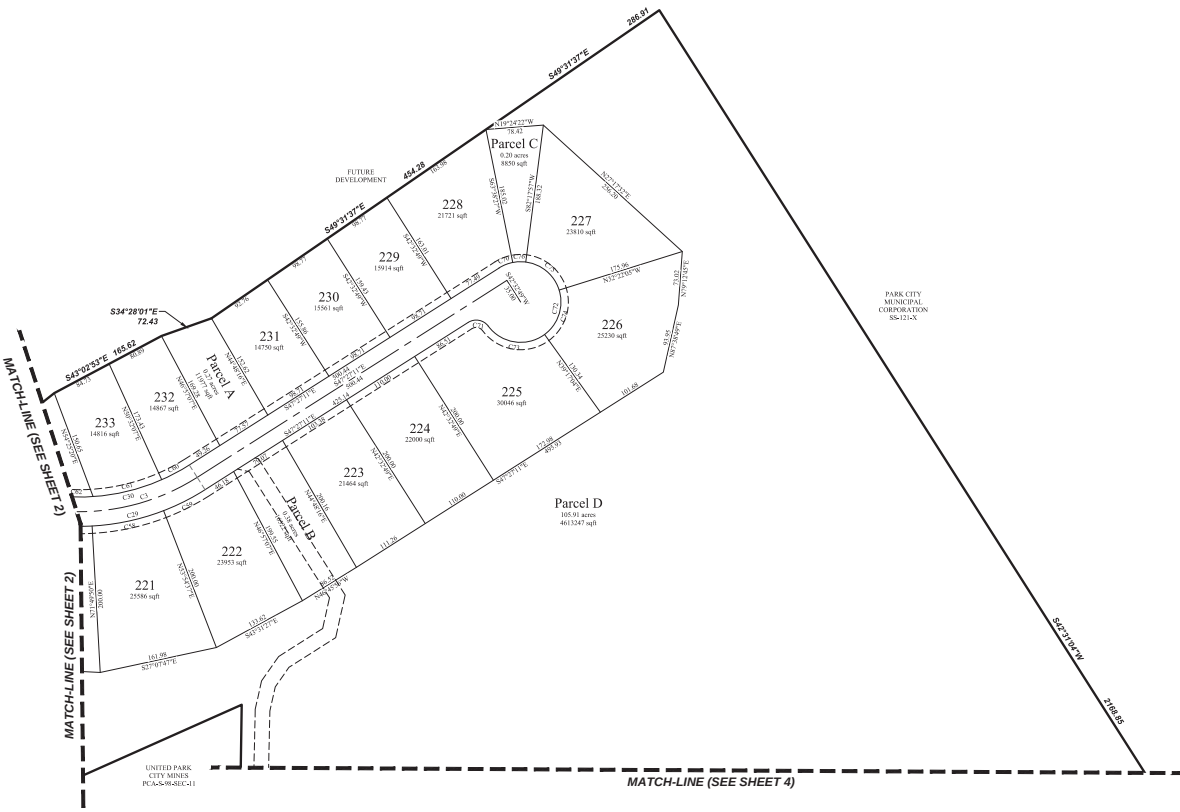


Curve Table				
CURVE	RADIUS	DELTA	LENGTH	CHORD LENGTH
C1	180.00	46°30'37"	289.24	529.62379'
C2	960.00	15°16'25"	135.29	960.91307'
C3	360.00	37°57'18"	198.73	528.28325'
C4	1800.00	14°13'13"	372.30	811.90345'
C5	1500.00	4°31'03"	118.27	521.12430'
C6	240.00	16°30'40"	72.92	536.94315'
C7	150.00	39°10'09"	102.81	964.97395'
C8	320.00	20°56'07"	112.08	873.47399'
C9	1480.00	2°47'30"	96.93	522.92795'
C10	20.50	90°59'24"	53.31	523.40109'
C11	20.50	90°59'24"	53.35	502.94425'
C12	1480.00	10°58'34"	283.52	511.62545'
C13	20.50	32°26'58"	11.61	589.59537'
C14	51.50	280°11'41"	269.10	562.90731'
C15	20.50	74°13'16"	26.67	N44°41'42"W
C16	1520.00	9°59'33"	265.11	S12°24'51"E
C17	20.50	89°47'26"	32.13	N27°29'04"E
C18	280.00	46°30'37"	232.80	S10°30'39"W
C19	20.50	90°72'25"	32.36	S15°30'14"E
C20	136.00	39°16'09"	89.10	S64°07'39"E
C21	228.00	16°30'40"	67.80	S36°04'31"E
C22	20.50	57°13'34"	20.50	S01°50'39"W
C23	55.00	295°07'08"	283.29	S62°20'52"W
C24	20.50	57°13'34"	20.50	N36°22'55"W
C25	248.00	16°30'40"	78.80	S36°04'31"E
C26	176.00	39°16'09"	165.51	S64°07'39"E
C27	20.50	89°22'25"	52.86	S10°30'39"W
C28	520.00	15°16'25"	138.62	S01°51'08"E
C29	1200.00	37°57'18"	211.98	S62°20'52"E
C30	280.00	37°57'18"	185.48	S62°20'52"E
C31	480.00	15°16'25"	127.05	S01°51'08"E
C32	20.50	90°72'25"	32.36	S15°30'14"W
C33	360.00	39°16'09"	105.08	N73°47'39"W
C34	348.00	20°56'07"	119.09	N73°47'39"W
C35	20.50	89°22'25"	52.86	S10°30'39"E
C36	168.00	46°30'37"	188.97	N10°30'39"W
C37	20.50	87°11'44"	51.20	N64°07'37"E
C38	1520.00	33°02'46"	368.81	S21°52'52"E
C39	1340.00	42°09'22"	368.87	N14°16'38"W
C40	1480.00	33°57'50"	92.92	S15°24'16"E
C41	1340.00	42°57'31"	104.28	N69°59'22"W
C42	1480.00	42°54'55"	114.05	S11°23'55"E
C43	1340.00	52°29'30"	128.44	N64°51'51"W
C44	1480.00	23°27'40"	76.55	S07°42'51"E
C45	1340.00	52°57'45"	139.45	N69°51'17"E
C46	55.00	73°48'03"	68.91	S49°14'03"E
C47	55.00	61°49'24"	57.03	N13°20'06"W
C48	1520.00	2°49'14"	74.83	N08°49'41"W
C49	1520.00	4°08'38"	169.03	N11°13'37"W
C50	1520.00	3°10'43"	80.35	N15°51'48"W
C51	280.00	19°01'07"	66.51	N02°51'12"E
C52	280.00	33°07'33"	115.65	N22°20'28"E
C53	55.00	24°57'59"	27.16	S17°09'29"E
C54	55.00	49°29'58"	47.84	S16°57'57"E
C55	55.00	47°19'17"	45.43	S67°27'03"E
C56	55.00	9°58'31"	9.58	N08°12'22"W
C57	520.00	8°48'18"	48.43	N13°58'01"W
C58	120.00	17°55'13"	100.09	N27°04'74"W
C59	320.00	11°21'48"	63.46	N41°40'17"W
C60	280.00	8°47'43"	42.66	S43°01'20"E
C61	280.00	19°59'09"	96.92	S23°40'29"E
C62	280.00	9°27'56"	47.80	S14°11'49"E
C63	480.00	11°57'57"	98.84	S03°07'57"E
C64	480.00	37°59'33"	29.12	S69°00'19"W
C65	340.00	11°43'58"	69.82	S77°55'04"E
C66	160.00	30°25'08"	141.28	S31°56'06"W
C67	160.00	16°01'07"	44.73	S64°22'13"W
C68	53.50	114°43'47"	107.16	N38°29'02"E
C69	1340.00	2°08'11"	49.97	N04°54'45"E
C70	55.00	21°58'37"	20.25	S38°54'22"E
C71	20.50	89°49'21"	30.71	S49°22'21"W
C72	55.00	280°19'21"	255.17	N05°27'29"E
C73	55.00	89°44'05"	86.18	N69°29'33"W
C74	55.00	71°00'11"	68.16	N86°52'01"W
C75	55.00	65°19'57"	62.71	S24°57'53"W
C76	55.00	18°39'30"	17.91	S17°01'40"E

Line Table		
LINE	DIRECTION	LENGTH
11	S89°10'03"E	22.46
12	S87°46'07"E	25.22
13	S27°39'08"E	56.21
14	S83°40'07"E	25.96
15	S69°40'32"W	27.46
16	S65°40'32"W	26.81
17	S83°40'07"E	15.86
18	S83°40'07"E	16.50

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NOTES:

- ALL UNITS SHALL BE CONSTRUCTED TO NATIONAL ASSOCIATION OF HOME BUILDERS NATIONAL GREEN BUILDING STANDARDS SILVER CERTIFICATION OR OTHER EQUIVALENT GREEN BUILDING CERTIFICATION APPROVED BY THE PLANNING DEPARTMENT OR REACH LEED FOR HOMES SILVER RATING (MINIMUM 60 POINTS). GREEN BUILDING CERTIFICATION OR LEED RATING CRITERIA TO BE USED SHALL BE THOSE APPLICABLE AT THE TIME OF THE BUILDING PERMIT SUBMITTAL.
- THE OPEN SPACE AND COMMON AREA TO BE MAINTAINED BY THE MASTER HOA.
- ALL STREETS AND UTILITIES, EXCEPT FOR SEWER LATERALS, CONSTRUCTED WITHIN THE RIGHT-OF-WAY TO BE DEDICATED TO CITY FOR PUBLIC USE.
- PARCELS A, B & C ARE DEDICATED TO THE PARK CITY HEIGHTS HOME OWNERS ASSOCIATION AND ARE ALSO INCUMBED BY A EASEMENT FOR UTILITY, DRAINAGE, ACCESS AND TRAIL EASEMENTS.
- TRAIL EASEMENTS NOTED IN #4 ABOVE ARE FURTHER DESCRIBED IN CONSTRUCTION DRAWINGS. THE FINAL CONSTRUCTED TRAILS ARE AGREED BY THE RECORDING OF THIS PLAT, TO BE WITHIN A 10' EASEMENT. ALL TRAILS SHALL BE CONSTRUCTED IN TYPE AND LOCATION THAT ARE CONSISTENT WITH THE PARK CITY HEIGHTS MPO SITE PLAN AND TRAIL PLAN.
- MAINTENANCE OF SIDEWALKS (INCLUDING, WITHOUT LIMITATION, SNOW REMOVAL, TRAILS, LIGHTING, AND LANDSCAPING WITHIN THE PUBLIC RIGHTS-OF-WAY AND COMMON AREAS, WITH THE EXCEPTION OF THE PUBLIC PARK AND PUBLIC TRAILS, SHALL BE PROVIDED BY THE HOA, UNLESS OTHERWISE AGREED UPON BY THE CITY COUNCIL.
- ALL CONSTRUCTION, INCLUDING STREETS, UTILITIES, AND STRUCTURES SHALL COMPLY WITH PARK CITY STANDARDS AND RECOMMENDATIONS OF THE DECEMBER 20, 2011, GEOTECHNICAL STUDY FOR THE PARK CITY HEIGHTS DEVELOPMENT PROVIDED BY AGC, GEOTECHNICAL CONSULTANTS, INC. SPECIAL CONSTRUCTION METHODS, REMOVAL OF UNSUITABLE SOILS, AND OTHER MITIGATION MEASURES ARE RECOMMENDED IN THE STUDY. ADDITIONAL SOILS STUDIES AND GEOTECHNICAL REPORTS MAY BE REQUIRED BY THE ENGINEERING AND BUILDING DEPARTMENT PRIOR TO ISSUANCE OF PERMITS FOR STREETS, UTILITY INSTALLATION, AND STRUCTURES.
- A SUPPLEMENTAL UPDATED SOILS INVESTIGATION BY AGC WAS CONDUCTED ON DECEMBER 20, 2011 SUPPLEMENTING THE WORK DONE BY CORPUS, SPEAR, HUBER GEOTECHNICAL CONSULTANTS, INC. (JUNE 8, 2008). SEE NOTE #1.
- A LANDSCAPING PLAN SHALL BE SUBMITTED FOR CITY REVIEW AND APPROVAL FOR EACH PARCEL AND SINGLE LOT PRIOR TO BUILDING PERMIT ISSUANCE. A LANDSCAPE PLAN SHALL BE REQUIRED AT THE TIME OF SUBMITTAL. LANDSCAPING PLAN MUST COMPLY WITH PARK CITY HEIGHTS DESIGN GUIDELINES. 11. EXTERIOR LIGHTING SHALL CONFORM TO REQUIREMENTS OF THE CITY'S LIGHTING ORDINANCE.
- ALL BUILDING CONSTRUCTION IS SUBJECT TO REVIEW AND APPROVAL BY PARK CITY BUILDING DEPARTMENT. A LIMITS OF DISTURBANCE PLAN AND VEGETATION PLAN SHALL BE PART OF THE SPECIFIC BUILDING PERMIT APPLICATION.
- MODIFIED 1-0 RESIDENTIAL FIRE SPRINKLERS ARE REQUIRED FOR ALL OCCURRED STRUCTURES.
- SNOW STORAGE EASEMENTS ARE GRANTED ALONG AND OUTSIDE THE PUBLIC RIGHT-OF-WAY WHERE NOTED ON THE PLAT.
- CITY ACCEPTANCE OF THE PUBLIC STREETS FOR MAINTENANCE AND SNOW PLOWING SHALL NOT OCCUR UNTIL AT LEAST 50% OF HOUSES WITHIN THIS PHASE HAVE RECEIVED A CERTIFICATE OF OCCUPANCY.
- SEE LOT RESTRICTIONS PLAT NOTE AND DESIGN GUIDELINES FOR SETBACK REQUIREMENTS.
- THE FINAL PLAT IS SUBJECT TO THE CONDITIONS OF THE PARK CITY HEIGHTS ANNEXATION AGREEMENT APPROVED BY THE CITY COUNCIL DATED MAY 27, 2009 AND SUBJECT TO THE AMENDED MPO APPROVAL BY THE PARK CITY PLANNING COMMISSION DATED NOVEMBER 8, 2014, AND THE PARK CITY HEIGHTS DEVELOPMENT AGREEMENT FATHED BY THE PLANNING COMMISSION ON SEPTEMBER 24, 2014 AND THE DESIGN GUIDELINES THAT ARE AN EXHIBIT TO THE AMENDED MPO APPROVAL.
- THIS PLAT IS NOT LOCATED WITHIN THE PARK CITY SOILS ORDINANCE BOUNDARY.
- SEE PARK CITY HEIGHTS DESIGN GUIDELINES FOR THE DEVELOPMENT OF THE FOLLOWING TABLE INDICATES THE MAXIMUM ALLOWABLE HOUSE SIZES FOR PARK CITY HOUSE SIZING CALCULATIONS AND THE AMENDED MPO.
LOTS 201-205 = 5,000 SF
LOTS 206-208 = 4,000 SF
LOTS 209-211 = 6,000 SF
LOTS 216-219 = 5,000 SF
- THE FINAL PLAT IS SUBJECT TO THE PARK CITY MUNICIPAL CORPORATION WATER AGREEMENT, DATED OCTOBER 1, 2014.
- THIS SUBDIVISION IS SUBJECT TO THE CONDITIONS OF APPROVAL OF ORDINANCE XX-2018.
- ALL APPLICABLE IMPROVEMENTS OF THE LMC REGARDING TOP SOIL PRESERVATION, FINAL GRADING AND LANDSCAPING SHALL BE COMPLETED PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY.
- A STORM WATER RUN-OFF AND DRAINAGE PLAN SHALL BE SUBMITTED WITH EACH PHASE OF THE PROJECT AND WITH THE BUILDING PERMIT APPLICATION AND CONSISTENT WITH THE AMENDED CONDITIONS OF NOVEMBER 8, 2013 APPROVAL AND SHALL BE APPROVED PRIOR TO BUILDING PERMIT ISSUANCE.
- A CONSTRUCTION RECYCLING AREA AND EXCAVATION MATERIAL STORAGE AREA WITHIN THE DEVELOPMENT SHALL BE UTILIZED FOR THIS PHASE AS REQUIRED BY THE MPO CONDITIONS OF APPROVAL.
- A FINANCIAL GUARANTEE, IN A FORM AND AMOUNT ACCEPTABLE TO THE CITY AND IN CONFORMANCE WITH THE CONDITIONS OF APPROVALS, AMOUNTING TO 100% OF THE VALUE OF ALL REQUIRED PUBLIC IMPROVEMENTS, INCLUDING THOSE PUBLIC IMPROVEMENTS IDENTIFIED IN THE AMENDED MPO, SHALL BE PROVIDED TO THE CITY PRIOR TO BUILDING PERMIT ISSUANCE FOR NEW CONSTRUCTION WITH EACH PHASE. ALL PUBLIC IMPROVEMENTS SHALL BE COMPLETED ACCORDING TO THE CITY STANDARDS PRIOR TO RELEASE OF GUARANTEE. TEN PERCENT OF THE 10% BOND SHALL BE HELD BY THE CITY FOR THE WARRANTY PERIOD AND UNTIL SUCH IMPROVEMENTS ARE ACCEPTED BY THE CITY.
- TREES, STRUCTURES AND RETAINING WALLS SHALL NOT BE LOCATED WITHIN SWIRLED EASEMENTS. A LANDSCAPE PLAN SHALL BE SUBMITTED FOR CITY REVIEW AND APPROVAL FOR EACH LOT, PRIOR TO BUILDING PERMIT ISSUANCE FOR THAT LOT.
- IN ADDITION TO MEETING GREEN BUILDING OR LEED FOR HOMES CHECKLISTS AND IN ORDER TO ACHIEVE WATER CONSERVATION GOALS, EACH HOUSE MUST EITHER: 1) ACHIEVE AT A MINIMUM, THE SILVER PERFORMANCE LEVEL, POINTS WITHIN CHAPTER 4, WATER EFFICIENCY, OF THE NATIONAL ASSOCIATION OF HOME BUILDERS NATIONAL GREEN BUILDING STANDARDS; OR 2) ACHIEVE A MINIMUM COMBINED 10 POINTS WITHIN THE 1) USUABLE AREA SITES (LANDSCAPING AND 2) WATER EFFICIENCY (WE). CATEGORIES OF THE LEED FOR HOMES CHECKLIST, POINTS ACHIEVED IN THESE RESOURCE CONSERVATION CATEGORIES WILL COUNT TOWARDS THE OVERALL SCORE.
- THIRD PARTY INSPECTION WILL BE PROVIDED, AN INDUSTRY STANDARD THIRD PARTY INSPECTOR SHALL BE MUTUALLY AGREED UPON BY THE CHIEF BUILDING OFFICIAL AND THE APPLICANT PRIOR TO BUILDING PERMIT ISSUANCE.
- OPEN SPACE PARCELS ARE DEED RESTRICTED AS OPEN SPACE. NOW DEVELOPMENT PARCELS TO BE OWNED AND MAINTAINED BY THE HOMEOWNER'S ASSOCIATION. SEE NOTE #6.
- ALL LOT LINES SHALL BE A SNOW SHED EASEMENT TO ALLOW THE STORING OF SNOW SHED FROM THE ROOFS OF THE STRUCTURE ON TO THE ADJACENT LOT.

SHEET 3 OF 4

PARK CITY HEIGHTS PHASE 2

A SUBDIVISION LOCATED IN THE SW1/4 OF SECTION 2,
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN
SUMMIT COUNTY, UTAH

RECORDED

STATE OF UTAH, COUNTY OF SUMMIT, RECORDED AND FILED AT THE
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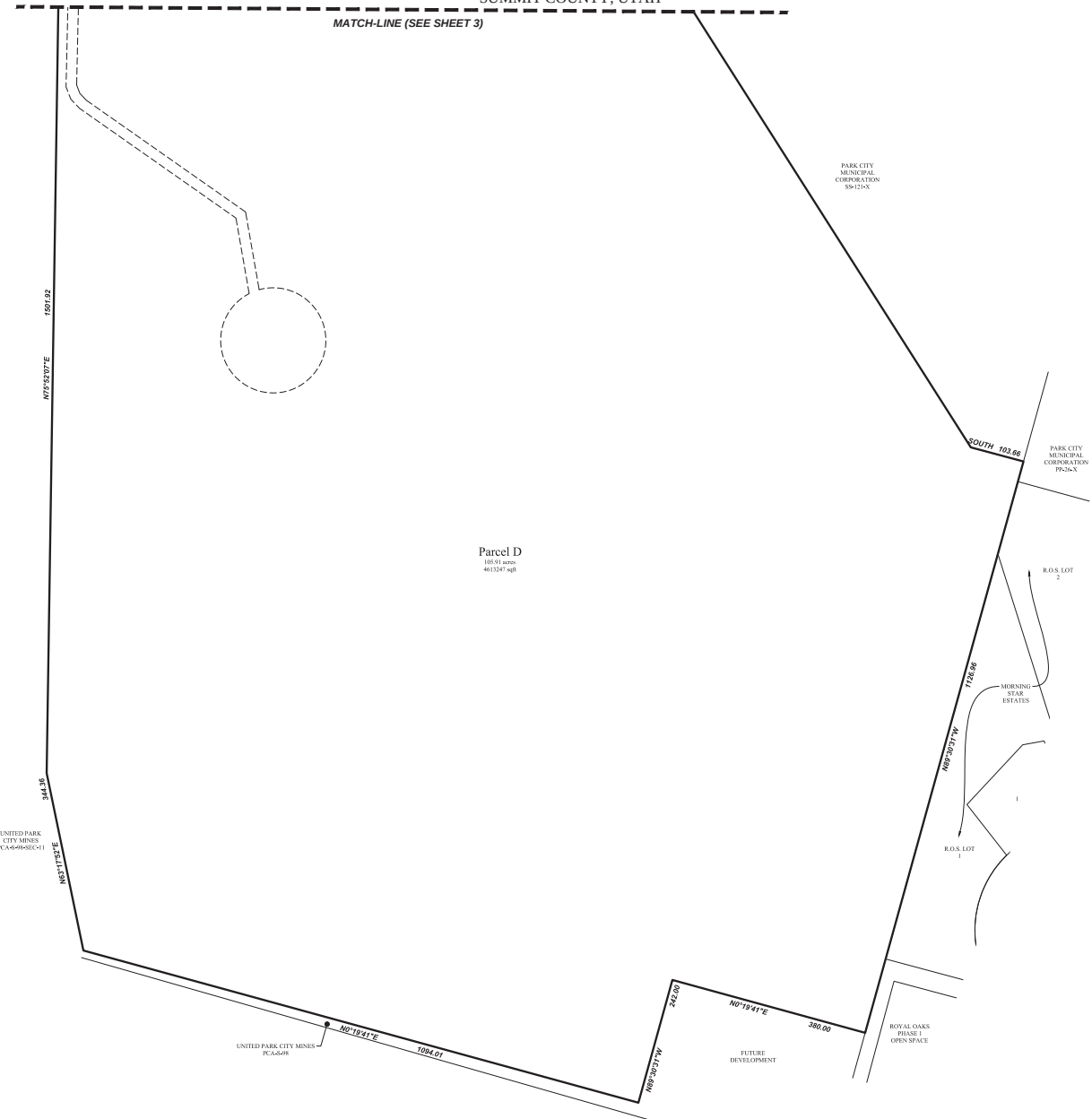
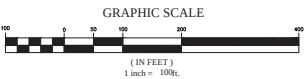
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FEE _____ SUMMIT COUNTY RECORDER _____

PARK CITY HEIGHTS

PHASE 2

A SUBDIVISION LOCATED IN THE SW1/4 OF SECTION 2,
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN
SUMMIT COUNTY, UTAH



SHEET 4 OF 4

PARK CITY HEIGHTS
PHASE 2

A SUBDIVISION LOCATED IN THE SW1/4 OF SECTION 2,
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN
SUMMIT COUNTY, UTAH

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FEE _____ SUMMIT COUNTY RECORDER _____

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February 22, 2018

Park City Senior Planner
Kirsten Whetstone
Park City Planning Department
Park City, UT 84060

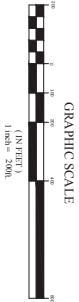
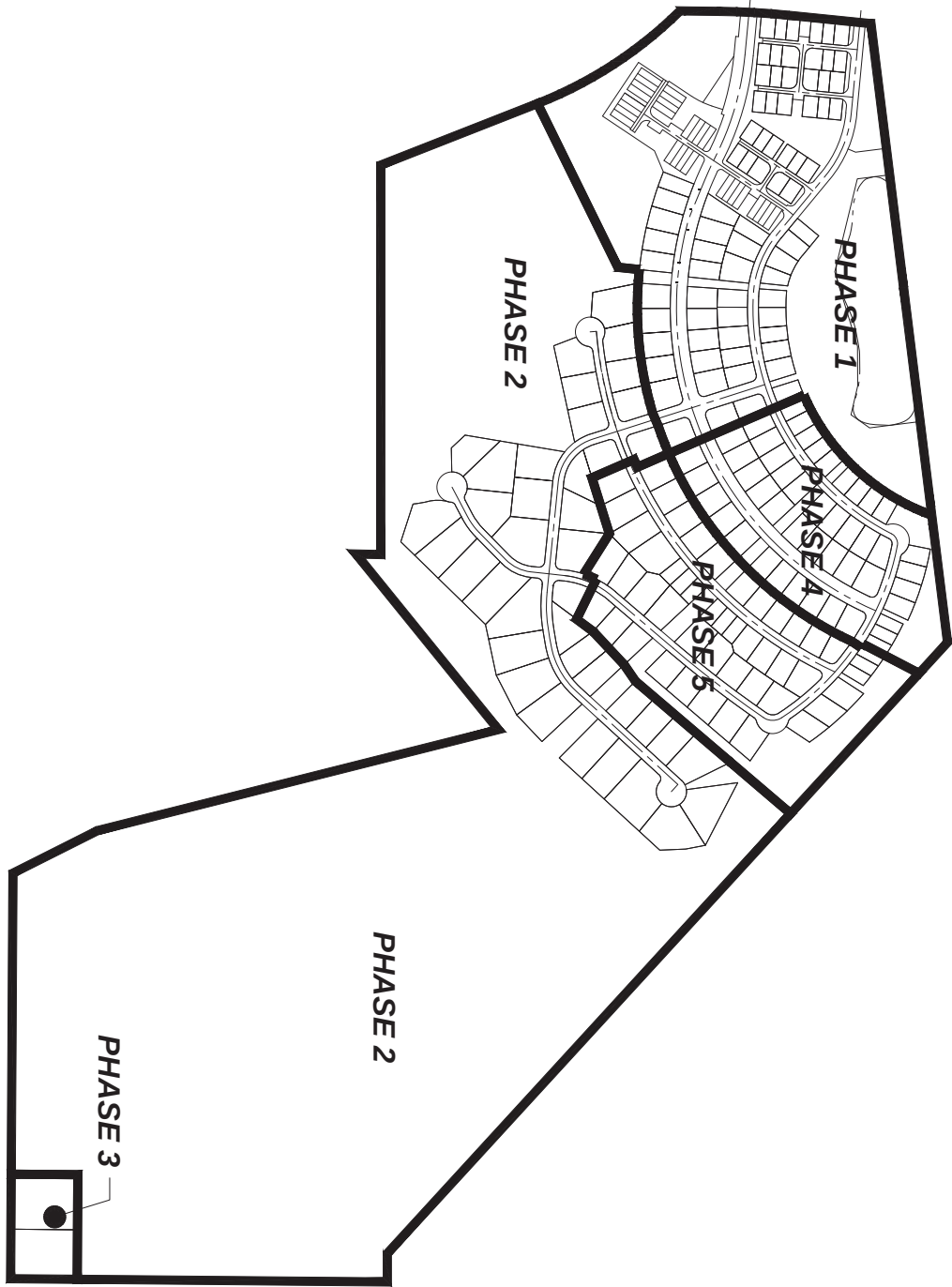
RE: Park City Heights Revised Phasing Plan

Dear Kirsten:

This letter is in response to your email requesting information regarding the proposed change to the approved phasing plan for Park City Heights Subdivision. At the time the current phasing plan was approved, the location of the final water tank was not finalized and as such the location of the water line that would be feeding the water tank was also not able to be determined. Over the past four years we have been working with Roger McClain from the water department to finalize the location of the tank along with the supply lines to the water tank. Per the amended water agreement with Park City dated October 31, 2014, the water tank will need to be constructed concurrent with the next phase of development. The need to amend the phasing plan stems from the need to build the infrastructure to the water tank. The water tank supply lines are planned to run in Calamity lane. The sanitary sewer, storm drain lines, culinary water, and power will also need to be run in the road at the same time as the supply line to the tank to avoid future utility conflicts. The road will need to be built to access the tank. Therefore with all the infrastructure in place needed to build the tank, it makes sense to build the proposed phase 2 as the next phase of development. Phase 3 is proposed to be the 2 lots that will access off Hidden Oaks subdivision. Originally these 2 lots were included in the phase 6 lots. However due to a property acquisition from Summit County in order to facilitate the platting of these lots it makes sense to keep the 2 lots as a separate plat. The timing of phase 3 may not come sequentially due to the acquisition of property from Summit County. Phase 4 is proposed to be more of the cottage lots adjacent to the detention area and is currently planned to be constructed in 2019-2020. Phase 5 will be the last phase and will have to be built following the construction of phase 4 to connect to sanitary sewer. The timing of phase 5 will depend on the market.

Sincerely,

Brad Mackay, PE
Ivory Development LLC



Phasing Exhibit

REVISION BLOCK	
#	DESCRIPTION
1	
2	
3	
4	
5	
6	

Park City Heights

Park City
Phasing Exhibit

FOCUS
ENGINEERING AND SURVEYING, LLC
32 WEST CENTER STREET
MIDVALE, UTAH 84047 PH: (801) 352-0075
www.focusutah.com

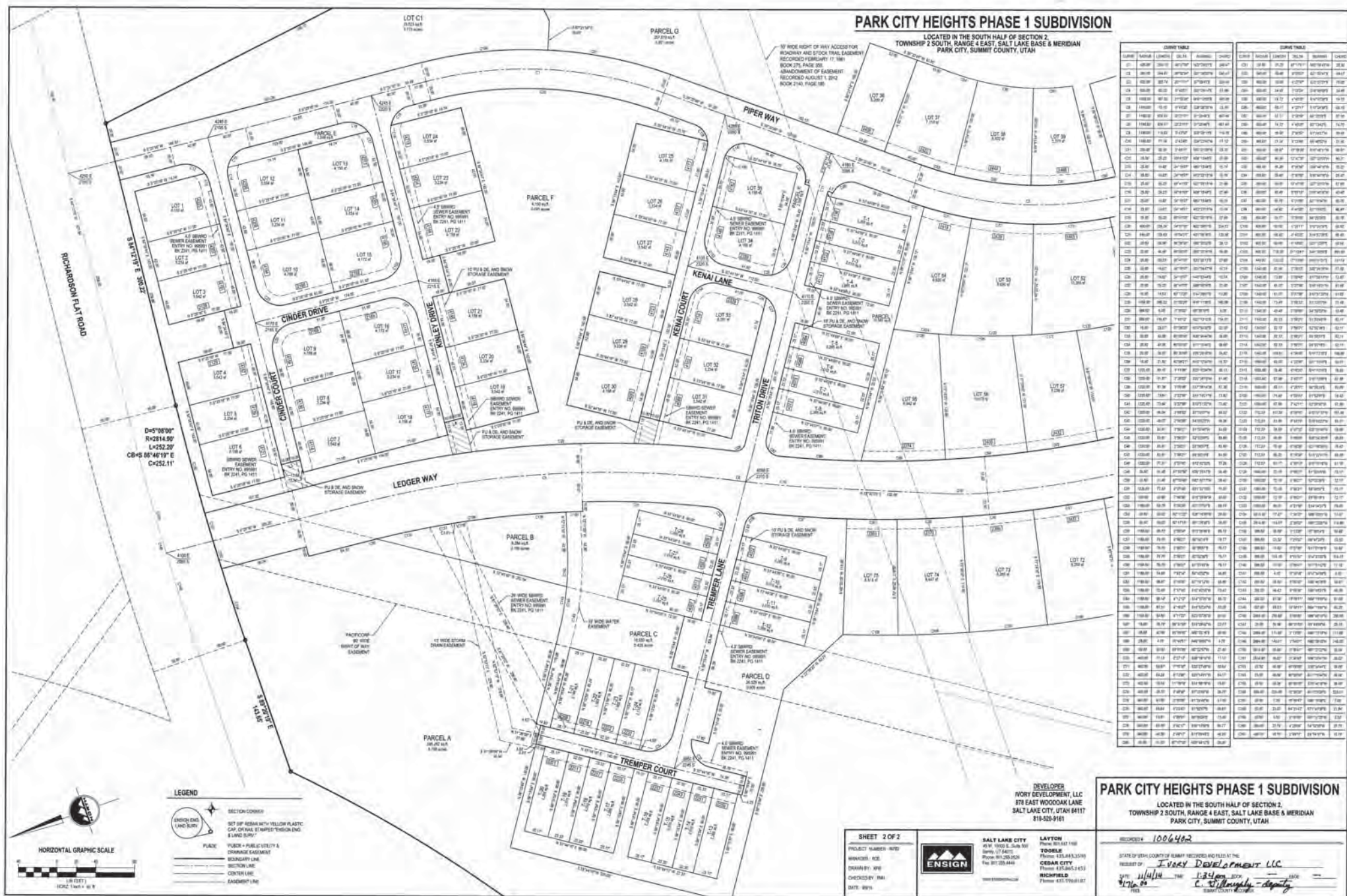


EXHIBIT E - LINK TO MPD AGREEMENT

EXHIBIT F- LINK TO ANNEXATION AGREEMENT

EXHIBIT G- LINK TO SITE AND UTILITY PLANS

EXHIBIT H

Phase 2

EXHIBIT I- PHOTOS OF SITE





View of Phase 2 looking southwest from Calamity Ct



View looking west towards minor ridge from Calamity Lane





View looking North to Phase 1 Cottage homes on Ledger Way



View to Phase 2 site looking west from Calamity Court and Ledger Way



View looking southeast from Richardson Flat Road near SR 248

EXHIBIT J - LINK TO DESIGN GUIDELINES



COMMUNITY DEVELOPMENT

January 31, 2017

Christopher P. Gamvroulas
Ivory Development
978 Woodoak Lane
Salt Lake City, UT 84117

NOTICE OF HOUSING AUTHORITY APPROVAL

<u>Description:</u>	Updated/Amended Affordable Housing Mitigation Plan
<u>Project Title:</u>	Park City Heights Master Planned Development
<u>Date of Action:</u>	December 15, 2016

Summary of Housing Authority Action

On December 15, 2016 Park City Housing Authority approved an amended Housing Mitigation Plan for the phased completion and sale of 79 deed restricted units in fulfillment of the affordable housing obligation at Park City Heights Master Planned Development. Completed units will include 28 Park Town Homes (7 four-plex buildings), 35 Park Homes and 16 larger Cottage Homes.

The First Amendment to the original Housing Mitigation Plan ("Plan") is attached as Exhibit B. The Plan was approved with the following conditions of approval:

Conditions of Approval:

1. Ivory Homes will return to the Housing Authority by December of each year with a status report that includes: number of units built, sale prices, balance remaining, projections for the next year including number of units in each type and pricing for the next year, and any requested adjustments to the Housing Mitigation Plan.
2. Any changes to the unit pricing, bedroom count or completion schedule included in the Amended Housing Mitigation Plan in Exhibit B will require approval by the Housing Authority.

Attached are Exhibits as follows:

Exhibit A = Original Housing Mitigation Plan approved on July 17, 2014

Exhibit B = Amended Housing Mitigation Plan approved on December 15, 2016.
Exhibit C = First Amendment to the Deed Restriction recorded on January 19,
2017 applicable to the sale of 14 houses.

If you have any questions about this Housing Mitigation Plan letter of approval, please
contact me. I can be reached at 435-615-5152 or via email at
rhoda.stauffer@parkcity.org.

Sincerely,



Rhoda J. Stauffer
Affordable Housing Program Manager

July 1, 2014

Park City Housing Authority
PO Box 1480
Park City, UT 84060

EXHIBIT A

Park City Heights - Housing Mitigation Plan

Project: Park City Heights Master Planned Development
Developer: Ivory Homes

General:

On May 11, 2011 the Master Planned Development (MPD) for Park City Heights was approved for a mixed residential development consisting of 160 market rate units and 79 affordable/attainable units on 239 acres. An amendment to the MPD was approved on November 6, 2013, this addressed relocation and configuration of lots and streets. As part of the approval the Developer is required to satisfy an affordable/attainable housing requirement with forty-four (44) units approved under the 17-99 Housing Resolution and thirty-five (35) units approved under the 20-07 Housing Resolution.

The units will be large enough to capture all of the square footage necessary under the AUE obligations. All affordable/attainable units are to be for sale units. None of the units are intended to be rented by the Developer or future owners. Restrictions and priorities may include qualification options, sales price limits/range, rental restrictions and affordability terms.

Phasing Schedule:

The Project may be platted and in phases in accordance with the approved phasing plan. The following schedule is provided to indicate the required AUE's to be built in each phase. However, each primary phase may include sub-phases as market conditions dictate and the phases may be adjusted.

Phase 1 – 103 Units

- 68 Affordable/Attainable
- 35 Market Rate Units

Phase 2 – 47 Units

- 5 Affordable/Attainable
- 42 Market Rate Units

Phase 3 – 34 Units

- 2 Affordable/Attainable
- 32 Market Rate Units

Phase 4 – 29 Units

- 4 Affordable/Attainable
- 25 Market Rate Units

Phase 5 – 15 Units

- 15 Market Rate Units

Phase 6 – 11 Units

- 11 Market Rate Units

All Phases 79 Affordable/Attainable Units (or equivalent AUE's)
 160 Market Rate Units

Total: 239 Units

Construction Timing:

The general layout and concept plan for Park City Heights dictates that the infrastructure is built from the lowest point of the slope (north) or entrance of the project to the highest point on the mountain (south). Because construction dictates this development pattern and the majority of affordable units are lower on the hill, the affordable units will be constructed at a different rate than market rate units. All of the affordable/attainable units will receive a certificate of occupancy prior to issuance of building permits for the last ten (10) percent of the market rate units. Project and housing requirements dictate that the affordable/attainable units are built in conjunction with the market rate units. The developer is front loading as many affordable/attainable units as possible to ensure that the requirements are satisfied. All of the affordable/attainable units are in the first 4 Phases.

Phase 1 construction will begin in early fall of 2014 for a total of sixty-eight (68) affordable/attainable units. The first Certificates of Occupancy are anticipated to be completed in late 2014/early 2015. The first affordable/attainable unit will be ready for occupancy prior to the first market rate unit. The majority of the affordable/attainable units are clustered at the entrance to the Subdivision and the Developer will ensure that the units are built with high quality building materials and well maintained. Projected absorption rate is 8-12 units per year as dictated by the market.

Phase 1 – Year 1 Projection = 10 Total Units

TYPE OF UNIT	NUMBER OF UNITS	NUMBER OF BEDROOMS	SQUARE FEET PER UNIT
Park Home – Single Family	6	3	1,600 – 2,100
Park Home – Townhome	4	2-3	1,000 – 1,400

Product Pricing:

The intent is to offer a wide range of both product type and product pricing. Pricing in the first building of the Attached Park Home Townhomes product in Phase 1 will begin in the \$240,000 range and go upwards of \$400,000 for the Single Family Detached Park Homes, depending on unit type, bedroom counts, square footage, and construction finishes. Developer will work with Park City Municipal Corp to determine final sales pricing as well as product type and size. It is anticipated that attached units will be priced lower and single family detached units will be closer to the maximum price range, thus having a greater range of diversity.

Marketing Plan:

Developer agrees to give priority to those full-time employees who work within the area of the Park City School District boundaries, particularly essential workers. This area includes but is not limited to Intermountain Healthcare Park City Medical Campus, USSA Headquarters and Training Annexation.

Developer will hold information seminars with these target groups to discuss the qualifications for purchasing deed restricted affordable/attainable housing units. Developer will also provide Credit Repair Services for all of those in need of such services.

Methodology of Affordability:

Affordability Defined

Affordability is defined such that the total amount of the mortgage, basic utilities, taxes, insurance and HOA payments may not account for more than 30% of household income. The median wage of the core Park City workforce is determined annually by the City Council.

Affordable Unit Equivalent

There are two resolutions that govern the affordable/attainable units in Park City Heights. Resolution 17-99 dictates that a two-bedroom unit with 800 square feet of Net Livable Space is considered one Affordable Unit Equivalent; and Resolution 20-07, dictates that a two-bedroom unit with 900 square feet of Net Livable Space is considered one Affordable Unit Equivalent.

Average of Affordability

The intent is to maintain an average rate of affordability. Flexibility must be given in the Housing Mitigation Plan in an attempt to maximize a level of affordability. There may be some single-family units that fall outside of the affordable range, alternatively, providing attached units could keep the average rate of affordability lower delivering a lower average price.

Compliance Standards

It is anticipated that there will be a mix of unit types and standards as outlined below:

- All affordable units will be built to a minimum LEED Certified OR NAHB Green level and appliances & light bulbs shall be Energy Star qualified products.
- Size differentials of the exterior appearance of the cottage home affordable units will be compatible with cottage home market rate units and will use similar exterior materials and guidelines.
- Standard construction practices will be the same for the affordable/attainable and market units and incorporate the same general construction materials in the following areas: insulation, windows, heating systems, and other components related to energy efficiency including landscaping.
- All affordable/attainable units will be constructed in accordance and consistent with the MPD approved Park City Heights Neighborhood Design Guide.
- All affordable/attainable units will be constructed on Park City Heights property (MPD site). This includes the transfer of the IHC units from the Park City Medical Center site to Park City Heights.

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Product type in all phases will be determined based on market conditions, lot size, topography, number of stories, adjacent homes, and other factors. Flexibility will be required and a necessity in order to provide the right product at the right price to maintain affordability. Units will be configured in two, three and four bedroom layouts. A minimum of seven (7) — two bedroom units will be provided in the Attached Park Home Townhomes.

Average Median Income/Workforce Housing Wage (Guideline)

Housing Resolution 17-99 uses an Average Median Income (AMI) in Summit County and Housing Resolution 20-07 uses the Workforce Housing Wage (WHW) in Park City. The first ten (10) units will be split with four (4) of the units under HR 17-99 and six (6) under HR 20-07.

December 15, 2016

Park City Housing Authority
PO Box 1480
Park City, UT 84060

Park City Heights – Amended Housing Mitigation Plan

Project: Park City Heights Master Planned Development
Developer: Ivory Homes

General:

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Marketing Plan:

Developer agrees to give priority to those full-time employees who work within the area of the Park City School District boundaries, particularly essential workers. This area includes but is not limited to Intermountain Healthcare Park City Medical Campus, USSA Headquarters and Training Annexation.

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Average Median Income/Workforce Housing Wage (Guideline)

Housing Resolution 17-99 uses an Average Median Income (AMI) in Summit County and Housing Resolution 20-07 uses the Workforce Housing Wage (WHW) in Park City.

Exhibit B
Park City Heights Proposed Pricing by Unit Type

	October 24, 2016 Proposed Pricing from Ivory Homes	# of Bed- rooms	Housing Resolution Pricing Limit	Negotiated Pricing
Town Homes				
T25	319,900	3	409,501	319,900
T26	249,900	2	365,759	249,900
T27	297,900	3	409,501	297,900
T28	329,900	3	409,501	329,900
T9	326,298	3	409,501	349,900
T10	254,898	2	365,759	299,900
T11	303,858	3	409,501	329,900
T12	336,498	3	409,501	359,900
T21	332,823	3	409,501	349,900
T22	259,995	2	365,759	299,900
T23	309,935	3	409,501	329,900
T24	343,227	3	409,501	359,900
T13	339,479	3	409,501	349,900
T14	265,194	2	365,759	299,900
T15	316,133	3	409,501	329,900
T16	350,091	3	409,501	359,900
T17	346,268	3	409,501	349,900
T18	270,497	2	365,759	299,900
T19	322,455	3	409,501	329,900
T20	357,092	3	409,501	359,900
T5	353,193	3	409,501	349,900
T6	275,906	2	365,759	299,900
T7	328,904	3	409,501	329,900
T8	364,233	3	409,501	359,900
T1	360,256	3	409,501	349,900
T2	281,424	2	365,759	299,900
T3	335,482	3	409,501	329,900
T4	371,517	3	409,501	359,900
sub-total	8,903,256		11,159,834	9,235,200

Bedroom Count Summary	
2 bedrooms	7
3 bedrooms	46
4 bedrooms	26

Numbers of Affordable Units Per Year		TH	PH	Cottages	total
	2016	4	6	0	10
	2017	4	6	0	10
	2018	4	6	1	11
	2019	4	6	3	13
	2020	4	6	3	13
	2021	4	5	3	12
	2022	4	0	3	7
	2023	0	0	3	3
	total	28	35	16	79

(1,924,634) amount below max allowed pricing

	October 24, 2016 Proposed Pricing from Ivory Homes	# of Bed- rooms	Limit	Proposed Scenario
Park Homes				
1	\$408,900	3	\$375,179	\$375,179
2	\$374,900	3	\$375,179	\$375,179
3	\$408,900	3	\$375,179	\$375,179
10	\$408,900	3	\$375,179	\$375,179
11	\$374,900	3	\$375,179	\$375,179
12	\$408,900	3	\$375,179	\$375,179
4	\$477,900	4	\$445,463	\$465,900
5	\$384,272	3	\$375,179	\$438,500
6	\$419,272	3	\$375,179	\$438,500
7	\$477,900	4	\$445,463	\$465,900
8	\$384,272	3	\$375,179	\$438,500
9	\$419,122	3	\$375,179	\$438,500
13	\$489,878	4	\$445,463	\$465,900
14	\$393,878	3	\$375,179	\$438,500
15	\$429,600	3	\$375,179	\$438,500
22	\$489,878	4	\$445,463	\$465,900
23	\$393,878	3	\$375,179	\$438,500
24	\$429,600	3	\$375,179	\$438,500
16	\$502,095	4	\$445,463	\$465,900
17	\$403,772	3	\$375,179	\$438,500
18	\$440,340	3	\$375,179	\$438,500
19	\$502,095	4	\$445,463	\$465,900
20	\$440,300	3	\$375,179	\$438,500
21	\$440,300	3	\$375,179	\$438,500
28	\$514,648	4	\$445,463	\$465,900
29	\$451,348	3	\$375,179	\$438,500
30	\$451,348	3	\$375,179	\$438,500
31	\$514,648	4	\$445,463	\$465,900
32	\$451,348	3	\$375,179	\$438,500
33	\$451,348	3	\$375,179	\$438,500
25	\$527,515	4	\$445,463	\$465,900
26	\$462,631	3	\$375,179	\$438,500
27	\$462,631	3	\$375,179	\$438,500
34	\$527,515	4	\$445,463	\$465,900
35	\$462,631	3	\$375,179	\$438,500
	\$15,581,363		\$13,834,105	15,241,574

\$1,407,469 amount above max allowed pricing

	October 24, 2016 Proposed Pricing from Ivory Homes	# of Bed- rooms	Limit	Proposed Scenario
Cottages				
1	499,900	4	506,008	506,008
2	514,897	4	506,008	506,008
3	514,897	4	506,008	506,008
4	514,897	4	506,008	506,008
5	530,343	4	506,008	506,008
6	530,343	4	506,008	506,008
7	530,343	4	506,008	506,008
8	546,253	4	506,008	506,008
9	546,253	4	506,008	506,008
10	546,253	4	506,008	506,008
11	562,640	4	506,008	506,008
12	562,640	4	506,008	506,008
13	562,640	4	506,008	506,008
14	579,519	4	506,008	506,008
15	579,519	4	506,008	506,008
16	579,519	4	506,008	506,008
	8,700,856		8,096,128	8,096,128

Total Revenue Initial Ivory Pricing Revenue \$ 33,185,475

Total Revenue Resolution Limits \$ 33,090,067

Total Negotiated Pricing Revenue \$ 32,572,902

\$ (517,165) amount negotiated pricing is below max allowed pricing

WHEN RECORDED, RETURN TO:

Park City Municipal Corporation
Attention: City Recorder
P.O. Box 1480
Park City, UT 84060

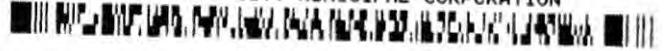
ENTRY NO. 01062065

01/19/2017 04:21:36 PM B: 2393 P: 1528

Amendment PAGE 1/5

MARY ANN TRUSSELL SUMMIT COUNTY RECORDER

FEE 0.00 BY PARK CITY MUNICIPAL CORPORATION



AMENDMENT NO. 1 TO THE
DEED RESTRICTIONS PROTECTING THE
AFFORDABILITY AND SUSTAINABILITY OF
AFFORDABLE HOMES AT
PARK CITY HEIGHTS

This Amendment No. 1 to Deed Restrictions Protecting the Affordability and Sustainability of Affordable Homes at Park City Heights (the "Amendment") is made and entered into as of the 19th day of January ____, 2017 (the "Effective Date"), by and between Ivory Homes, a Utah Corporation ("Owner"), and Park City Municipal Corporation, a municipal corporation of the State of Utah ("City").

RECITALS

A. Owner and the City are parties to that certain Deed Restrictions Protecting the Affordability and sustainability of Affordable Homes at Park City Heights (the "Agreement") dated as of January 29, 2015, which Agreement was recorded in the Office of the Recorder of Summit County, Utah on February 2, 2015 as Entry No. 01012050 in Book 2277, beginning at Page 1536. The Agreement pertains to seventy nine (79) affordable housing residential units located at Park City Heights, as more particularly described in Exhibit "A" attached hereto and incorporated herein by this reference (the "Units").

B. Pursuant to Section 3 of the Agreement, the initial pricing is now established for fourteen (14) Units described as "Park Town Homes T25, T26, T27, T28, T9, T10, T11, and T12" which are governed by Housing Resolution 17-99 and "Park Homes (single family) 1, 2, 3, 10, 11 and 12" which are governed by Housing Resolution 20-07.

C. Owner, the City and the Park City Housing Authority determined after at a public hearing before the Park City Housing Authority on December 15, 2016 that effective as of December 16, 2016 the Housing Mitigation Plan approved by the Park City Housing Authority on July 17, 2014 should be amended ("Amended Plan") in order to establish initial pricing of the Unit. That Amended Plan established the initial sale prices for the above identified units. Consequently, Owner and the City desire to amend the Agreement as hereinafter set forth.

AMENDMENT TO THE AGREEMENT

NOW THEREFORE, in consideration of the foregoing Recitals and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Owner and the City hereby agree as follows:

1. INITIAL SALES PRICE. The initial sales price for each Owner Occupied Unit listed below shall be as follows:

UNIT NUMBER	INITIAL SALES PRICE	UNIT NUMBER	INITIAL SALES PRICE
Park Town Homes		Park Homes – Single Family	
T25	\$319,900	1	\$375,179
T26	\$249,900	2	\$375,179
T27	\$297,900	3	\$375,179
T28	\$329,900	10	\$375,179
T9	\$329,900	11	\$375,179
T10	\$359,900	12	\$375,179
T11	\$349,900		
T12	\$299,900		

2. CAPITALIZED TERMS. Any capitalized terms not defined in this Amendment shall have the same meaning as set forth in the Agreement.
3. NO OTHER CHANGES. Except as specifically provided in this Amendment, all of the terms, conditions, agreements and provisions set forth in the Agreement remain unaffected, and they are hereby reaffirmed, ratified and approved in their entirety and shall remain in full force and effect.

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the Effective Date.

OWNER:

Ivory Development, LLC
a Utah Corporation

By: Christopher P. Gamvroulas

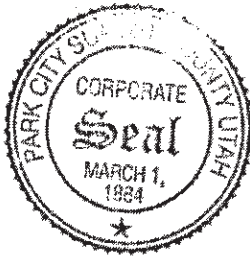
Christopher P. Gamvroulas
Title: President

CITY:

PARK CITY MUNICIPAL CORPORATION,
a municipal corporation of the State of Utah

By: Jack Thomas

Jack Thomas
Title: Mayor



Attest:

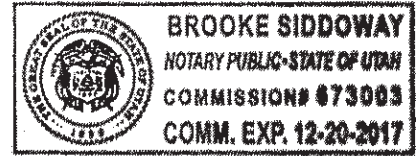
Michelle Kellogg
City Recorder

Approved as to Form:

[Signature]
City Attorney

ACKNOWLEDGMENTS

STATE OF UT)
)
COUNTY OF Salt Lake) : ss.



The foregoing instrument was acknowledged before me this 18th day of January, 20 17, by Christopher P. Gamvroulas, in his capacity as the President of Ivory Development, L.L.C., a Utah limited liability company.

Brooke Siddoway
NOTARY PUBLIC

My Commission Expires: 12-20-17

Residing at: S.L. County

STATE OF UTAH)
)
COUNTY OF SUMMIT) : ss.

The foregoing instrument was acknowledged before me this 19 day of January 2017 by Jack Thomas, in such person's capacity as the Mayor of Park City Municipal Corporation.

Michelle Kellogg
NOTARY PUBLIC

My Commission Expires:

Residing at:

5-19-2019

Park City Municipal



EXHIBIT A

Legal Description of the Units

The Park City Heights deed restricted units will total to 79 affordable units and will be built in four phases. This Amendment #1 to the DEED ESTRICCTIONS PROTECTING THE AFFORDABILITY AND SUSTAINABILITY OF AFFORDABLE HOMES AT PARK CITY HEIGHTS pertains to Park Town Homes T25, T26, T27, T28, T9, T10, T11, T12 and Park Homes (single family) 1, 2, 3, 10, 11 and 12

This Amendment pertains to Parcel Numbers PCH-1-T25, PCH-1-T26, PCH-1-T27, PCH-1-T28, PCH-1-T9, PCH-1-T10, PCH-1-T11, PCH-1-T12, PCH-1-1, PCH-1-2, PCH-1-3, PCH-1-10, PCH-1-11, PCH-1-12,

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Graham Bunt

Submitting Department: Planning

Item Type: Staff Report

Agenda Section: NEW BUSINESS

Subject:

Consideration to Extend the Street Dining on Main Program for Another Term and Authorize the Mayor to Sign Updated City Property/ Right-Of-Way (ROW) Leases with Seven (7) Main Street Restaurants, in a Form Approved by the City Attorney
(A) Public Input (B) Action

Suggested Action:

Attachments:

[2018 Street Dining on Main Staff Report](#)

[Exhibit A](#)

[Exhibit B](#)

[Exhibit C](#)

City Council Staff Report



Subject: 2018 Street Dining on Main
Author: Laura Newberry, Planning Technician
Liz Jackson, Planning Technician
Graham Bunt, Planning Analyst I
Department: Planning
Date: 3 May 2018
Type of Item: Administrative

Summary Recommendation/Executive Summary

Staff recommends that the City Council consider extending the Street Dining on Main program for another term and authorize the Mayor to sign updated leases of City property/Right-of-Way with seven (7) Main Street restaurants, in a form approved by the City Attorney. Staff also recommends that City Council consider fee rate shown in Option B, based on updated information provided by Parking Services Department. Staff recommends evaluating the price per parking annually, based on a parking analysis of the prior season. The extension includes the renewal of leases of City property/Right-of-Way for six (6) restaurants located on Main Street, and one (1) located on Swede Alley, so that they can have outdoor dining on City property from May 8th - October 30th, 2018.

The Opportunity

The following restaurants placed temporary street dining decks on Main Street in the summer of 2017:

- 501 on Main St
- Crystal Park Cantina (formerly Bistro 412)
- The Eating Establishment
- Flanagan's on Main
- Main Street Pizza & Noodle
- Shabu
- Fletcher's (on Swede Alley at the rear entrance instead)

Background

Land Management Code §15-2.6-12(B) allows Outdoor Dining on "leased public property" as an administrative Conditional Use Permit. Street Dining was first explored and used the summer of 2010 when three (3) restaurants on Main Street participated. Seven (7) restaurants participated in 2017, all of which are requesting to participate in 2018, and all have approved administrative Conditional Use Permits. A term of the lease notes that *"an annual review by the City Council, with input from the Planning Department will be conducted each year. City Council may terminate or change the terms of this lease at that time."*

Alternatives for City Council to Consider

A. Approve Option A (\$1,373 per parking space):

Since 2015 the rental rate was based on actual calculations from Fiscal Year 2014. In 2016 City Council directed the use of this fee schedule through 2019 at the projected rates (see Table 1) with an incremental 10% annual increase. The City Council may approve the 2018 Street Dining on Main program with the previously used projected rates; or

B. Approve Option B (\$1,678 per parking space):

Based on the 2015 fee schedule's percentage plan in Option A, but utilizing an updated parking analysis of lost revenue per parking space from the 2017 Street Dining on Main season. This option is Staff's recommendation. The City Council may approve the 2018 Street Dining on Main program, with the updated pricing structure utilizing the 2017 analysis; or

C. Approve Option C (\$1,809 per parking space):

Based on the 2017 Parking analysis this option charges the entire amount based on 2017 lost revenue. The City Council may approve the 2018 Street Dining on Main program, with the updated pricing structure utilizing the 2017 analysis; or

D. Approve Option D (\$7,200 per parking space):

The Parking Services Department's analysis quantified this amount as the total maximum (potential) revenue per parking space for the Street Dining on Main season. The City Council may approve the 2018 Street Dining on Main program, with the updated pricing structure utilizing the full maximum (potential) revenue per parking space; or

E. Deny:

The City Council may deny the 2018 Street Dining on Main program by choosing not to renew the leases. This alternative would end the program; or

F. Modify:

The City Council may provide direction to City Staff regarding the 2018 Street Dining on Main program by modifying the proposed language; or

G. Continue the item:

The City Council may continue the item to another date to allow City Staff to return with additional information and discussion; or

H. Do Nothing:

The City Council may do nothing which would be the same as alternative E.

Analysis

The Street Dining on Main season has typically commenced on May 1st in previous years. Due to Main Street re-surfacing by the City, the program will not be able to begin until the micro-surfacing improvements are complete, which is expected to be May 8th,

weather permitting. The owners are aware of the installation and potential weather delay and understand the need to postpone until the improvements are completed. As a result, they may be granted a pro-rated rental fee if they commence deck installation later than May 8.

Rental Rate

During the initial 2010 pilot program, the City did not charge any rent for the three (3) requested decks. The rental charges have varied from 2011 through 2015. The 2015 parking fee was 60% of the Parking Department's estimated lost revenue based on actual calculations from Fiscal Year 2014, \$1,525 per space. In 2015, City Council directed Staff to increase the parking rental rates by 10% each season (See Table 1). The City Council directed Staff to continue this parking fee schedule through 2019 (100%), based on the parking analysis from 2015.

Table 1: 2015 Incremental Fee Structure

Year	Parking Fee	Percent of \$1,525.00
2015	\$915.00	60%
2016	\$1,067.50	70%
2017	\$1,220.00	80%
2018	\$1,372.50	90%
2019	\$1,525.00	100%

The table below shows the dimensions and corresponding fees for each deck from 2010 to 2017:

Table 2: Past Fees Charged to Street Dining on Main Participants

Restaurant / Linear parking space	Lost Parking Spaces	2010 \$0	2011 \$300	2012 – 2014 \$550	2015 \$915 (60% of \$1,525)	2016 \$1,067.50 (70% of \$1,525)	2017 \$1,220 (80% of \$1,525)
Firewood Restaurant (formerly Cisero's)	1.55	\$0	\$465	\$852.50	-	-	-
Crystal Park Cantina (formerly Bistro 412)	1.0	\$0	\$300	\$550	\$915	\$1,067.50	\$1,220
501 on Main	1.0	\$0	\$300	\$550	\$915	\$1,067.50	\$1,220
Main St. Pizza & Noodle	1.56	-	\$468	\$858	\$1,427.40	\$1,665.30	\$1,093.20
Bandits Grill & Bar	1.15	-	\$345	\$632.50	\$1,052.25	\$1,227.63	\$1,403
Bangkok Thai on Main	1.9	-	\$570	\$1,045	-	-	-
The Eating Establishment	1.09	-	\$327	\$599.50	\$997.35	\$1,163.58	\$1,329.80
Shabu	1.15	-	\$345	\$632.50	\$1,052.25	\$1,227.63	\$1,403
Flanagan's on Main	1.13	-	\$339	\$621.50	\$1,033.95	\$1,206.28	\$1,378.60
Tupelo	1.3	-	-	-	-	\$1,387.75	-
Totals		\$0	\$3,459	\$6,341.50	\$7,393.20	\$10,013.17	\$9,047.60

In March of 2018 Planning Staff worked with the Public Works and Parking Services Departments to coordinate the Street Dining on Main program. Planning and Parking Services staff determined that charging 90% of the 2014 fees for the 2018 Street Dining on Main program is currently outdated as the City implemented a new parking program which incorporating new parking fees in 2017. The Parking Services Department analyzed the parking space revenue for the calendar year of 2017 and found that the revenue lost for each parking space was \$1,809.07 from May 1st – October 30th. Staff recommends that City Council review the pricing options listed below and to determine fees moving forward as listed in the alternative section and Table 3 below.

Table 3: Proposed Fee Options for Street Dining on Main Participants

2018 Restaurant / Linear parking space	Option A (90% of estimated 2014 fees) \$1,373	Option B (90% of estimated 2017 fees) \$1,678	Option C (100% of estimated 2017 fees) \$1,809	Option D (Maximum Potential Revenue) \$7,200
501 on Main / 1.0	\$1,373	\$1,678	\$1,809	\$7,200
Crystal Park Cantina / 1.0	\$1,373	\$1,678	\$1,809	\$7,200
The Eating Establishment / 1.09	\$1,497	\$1,829	\$1,972	\$7,848
Flanagan's on Main / 1.13	\$1,551	\$1,896	\$2,044	\$8,136
Fletcher's* / 1.35	\$1,854	\$2,265	\$2,442	\$9,720
Main St. Pizza & Noodle / 1.56	\$2,142	\$2,618	\$2,822	\$11,232
Shabu / 1.15	\$1,579	\$1,930	\$2,080	\$8,280
Totals	\$11,369	\$13,894	\$14,978	\$59,616

The calculated fees are assuming that each deck would be placed from May 8 – October 30, 2018. Amounts would be prorated based on when each restaurant starts using their deck after a building permit is secured, lease agreements are signed, etc., taking place after May 8, weather permitting per the Main Street re-surfacing.

***Fletcher's**

The approved outdoor dining area for Fletcher's is 231 sf. area of City property. While that specific area behind Fletcher's is not typically used for parking purposes, City Council chose to apply the same rental fee calculation used for participating restaurants of the program that utilize usable parking spaces with their on-street dining decks. Hypothetically, if Fletcher's placed a standard dining deck on Main Street, its maximum length would equal the width of the front façade of the building at 27 feet which equates to 1.35 parking spaces at 20 linear feet per space.

Kimball Art Center – Arts Fest

The City has a commitment with the Kimball Art Center during the annual Arts Festival and includes language in the leases that requires all of the decks to be removed each year **unless Kimball Art Center indicates that they may stay during the festival.**

Department Review

The Building, Planning, Engineering, Parking Services, Legal, and Executive Departments have reviewed this staff report.

Funding Source

Not applicable.

Exhibits

Exhibit A – Updated Lease Agreements

Exhibit B – Street Dining Operational Restrictions

Exhibit C – Proposed 2018 Street Dining on Main Map

Exhibit A

STREET DINING ON MAIN DRAFT OUTDOOR DINING LEASE 2018

This LEASE AGREEMENT is made and executed this ____ day of _____, 2018, by and between Park City Municipal Corporation, a municipal corporation and political subdivision of the state of Utah ("Park City") and _____, located at _____, Park City, Utah ("Tenant").

RECITALS

WHEREAS, the City wishes to enable opportunities for restaurants on Main Street to be able to provide additional outdoor dining opportunities; and

WHEREAS, the City's goals include the establishment of new and creative opportunities to facilitate the Main Street experience for residents and visitors alike during the shoulder and summer seasons; and

WHEREAS, the City's goals include the preservation and enhancement of Park City's character regarding Old Town and the desire to strengthen the pedestrian experience along Main Street; and

WHEREAS, the City recognizes the desire of many visitors and residents to dine outdoors along historic Main Street; and

WHEREAS, the City's General Plan recommends utilizing street design techniques to encourage slower traffic speeds and a more intimate pedestrian-oriented scale; and

WHEREAS, the City's goals include maintaining and furthering the resort community's economic opportunities, as well as enhancing the economic viability of Park City's Main Street Business District;

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

TERMS & CONDITIONS OF LEASE

Based upon good and valuable mutual consideration, the Parties agree as follows:

1. **PROPERTY.** The property affected by this lease is generally described as the street area directly fronting Tenant's building located at _____ Main Street which has a length of _____ feet, and more specifically described in site plan Exhibit A, attached hereto and incorporated herein by this reference (hereinafter referred to as the "Premises"). The length of the outdoor dining deck per restaurant may not exceed forty (40) feet.
2. **RENT.** Annual rent is for the use of the street for the deck is _____ dollars (\$X,XXX) per parking space of a linear length of twenty feet (20'). This rent may be prorated based upon initial installation and final removal dates; however the rent reduction shall not exceed one (1) month. If deck must be removed for construction related to Main Street Improvements, the period of time the deck is removed shall also

be prorated. Payment is due prior to installation and any prorated amount due upon removal shall be refunded by the City. If a deck covers a fraction of a parking space (20') the rent will be calculated by the percentage of the deck on the parking space. Tenant shall be solely responsible for payment of any and all costs associated with Tenant's performance under this lease, including but not limited to City rent, additional business licensing fees, insurance, sales taxes and other expenses.

3. TERM. The term of this Agreement shall commence on May_____, 2018 and shall terminate on October 30, 2018 unless terminated earlier as provided herein. The Premises may only be utilized for a six (6) month period commencing on May _____, 2018 and terminating on October 30, 2018 except the Premises may not be used during the 2018 Kimball Arts Festival (August 3, 2018 - August 5, 2018) unless Kimball Art Center consents in writing to allow Tenant to use the Premises. Additional term restrictions are attached hereto and incorporated herein by this reference in Exhibit B (Street Dining Operation Restrictions). This Agreement may be terminated by Park City upon a finding of non-compliance of this lease or the attached operational restrictions.

The use of the Premises shall not conflict with any previously existing Master Festival License (MFL) recipients on Main Street, specifically the Arts Fest (Kimball Art Center). The Kimball Art Center has been leased exclusive use of Main Street in August. The Premises must be vacated (i.e. removal of decks) no later than 10 a.m. MT on Thursday August 2, 2018 for the duration of Arts Fest (including set-up and breakdown) unless the Kimball Art Center consents in writing to allow Tenant's use of the Premises. If the outdoor dining structure is not removed as required, the Landlord will remove the structure at Tenant's cost.

4. MAIN STREET IMPROVEMENTS. If at any time the street dining deck needs to be removed due to construction related to Main Street improvements the City will give each affected street dining business owner a minimum of 72 hours to have their decks removed. The City will not be responsible for any associated costs involving deck removal/placement or potential lost revenue.
5. USE OF PREMISES. Tenant may use the Premises only for outdoor dining services in a manner consistent with Section 15-2.6-12(B)(1) of the Park City Land Management Code and the terms of this Agreement. From installation until removed, the street dining decks shall be utilized for street dining that will serve lunch and dinner seven (7) days a week. Additional operational restrictions which must be complied with as part of the conditions of this lease are attached hereto and incorporated herein in Exhibit B. Park City makes no representations regarding the premises and Tenant accepts the premises "as is."
6. IMPROVEMENTS TO THE PREMISES. Tenant shall not make any improvements to the Premises without first obtaining Park City's written consent. Any improvements approved by Park City shall be completed at Tenant's sole expense and removed at Tenant's sole expense upon expiration of this Agreement. No permanent alterations to the City's property are permitted.
7. SIGNS. No signs shall be permitted on the Premises except as specifically approved by the Park City Municipal Corporation Planning Department pursuant to the Park City Sign Code and/or Tenant's Master Sign Plan.

8. **INSURANCE.** Tenant shall, at Tenant's sole expense, carry a policy of general liability insurance in an amount of at least Two Million Dollars (\$2,000,000) per combined single limit per occurrence and Three Million Dollars (\$3,000,000) per aggregate for personal injury, bodily injury and property damage. Park City shall be named as an additional insured by endorsement on each policy. Tenant's insurance is to be primary to Park City's and Park City's insurance shall be noncontributory. A certificate of insurance with a thirty (30) day cancellation notice provision shall be provided to Park City on or before the lease commencement date, and maintained continuously during the term of the lease. Tenant may carry whatever other insurance Tenant deems appropriate. The parties agree that Tenant's sole remedy in the event of business interruptions, fire, windstorm, or other loss from hazard shall be its own insurance and Tenant will have no action against Park City. Park City is protected by the Utah Governmental Immunity Act, and nothing herein is intended to waive or limit the protection of the Act in behalf of either entity, but to the extent it is consistent with this intent, it is the purpose of this provision to protect Park City for liability or allegations arising out of the Tenant's use of the Premises.
9. **HOLD HARMLESS.** Tenant covenants and agrees to defend, indemnify, hold Park City harmless from all claims, loss damage, injury or liability (hereafter "Liability") resulting from Tenant's use and occupancy of the Premises to the full extent permitted by law and/or the Utah Governmental Immunity Act, including reasonable attorney's fees, but excluding any Liability resulting from acts or omissions of Park City, its officers, employees or agents. Nothing herein shall be construed as a waiver of any of the rights or defenses under the Utah Governmental Immunity Act (Utah Code Ann. Sections 63-30-1, et seq.), as amended. The obligations hereunder shall be determined under principles of tort law including, but not limited to, the Governmental Immunity Act. In case of an emergency including but not limited to a flood, storm drain, utility, the structure may be removed or damaged by response teams at the cost of the owner.

Tenant shall indemnify, protect and hold the Landlord harmless from and defend (by counsel reasonably acceptable to Landlord) the Landlord against any and all claims, causes of action, liability, damage, loss or expense (including reasonable attorneys' fees and costs and court costs), statutory or otherwise arising out of or incurred in connection with (i) the use, operation, occupancy or existence of the Premises or the presence of visitors, or any other person, at the Premises during the Term or the Renewal Term, (ii) any activity, work or thing done or permitted or suffered by Tenant in or about the Premises, (iii) any acts, omissions or negligence of Tenant, any person claiming through Tenant, or the contractors, agents, employees, members of the public, invitees, or visitors of Tenant or any other such person ("Tenant Party" or "Tenant Parties"), (iv) any breach, violation or nonperformance by any Tenant Party of any provision of this Lease or of any law of any kind, or (v) except to the extent resulting from any negligence or intentional torts of Landlord.

10. **ASSIGNABILITY.** Tenant shall not assign or transfer any interest in this Agreement without the prior written consent of Park City. Any assignment or transfer without written approval is void.
11. **PROFESSIONAL PERFORMANCE.** Tenant agrees to perform services under this contract at the highest professional standards, and to the satisfaction of Park City.
12. **APPLICABLE LAW.** This Agreement shall be governed by the laws of the state of Utah.

13. ENTIRE AGREEMENT. This Agreement constitutes the entire and only agreement between parties and it cannot be altered or amended except by written instrument, signed by both parties.

Executed the day and year first above written.

Tenant:

By:

Its:

ACKNOWLEDGMENT

STATE OF UTAH)
) ss.
COUNTY OF SUMMIT)

On this _____ day of _____, 20____, personally appeared before me _____, who being duly sworn, did say that he is the Owner of _____, and acknowledged to me that the preceding Agreement was signed on behalf of _____, and he acknowledged that the company did execute the same for its stated purpose.

Notary Public

PARK CITY MUNICIPAL CORPORATION

Andy Beerman, Mayor

Attest:

Approved as to form:

Michelle Kellogg, City Recorder

City Attorney's Office

Exhibit B

Draft Street Dining Operational Restrictions

Street dining may be allowed by the Planning Department upon issuance of an Outdoor Dining Administrative Conditional Use Permit. Street dining is permitted beginning in May and shall terminate on October 30th of each year. A total of twelve (12) street dining decks may be accommodated on Main Street based on the layout of the proposed decks. The Applicant must submit an application, pay an application fee, and provide all required materials and plans. Ongoing monitoring will be provided to ensure compliance with these parameters. The Administrative Conditional Use Permit or the Lease may be revoked for failure to comply with these restrictions.

Required Submittals:

- Dining Site Plan – This plan shall be to scale and indicate: the Applicant's building as it relates to the exact proximity of the street dining deck. The plan shall include accurate locations of proposed chairs, tables, umbrellas, planters, and any other existing public improvements (light fixtures, fire department connections, parking meters, etc.).
- Details/specifications sheets – Shall be submitted for each piece of equipment proposed with the street dining is application. This will include all tables, chairs, umbrellas, etc.

Design Standards:

1. Size. Street dining area shall be limited to the linear frontage a building has on Main Street and shall not exceed nine feet (9') in width. The encroachment of the proposed decks into street will not exceed seven feet, nine inches (7'-9") in width from the curb, as the encroachment of the proposed decks into the sidewalk will not exceed one foot three inches (1'-3"), unless approved by City Council. With the written permission of the adjacent property owner submitted to the City, they may extend into the neighbor's street frontage. Forty-four inches (44") of clear sidewalk width shall be available at all times where the street dining deck is being constructed. Each outdoor dining deck shall not exceed forty (40') feet in length.
2. Location/Proximity/Spacing. The City reserves the right to reject an application for an outdoor dining deck:
 - If the proposed deck is too close to a previously existing deck and would eliminate needed parallel parking along Main Street thus creating a concentrated parking issue.
 - If the proposed deck is for a restaurant that does not have direct access at street level.
 - If the proposed deck is for a business with existing outdoor dining space and the expansion of such is deemed excessive.
 - If the proposed deck creates too much private use of the public right-of-way that may be deemed detrimental to the health, safety, welfare of the area.
 - The Building, Planning, and Engineering Departments will review the location, proximity, and spacing of each street dining deck as well as impacts of traffic and

public safety concerns. A recommendation will be given to the City Council for final review and approval.

3. Hours of Operation. The street dining decks shall be utilized for street dining and shall serve lunch and dinner seven (7) days a week for the duration that the decks are in the Right of Way. Lunch service shall start no later than 12 p.m. (noon).
4. Material. Street dining decks may be built of wood platforms and shall have a solid base. The design of the base shall complement the style of the building. The railing shall be painted solid to also complement the building. While outdoor dining deck is not subject to a complete Historic District Design Review (HDDR), the guidelines are applicable to the project.
5. Height. The maximum height of the deck shall not exceed thirty-six inches (36") measured from existing grade to the base/floor of the deck at any given point. The layout of the deck may include a step to meet the maximum height allowed.
6. Advertising. Additional signing or advertising beyond what is allowed by the Park City Sign Code is prohibited.
7. Furniture. All tables and chairs shall be metal, wood, or other comparable material. Plastic furniture shall not be allowed. All furniture must be approved by the Planning Department per the historic district design review.
8. Umbrellas. Umbrellas must be free standing and are prohibited from extending beyond the dining area. Any umbrellas shall be affixed permanently to the deck as required by the International Building Code requirements (including fire standards) and shall not create any public hazard.
9. Lighting. No additional electric lighting is permitted, including exterior building lighting.
10. Planters. Any proposed landscaping or atmosphere pieces shall be reviewed at the time of initial application, and shall not create any public hazard or unnecessary clutter. All plant material must be maintained in a manner that ensures their viability throughout the summer outdoor dining season.
11. Use. The terms and scheduling of the use of the outdoor dining decks must not conflict with any previously existing Master Festival License (MFL) recipients on Main Street, specifically the Arts Fest (Kimball Arts Center), held in 2018 the second Friday, Saturday and Sunday of August. Existing MFL recipients must be consulted with if the outdoor dining decks are to remain during their event. If no agreement is reached, the outdoor dining structure must be removed in full for the duration (including set-up and breakdown) of the MFL event. If the outdoor dining structure is not removed as required, PCMC will remove the structure at cost to compensate for the employees and equipment needed to complete the task.
12. Licensing. The additional square footage of the dining area must be added to the existing licensed area for the restaurant. The Applicant shall also adhere to other applicable City and State licensing ordinances, including the Department of Alcoholic Beverage Control. It is the responsibility of the Applicant to ensure that all licenses are properly obtained and adhered to.

13. Duration. Street dining is permitted beginning in May and shall terminate on October 30th, each year.
14. Health & Safety. The Use shall not violate the Summit County Health Code, the Fire Code, or International Building Code.
15. Music. The use of outdoor speakers and music is prohibited.
16. Maintenance. The dining area shall be clean and maintained in a neat and orderly fashion.
17. Storage. All equipment and other associated materials must be removed and stored on private property during prohibited times (off season). No material associated with the outdoor dining decks may be stored outdoors on-site during the off-season.
18. Removal. Decks must be completely removed from the Right-of-Way prior to the end of business day October 30. If the outdoor dining structure is not removed as required, the City will remove the structure at cost to compensate for the employees and equipment needed to complete the task.
19. Drainage. Design of the deck and its skirting shall not interfere with the existing street drainage. Deck plans shall be reviewed by the City for drainage and may be modified so as to not interfere with the existing drainage patterns of the street.
20. Utilities. Access to utilities shall not be hindered by the structures. No outdoor dining decks will be approved if located in an area that blocks access to fire hydrants, etc. No new utility lines shall be installed as a result of the proposed outdoor dining.
21. Insurance Requirement. The tenant shall carry a policy of liability insurance in an amount of at least \$2 million per combined single limit per occurrence and \$3 million per aggregate for personal injury, bodily injury and property damage. Park City Municipal Corporation shall be named as additional insured by endorsement of each policy.
22. Main Street Improvements. Due to the possible conflicts with scheduled Main Street improvements the City may postpone approving leases until the construction schedule is finalized to be able to determine appropriate dates.

If at any time the street dining deck needs to be removed the City will give each affected street dining business owner a minimum of 72 hours to have their decks removed. The City will not be responsible for any associated costs involving deck removal/placement or potential lost revenue.

23. Aesthetics. Due to the Park City environment and storage of the decks over the years, the decks shall be maintained in a safe and high quality manner. Prior to final installation and occupancy of each deck, the applicant shall make sure that the structural members can adequately meet their original design and each deck shall look aesthetically pleasing.
24. Violations. The decks shall be in compliance with Municipal Code § 11-19-3(H) regarding Prohibition Against Issuance of Municipal Permits. From the time that any

Notice of Violation is given, the City may withhold permits for any alteration, repair or construction, which pertains to any existing or new structures or signs on the property or any permits pertaining to the use and development of the real property or the structure where a violation is located. The City may withhold permits until a Notice of Compliance has been issued by the enforcement official. The City may not withhold permits that are necessary to obtain a Notice of Compliance or that are necessary to correct serious health and safety violations.



Exhibit C

Proposed 2018 Street Dining on Main Decks



Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Anya Grahm

Submitting Department: Planning

Item Type: Staff Report

Agenda Section: NEW BUSINESS

Subject:

Consideration to Approve Ordinance No. 2018-20, an Ordinance Amending the Land Management Code of Park City, Utah, Amending Chapter 15-11-10(D)(2), Removing 819 Park Avenue From the Park City Historic Sites Inventory

(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[819 Park Avenue Staff Report and Ordinance](#)

[819 Park Avenue Exhibits](#)



City Council Staff Report

Subject: Historic Sites Inventory Update- 819 Park Avenue
Author: Anya Grahn, Historic Preservation Planner
Department: Planning
Date: May 3, 2018
Type of Item: Legislative – Determination of Significance for House
Legislative—LMC Amendment to update the Historic Sites
Inventory

Summary Recommendation

Staff recommends City Council review the application, conduct a public hearing, and consider approving the removal of the site at 819 Park Avenue from the Park City Historic Sites Inventory (HSI). Because the HSI is codified in [Land Management Code \(LMC\) 15-11-10 \(D\)](#), staff recommends City Council also review the proposed LMC amendment to remove 819 Park Avenue from the HSI, conduct a public hearing, and consider approving the proposed ordinance.

Executive Summary

On March 7, 2018, the Historic Preservation Board forwarded a positive recommendation to City Council to remove the site at 819 Park Avenue from the Historic Sites Inventory (HSI). The site is currently designated as “Significant” and the Historic Preservation Board found that it no longer met the designation criteria outlined in [Land Management Code \(LMC\) 15-11-10\(A\)\(2\)](#). Because the HSI was codified in 2017 as part of [LMC 15-11-10 \(D\)](#), an LMC amendment is also necessary in order to remove it from the codified list of properties. The Planning Commission forwarded a positive recommendation for amending the LMC to City Council on April 11, 2018.

Acronyms

DOS	Determination of Significance
HPB	Historic Preservation Board
HSI	Historic Sites Inventory
LMC	Land Management Code

The Problem

It is important and necessary that Park City’s Historic Sites Inventory (HSI) retains its integrity by only including buildings that have been found to meet the criteria for local historic designation through Land Management Code (LMC) 15-11-10(A), attached as Exhibit A. The HSI was adopted in 2009 and since that time, staff and individual property owners have submitted Determination of Significance (DOS) applications for review in an effort to maintain a current list of historically significant properties.

Background

The Park City Historic Sites Inventory (HSI), adopted February 4, 2009, currently includes 406 sites of which 186 sites meet the criteria for designation as Landmark Sites and 222 sites meet the criteria for designation as Significant Sites. Since 2009, according to [LMC 15-11-10\(B\)](#), staff has reviewed Determination of Significance (DOS) applications with the HPB on a case-by-case basis in order to keep the Historic Sites Inventory (HSI) current.

On August 3, 2017, City Council approved LMC amendments that codified the Historic Sites Inventory [[Staff Report \(starting page 196\)](#) + [Minutes \(starting page 10\)](#)]. As part of these revisions, staff made additional redlines reflective of changes that had been made to state law that went into effect on May 2017. These changes required that the Historic Preservation Board (HPB) forward a recommendation to City Council for applications of Determination of Significance (DOS) that either designate or remove properties to the Historic Sites Inventory (HSI). Additionally, the changes included codifying the list of designated historic sites.

To remove a site from this list is an LMC amendment and amendments to the Land Management Code (LMC) require Planning Commission recommendation and City Council adoption. City Council action may be appealed to a court of competent jurisdiction per Land Management Code (LMC) § 15-1-18.

On January 11, 2018, the owner, Ron Whaley, submitted an application for a Determination of Significance for this site; the application was deemed complete on January 17, 2018. Per [LMC 15-11-10\(B\)](#), any Owner of a Building (main, attached, detached or public), Accessory Building, and/or Structure, may nominate it for listing in the Park City Historic Sites Inventory. The Planning Department may nominate a Building (main, attached, detached or public), Accessory Building, and/or Structure for listing in the Park City Historic Sites Inventory. The City Council shall make the final determination on all Determination of Significance applications considering the criteria outlined in [LMC 15-11-10\(A\)](#).

History of the Structure and Site:

Prior to 1940

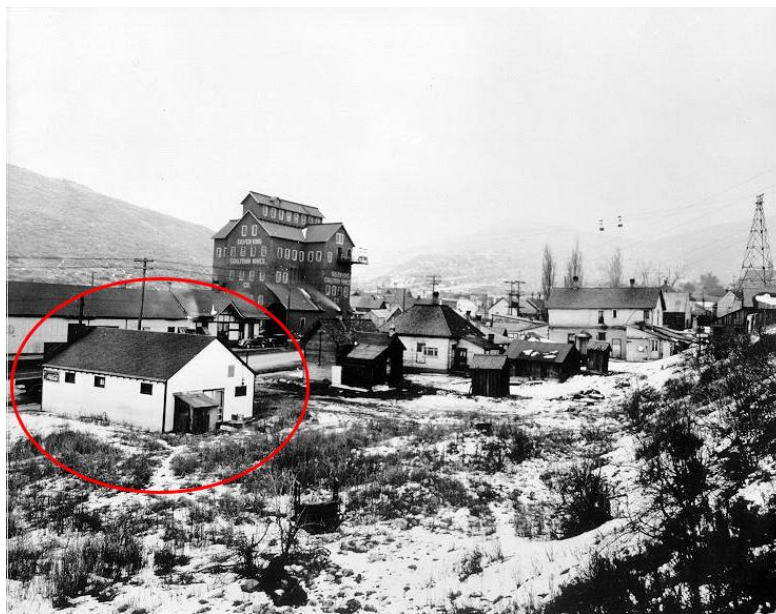
At the beginning of the twentieth century, lower Park Avenue and Main Street north of Heber Avenue was largely characterized by industrial activity. As is depicted in staff's Sanborn Fire Insurance Map analysis (Exhibit B), the [Silver King Aerial Tramway](#) transported ore from the [Silver King Mine](#) to the Coalition Building on Park Avenue and the [Denver and Rio Grande Western](#) railroad carried passenger and freight to-and-from Salt Lake City. A number of industrial businesses, such as the [Cement Storage Building](#) and [Morrison Merrill Lumber Yard](#) sprung up on this side of town.

On the west side of Park Avenue, the 800 block of Park Avenue was similarly characterized by a mix of industrial and residential uses prior to the 1940s. The south end of the 800 block contained the [Kimball Boarding House](#), a hall-parlor at 807 Park Avenue (now demolished), a pyramid-roof house at [811 Park Avenue](#), and Burt

Kimball's hall-parlor house at [817 Park Avenue](#). To the north of this residential cluster were a large stable and corral (later referred to as a feed yard on the 1907 Sanborn), wagon shed, and a boarding house.

1940s:

According to the Summit County Recorder, 819 Park Avenue was constructed in 1942; however, a version of this building first appears on the 1941 Sanborn Fire Insurance Map. On this map, staff believes it is the one-story wood frame store building, denoted by the letter "S" shown at 839 Park Avenue; this is substantiated by staff's analysis of the Sanborn Map overlay of current maps (Exhibit C). It was rectangular in shape with a false front (See Exhibits A-7 and Exhibit B). This is further corroborated by the historic 1940s photograph shown below, taken from the northwest (rear) corner of the building. 819 Park Avenue is circled in red.



C.1942 Photograph. (Photo courtesy of Park City Museum & Historical Society)

In addition to the building being denoted as a store on the 1941 Sanborn map, the current owner has also provided an affidavit from long-time Park City Resident Mary Lou Toly who remembers shopping at the "Westside Grocers" at this location (Exhibit A-6). She recalls that the building "had a western false façade on the front. The façade faced Park Avenue. It had a recessed entry with double doors about three feet in off the street with windows on each side of the recess and bigger windows on each side of the front." This description is consistent with commercial buildings constructed during the Mature Mining Era (1894-1930) and older commercial buildings in town may have inspired its design.

The store was built during the Mining Decline Era (1931-1962). During this period, the mining industry was rapidly diminishing which led to closures and layoffs for some of the city's largest industrial employers. By July 1, 1949, all the mines had shut down leaving 1,100 miners out of work in Wasatch, Summit, and Dagbatt Counties. Without work,

much of Park City's population moved on, searching for jobs elsewhere. As mines closed and the community's finances declined, many stores and businesses closed. One of the final blows was the Welsch, Driscoll, and Buck store's closing in 1954; it was later torn down to accommodate Treasure Mountain Inn. It was during this same era that Park City's population dwindled to 1,150 in 1951. Park City was generally regarded as a "ghost town."

The transformation of this building from a grocery store to a residential structure during the 1940s is indicative of the types of changes being made to buildings during this period of harsh economic decline in Park City's history. The 1949 tax card documents that the building was remodeled in 1948 (see [2009 Historic Site Form](#)), and staff believes this is when the structure was converted from a store to a residence.

According to title research, the home was owned by Patrick and Grace McPolin from 1948 through 1962. Staff believes this property was used as a rental property because Patrick and Grace McPolin raised their family at the [McPolin Farm](#). It is possible that the reference to a 1948 remodel referenced on the 1949 tax card occurred under their ownership. The tax card shows that the house was addressed as "827 Park" and measured loosely 30 feet wide by 47 feet deep (Exhibit E)¹. It was L-shaped with a front porch located on the south side of the building and a square addition on the northwest corner of the building, which served as a shed. (This gable roof addition was constructed between 1941 and 1948.) The house contained 5 rooms and a bath within 1,419 square feet. The assessor notes that it is only 7 years old. It had a shingled gable roof and wood siding on the exterior.

Staff finds the 1948 remodel significantly altered the form of the original false-front commercial building (Exhibits B, C, and D). In overlaying the 1941 Sanborn Fire Insurance Map to a current Google map, the historic store building roughly aligns with the north wall of the existing building. Staff believes that the store structure was expanded to the south during the c.1948 remodel and expanded its footprint. In order to create a symmetrical roof form, a new gable structure was built over the new footprint. Because the tax cards from 1949, 1958, and 1968 all call out a "gable" and the 1958 tax photograph shows a clipped gable form, it is unclear if this clipped gable form originated in 1948. Based on information supplied by the applicant, staff believes that the original gable may have been altered to create a truncated or clipped gable sometime before the 1958 tax assessment.

The applicant believes that the existing building is a variation of the store as it existed in 1948 (Exhibit D). He believes that the dimensions of the store's façade are the same as that of the existing building. He finds that the false front was removed and, by 1958, the gable was clipped. He argues that the south and north slopes of the roof form are

¹ The address of this property changes several times: 839 Park Avenue on the 1941 Sanborn; 827 Park Avenue in the 1949 tax assessment; 819 Park Avenue in the 1958 tax assessment. Staff has verified the legal description, which remains largely the same: "LOTS 4 & 5 OF SD BLK 2 SNYDERS ADDITION TO PARK CITY UTAH" to ensure the accuracy of the address.

constructed of lumber that is the same age. The top clipped gable form has newer lumber than that of the sloped sides of the roof.

In either case, staff and the applicant agree that the store was converted to a residence by the 1950s. Staff finds that this building form that emerged less than a decade after the building was constructed, borrowed from Post World War II housing styles popularized at the time of the c.1948 renovation.

The construction boom that followed the end of WWII brought about greater demands for less expensive and rapid construction to meet housing demands. New manufactured materials such as aluminum siding and windows, linoleum, Formica, and other materials that could be mass produced became popular; these materials were often promoted for their durability and longevity as well. It was also during this era that the ranch house emerged, promoted by national magazines such as *House Beautiful* and *Sunset Magazine*. It was marketed as a simple house type that average working class Americans could afford and was usually one to 1.5 stories in height with low pitched roofs, wide overhangs, recessed entries, and simple architectural ornamentation.

Sunset Magazine's *Western Ranch Houses* further explains, "An individual home builder finds it difficult at any time to translate his mental pictures into wood or stone or brick. In attempting a translation, he uses existing forms as examples and his dreams as modifiers."² The book goes on to say that these styles may be further influenced by the builder's memory of family homes, present or future economic position, latest model homes, or even the magazines read.

Staff believes that in 1948, the McPolins chose to remodel the existing commercial building into a home and were influenced by some of the examples provided above. The truncated or clipped gable may have been modeled, but not exactly replicated, from other houses around town for an unknown reason. They chose large, divided-light picture windows and set these windows into the northeast and southeast corners of the façade, perhaps reflecting similar window configurations popularized by ranch houses at the time. Wood siding was initially utilized, but later replaced with asphalt shingle siding, perhaps reflecting the popularization of low-maintenance materials. A recessed front entrance was constructed, a deviation from typical porch-covered entrances of the Mining Era, and perhaps an exaggeration of recessed entries seen in ranch house architecture. This house emerged as a compilation of style influences.

This building has been noted to have a "clipped" or "truncated gable. True examples of a truncated or clipped gable roof forms are prevalent in Park City's architecture, particularly during the Mature Mining Era (1894-1930), with one example constructed during the Mining Decline Era (1931-1962):

- [606 Park Avenue](#), constructed in 1901
- [610 Park Avenue](#), constructed in 1905
- [1209 Park Avenue](#), constructed in 1905

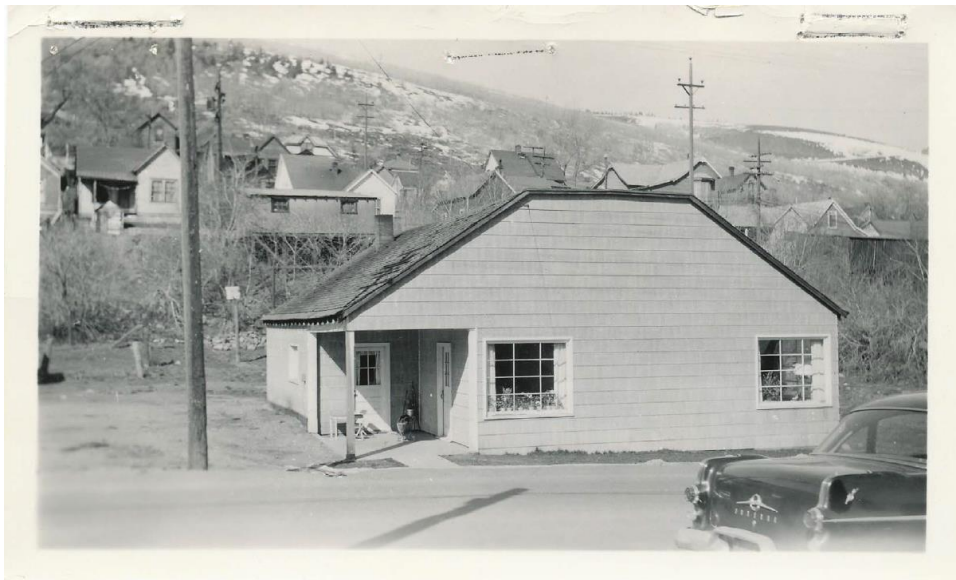
² *Western Ranch Houses*. Lane Publishing Company: Sunset Magazine, 1946.

- [651 Park Avenue](#), constructed in 1925
- [1301 Norfolk Avenue \(see page 49\)](#), constructed in 1932

The difference between the roof at 819 Park Avenue and these other examples is that the point of the gable of 819 Park Avenue was entirely removed to create a flat roof form at the top of the roof; whereas these other roof forms have a [jerkinhead](#) gable where the gable is clipped at the end to form a hipped roof. While its appearance is similar to other historic houses, it is an entirely different roof form and not one that was common historically or in Post-War architectural design.

1950s:

While still under the ownership of the McPolins, the modifications were once again made to the house in the 1950s. Based on staff's analysis of the tax card, the house is now addressed as "819 Park Avenue" (Exhibit E). The siding material is asphalt shakes and it has a gable roof. The historic tax photograph shows that there are large divided light picture windows on the façade located at the corners; this pattern of window openings set to the corners of a room, rather than centered on a wall, is reflective of Post War architectural styles. Based on the dimensions provided in the tax card, the house has largely maintained the same size as it still maintains 5 interior rooms and a bath, front and rear porches, and 1,419 square feet.



1958 Tax Photograph

1960s:

The McPolins owned the property through 1962 when it was sold to William and La Rae Huhtala. (The Huhtalas sold the property in 1974 to the current owner.) During the McPolin-Huhtala ownership, a number of changes occurred once again.

Staff has analyzed the 1968 tax card, completed after the end of the Mining Decline Era in 1962 (Exhibit E). By 1968, the gable roof is covered in patterned shingles. Photographs from this era show that changes are occurring, such as the removing the

divided light design on the façade windows (the current owner said this was created by tape, and it is not a true divided light); changing the window configuration on the south elevation, and adding a sliding window to the attic level of the facade.

1970s:

The house was renovated again c.1974, by the present owner. At this time, an in-line addition was constructed on the southwest corner of the rear (west) elevation (Exhibit E). On the northwest corner, the roof form was elongated to accommodate a new interior staircase to access the attic. The gable-roof addition on the northwest corner of the building was renovated from a shed to create habitable space, as the new staircase to the attic was built in this section. These additions remain today, leaving only a portion of the original west elevation visible.



The blue highlighted area of this current photograph shows the c.1974 addition. The gabled addition is the square addition on the northwest corner depicted in early tax assessments. The area containing the double-hung window near the top of the roof is the only part of the rear (west) elevation still visible.

1990s:

By the 1990s, only material changes had occurred to the house. The present owner had replaced the picture windows on the front of the house with new double-hung windows in 1984. The asphalt shingle siding had been replaced with new wood siding. Additional changes to the window configurations on the north and south elevations had been made.

2000s:

In 2003, the Planning Department approved a design review application permitting the installation of 2 skylights on the south elevation and a new roof. Staff's findings at the time include that "the existing building is regarded as being historic."

History of Surveys:

The first reconnaissance level survey (RLS) of this property to determine eligibility for the National Register of Historic Places (NRHP) was completed by Philip F. Notarianni in September 1978 (see [Historic Sites Form](#)). He found that the building was constructed in 1942, which is consistent with Summit County tax records. His preliminary analysis is that the building is “not contributory” to the National Register district. His finding is that, “While the structure is sympathetic in vernacular style and treatment, its age renders it non-contributory to the Park City Residential Historic District.”

Ellen Beasley conducted the next RLS in April 1982, just four years after the Notarianni survey (Exhibit F-1). She also finds that the building is “Non-Contributory” based on NRHP criteria and notes that “most post-1930 buildings are categorized as non-contributory.” This survey provided the basis for the Mining Boom Era Residences Thematic District, listed in 1984; 819 Park Avenue was not included in this district nomination.

In September 1995, Allen Roberts conducted a third NRHP RLS (Exhibit F-2). In it, he documents that the building was constructed in 1920, which staff has found no basis for. He notes that the building is “unusual” and evaluates it as an “A”. According to the report, “A” means “potentially eligible/architecturally significant and intact.”

Then in the early 2000s, Park City Municipal Corporation contracted Preservation Solutions, led by consultant Dina Williams-Blaes, to refine and redefine Park City’s preservation policy. In 2007, she completed a reconnaissance level survey. This survey differed from previous surveys in that its sole focus was not on identifying structures that were eligible for the NRHP; rather, it identified buildings that met *the City’s* criteria for designation as “historic” as was outlined by the Land Management Code (LMC) at that time (Exhibit F-3).

In this 2007 survey, Preservation Solutions finds that the building meets the criteria for listing on the City’s Historic Site Inventory as “Significant.” (Recall that Landmark buildings are eligible for the NRHP, but Significant buildings are not due to cumulative amounts of changes that have diminished the building’s integrity.) Williams-Blaes finds that the building was constructed c. 1920 and contributes to the “late mining era”. She describes the building as, “Unusual rectangular block, but not unlikely (sic) others in PC built in same period. Compatible with mining era cottages in scale and massing.”

On February 4, 2009, the Historic Preservation Board (HPB) approved a resolution adopting the Historic Sites Inventory [[Staff Report](#) (starting page 21) and [Minutes](#) (starting page 3)]. The building at 819 Park Avenue was one of over 400 buildings nominated to the HSI that day. It was designated as “Significant” and found to contribute to the Mining Decline and Emergence of the Recreation Industry Era (1931-1962). At the time of the adoption of the HSI, Ron Whaley reserved/confirmed his right

to file a DOS later individually rather than opposed his individual listing at that time when the entire list was being reviewed (page 6).

By 2009, the [Historic Site Form](#) had been updated to show a construction date of 1941, which is consistent with the Summit County Recorder's Office. In the site form, Williams-Blaes finds that the integrity of the structure has been modified due to multiple changes, making it ineligible for the NRHP:

"A very unique design incompatible with housing types commonly found throughout this timeframe, and yet still reflective of the later era of mining town residential construction in scale and elements of style. Building card estimates the construction date around 1941, with slight material adjustments made over time (as seen in the change of window materials from large picture windows with rectangular muntins, to pairs of double hung windows in 1995 photo). Siding materials appear to change by the 1995 photo, as does the appearance of a new upper story sliding window facing the street. Possible evidence of a later rear addition seen in 1995 photo (behind rear property fence) where roofing materials change in tonal color. Form of structure has overall been left intact."

Finally, the Planning Department contracted Allen Roberts' firm CRSA to complete an Intensive Level Survey (ILS) (Exhibit F-4). In CRSA's analysis, completed in 2015, the surveyors find yet again that the building is "ineligible/non-contributing" to the NRHP. In it, they describe:

"The house at 819 Park Avenue does not closely resemble any of the main types of houses built during the historic Park City mining era. This may be due to the fact that it was built in 1942, much later than many of the houses in the area. It has been well preserved and does exhibit many of the elements that define a historic Park City home. The truncated gable roof is sheathed with standing seam metal and has at least one skylight. The roof has a much lower pitch than most of the historic houses. The house is clad with wood shiplap siding, replacing the siding seen in the earlier tax photo. There are two pairs of one-over-one double hung sash type windows on the front façade and a slider window centered in the gable. Most of the other windows appear to be double hung sash types. The porch is inset, with the corner being supported by a square post. The door has a large upper light. A rear addition may be present, but this is unconfirmed. Given the extensive material changes, the historic value of this house has been diminished."

Recent Board Actions

On March 7, 2018, the Historic Preservation Board (HPB) forwarded a positive recommendation to City Council for the removal of 819 Park Avenue from the HSI; they found that it no longer met the criteria for designation as Significant per [LMC 15-11-10\(A\)\(2\)](#) [see [Staff Report \(starting page 73\)](#)]. As outlined in the [HPB Minutes \(starting page 23\)](#) from this meeting, the HPB discussed the compatibility of the roof form and how it related to other historic buildings in the neighborhood and the impact of the modifications that had been made to the structure after 1948 that diminished its

architectural integrity. The motion passed 4-2 with Board members Beatlebrox and Scott voting against the motion.

Because the HSI has been codified by the LMC, staff also reviewed the proposed LMC amendments to remove 819 Park Avenue from the HSI with the Planning Commission on April 11, 2018 [see [Staff Report \(starting page 28\)](#) and [Minutes \(starting page 10\)](#)]; they unanimously forwarded a positive recommendation to City Council, with a 6-0 vote.

Analysis

Analysis for Removing the Site From the HSI

This structure has been repeatedly evaluated for historical significance since 1978; however, it was often reviewed for NRHP eligibility or by comparing it to other (1894-1930) buildings. This building's era of significance, as accurately noted in the 2009 Historic Site Form, should be considered in relation to the Mining Decline and Emergence of the Recreation Industry Era (1931-1962). The building was initially constructed as a store c.1941 and by 1948 had been converted to a single family residence. Staff believes it is this c.1948 version of the building and subsequent changes made during the era of significance up until 1962 that made this building historically significant.

The Historic Preservation Board is authorized by Title 15-11-5(I) to review and take action on the designation of sites within the Historic Sites Inventory (HSI). The Historic Preservation Board may designate sites to the Historic Sites Inventory as a means of providing recognition to and encouraging the preservation of historic sites in the community (LMC 15-11-10). Land Management Code Section 15-11-10(A) sets forth the criteria for designating sites to the Park City Historic Sites Inventory (HSI). The structure is currently identified as "Landmark" on the Historic Site Form.

Staff finds that the site would not meet the criteria for Landmark designation, based on the following:

LANDMARK SITE. Any Buildings (main, attached, detached, or public), Accessory Buildings, and/or Structures may be designated to the Historic Sites Inventory as a Landmark Site if the Planning Department finds it meets all the criteria listed below:

(a) It is at least fifty (50) years old or has achieved Significance or if the Site is of exceptional importance to the community; and

Complies. Per the Summit County Recorder's Office, the building was constructed in 1942; however, staff finds that the building was likely constructed by 1941 as it is first depicted on the 1941 Sanborn Fire Insurance Map. Based on the 1942 date of construction, the building is 76 years old.

(b) It retains its Historic Integrity in terms of location, design, setting, materials, workmanship, feeling and association as defined by the National Park Service for the National Register of Historic Places; and

Does not comply. This LMC criterion outlines the [Seven Aspects of Integrity](#), as defined by the National Park Service (NPS), and staff has analyzed this building for compliance to these aspects:

1. Staff finds that location is the only one of the seven aspects of integrity that this building maintains; the original location, orientation to the east (facing Park Avenue), and its setting on a relatively flat lot near the urban core of the city remain unchanged.
2. The design of the c.1948 renovation that rehabilitated this building from a commercial store to a residence have been lost as the roof shape and form of the c.1984 remodel are the only elements of this design that remain; the characteristics of Post-War residential design such as the large picture windows, window configuration, and wide board siding have all been lost.
3. The NPS defines setting as the physical environment of a historic property and the character of the place in which the property played its historic role. As described in the background section of this report, this building was initially located on a block with few residential structures and heavy industrial uses to the west. This character has been significantly altered due to the loss of industrial buildings, footpaths, staircases, and open space that was present during this building's era of significance.
4. The materials present through 1962 have been lost. All the exterior materials, including the siding, roofing, windows, and doors have been replaced several times since 1962.
5. Workmanship reflects the physical evidence of a particular culture or people during any given period in history. Between the 1948 remodel and 1962, this building reflected typical characteristics of Post-War housing. The building has been altered several times outside of the historic period, resulting in a loss of this historic workmanship.
6. Feeling is the quality that a historic property has in evoking the aesthetic or historic sense of a past period of time. It is dependent on the physical characteristics of the period of significance conveying its historic qualities. As previously described, this house has gone through several renovations since the 1968 tax card; these changes were made outside of the Mining Decline and Emergence of the Recreation Industry Era (1931-1962) and these changes no longer reflect this era. The roof shape and form are all that remain as all else has been changed.
7. Association is the direct link between a property, event, or person for which the property is significant. The Post War appearance or setting is no longer reflected in this property, nor does the building reflect the design elements that were present during the ownership of those individuals for which historic significance may be derived. The site is associated with prominent Parkites Patrick and Grace McPolin; however, they did not reside here and the house was likely used as a rental property.

As noted in previous NRHP reconnaissance and intensive level surveys, this building was found to be “non-contributing” to the Mining Boom Era Residences

Thematic District listed in 1984. Allen Roberts, who completed NRHP surveys for Park City in 1995 and 2015, outlines the character-reducing modifications in his affidavit and goes on to find that these adverse changes were made less than 50 years ago, rendering the changes not significant according to NRHP standards (Exhibit A-3). Further, Roberts notes that the building “does not pass the ‘eye test’”. That is, it not only does not look as it did historically; it also does not now, as a residence, resemble the other residences along Park Avenue or the ones throughout the district.”

(c) It is significant in local, regional or national history, architecture, engineering or culture associated with at least one (1) of the following:

(i) An era that has made a significant contribution to the broad patterns of our history;

Does not Comply. Staff finds that the house at this site no longer contributes to the Mining Decline and Emergence of the Recreation Industry (1931-1962) due to the drastic material changes that have deteriorated the building’s historic integrity. This is one of only three houses constructed during this era, the others being located at [1060 Park Avenue](#) and [1301 Norfolk Avenue](#) (see page 49).

(ii) The lives of Persons significant in the history of the community, state, region, or nation;

Does not Comply. According to CRSA’s 2015 ILS, the building is associated with prominent Park City residents Patrick and Grace McPolin (Exhibit I); however, staff finds that the significant alterations to the building no longer reflects the structure the McPolins’ 1948 renovation, and it has lost its association to these individuals. Furthermore, the McPolins did not live here and the McPolin Farm is a National Register-listed site that is significant in part due to its association with the McPolins.

(iii) The distinctive characteristics of type, period, or method of construction or the work of a notable architect or master craftsman

Does not Comply. Due to extensive number of renovations that have occurred since 1962 and outside of the Mining Decline Era, the building no longer reflects the distinctive characteristics of type, period, or method of construction reflective of Postwar Housing trends. Furthermore, it is not associated with the work of a notable architect or master craftsman.

In order to maintain its designation as “Significant” on the HSI, the Historic Preservation Board will need to determine that the building meets the criteria for Significant, as outlined below:

SIGNIFICANT SITE. Any Buildings (main, attached, detached or public), Accessory Buildings and/or Structures may be designated to the Historic Sites Inventory as a Significant Site if the Planning Department finds it meets all the criteria listed below:

(a) It is at least fifty (50) years old or the Site is of exceptional importance to the community; and

Complies. Per the Summit County Recorder's Office, the building was constructed in 1942; however, staff finds that the building was likely constructed by 1941 as it is first depicted on the 1941 Sanborn Fire Insurance Map. Based on the 1941 date of construction, the building is 77 years old.

The applicant argues that the building in its present form has not existed for 50 years, though parts of the building are at least 50 years old. He further argues that his building is not of exceptional importance to the community as it retains none of its historic elements and any importance it may have had in its original constructed form was lost long ago or converted beyond recognition. *See applicant's analysis, Exhibits A-1 and A-2.*

(b) It retains its Essential Historical Form as may be demonstrated but not limited by any of the following:

(i) It previously received a historic grant from the City; or

(ii) It was previously listed on the Historic Sites Inventory; or

(iii) It was listed as Significant or on any reconnaissance or intensive level survey of historic resources; or

Does not comply. Essential Historical Form, as defined by [LMC 15-15-1](#), "the physical characteristics of a Structure that make it identifiable as existing in or relating to an important era in the past. These physical characteristics include, but are not limited to the structure's form, Roof Forms, window and door configuration, and materials."

As previously described, the overall shape of the building was modified c.1948 when it was converted from a commercial building to a residential building. Based on historic photographs and tax card analysis, staff finds that evidence of this residential remodel that became significant under the Mining Decline and Emergence of the Recreation Industry Era (1931-1962). Nevertheless, staff finds that the roof shape and form are the only remnants of the 1948 design. All other aspects of integrity, including the window and door configuration, siding materials, and 1948 footprint have been lost due to changes made after 1962. These changes no longer reflect the historic character of the district as a whole, nor do they reflect the historical significance of this site. The building no longer evokes the aesthetic or historic sense of the Mining Decline Era that this building was deemed to contribute to.

This property has not been a recipient of any Historic District grants.

The building was designated as "Significant" in 2009 when the Historic Sites Inventory (HSI) was adopted. Previous reconnaissance and intensive level surveys

conducted in 1978, 1982, and 2015 found that this building was “non-contributory” to the Mining Boom Era Residences National Register Thematic District due to its age as well as the extensive material changes that diminished the historic integrity of the house.

The applicant argues that the building had not been previously listed on any Historic Sites Inventory prior to 2009 and it was found “not contributory” on previous reconnaissance level surveys, starting in 1978. The applicant believes that the building was mis-designated in 2009 as the reconnaissance level survey did not fully research the history of this individual property. He believes that the prior designation was made in error and without accurate or sufficient information. See *applicant’s analysis, Exhibits A-1 and A-2*.

(c) It has one (1) or more of the following:

- (i) It retains its historic scale, context, materials in a manner and degree which can be restored to Historical Form even if it has non-historic additions; and
- (ii) It reflects the Historical or Architectural character of the site or district through design characteristics such as mass, scale, composition, materials, treatment, cornice, and/or other architectural features as are Visually Compatible to the Mining Era Residences National Register District even if it has non-historic additions; or

Does not comply. As previously discussed, staff finds that this building has been extensively modified since the end of the Mining Decline Era in 1962. The design of the c.1948 residence that emerged and reflected Post-War housing trends has been altered to such an extent that the roof shape and form are all that remain of this design. The siding materials, window-door configuration, window opening sizes, and other materials have all been altered. Non-historic in-line additions were made to the southwest corner of the structure, c.1974.

Staff finds that the cumulative loss of the materials, window configuration, sizes, and openings, as well as the overall form of the building has caused it to no longer be Visually Compatible to its era of significance. The building as it exists today does not reflect the Historical or Architectural character of the site or district through its mass, scale, composition, materials, treatment, cornice, and/or other architectural features as this building has been found to not be Visually Compatible to the Mining Era Residences National Register District.

Per [LMC 15-15-1](#), Visual Compatibility is defined as:

Characteristics of different architectural designs that integrate with and relate to one another to maintain and/or enhance the context of a surrounding Area or neighborhood. In addition to the elements effecting Compatibility which include, but are not limited to Height, scale, mass, and bulk of Building. Other factors that dictate compatibility include proportion of building’s front façade, proportion of openings within the facility, rhythm of solids to voids in front facades; rhythm of entrance or porch projections; relationship of materials and textures; roof shapes; scale of building.

Staff finds that this building does not contribute to the look and feel of the Mining Era. The mass and scale of this building's overall form is much larger than what would have been seen historically. Unlike neighboring Mining Era residences, there is no central entrance or front porch facing Park Avenue; rather, this building is characterized by an underwhelming side entrance with a recessed entry. The original window configuration, sizes, and designs have been lost and the current windows do not reflect the size, scale, and location of those seen on historic Mining Era houses.

As described by Allen Roberts of CRSA, "It does not resemble at all its original commercial/grocery store appearance, nor have the various later modifications given it the appearance of the typical miner's houses that populate the district. That is, a contributory building should literally contribute to and visually support the theme under which the district was created, namely 19th and 20th century residential mining town architecture. Because the residence at 819 Park Avenue resembles neither a typical early commercial structure nor a typical early Park City residence, it no longer contributes to the district's thematic character" (Exhibit A-3).

The applicant finds that the building does not retain its historic scale as the western false front, original gable, and all original windows and doors have been lost. The remaining four exterior walls have been modified by additions, resulting in a completely new fenestration pattern. He further argues that all design elements have been lost and that there are no period architectural features, materials, or design elements remaining. He argues that the period context has vanished, leaving nothing left to restore. He does not believe the current building is Visually Compatible to the Mining Era Residences National Register District. See *applicant's analysis, Exhibit A-2*.

(d) It is important in local or regional history architecture, engineering, or culture associated with at least one (1) of the following:

- (i) An era of Historic Importance to the community, or
- (ii) Lives of Persons who were of Historic importance to the community, or
- (iii) Noteworthy methods of construction, materials, or craftsmanship used during the Historic period.

Does not comply. In order for the house to contribute to local or regional history, architecture, engineering, or cultural associations, it needs to reflect the period in which it gains this significance. Initially built as a commercial building and remodeled c.1948 to a residence by Patrick and Grace McPolin, the majority of this building's life has been dominated by residential use. This residential use largely took shape c.1948 and reflected Post-War housing stylistic elements; however, only the roof form and shape of the building remain of this Post-War design. The house no longer reflects the other changes made during the McPolins' remodel in c.1948, and has lost its association to them. As previously stated, staff finds that this site is not significant for its association with Patrick and Grace McPolin; they may have

owned the site, but it was likely used as a rental property because they raised their family at the McPolin Farm.

Finally, any noteworthy methods of construction, materials, or craftsmanship associated with this Post-War remodel have been lost through a series of extensive remodels that occurred after the end of the Mining Decline Era in 1962.

The applicant argues that physical attributes are gone together with any perceived regional history, architecture, engineering, or culture associated with the structure. He finds that there are no noteworthy methods of construction, materials, or craftsmanship used during the original construction of 819 Park Avenue. See *applicant's analysis, Exhibit A-2*.

Analysis for LMC Amendments

The following redlines reflect the removal of 819 Park Avenue from the City's codified HSI in [LMC 15-11-10](#).

15-11-10 Park City Historic Sites Inventory

(D) Properties identified on the Historic Sites Inventory are hereby designated by Ordinance as Landmark or Significant. These properties include:

(1) Landmark

(2) Significant

~~*dt. 819 Park Avenue*~~

Department Review

This staff report has been reviewed by the Legal and Executive Departments.

Findings of Fact

1. The property is located at 819 Park Avenue, in the Historic Recreation Commercial (HRC) zoning district.
2. According to early Sanborn Fire Insurance Maps of the early 20th Century, lower Park Avenue and Main Street north of Heber Avenue was largely characterized by industrial activity. The west side of the 800 block of Park Avenue, where 819 Park Avenue is located, contained residential structures on the south end of the block as well as a large stable and corral, wagon, shed, and boarding house on the north half of the block.
3. The first building on this site was built by 1941. It first appears at "837 Park Avenue" on the 1941 Sanborn Fire Insurance Map.
4. The Summit County Recorder's Office finds that the building was constructed in 1942.
5. The building was originally constructed as a grocery store. It has a false western front and was rectangular in shape. Long-time Park City Resident Mary Lou Toly recalls that this was the "Westside Grocers" and that the building had a recessed entry with double doors and large storefront windows.

6. In c.1948, the building was sold to Patrick and Grace McPolin. It was likely that the building was converted from a store to a residence during their ownership. This transformation in its use during the 1940s is indicative of the types of changes being made to buildings during the Mining Decline Era and Emergence of Recreation Industry Era (1931-1962) as the local economy dwindled due to mine closures, loss of jobs, and loss of population.
7. The remodel is first depicted in the 1949 tax card. It shows that the house was addressed as "827 Park" and contained 1,419 square feet. It measured loosely 30 feet wide by 47 feet deep, with a square addition on the northwest corner of the building that served as a shed. The tax card notes a gable roof form. The change to residential use eliminated the false front.
8. This remodel incorporated Post War architectural elements. Large, divided light picture windows were incorporated into the façade, with two windows occupying the northeast corner of the house similar to period window designs and configurations. Wood siding was initially used, but later replaced with low-maintenance asphalt shingle siding. A recessed front entrance and porch were incorporated on the southeast side of the house, perhaps inspired by ranch house designs. The roof was also modified to create a clipped gable.
9. True clipped or truncated gables are prevalent in Park City's Mining Era architecture; however, 819 Park Avenue's roof differs from these as the point of the gable was not clipped on the ends, but completely removed across the entire length of the house to create a flat roof at the top. While its appearance is similar to and may have been inspired by these other houses, it is an entirely different roof form and not one that was common historically or in Post-War architecture.
10. During the 1950s, the McPolins modified the house once again. The wood siding material documented by the 1949 tax card was replaced with new asphalt-shingle siding, popularized as a low-maintenance material in Post-War Architecture.
11. During the 1960s, the roof structure was covered in patterned asphalt shingles. The divided light window design was modified to create undivided lights. (The current owner said the mullions seen in the c.1958 tax card photograph were actually created with tape and not a true divided light window.) A slider window was added on the attic level of the façade and other changes were made to the window sizes and configuration on the side elevations.
12. In 1974, the current owner, Ron Whaley, renovated the house again. An in-line addition was constructed on the southwest corner of the rear (west) elevation. On the northwest corner of the roof, an in-line addition was built over the 1941-1948 shed addition to create an interior staircase. The shed addition, originally built between 1941 and 1948, was converted into interior, habitable space.
13. In 1984, the present owner replaced the large picture windows on the façade with new double-hung windows.
14. By 1995, the asphalt shingle siding had been replaced with new wood siding. Additional changes were made to the window configurations on the north and south elevations.
15. In 2003, the Planning Department approved a design review application permitting the installation of 2 skylights on the south elevation.

16. In September 1978, Philip F. Notarianni completed the first reconnaissance level survey (RLS) of this property to determine eligibility for the National Register of Historic Places (NRHP). He evaluated the building as “not contributory” finding that, “While the structure is sympathetic in vernacular style and treatment, its age renders it non-contributory to the Park City Residential District.
17. In April 1982, Ellen Beasley conducted the next NRHP RLS and also deemed the building “non-contributory” noting that “most post-1930 buildings are categorized as non-contributory.”
18. In September 1995, Allen Roberts conducted a third NRHP RLS. He evaluated the building as an “A”, meaning it was “potentially eligible/architecturally significant and intact.” He found the building was “unusual” due to its form.
19. In 2007, Dina Williams-Blaes conducted a fourth RLS to determine eligibility for the City’s Historic Sites Inventory, based on the designation criteria of the Land Management Code (LMC). She found that the building contributed to the “late mining era” and described the building as “Unusual rectangular block, but not unlikely others in PC built in the same period. Compatible with mining era cottages in scale and massing.”
20. On February 4, 2009, the Historic Preservation Board (HPB) approved a resolution adopting the Historic Sites Inventory (HSI). 819 Park Avenue was one of over 400 buildings nominated to the HSI. It was designated as “Significant” and found to contribute to the Mining Decline and Emergence of the Recreation Industry Era (1931-1962). The building’s design was described as, “A very unique design incompatible with housing types commonly found throughout this timeframe, and yet still reflective of the later era of mining town residential construction in scale and elements of style.”
21. In 2015, CRSA completed an Intensive Level Survey (ILS) of the property. They rated it as “ineligible/non-contributing” to the NRHP noting that, “The house at 819 Park Avenue does not closely resemble any main types of houses built during the historic Park City Mining Era...Given the extensive material changes, the historic value of the house has been diminished.”
22. The building was constructed between 1941 and 1942, making parts of the building at least 76 years of age.
23. The location of the building—including its construction pad and east-orientation towards Park Avenue—is the only aspect of the Seven Aspects of Integrity, as defined by the National Park Service, which this building retains.
24. The roof shape and roof form of the c.1948 transformation of this building from commercial use to a residence is the only design elements that remain; the characteristics of Post-War residential design such as the large picture windows, window configuration, and wide board siding have all been lost.
25. The design of the c.1948 renovation that rehabilitated this building from a commercial store to a residence have been lost as the roof shape and form of the c.1984 remodel are the only elements of this design that remain; the characteristics of Post-War residential design such as the large picture windows, window configuration, and wide board siding have all been lost.
26. The setting of this site has been lost. This building was initially located on a block with few residential structures and heavy industrial uses to the west. This

character has been significantly altered due to the loss of industrial buildings, footpaths, staircases, and open space that was present during this building's era of significance.

27. The materials present through 1962 have been lost. All the exterior materials, including the siding, roofing, windows, and doors have been replaced several times since 1962.
28. The workmanship, or physical evidence of the Mature Mining Era, has been lost. Between the 1948 remodel and 1962, this building reflected typical characteristics of Post-War housing. The building has been altered several times outside of the historic period, resulting in a loss of this historic workmanship.
29. Feeling is the quality that a historic property has in evoking the aesthetic or historic sense of a past period of time. It is dependent on the physical characteristics of the period of significance conveying its historic qualities. As previously described, this house has gone through several renovations since the 1968 tax card; the changes that were made outside of the Mining Decline and Emergence of the Recreation Industry Era (1931-1962) and these changes no longer reflect this era. The roof shape and form are all that remain as all else has been changed.
30. Association is the direct link between a property, event, or person for which the property is significant. The Post War appearance or setting is no longer reflected in this property, nor does the building reflect the design elements that were present during the ownership of those individuals for which historic significance may be derived. The house does not gain historical significance for its association with prominent Park City residents Patrick and Grace McPolin as they did not live here, but at the McPolin Farm; it's likely that this house was used as a rental property.
31. The house no longer contributes to the Mining Decline and Emergence of the Recreation Industry (1931-1962) due to its loss of historic integrity. The building is not eligible for the National Register of Historic Places.
32. The Essential Historic Form, as defined by LMC 15-15-1, has been lost as this building no longer reflects the physical characteristics making it identifiable as existing in or relating to the Mining Decline Era. The roof shape and form are the only characteristics that remain; the materials, window openings, window sizes, window configuration, footprint, and design of the building have been dramatically altered since the end of the Mining Decline Era in 1962.
33. The changes no longer reflect the historic character of the district as a whole, nor do they reflect the historical significance of this site. The building no longer evokes the aesthetic or historic sense of the Mining Decline Era that this building was deemed to contribute to.
34. This property has not been a recipient of any Historic District grants.
35. The building was designated as "Significant" in 2009 when the Historic Sites Inventory (HSI) was adopted. Previous reconnaissance and intensive level surveys conducted in 1978, 1982, and 2015 found that this building was "non-contributory" to the Mining Boom Era Residences National Register Thematic District due to its age as well as the extensive material changes that diminished the historic value of the house.

36. The building has been extensively modified since the end of the Mining Decline Era in 1962. The design of the c.1948 residence that emerged and reflected Post-War housing trends has been altered to such an extent that the roof shape and form are all that remain of this design. The siding materials, window-door configuration, window opening sizes, and other materials have all been altered. Non-historic in-line additions were made to the southwest corner of the structure, c.1974.
37. The building as it exists today does not reflect the Historical or Architectural character of the site or district through its mass, scale, composition, materials, treatment, cornice, and/or other architectural features as this building has been found to not be Visually Compatible to the Mining Era Residences National Register District.
38. Staff finds that this building does not contribute to the look and feel of the Mining Era. The mass and scale of this building's overall form is much larger than what would have been seen historically. Unlike neighboring Mining Era residences, there is no central entrance or front porch facing Park Avenue; rather, this building is characterized by an underwhelming side entrance with a recessed entry. The original window configuration, sizes, and designs have been lost and the current windows do not reflect the size, scale, and location of those seen on historic Mining Era houses.
39. In order for the house to contribute to local or regional history, architecture, engineering, or cultural associations, it needs to reflect the period in which it gains this significance. Initially built as a commercial building and remodeled c.1948 to a residence by Patrick and Grace McPolin, the majority of this building's life has been dominated by residential use. This residential use largely took shape c.1948 and reflected Post-War housing stylistic elements; however, only the roof form and shape of the building remain of this Post-War design. The house no longer reflects the remodel completed by the McPolins in c.1948, and has lost its association to them; further, it is not significant to the McPolins as they did not live here, but likely used it as a rental property.
40. Any noteworthy methods of construction, materials, or craftsmanship associated with this Post-War remodel have been lost through a series of extensive remodels that occurred after the end of the Mining Decline Era in 1962. Furthermore, it is not associated with the work of a notable architect or master craftsman.
41. On January 11, 2018, owner Ron Whaley submitted a Determination of Significance (DOS) application to remove the site from the City's HSI; the application was deemed complete on January 17, 2018.

Conclusions of Law

1. The existing house located at 819 Park Avenue does not meet all of the criteria for designating sites to the Park City Historic Sites Inventory as a Landmark Site including:
 - a. *It is at least fifty (50) years old or has achieved Significance or if the Site is of exceptional importance to the community; and* **Complies;**

- b. *It retains its Historic Integrity in terms of location, design, setting, materials, workmanship, feeling and association as defined by the National Park Service for the National Register of Historic Places; and*
Does Not Comply.
 - c. *It is significant in local, regional or national history, architecture, engineering or culture associated with at least one (1) of the following:*
 - i. *An era that has made a significant contribution to the broad patterns of our history;*
 - ii. *The lives of Persons significant in the history of the community, state, region, or nation; or*
 - iii. *The distinctive characteristics of type, period, or method of construction or the work of a notable architect or master craftsman.* **Does not comply.**
2. The existing house at 819 Park Avenue does not meet all of the criteria for a Significant Site as set forth in LMC Section 15-11-10(A)(2) which includes:
- (a) *It is at least fifty (50) years old or the Site is of exceptional importance to the community; and*
Complies.
 - (b) *It retains its Historical Form as may be demonstrated but not limited by any of the following:*
 - (i) *It previously received a historic grant from the City; or*
 - (ii) *It was previously listed on the Historic Sites Inventory; or*
 - (iii) *It was listed as Significant or on any reconnaissance or intensive level survey of historic resources; and***Does not comply.**
 - (c) *It has one (1) or more of the following:*
 - (i) *It retains its historic scale, context, materials in a manner and degree which can be restored to Historical Form even if it has non-historic additions; or*
 - (ii) *It reflects the Historical or Architectural character of the site or district through design characteristics such as mass, scale, composition, materials, treatment, cornice, and/or other architectural features as are Visually Compatible to the Mining Era Residences National Register District even if it has non-historic additions; and* **Does not comply.**
 - (d) *It is important in local or regional history architecture, engineering, or culture associated with at least one (1) of the following:*
 - (i) *An era of Historic Importance to the community, or*
 - (ii) *Lives of Persons who were of Historic importance to the community, or*
 - (iii) *Noteworthy methods of construction, materials, or craftsmanship used during the Historic period.* **Does not comply.**

Attachments

Exhibit A – Applicant's Documentation

- Exhibit A-1 Structure History by Owner Ron Whaley
- Exhibit A-2 LMC Analysis by Owner Ron Whaley
- Exhibit A-3 Declaration by Allen Roberts

- Exhibit A-4 Declaration by Ron Ivie
- Exhibit A-5 Declaration by Richard E. Lewis
- Exhibit A-6 Declaration by Mary Lou Toly
- Exhibit A-7 c.1942 Photograph
- Exhibit A-8 Current Photographs
- Exhibit B – Sanborn Fire Insurance Map Analysis, completed by Staff
- Exhibit C – Sanborn Map Overlay Study, completed by Staff
- Exhibit D – Analysis of Building Development, 1941-1948
- Exhibit E – Tax Card Analysis and Photographic Documentation
- Exhibit F – Survey Analysis
 - Exhibit F-1 1982 NRHP Reconnaissance Survey by Ellen Beasley
 - Exhibit F-2 1995 NRHP Reconnaissance Survey by Allen Roberts
 - Exhibit F-3 2007 Park City Historic Building Inventory by Dina Blaes
 - Exhibit F-4 2015 NRHP Intensive Level Survey by CRSA
- Exhibit G – Chronology of Changes
- Exhibit H – Draft Ordinance for LMC Amendments

Exhibit H – Draft Ordinance

Ordinance No. 2018-20

AN ORDINANCE AMENDING THE LAND MANAGEMENT CODE OF PARK CITY, UTAH, AMENDING CHAPTER 15-11-10(D)(2).

WHEREAS, the Land Management Code was adopted by the City Council of Park City, Utah to promote the health, safety and welfare of the residents, visitors, and property owners of Park City; and

WHEREAS, the Land Management Code seeks to preserve the City's unique Historic character and to encourage compatible design and construction through the creation of comprehensive list of historic resources known as the Historic Sites Inventory; and

WHEREAS, the City reviews the Land Management Code on a regular basis and identifies necessary amendments to address planning and zoning issues that have come up; and

WHEREAS, the Historic Sites Inventory is weakened by maintaining buildings that no longer meet the criteria for Significant as outlined in LMC 15-11-10(A)(2); and

WHEREAS, Park City has an interest in the preservation of the integrity of the Historic Districts as it relates to the historic feel and character, traditional rhythm and scale, and National Register Historic District designations. The Historic District reflects the history of Park City.

WHEREAS, the Historic Preservation Board and City Council have found that 819 Park Avenue does not meet the criteria to be designated as a Significant site on the City's Historic Sites Inventory in accordance with Land Management Code 15-11-10(D); and

WHEREAS, the Historic Preservation Board duly noticed and conducted public hearing at the regularly scheduled meeting on March 7, 2018, and forwarded a positive recommendation to City Council to remove 819 Park Avenue from the Historic Sites Inventory; and

WHEREAS, the Planning Commission duly noticed and conducted public hearing at the regularly scheduled meeting on April 11, 2018, and forwarded a positive recommendation to City Council; and

WHEREAS, the City Council duly noticed and conducted a public hearing at its regularly scheduled meeting on May 3, 2018; and

WHEREAS, it is in the best interest of the residents of Park City, Utah to amend the Land Management Code to be consistent with the values and goals of the Park City

General Plan and the Park City Council; to preserve and protect the vitality, attractiveness, activity and success of the Historic Districts; to ensure compatible development; to preserve historic resources; and to preserve the community's unique character.

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

SECTION 1. APPROVAL OF AMENDMENTS TO TITLE 15 - Land Management Code Chapter 15-11. Historic Preservation. The recitals above are incorporated herein as findings of fact. Chapter 15-11-10(D) of the Land Management 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 3rd day of May, 2018.

PARK CITY MUNICIPAL CORPORATION

Andy Beerman, Mayor

Attest:

City Recorder

Approved as to form:

Mark Harrington, City Attorney

Exhibits

Exhibit A – LMC § 15-11-10(D) Park City Historic Sites Inventory

Exhibit A – LMC § 15-11-10(D) Park City Historic Sites Inventory

15-11-10 Park City Historic Sites Inventory

The City Council may designate Sites to the Historic Sites Inventory as a means of providing recognition to and encouraging the Preservation of Historic Sites in the community. City Council shall make the final determination on all Determination of Significance applications considering the criteria below, with the recommendation of the Historic Preservation Board.

A. **CRITERIA FOR DESIGNATING SITES TO THE PARK CITY HISTORIC SITES INVENTORY.**

1. **LANDMARK SITE.** Any Buildings (main, attached, detached, or public), Accessory Buildings, and/or Structures may be designated to the Historic Sites Inventory as a Landmark Site if the City Council, with a recommendation from the Historic Preservation Board, considers all the criteria listed below:
 - a. It is at least fifty (50) years old or if the Site is of exceptional importance to the community; and
 - b. It retains its Historic Integrity in terms of location, design, setting, materials, workmanship, feeling and association as defined by the National Park Service for the National Register of Historic Places; and
 - c. It is significant in local, regional or national history, architecture, engineering or culture associated with at least one (1) of the following:
 - (1) An era that has made a significant contribution to the broad patterns of our history; or
 - (2) The lives of Persons significant in the history of the community, state, region, or nation; or
 - (3) The distinctive characteristics of type, period, or method of construction or the work of a notable architect or master craftsman.
2. **SIGNIFICANT SITE.** Any Buildings (main, attached, detached or public), Accessory Buildings and/or Structures may be designated to the Historic Sites Inventory as a Significant Site if the City Council, with a recommendation from the Historic Preservation Board, considers all the criteria listed below:
 - a. It is at least fifty (50) years old or the Site is of exceptional importance to the community; and
 - b. It retains its Essential Historic Form as may be demonstrated but not limited by any of the following:
 - (1) It previously received a historic grant from the City; or
 - (2) It was previously listed on the Historic Sites Inventory; or

- (3) It was listed as Significant on any reconnaissance or intensive level survey of historic resources; and
 - c. It has one (1) or more of the following:
 - (1) It retains its historic scale, context, materials in a manner and degree which can be restored to its Essential Historic Form even if it has non-historic additions; or
 - (2) It reflects the Historical or Architectural character of the site or district through design characteristics such as mass, scale, composition, materials, treatment, cornice, and/or other architectural features as are Visually Compatible to the Mining Era Residences National Register District even if it has non-historic additions; and
 - d. It is important in local or regional history architecture, engineering, or culture associated with at least one (1) of the following:
 - (1) An era of Historic Importance to the community, or
 - (2) Lives of Persons who were of Historic importance to the community, or
 - (3) Noteworthy methods of construction, materials, or craftsmanship used during the Historic period.
- 3. **CONTRIBUTORY SITE.** Any Buildings (main, attached, detached or public), Accessory Buildings and/or Structures may be designated to the Historic Sites Inventory as a Contributory Site if the City Council, with a recommendation from the Planning Department, considers all the criteria listed below:
 - a. The structure is forty (40) years old or older (this includes buildings not historic to Park City that were relocated to prevent demolition); and
 - b. Meets one of the following:
 - (1) Expresses design characteristics such as mass, scale, composition, materials, treatment, cornice, and/or other architectural features as are Visually Compatible to the Mining Era Residences National Register District; or
 - (2) It is important in local or regional history, architecture, engineering, or culture associated with at least one (1) of the following:
 - (A) An era of Historic importance to the community; or
 - (B) Lives of Persons who were of Historic importance to the community, or
 - (C) Noteworthy methods of construction, materials, or craftsmanship used during the Historic Period
 - c. Contributory structures may be eligible for Historic District Grant funding. Contributory structures are eligible for demolition.
- 4. Any Development involving the Reassembly or Reconstruction of a Landmark Site or a Significant Site that is executed pursuant to Sections 15-11-14 or 15-11-15 of this code shall remain on the Park City Historic

Sites Inventory. Following Reassembly or Reconstruction, the City Council, with a recommendation from the Historic Preservation Board, will review the project to determine if the work has required a change in the site or structure's historic designation from Landmark to Significant.

B. PROCEDURE FOR DESIGNATING SITES TO THE PARK CITY HISTORIC SITES INVENTORY.

The Planning Department shall maintain an inventory of Historic Sites which reflects the Historic Sites Inventory adopted herein. It is hereby declared that all Buildings (main, attached, detached or public), Accessory Buildings, and/or Structures within Park City, which City Council considers to be in compliance with the criteria found in Sections 15-11-10(A)(1) or 15-11-10(A)(2) are determined to be on the Park City Historic Sites Inventory.

Any Owner of a Building (main, attached, detached or public), Accessory Building, and/or Structure, may nominate it for listing in the Park City Historic Sites Inventory. The Planning Department may nominate a Building (main, attached, detached or public), Accessory Building, and/or Structure for listing in the Park City Historic Sites Inventory. The nomination and designation procedures are as follows:

1. **COMPLETE APPLICATION.** The Application shall be on forms as prescribed by the City and shall be filed with the Planning Department. Upon receiving a Complete Application for designation, the Planning staff shall schedule a hearing before the Historic Preservation Board within ninety (90) days.
2. **NOTICE.** Prior to taking action on the Application, the Planning staff shall provide public notice pursuant to Section 15-1-21 of this Code.
3. **HEARING AND DECISION.** The Historic Preservation Board will hold a public hearing and will review the Application for compliance with the "Criteria for Designating Historic Sites to the Park City Historic Sites Inventory." If the Historic Preservation Board finds that the Application complies with the criteria set forth in Section 15-11-10(A)(1) or Section 15-11-10(A)(2), the Building (main, attached, detached or public), Accessory Building, and/or Structure will be recommended to the City Council to be added to the Historic Sites Inventory.

C. REMOVAL OF A SITE FROM THE PARK CITY HISTORIC SITES INVENTORY.

The City Council, with a recommendation from the Historic Preservation Board, may remove a Site from the Historic Sites Inventory. Any Owner of a Site listed on the Park City Historic Sites Inventory may submit an Application for the removal of his/her Site from the Park City Historic Sites Inventory. The Planning Department may submit an Application for the removal of a Site from the Park City Historic Sites Inventory. The criteria and procedures for removing a Site from the Park City Historic Sites Inventory are as follows:

1. **CRITERIA FOR REMOVAL.**

- a. The Site no longer meets the criteria set forth in Section 15-11-10(A)(1) or 15-11-10(A)(2) because the qualities that caused it to be originally designated have been lost or destroyed; or
- b. The Building (main, attached, detached, or public) Accessory Building, and/or Structure on the Site has been demolished and will not be reconstructed; or
- c. Additional information indicates that the Building, Accessory Building, and/or Structure on the Site do not comply with the criteria set forth in Section 15-11-10(A)(1) or 15-11-10(A)(2).

2. PROCEDURE FOR REMOVAL.

- a. **Complete Application.** The Application shall be on forms as prescribed by the City and shall be filed with the Planning Department. Upon receiving a Complete Application for removal, the Planning staff shall schedule a hearing before the Historic Preservation Board within ninety (90) days.
- b. **Notice.** Prior to taking action on the Application, the Planning staff shall provide public notice pursuant to Section 15-1-21 of this Code.
- c. **Hearing and Decision.** The Historic Preservation Board will hear testimony from the Applicant and public and will review the Application for compliance with the "Criteria for Designating Historic Sites to the Park City Historic Sites Inventory." The HPB shall review the Application "de novo" giving no deference to the prior determination. The Applicant has the burden of proof in removing the Site from the inventory. The HPB will make a recommendation to City Council. The City Council will consider and determine whether the proposal complies with the criteria set forth in Section 15-11-10(A)(1) or Section 15-11-10(A)(2), the Building (main, attached, detached, or public) Accessory Building, and/or Structure will be removed from the Historic Sites Inventory.

D. Properties identified on the Historic Sites Inventory are hereby designated by Ordinance as Landmark or Significant. These properties include:

(1) Landmark

- | | |
|-----------------------|--------------------------|
| a. 44 Chambers Street | n. 830 Empire Avenue |
| b. 64 Chambers Street | o. 835 Empire Avenue |
| c. 732 Crescent Tram | p. 911 Empire Avenue |
| d. 61 Daly Avenue | q. 939 Empire Avenue |
| e. 118 Daly Avenue | r. 270 Grant Avenue |
| f. 131 Daly Avenue | s. 27 Hillside Avenue |
| g. 142 Daly Avenue | t. 3000 Highway 224 |
| h. 145 Daly Avenue | u. 2780 Kearns Boulevard |
| i. 162 Daly Avenue | v. 33 King Road |
| j. 166 Daly Avenue | w. 45 King Road |
| k. 243 Daly Avenue | x. 69 King Road |
| l. 279 Daly Avenue | y. 74 King Road |
| m. 314 Daly Avenue | z. 1400 Lucky John Drive |

aa. 125 Main Street
ab. 140 Main Street
ac. 150 Main Street
ad. 151 Main Street
ae. 170 Main Street
af. 176 Main Street
ag. 221 Main Street
ah. 305 Main Street
ai. 306 Main Street
aj. 309 Main Street
ak. 312 Main Street
al. 322 Main Street
am. 328 Main Street
an. 350 Main Street
ao. 361-363 Main Street
ap. 368 Main Street
aq. 402 Main Street
ar. 405 Main Street
as. 419 Main Street
at. 427 Main Street
au. 430 Main Street
av. 434 Main Street
aw. 436 Main Street
ax. 438 Main Street
ay. 440 Main Street
az. 447 Main Street
ba. 508 Main Street
bb. 509 Main Street
bc. 511 Main Street
bd. 523 Main Street
be. 528 Main Street
bf. 540 Main Street
bg. 541 Main Street
bh. 550 Main Street
bi. 562 Main Street
bj. 573 Main Street
bk. 586 Main Street
bl. 660 Main Street
bm. 252 Marsac Avenue
bn. 334 Marsac Avenue
bo. 342 Marsac Avenue
bp. 412 Marsac Avenue
bq. 416 Marsac Avenue
br. 445 Marsac Avenue
bs. 243 McHenry Avenue
bt. 2414 Monitor Drive

bu. 143 Norfolk Avenue
bv. 802 Norfolk Avenue
bw. 811 Norfolk Avenue
bx. 823 Norfolk Avenue
by. 824 Norfolk Avenue
bz. 843 Norfolk Avenue
ca. 902 Norfolk Avenue
cb. 933 Norfolk Avenue
cc. 945 Norfolk Avenue
cd. 946 Norfolk Avenue
ce. 955 Norfolk Avenue
cf. 962 Norfolk Avenue
cg. 1002.5 Norfolk Avenue
ch. 1003 Norfolk Avenue
ci. 1101 Norfolk Avenue
cj. 1102 Norfolk Avenue
ck. 264 Ontario Avenue
cl. 316 Ontario Avenue
cm. 323 Ontario Avenue
cn. 355 Ontario Avenue
co. 413 Ontario Avenue
cp. 417 Ontario Avenue
cq. 44 Ontario Canyon Street
cr. 121 Park Avenue
cs. 139 Park Avenue
ct. 157 Park Avenue
cu. 161 Park Avenue
cv. 259 Park Avenue
cw. 323 Park Avenue
cx. 325 Park Avenue
cy. 343 Park Avenue
cz. 351 Park Avenue
da. 363 Park Avenue
db. 401 Park Avenue
dc. 402 Park Avenue
dd. 416 Park Avenue
de. 421 Park Avenue
df. 424 Park Avenue
445 Park Avenue
dg. 455 Park Avenue
dh. 463 Park Avenue
di. 502 Park Avenue
dj. 517 Park Avenue
dl. 525 Park Avenue
dm. 527 Park Avenue
dn. 528 Park Avenue

do. 539 Park Avenue
dp. 543 Park Avenue
dq. 553 Park Avenue
dr. 606 Park Avenue
ds. 610 Park Avenue
dt. 614 Park Avenue
du. 638 Park Avenue
dv. 651 Park Avenue
dw. 690 Park Avenue
dx. 698 Park Avenue
dy. 703 Park Avenue
dz. 943 Park Avenue
ea. 959 Park Avenue
eb. 1021 Park Avenue
ec. 1049 Park Avenue
ed. 1062 Park Avenue
ee. 1063 Park Avenue
ef. 1119 Park Avenue
eg. 1124 Park Avenue
eh. 1125 Park Avenue
ei. 1128 Park Avenue
ej. 1141 Park Avenue
ek. 1150 Park Avenue
el. 1209 Park Avenue
em. 1215 Park Avenue
en. 1255 Park Avenue
eo. 1280 Park Avenue
ep. 1301 Park Avenue
eq. 1304 Park Avenue
er. 1328 Park Avenue
es. 1354 Park Avenue
et. 1503 Park Avenue
eu. 14 Prospect Street
ev. 22 Prospect Street

ew. 36 Prospect Street
ex. 51 Prospect Street
ey. 57 Prospect Street
ez. 59 Prospect Street
fa. 68 Prospect Street
fb. 101 Prospect Street
fc. 622 Rossie Hill Drive
fd. 652 Rossie Hill Drive
fe. 660 Rossie Hill Drive
ff. 41 Sampson Avenue
fg. 222 Sandridge Road
fh. 39 Seventh Street
fi. 41 Seventh Street
fj. Glenwood Cemetery
fk. 147 Swede Alley
fl. 1895 Three Kings Drive
fm. 109 Woodside Avenue
fn. 232 Woodside Avenue
fo. 335 Woodside Avenue
fp. 564 Woodside Avenue
fq. 655 Woodside Avenue
fr. 817 Woodside Avenue
fs. 839 Woodside Avenue
ft. 901 Woodside Avenue
fu. 951 Woodside Avenue
fv. 1010 Woodside Avenue
fw. 1026 Woodside Avenue
fx. 1057 Woodside Avenue
fy. 1060 Woodside Avenue
fz. 1100 Woodside Avenue
ga. 1110 Woodside Avenue
gb. 1127 Woodside Avenue
gc. 1162 Woodside Avenue
gd. 1167 Woodside Avenue

(2) Significant

a. 5 Daly Avenue
b. 10 Daly Avenue
c. 24 Daly Avenue
d. 71 Daly Avenue
e. 81 Daly Avenue
f. 97 Daly Avenue
g. 124 Daly Avenue
h. 161 Daly Avenue
i. 167 Daly Avenue
j. 172 Daly Avenue

k. 173 Daly Avenue
l. 180 Daly Avenue
m. 187 Daly Avenue
n. 199 Daly Avenue
o. 239 Daly Avenue
p. 255 Daly Avenue
q. 257 Daly Avenue
r. 269 Daly Avenue
s. 291 Daly Avenue
t. 297 Daly Avenue

u. 309 Daly Avenue
v. 360 Daly Avenue
w. 555 Deer Valley Drive
x. 560 Deer Valley Drive
y. 577 Daly Avenue
z. 595 Deer Valley Loop Road
aa. 632 Deer Valley Loop Road
ab. 2465 Doc Holiday Drive
ac. 841 Empire Avenue
ad. 844 Empire Avenue
ae. 901 Empire Avenue
af. 920 Empire Avenue
ag. 923 Empire Avenue
ah. 963 Empire Avenue
ai. 964 Empire Avenue
aj. 1004 Empire Avenue
ak. 1011 Empire Avenue
al. 1013-1015 Empire Avenue
am. 250 Grant Avenue
an. 262 Grant Avenue
ao. 304 Grant Avenue
ap. 199 Heber Avenue
aq. 201 Heber Avenue
ar. 9 Hillside Avenue
as. 37 Hillside Avenue
at. 114 Hillside Avenue
au. 3000 HWY 224
av. 80 King Road
aw. 81 King Road
ax. 109 Main Street
ay. 115 Main Street
az. 122 Main Street
ba. 133 Main Street
bb. 148 Main Street
bc. 158 Main Street
bd. 186 Main Street
be. 227 Main Street
bf. 268 Main Street
bg. 347-357 Main Street
bh. 354 Main Street
bi. 355-357 Main Street
bj. 359 Main Street
bk. 361.5 Main Street
bl. 408 Main Street
bm. 412 Main Street
bn. 442-444 Main Street

bo. 449 Main Street
bp. 450 Main Street
bq. 461-463 Main Street
br. 510 Main Street
bs. 515 Main Street
bt. 556 Main Street
bu. 558 Main Street
bv. 591 Main Street
bw. 220 Marsac Avenue
bx. 338 Marsac Avenue
by. 402 Marsac Avenue
bz. 508 Marsac Avenue
ca. 257 McHenry Avenue
cb. 2245 Monitor Drive
cc. 164 Norfolk Avenue
cd. 668 Norfolk Avenue
ce. 713 Norfolk Avenue
cf. 803 Norfolk Avenue
cg. 827 Norfolk Avenue
ch. 835 Norfolk Avenue
ci. 901 Norfolk Avenue
cj. 915 Norfolk Avenue
ck. 1002 Norfolk Avenue
cl. 1009 Norfolk Avenue
cm. 1021 Norfolk Avenue
cn. 1055 Norfolk Avenue
co. 1063 Norfolk Avenue
cp. 1135 Norfolk Avenue
cq. 1259 Norfolk Avenue
cr. 1302 Norfolk Avenue*
cs. 308 Ontario Avenue
ct. 317 Ontario Avenue
cu. 341 Ontario Avenue
cv. 405 Ontario Avenue
cw. 422 Ontario Avenue
cx. 104 Park Avenue
cy. 145 Park Avenue
cz. 263 Park Avenue
da. 305 Park Avenue
db. 339 Park Avenue
dc. 364 Park Avenue
dd. 411 Park Avenue
de. 435 Park Avenue
df. 450 Park Avenue
dg. 526 Park Avenue
dh. 527 Park Avenue

di. 557 Park Avenue
dj. 561 Park Avenue
dk. 569 Park Avenue*
dl. 575 Park Avenue
dm. 581 Park Avenue
dn. 602 Park Avenue
do. 628 Park Avenue
dp. 657 Park Avenue
dq. 801 Park Avenue
dr. 811 Park Avenue
ds. 817 Park Avenue
~~dt. 819 Park Avenue~~
dt. 820 Park Avenue
du. 909 Park Avenue
dv. 915 Park Avenue
dw. 923 Park Avenue
dx. 929 Park Avenue
dy. 937 Park Avenue
dz. 949 Park Avenue
ea. 1015 Park Avenue
eb. 1043 Park Avenue
ec. 1059 Park Avenue
ed. 1060 Park Avenue
ee. 1101 Park Avenue
ef. 1102 Park Avenue
eg. 1108 Park Avenue
eh. 1109 Park Avenue
ei. 1114 Park Avenue
ej. 1129 Park Avenue
ek. 1135 Park Avenue
el. 1149 Park Avenue
em. 1160 Park Avenue
en. 1266 Park Avenue
eo. 1274 Park Avenue
ep. 1323 Park Avenue
eq. 1326 Park Avenue
er. 1333 Park Avenue
es. 1359 Park Avenue
et. 1420 Park Avenue
eu. 1450 Park Avenue
ev. 1460 Park Avenue
ew. 1488 Park Avenue
ex. 9 Prospect Street
ey. 52 Prospect Street
ez. 60 Prospect Street
fa. 147 Ridge Avenue

fb. 16 Sampson Avenue
fc. 40 Sampson Avenue
fd. 60 Sampson Avenue
fe. 115 Sampson Avenue
ff. 135 Sampson Avenue
fg. 130 Sandridge Road
fh. 152 Sandridge Road
fi. 164 Sandridge Road
fj. 218 Sandridge Road
fk. 228 Sandridge Road
fl. 224 Sandridge Road
fm. 175 Snows Lane
fn. 205 Snows Lane
fo. 601 Sunnyside Avenue
fp. 115 Woodside Avenue
fq. 133 Woodside Avenue
fr. 139 Woodside Avenue
fs. 149 Woodside Avenue
ft. 311 Woodside Avenue
fu. 316 Woodside Avenue
fv. 332 Woodside Avenue
fw. 347 Woodside Avenue
fx. 359 Woodside Avenue
fy. 401 Woodside Avenue
fz. 405 Woodside Avenue
ga. 424 Woodside Avenue
gb. 429 Woodside Avenue
gc. 481 Woodside Avenue
gd. 501 Woodside Avenue
ge. 505 Woodside Avenue
gf. 543 Woodside Avenue
gg. 563 Woodside Avenue
gh. 605 Woodside Avenue
gi. 615 Woodside Avenue
gj. 627 Woodside Avenue
gk. 633 Woodside Avenue
gl. 664 Woodside Avenue
gm. 733 Woodside Avenue
gn. 805 Woodside Avenue
go. 823 Woodside Avenue
gp. 827 Woodside Avenue
gq. 835 Woodside Avenue
gr. 905 Woodside Avenue
gs. 909 Woodside Avenue
gt. 919 Woodside Avenue
gu. 1002 Woodside Avenue

gv. 1007 Woodside Avenue
gw. 1013 Woodside Avenue
gx. 1020 Woodside Avenue
gy. 1027 Woodside Avenue
gz. 1045 Woodside Avenue
ha. 1053 Woodside Avenue
hb. 1062 Woodside Avenue
hc. 1103 Woodside Avenue

hd. 1107 Woodside Avenue
he. 1120 Woodside Avenue
hf. 1147 Woodside Avenue
hg. 1158 Woodside Avenue
hh. 1323 Woodside Avenue
hi. 1439 Woodside Avenue
hj. 1445 Woodside Avenue
hk. 1455 Woodside Avenue

(3) Mining Sites

- a. California Comstock Mine Site—Mill Building and Cabin
- b. Jupiter Mine—Ore Bin and Frame
- c. Daly West Mine—Head Frame and Fire Hydrant Shacks
- d. Alliance Mine – Office/Dwelling, Change Room, and Power House
- e. Silver King Consolidated Spiro Tunnel Complex—Foundry Building, Ivers Tunnel Structure, Spiro Tunnel Portal, Machine Shop Building, Sawmill Building, Water Tank A, and Coal Hopper/Boiler Structure
- f. Judge Mine Site—Assay Office and Change Room Building, Shed Structure, Explosives Bunker Portal, Mine Complex Ruins
- g. Judge Mine Aerial Tramway Towers
- h. Little Bell Mine—Ore Bin
- i. Silver King Tramway Towers
- j. Silver King Mine Site—Boarding House, Boarding House Vault, Change House, Hoist House, Mill Building, Fire Hose Shacks, Stone Wall, Stores Department Building, Transformer House, and Water Tanks
- k. Silver King Consolidated Mine—Ore bin and Counterweight
- l. Thaynes Mine—Conveyor Gallery, Hoist House, Conveyor Gallery, Fire Hydrant Shack, Boarding House Ruins, Accessory Buildings 1 and 2

Structure History

819 Park Avenue

Circa 1942: Original construction. Essential form is western false façade with parapet rise. Front entry door with sidelights are centered and inset on false façade. A wood-framed rectangular structure with gable roof, measuring approximately 36' x 39', supports the western false façade. A few small elevated windows appear in period photograph. Structure rests on posts and piers. Separate storeroom (approximately 15' x 16') added subsequently on northwest corner. Structure is built as a grocery store. Grocery use vacated in approximately 1948. This information is supported in whole or in part by Park City Museum archives, Summit County Tax Assessor records, and an Affidavit of Mary Lou Toly, longtime Park City resident and patron of the grocery store.

Circa 1948 - 1973: Western false façade, including its inset entry door, is removed. The gable roof is clipped. The structure is converted to residential use with offset front porch entry at southeast corner and including two entry doors. Minimal residential windows are installed, including two large stopped glass front windows. Asphalt siding is applied to most of exterior. During this period, all elevation aspects are transformed from their original construction and use, making this the first complete transformation from the original essential form. Summit County Tax Assessor records support this information.

Circa 1976: Room and cold porch on southwest corner is added and sided with T-111 material. Stairway and enclosure are added at west elevation. Northwest storeroom is incorporated into residential use. 14 windows of various styles and material types and two doorways are added. Summit County Tax Assessor records and photographs accompanying this application support this information.

Circa 1978: Utah State Historical Society researcher Phillip F. Notarianni declares in his report that 819 Park Avenue (Site No. SU-10-590) is “...*non-contributory to the Park City Residential Historic District.*” (Emphasis added). As further noted below (*see* Circa 2008), Park City Municipal Corporation later references this report in its 2008 Historic Site Form completed by Dina Blaes. Copies of the 1978 State report and the 2008 Park City form are included with this application.



Circa 1984: Various residential windows are added or changed to double-hung vinyl, single-hung vinyl, wood casement, or stopped glass. Asphalt siding is removed and replaced with contemporary wood siding at all elevations as seen presently. During this time period, all elevation aspects were once again transformed, modified, or replaced with modern form and material, making this the second complete transformation from the original essential form. Current photographs submitted with this application and Summit County Tax Assessor records support this information.

Circa 2005: Two roof windows are added on north elevation. Wood shingle and ninety pound roll roofing are replaced with standing seam metal material. Current photographs submitted with this application support this information.

Circa 2008: Every essential architectural form of the original construction (including the gable roof, doors, windows, and western false façade) has long vanished from the structure. No aspect of the essential original form – principally the western false façade, commercial use or material, remains. Multiple degrees of change and modification have occurred to the structure over many decades. No historic organization or entity to date has asserted any architectural connection between the existing structure and any known architectural style.

The 2008 Park City Historic Site Form states, in part: “[819 Park Avenue’s] . . . design [is] incompatible with housing types commonly found throughout this timeframe[.]” (Emphasis added). The 2008 Form also states: “[819 Park Avenue is] . . . not compatible with commonly recognizable structural forms of this era.” (Emphasis added). Yet, without an express reason given, the Form determines the structure *is* significant. The Form makes no reference to or acknowledgement of the structure’s original essential form, its transformation as documented here since original construction, or any document or photograph showing the original form. Further, the Form erroneously presumes an original residential use, which clearly is unsupported by the history of the structure. In short, the Form fails to mention, review, or analyze the original architecture, and erroneously presumes that it is evaluating the current structure as a historic relic, which *it is not* as expressed, explained, and documented above.

819 Park Avenue is Not a Significant Site

Standard of Review

The Park City Municipal Code requires the HPB (or Board) to review this application *de novo* giving no deference to prior determinations.¹ This means that a past finding that 819 Park Avenue constitutes a significant site is not determinative and should not be considered when reviewing this application. Rather, the only issue before this Board is whether, looking at this issue completely afresh with a clean slate, 819 Park Avenue meets the criteria set forth in Section 15-11-10(A)(2).²

Discussion

The Board should remove 819 Park Avenue from the Historic Sites Inventory because the property does not meet the criteria for a Significant Site set forth in 15-11-10(A)(2). To be sure, each required element for a Significant Site is examined below.

(a) It is at least fifty (50) years old or the Site is of exceptional importance to the community; and

While 819 Park Avenue is, *in toto*, at least 50 years old, it has not existed in its present form for 50 years. Further, age alone is not a basis for placement on the Historic Sites Inventory.

819 Park Avenue is not of exceptional importance to the community. The word “exceptional” connotes a property is “superior” or “better than average.”³ 819 Park Avenue is neither *superior* nor *above average*. 819 Park Avenue is nothing more than a nondescript rectangle. As referenced in the 1978 Utah State Historical Society/Historic Preservation Research Office (State Historical Society) Structural/Site Form, 819 Park Avenue is “not contributory.” Thus, by definition, 819 Park Avenue does not (and cannot) meet this standard.

Likewise, 819 Park Avenue is not of exceptional importance to the community because it retains none of the historic elements, if any, it may have once had. Any historic importance the property may have had in its original constructed form was lost long ago -- since at least the 1950s -- when the original construction was removed or otherwise converted beyond recognition of the original structure. Accordingly, 819 Park Avenue does not represent exceptional importance to the community.

(b) It retains its Essential Historical Form as may be demonstrated but not limited by any of the following:

¹ See PCMC § 15-11-10(C)(2)(c) (“The HPB shall review the Application “de novo” giving no deference to the prior determination.”).

² See *id.*

³ Merriam-Webster Dictionary, available at: <https://www.merriam-webster.com/dictionary/exceptional>.



(1) It previously received a historic grant from the City; or

819 Park Avenue has received no historic grant from the City.

(2) It was previously listed on the Historic Sites Inventory; or

Before 2009, 819 Park Avenue was not on the Historic Sites Inventory. Thus, it was not previously listed.

Indeed, in 1978, the State Historical Society determined 819 Park Avenue is “not contributory.” In doing so, the State Historical Society declined to designate 819 Park Avenue as “significant” or, the lesser status, “contributory.” The State Historical Society relied on various research materials, including Summit County plat records and maps, tax records and photos in making its determination. A copy of the State Historical Society’s determination is included with this application.

Notwithstanding the lack of prior designation by the 1978 State Historical Society, in approximately 2009, Park City subcontractor Dina Williams-Blaes determined 819 Park Avenue is significant. As explained elsewhere, Ms. Blaes came to her conclusion without the benefit of decades of historical information and the transformation of 819 Park Avenue through those decades. Her failure to properly investigate and rely upon this information led to the erroneous conclusion of significance. However, as expressed at the outset, the standard of review is *de novo*. Thus, whether a prior Significant Site designation was made is not the issue – which would require a different standard of review, e.g., correction-of-error or, even a lesser threshold showing, abuse of discretion. Therefore, applicant contests the use of a prior designation in evaluating this application.

Further, applicant believes the prior designation was made in error and without accurate or sufficient information. However, because the standard here is *de novo*, applicant is not required to show error below. To the extent the applicant is required show error below, applicant believes this element is arbitrary and capricious and does not constitute a *de novo* review. To illustrate this point further by way of analogy, a defendant who appeals a conviction from justice court to the district court does so pursuant to the same standard of review applicable here: *de novo*. In so doing, the defendant is not required to marshal or otherwise challenge the findings of the court below. Nor is defendant presumed guilty based on the decision below. Rather, the defendant gets a new proceeding as if the lower proceeding never occurred. That is what a *de novo* review requires. Therefore, using a prior conviction, or a prior designation in this context, is neither appropriate nor legal as a matter of law when the standard of review is *de novo*. To do so, would alter the *de novo* standard of review the applicant is entitled to in this proceeding. Further, while reserving this and all other legal arguments, applicant contends this process, violate his right to a fair and unbiased proceeding guaranteed by the due process clauses of the federal and state constitutions that cannot be arbitrarily and capriciously overwritten by requiring the applicant to at the same time challenge a prior finding of significance. Thus, whether or not a prior finding of

significance was made is not (and cannot be) the issue or a factor by which this application is judged.

(3) It was listed as Significant or on any reconnaissance or intensive level survey of historic resources; and

819 Park Avenue was never listed as Significant or on any reconnaissance or intensive level survey of historic resources.

Further, as noted above, in 1978, the State Historical Society determined 819 Park Avenue is "not contributory." In doing so, the State Historical Society declined to designate 819 Park Avenue as "significant" or, the lesser status, "contributory."

(c) It has one (1) or more of the following:

(1) It retains its historic scale, context, materials in a manner and degree which can be restored to its Essential Historical Form even if it has non-historic additions; or

819 Park Avenue has retained none of its historic scale. As explained in the "Structure's History" accompanying this application, the western false façade is gone, the gable roof is gone, and all the original windows and doors have been removed. The remaining four exterior walls have been modified by additions and deletions and completely new fenestration. All of the structure's original design elements have been removed. There are no period architectural features, materials, or design elements remaining. In short, all period context (if such context ever existed at all) has vanished and there is nothing remaining to restore.

(2) It reflects the Historical or Architectural character of the site or district through design characteristics such as mass, scale, composition, materials, treatment, cornice, and/or other architectural features as are Visually Compatible to the Mining Era Residences National Register District even if it has non-historic additions; and

To reiterate and further expand upon what is stated above, there is no mass, scale, composition, materials, treatment, cornice, and/or other architectural features as are Visually Compatible to the Mining Era Residences National Register District even if it has non-historic additions.

Additionally, 819 Park Avenue was not constructed as a residence. It was built as a commercial structure. Thus, Mining Era Residence standards are not applicable.

(d) It is important in local or regional history architecture, engineering, or culture associated with at least one (1) of the following:

(1) An era of Historic Importance to the community, or

As explained above, the physical attributes are gone together with any perceived regional history, architecture, engineering, or culture associated with the structure, if they ever existed at all. Accordingly, there is no relevant era of Historic Importance to the community remaining.

Further, as the 1978 State Historical Society determined 819 Park Avenue is "not contributory." In doing so, the State Historical Society declined to designate 819 Park Avenue as "significant" or, the lesser status, "contributory." As a result, the State Historical Society declined to designate it as pertaining to any of the following: National Landmark, National Register, State Register, District, Multi-Resource, or Thematic.

(2) Lives of Persons who were of Historic importance to the community, or

None known. This is further bolstered by the 1978 State Historical Society report referenced above.

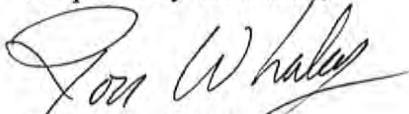
(3) Noteworthy methods of construction, materials, or craftsmanship used during the Historic period.

There is no evidence of noteworthy methods of construction, materials, or craftsmanship was used during the original construction of 819 Park Avenue. The 1978 State Historical Society report referenced above and the affidavits submitted with this application further bolster this point.

Conclusion

As explained above, 819 Park Avenue fails to meet the criteria for a Significant Site. Therefore, it should be removed from the Historic Sites Inventory. Accordingly, applicant respectfully requests removal pursuant to Section 15-11-10(C)(2)(c).

Respectfully submitted,



Ronald R. Whaley
Applicant

IN THE MATTER OF THE APPLICATION OF RONALD WHALEY
FOR DETERMINATION OF SIGNIFICANCE
BEFORE PARK CITY, SUMMIT COUNTY, STATE OF UTAH

DECLARATION OF ALLEN ROBERTS

COMES NOW THE DECLARANT and states as follows:

1. My name is Allen Roberts. I am over the age of 18 and my home address is 1322 East 100 South, Salt Lake City, Utah 84102 and my telephone # is 801 635-6918.
2. I graduated with an Architectural Major and a degree in Art and Design from Brigham Young University in 1973, followed by graduate work in Architecture at the University of Utah in 1974-78. In addition, I have received 40 years of continuing education courses in architecture and historic preservation. I have been a licensed architect in Utah since 1984 and am a member of the American Institute of Architects. In 2017, I was the only Utah architect elevated to the College of Fellows of the American Institute of Architects (FAIA) -- the highest status given to American architects. I am the recipient of the Lucy Beth Rampton Lifetime Achievement Award from Preservation Utah. My firm, Cooper Roberts Simonsen Associates (CRSA), was the Utah AIA "Firm of the Year" in 2000. My restoration, renovation, preservation



and new design projects have received more than 90 national, regional and local awards for their design excellence.

3. My professional work experience includes being the State Historical Architect and Architectural Historian for the Utah State Historical Society from 1974 to 1976, where I was responsible for placing eight historical districts and more than 100 individual historic buildings on the National Register of Historic places. I have served as guest lecturer on architecture and historic preservation at colleges and universities, and for six years served as an adjunct faculty member of Snow College, teaching architectural history, preservation theory and historic structures reports. In 1976 I co-founded CRSA, architects, and I have been a senior partner of the firm ever since, also serving as its president. I have designed the restoration and renovation of several hundred historic buildings, including many significant ones in Park City (Miners Hospital, City Hall/Museum, Washington School/B&B, Carl Winter/Park City High School/Library, Park City Intermodal Transit Center, Masonic Hall/Restaurant and numerous buildings on Main Street and residences in the two historic districts).
4. For 8 years in the 1980s, I served as a member of the Park City Historic District Commission, serving 4 years as its chair. I have also served as chair of the Sanpete County Preservation Commission and Spring City Landmarks Commission. With CRSA, I also helped prepare the first design guidelines and operating procedures for the initial Salt Lake City Historic Landmarks Commission.
5. In the early 1990s, I conducted the Park City Reconnaissance Level Surveys of all of the buildings in the city, ranking each one either Significant, Contributory, Non-Contributory or Out-of-Period. In 2015-2016, I was the lead preservation architect for

researching and preparing detailed Intensive Level Surveys of Park City's 408 older buildings in the city's two historic districts. I was also a consultant in the preparation of the city's Historic District Design Guidelines and their later revisions. Due to my 40+ years of experience as an historical preservation professional, including 40+ years dealing with historic buildings in Park City, I consider myself an expert witness in evaluating the matter at hand.

6. The structure located at 819 Park Avenue is within the Park City Historical District and is currently a residence. It was built originally as a grocery store, however, and at the time it was constructed in about 1942, it had a false front and the character of a commercial building. Unfortunately, this original commercial character was entirely lost when the building was altered four times between the 1950s through 2005. The building's loss of its character-defining features is documented in the accompanying "Structure History" and also summarized below. Because the building does not meet the criteria specified in Historic District sections 15-11-10(A)(1) and 15-11-10(A)(2), I consider it now a non-contributory building. It does not resemble at all its original commercial/grocery store appearance, nor have the various later modifications given it the appearance of the typical miner's houses that populate the district. That is, a contributory building should literally contribute to and visually support the theme under which the district was created, namely late 19th and early 20th century residential mining town architecture. Because the residence at 819 Park Avenue resembles neither a typical early commercial structure nor a typical early Park City residence, it no longer contributes to the district's thematic character. It is telling and significant that as early as the first Reconnaissance Survey conducted for Park City in the early

1980s, the building at 819 Park Avenue was not rated a “Contributory” building, indicating that even then, more than 30 years ago, the building had been so altered in character as to no longer visually conform with the architectural nature of the historic district.

7. Character-reducing modifications have been made to the roof, front façade and windows over the past six decades. In particular I note: (1) There is no longer a main, central entrance facing Park Avenue as existed originally and as was/is typical of other residential structures on this street; 2) There is no front porch; 3) The historic windows are gone and the replacements windows are atypical in size, scale and location compared with typical residential windows; 4) The original triangular-shaped, gabled roof has been altered. The roof shape now has clipped gables on the front and back, which is out of character with other roofs of historic residential structures in the area (See attached photographs); and 5) The original stepped false front has been entirely removed, depriving the façade of its original commercial character.
8. The modifications appear to have been made from the late 1960s through about 1984, with the latest changes being made about 2005. In short, most if not all of the adverse changes appear to have made less than fifty years ago, rendering the changes not of significance according to the National Register of Historic Places criteria for nomination.
9. As I look at the building today, it does not pass the “eye test.” That is, it not only does not look as it did historically; it also does not now, as a residence, resemble the other residences along Park Avenue or the ones throughout the district. The latter are mostly wood-frame structures with gabled or hipped roofs, front porches, front entries

and vertical, double-hung windows. The altered building at 819 Park Avenue, no longer possesses these character-defining traits. I, therefore, recommend that it be delisted as a contributory building in the historic district.

Pursuant to Utah Code Ann. § 78B-5-705, I declare (or certify, verify, or state) under criminal penalty of the State of Utah that the foregoing is true and correct to the best of my knowledge.

Dated this 2nd day of January, 2018.


ALLEN ROBERTS

IN THE MATTER OF THE APPLICATION OF RONALD WHALEY
FOR DETERMINATION OF SIGNIFICANCE
BEFORE PARK CITY, SUMMIT COUNTY, STATE OF UTAH

DECLARATION OF RONALD D. IVIE

COMES NOW THE DECLARANT and states as follows:

1. My name is Ron Ivie and I reside at 6871 S 3200 W, Spanish Fork, Utah 84660.
2. I was the Chief Building Official in Park City Utah from ^{Sep 77} ~~December~~ 1980 until August 2010 and served as Fire Marshall also during that time.
3. I also served as the Community Development Director in the absence of Mike Vance.
4. In these capacities I had the responsibility to review applications and permits related to buildings within the Historical District.
5. One such project, for example, was the reconstruction of the High West Distillery building. I approved a method to save the building, working within the guidelines and restrictions of the District, along with the City Attorney.
6. I am well acquainted also with the building at 819 Park Avenue and the Application to have it removed from the Historical District.



7. In my opinion the 819 Park Avenue building is not significant to the Historical District. It is different from other buildings in the District because it has been significantly altered over the years.
8. Specifically, the façade has been changed; the roof has been cut off, and the back and sidewalls of the building have been changed.
9. I am completely comfortable with my opinion that the 819 Oark Avenue building is of no significance as a historical building in Park City.

Pursuant to Utah Code Ann. 78B-5-705 I declare (or certify, verify, or state) under criminal penalty of the State of Utah that the foregoing is true and correct to the best of my knowledge.

DATED this 10 day of June, 2017.


RONALD D. IVIE

IN THE MATTER OF THE APPLICATION OF RONALD WHALEY
FOR DETERMINATION OF SIGNIFICANCE
BEFORE PARK CITY, SUMMIT COUNTY, STATE OF UTAH

DECLARATION OF RICHARD E. LEWIS

COMES NOW THE DECLARANT and states as follows:

1. My name is Richard E. Lewis. I was employed by Park City Municipal Corporation as the Community Director from 1990 to 2003. I am currently retired and my address is 504 East Meadows Drive, Park City, Utah 84098.
2. I graduated with a bachelors degree in Architecture from Kansas State University in 1968. In addition to courses in architectural design, structural design and architectural history, I attended required courses relating to urban and regional planning.
3. My professional work experience includes:
City Planner, Leo A. Daley Architectural Firm - Omaha Nebraska
Planning Director, City Cottage Grove, Minnesota
Community Development Director - Park City, Utah
4. While employed with Park City Municipal Corporation, I supervised the Planning Department, the Engineering Department and the Building Department. The Planning Department, under my supervision, had responsibilities relating to enforcement of the

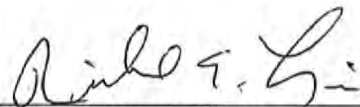


Historic District Design Guidelines. During my tenure as Community Development Director, the Historic District Guidelines were updated and studies were conducted to determine the boundaries of the Historic District. Specific structures were added to a list of potential historically significant buildings as part of several Historic District Guideline updates.

5. The structure located at 819 Park Avenue is within the Park City Historical District and is currently a residence. During my tenure as Community Development Director for Park City, 819 Park Avenue was not listed on the City's inventory of Historic Structures.
6. It appears that modifications to the roof, front façade and windows have been made over time. In particular I note: (1) There is no main entrance facing Park Avenue as is typical of other residential structures on this street; 2) There is no front porch; 3) The windows do not appear historically typical in size, scale and location; The roof shape, with the clipped gable on the front and back, appears out of character with other roofs of historic residential structures in the area.
7. As I look at the building today, I have serious questions about its significance to the Historic District. Specifically, I question that the building meets all the criteria of Historic District sections 15-11-10(A)(1) and 15-11-10(A)(2).

Pursuant to Utah Code Ann. 78B-5-705 I declare (or certify, verify, or state) under criminal penalty of the State of Utah that the foregoing is true and correct to the best of my knowledge.

DATED this 27 day of May, 2017.


 RICHARD E. LEWIS

IN THE MATTER OF THE APPLICATION OF RONALD WHALEY
FOR DETERMINATION OF SIGNIFICANCE
BEFORE PARK CITY, SUMMIT COUNTY, STATE OF UTAH

DECLARATION OF MARY LOU TOLY

COMES NOW THE DECLARANT and states as follows:

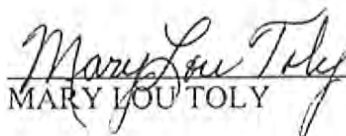
1. I reside at 939 Empire Avenue in Park City, Utah.
2. I am a lifetime resident of Park City, the third generation living here, age 80, born 7/10/1937, residing at 939 Empire in Park City, Utah.
3. I read, speak and write English as my native language and have personal knowledge of the following statements.
4. I have reviewed the photograph with the Coalition building labeled as Exhibit A and recognize it as an accurate representation of the city about 1942.
5. The building in the lower left foreground, which is the property comprising the subject of Mr. Whaley's application, was known to me personally.
6. It was known as "Westside Grocers" and I visited the store approximately three times a week.
7. It had a western false façade on the front.



8. The façade faced Park Avenue. It had a recessed entrance with double doors about three feet in off the street with windows on each side of the recess and bigger windows on each side on the front.
9. That façade is no longer there. The front was removed sometime after 1948.
10. The pointed gable on the roof shown in the photograph is no longer there but I do not know when it was changed.

Pursuant to Utah Code Ann. 78B-5-705 I declare (or certify, verify, or state) under criminal penalty of the State of Utah that the foregoing is true and correct to the best of my knowledge.

DATED this 20th day of April, 2017.


MARY LOU TOLY



North & West Elevation
819 Park Avenue 1942 ?



East Elevation 819 Park Avenue

South Elevation 819 Park Avenue

819



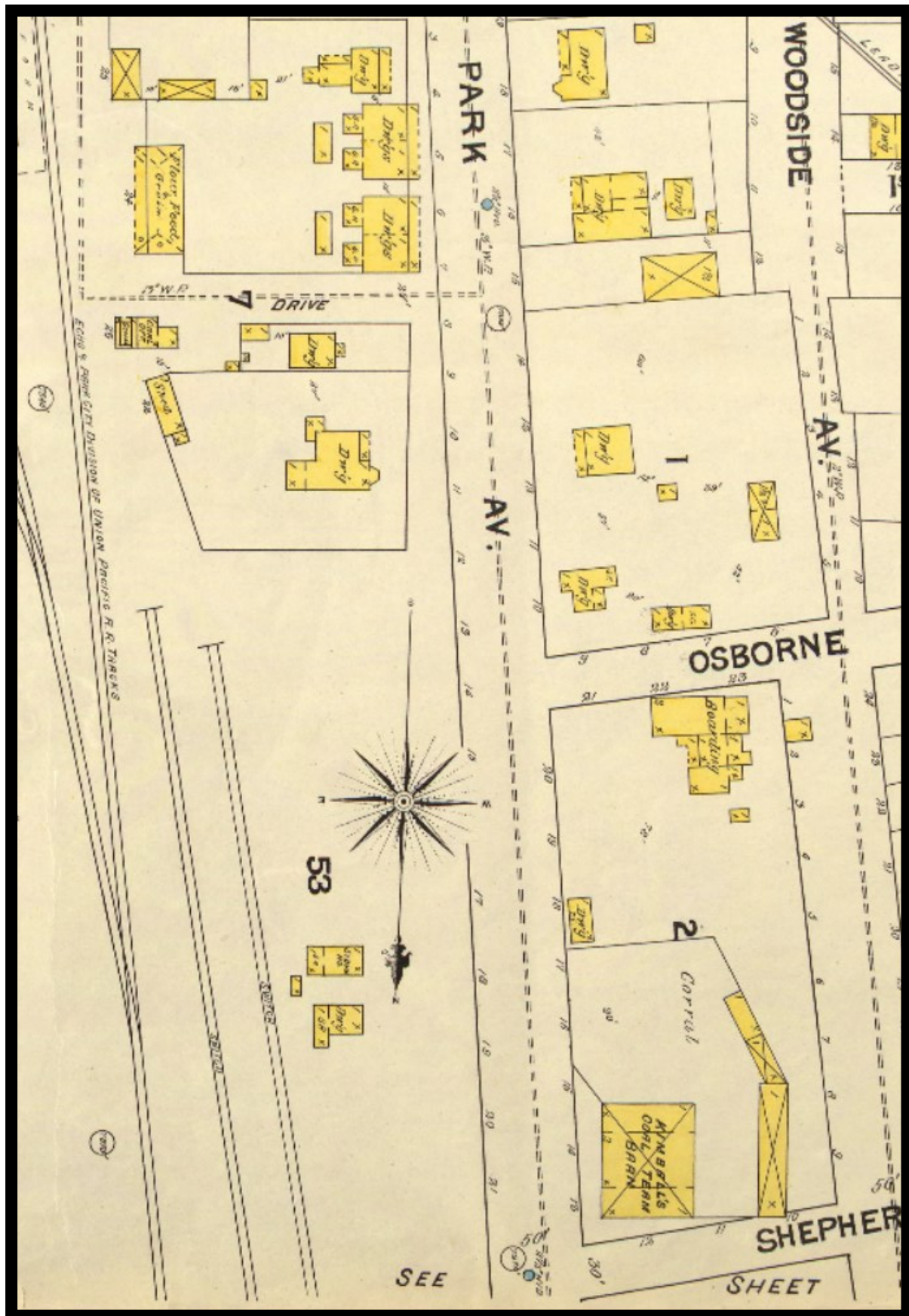


819 Park Avenue

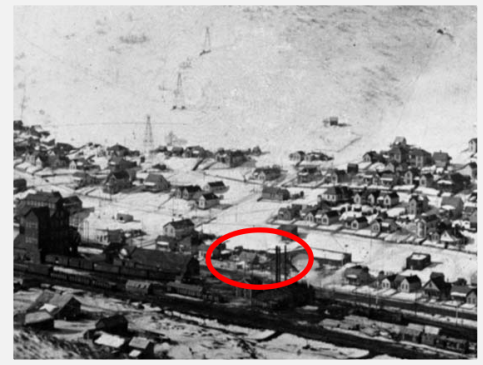
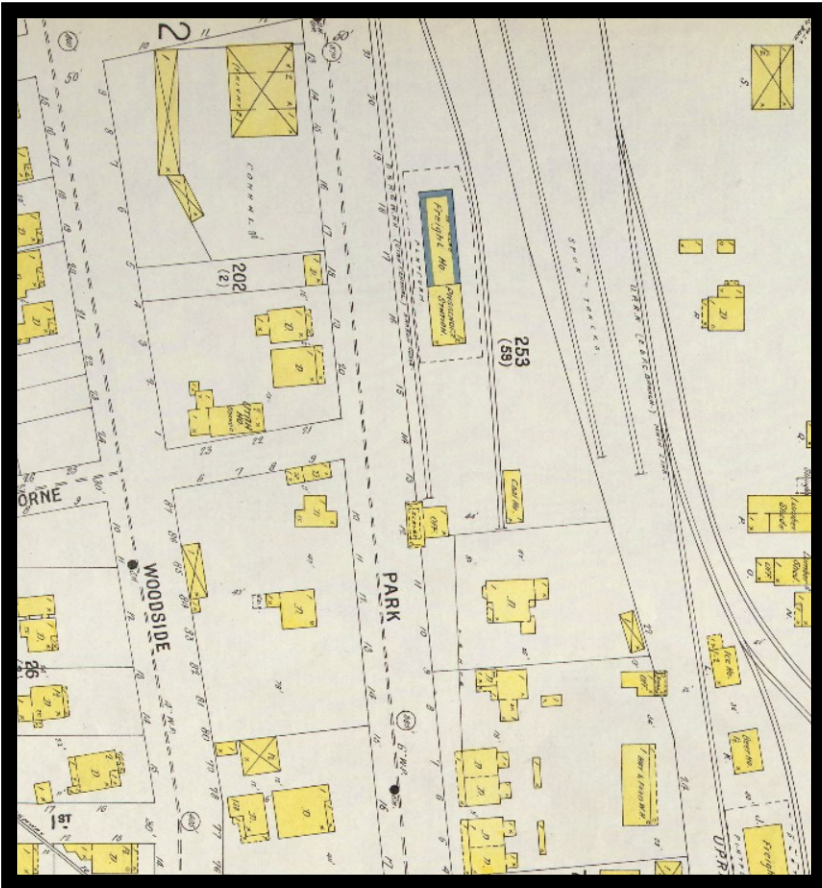
West Elevation 819 Park Avenue



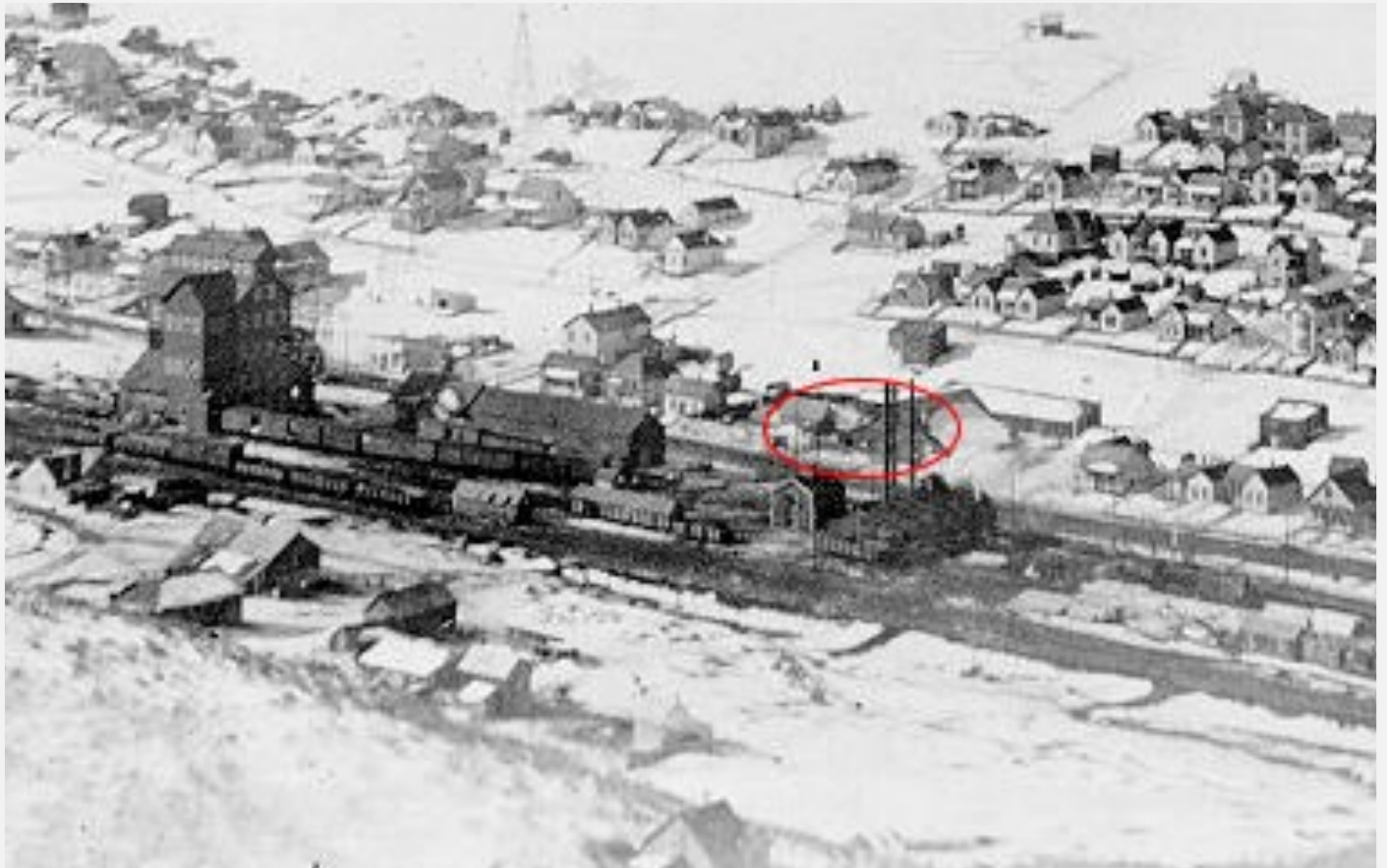
1889 SANBORN FIRE INSURANCE MAP



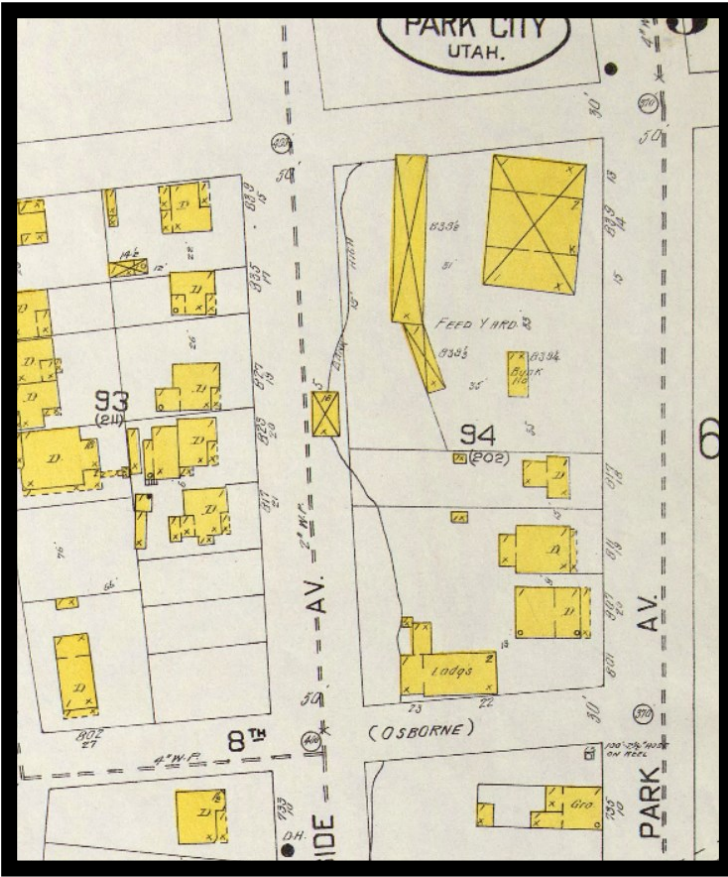
1900 SANBORN FIRE INSURANCE MAP ANALYSIS



These photographs from ca.1900 show depict the 800 block of Park Avenue. Note the Coalition building and industrial activity on the east side of Park Avenue. There are also three historic houses along the west side of Park Avenue and 2-story boarding house to the southwest. The northern half of the 800 block contains a stable and corral. (Photos courtesy of the Park City Museum and Historical Society.)



1907 SANBORN FIRE INSURANCE MAP ANALYSIS

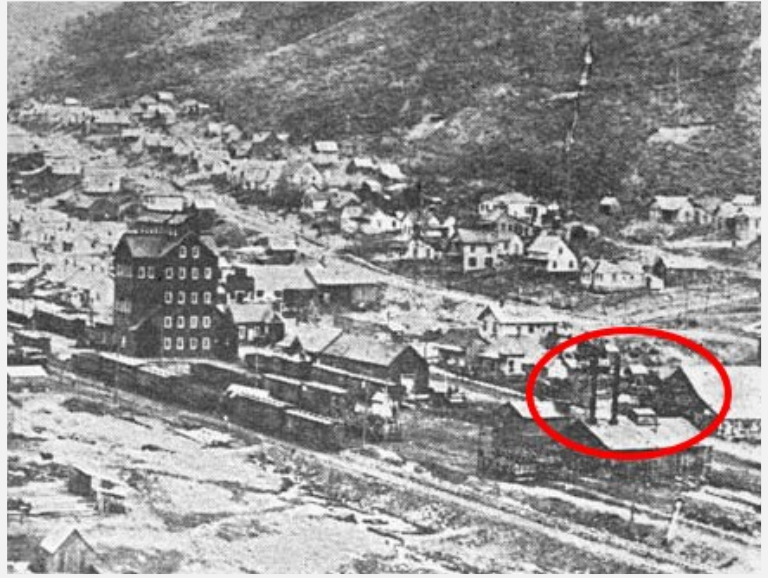
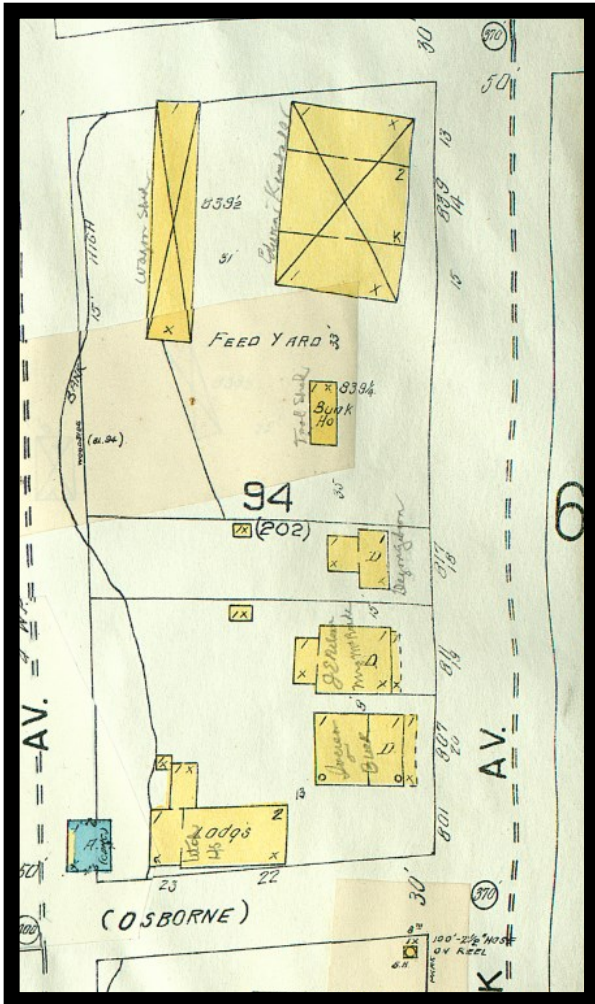


The 1907 Sanborn Map shows a feed yard and a new bunk house. The three houses are still along the west side of Park Avenue with the boarding house located to the southwest of these structures. A rectangular shed structure is located behind the block, and adjacent to the east side of Woodside Avenue; it is visible in the photograph below.

The ca. 1912 photograph below shows the Denver & Rio Grande Railroad Depot blocking the view of the west side of Park Avenue; however, over the depot, the rooftops of 807, 811, and 817 Park Avenue are visible. (Photograph courtesy of the Park City Museum & Historical Society.)



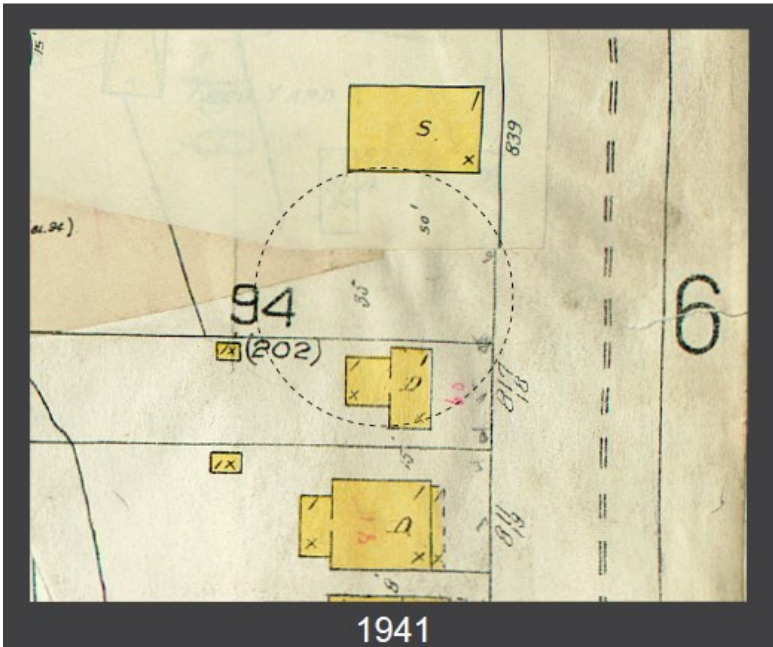
1927 SANBORN FIRE INSURANCE MAP ANALYSIS



By 1927, the site and its context had remained largely the same as the previous Sanborn Fire Insurance Maps. These photos further depict that the northern half of the 800 block of Park was used for activities supporting the railroad and mining operation at the Coalition Building. (Photos courtesy of the Park City Museum and Historical Society.)

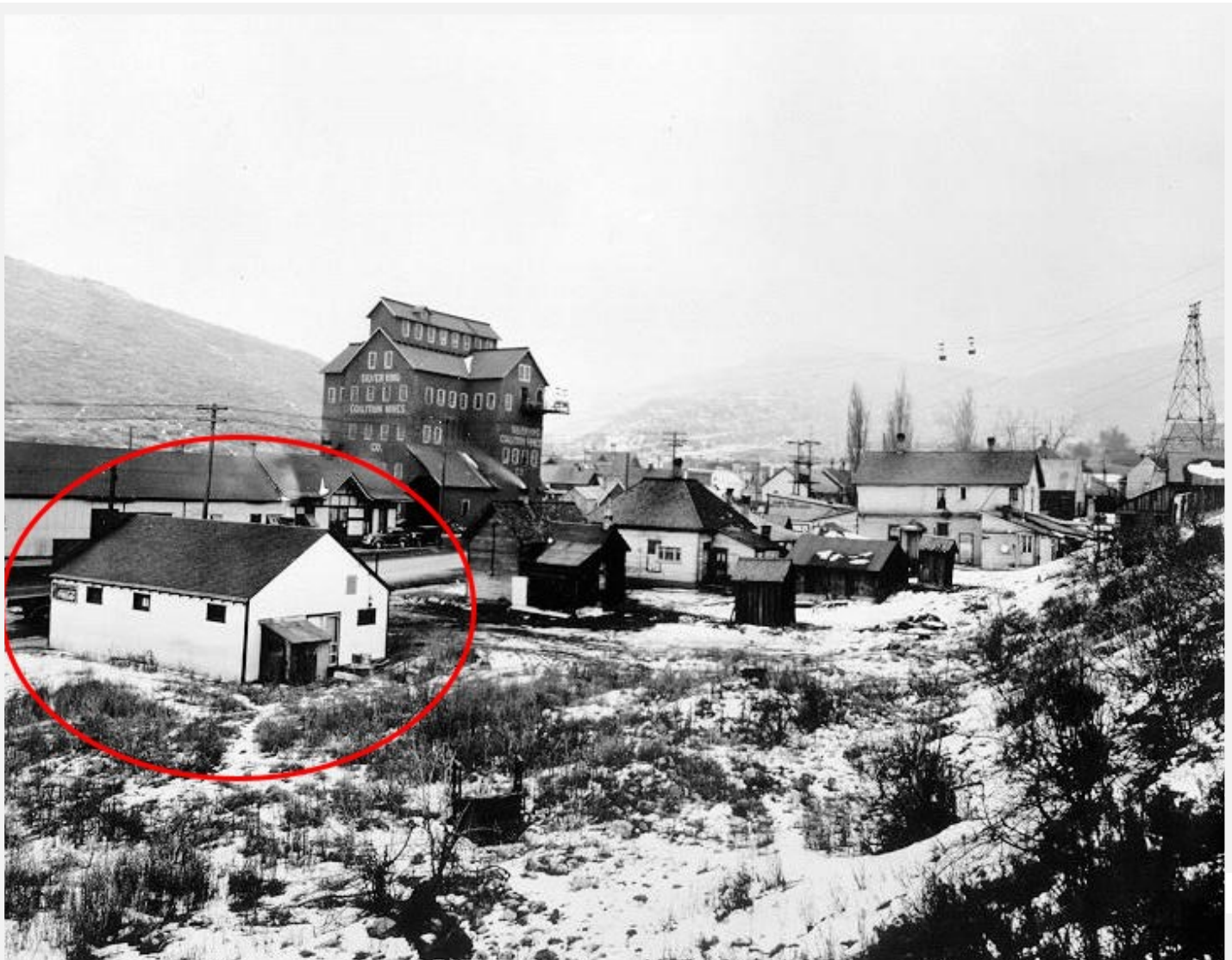


1941 SANBORN FIRE INSURANCE MAP ANALYSIS



Staff believes CRSA mis-identified 819 Park Avenue on this 1941 Sanborn Map. Staff believes that 819 Park Avenue is actually represented as 839 Park Avenue in this Sanborn Map. The "S" stands for "Store" and we know that the building was constructed in the early 1940s as a grocery store.

Further analysis of the location of the store is presented on the following page.



SANBORN MAP OVERLAY STUDY



Staff used the 1941 Sanborn Fire Insurance map and overlaid it on a current Google map of the neighborhood. In doing so, it appears that the building labeled “S” or store at 839 Park Avenue is located at roughly 819 Park Avenue today. Additionally, the 1941 Sanborn Map shows a vacant lot between 817 Park Avenue and the store. The vacant lot has since been developed with a new infill house.

STAFF ANALYSIS OF BUILDING DEVELOPMENT 1941-1948

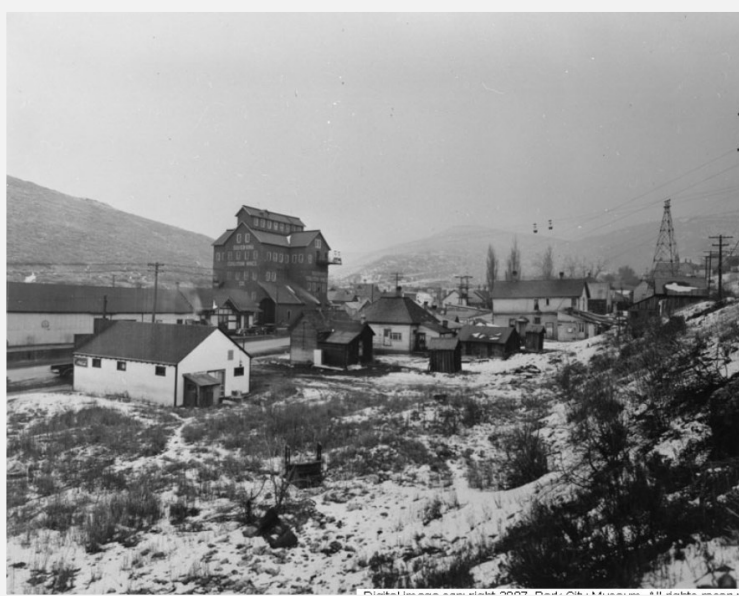
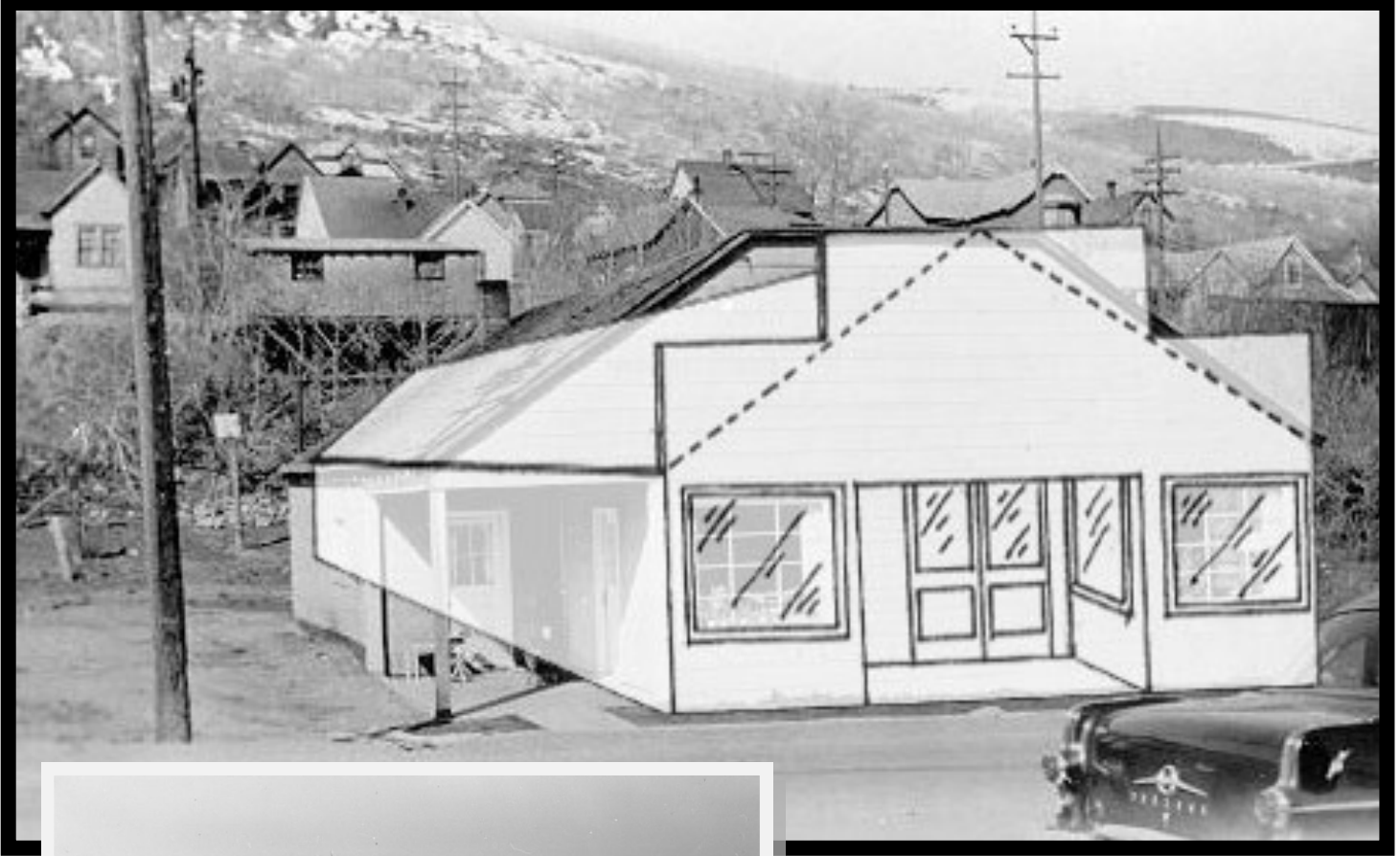


Photo Top: Staff has sketched in what staff believes is the original building form over the c.1968 facade. The window and door configuration is not based on physical or photographic evidence. Staff has based it loosely on historic storefronts throughout town.

Photo bottom: This photo is of the back of the building, ca.1941.

Staff believes that this building was constructed sometime before 1941 as a grocery store. Based on historic photographs, it appears to have had a false front shielding a gable-roof structure behind. There were likely display windows and doors on the façade, facing Park Avenue.

During the 1948 renovation, staff believes additions were added to the south (left in the photo) and west (rear elevation). These later additions expanded the footprint of the store building, leading to the roof form being rebuilt and expanded to cover this new addition.

APPLICANT'S ANALYSIS OF BUILDING DEVELOPMENT 1941

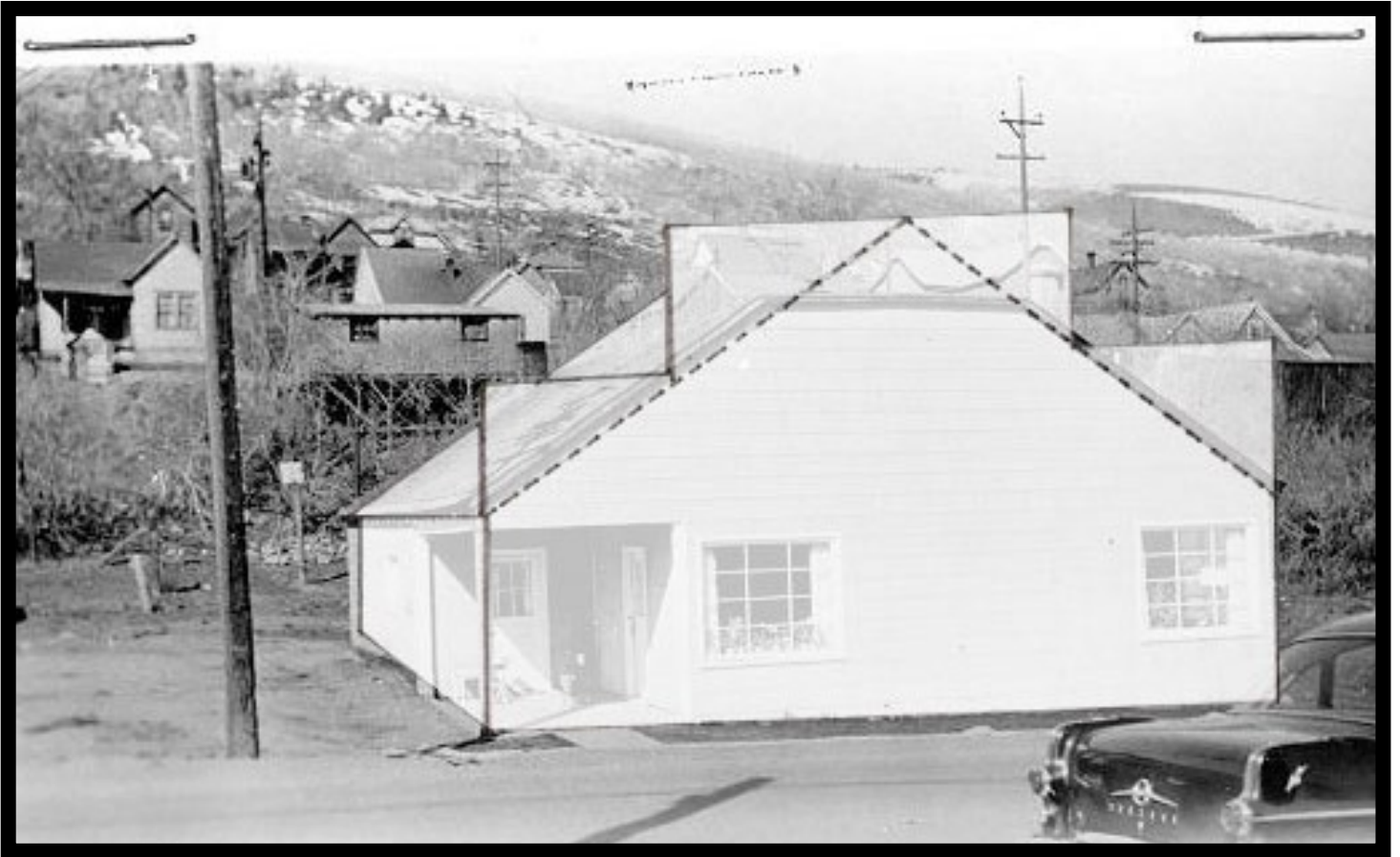
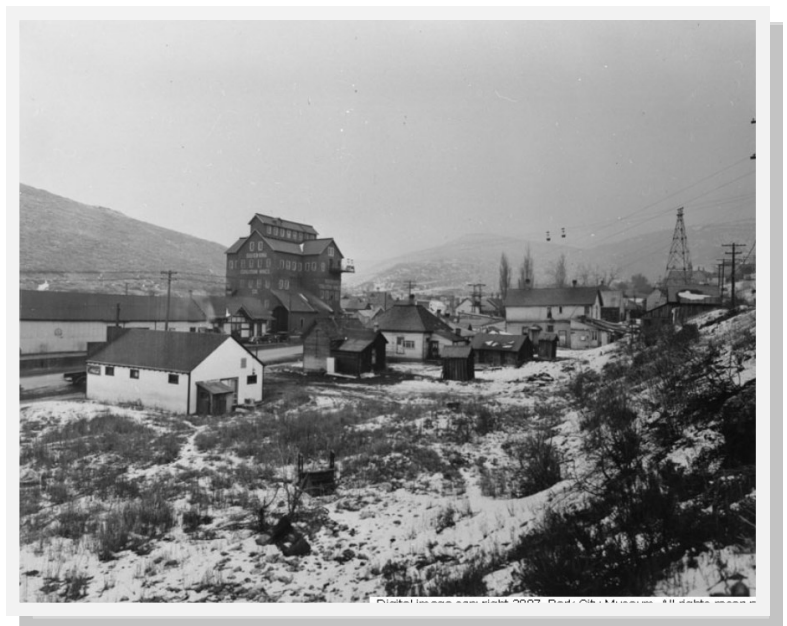


Photo Top: Staff has sketched in the applicant's analysis of the building's development. He believes that the gable was clipped when the false front was removed and that the building dimensions have not changed since its use as a store.

Photo bottom: This photo is of the back of the building, ca.1941.



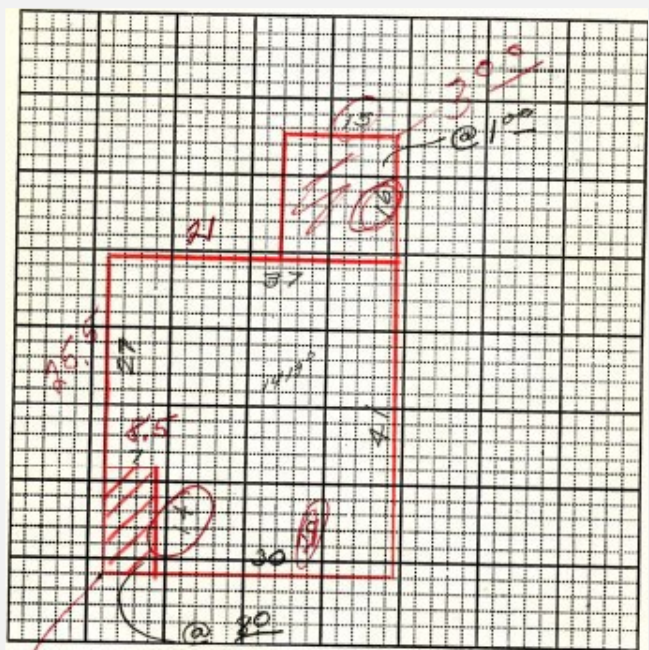
SERIAL NO. 280
RE-APPRAISAL CARD (1940 APPR. BASE)

Owner's Name Patrick M Mc Polin
Owner's Address Park City
Location Lot 445 Block 25 ADC (No End of G)
Kind of Building Res Street No. 827 Park Ave
Schedule 1 Class 3 Type 102-4 Cost \$ X %

Stories	Dimensions	Cu. Ft.	Sq. Ft.	Actual Factor	Totals
	x x		1119	\$	\$ 2278
	x x			\$	\$
	x x			\$	\$

No. of Rooms 5+13 Condition

Description of Building	Add	Deduct
Foundation—Stone Conc. None ☒		
Ext. Walls <u>5-2</u>		
Insulated Floors Walls Clgs.		
Roof—Type <u>Sh</u> Mat. <u>Sh</u>		
Dormers—Small Med. Lg.		
Bays—Small Med. Lg.		
Porches—Front <u>98 @ 80</u> 78		
Rear <u>240 @ 100</u> 240		
Cellar—Basin't— $\frac{1}{4}$ $\frac{1}{4}$ $\frac{1}{4}$ $\frac{1}{4}$ full-floor —		40
Basement Apts.—Rooms Fin.		
Attic Rooms—Fin. Unfin.		
Plumbing—{ Class <u>2</u> Tub Trays Basin Sink Toilet Urns Fins Shr. Dishwasher Garbage Disp.	410	
Heat—Stove H. A. Steam S. Blr. Oil Gas Coal		
Air Conditioned Incinerators		
Radiant—Pipeless		
Finish—{ Hd. Wd. Floors { Hd. Wd. Fir. Conc. Fir. Conc.		
Cabinets Mantels	40	
Tile—{ Walls Wainscot Floors		
Lighting—Lamp Drops ☒ Fix.		
Total Additions and Deductions	768	40
Net Additions or Deductions		728
Age <u>7</u> Yrs. by { Est. Owner Tenant Neighbors Records	REPRODUCTION VALUE	\$ 3006
	Depr. <u>14/86</u> %	\$
	Reproduction Val. Minus Depr.	\$ 2585
Remodeled <u>1948</u> Est. Cost	Remodelling Inc.	\$
Garage—S S O Depr. 2% 3%	Obsolescence	\$
Cars Walls	Out Bldgs.	\$
Roof Size x Age		\$
Floor Cost	Depreciated Value Garage	\$
Remarks	Total Building Value	\$ 2585
Appraised <u>9/23/89</u> By <u>SO</u>		



1949 Tax Assessment
(included in Historic
Site Form). This is the
first assessment after
the Sanborn Fire
Insurance Maps.

1958 TAX CARD ANALYSIS

Serial No. SAA

Location Block 2 SA P4 Lots 4+5-

Kind of Bldg. RES St. No. 819 Park Ave

Class 34 Type 1 2 3 4. Cost \$ 2376 X 100 %

Stories	Dimensions	Cu. Ft.	Sq. Ft.	Factor	Totals
1	x x		1419		\$ 2376
	x x				
	x x				

Gar.—Carport x Flr. Walls Cl.

Description of Buildings	Additions
Foundation—Stone <u>None</u> Cone. <u>None</u>	
Ext. Walls <u>Alph Shakes on Siding</u>	
Insulation—Floors <u>Walls</u> Clgs. <u>poor</u>	
Roof Type <u>Gable</u> Mtl. <u>poor</u>	
Dormers—Small <u>Med.</u> Large <u></u>	
Bays—Small <u>Med.</u> Large <u></u>	
Porches—Front <u>7x14</u> <u>98"</u> @ <u>80</u>	78
Rear <u></u> @ <u></u>	
Porch <u></u> @ <u></u>	
Metal Awnings <u></u> Mtl. Rail <u></u>	
Basement Entr. <u></u> @ <u></u>	
Planters <u></u> @ <u></u>	
Cellar-Bsmt. — <u>1/4</u> <u>1/2</u> <u>3/4</u> Full <u></u> Floor <u></u>	
Bsmt. Apt. <u></u> Rooms Fin. <u></u> Unfin. <u></u>	
Attic Rooms Fin. <u></u> Unfin. <u></u>	
Plumbing { Class <u>2</u> Tub <u>1</u> Trays <u></u>	
Basin <u>1</u> Sink <u>1</u> Toilet <u>1</u>	
Wtr. Sfr. <u></u> Shr. St. <u></u> O.T. <u></u>	
Dishwasher <u></u> Garbage Disp. <u></u>	410
Built-in Appliances <u></u>	
Heat—Stove <u>H.A.</u> Steam <u>Stkr.</u> Blr. <u></u>	
Oil <u>Gas</u> Coal <u>Pipeless</u> Radiant <u></u>	
Air Cond. <u></u>	
Finish—Fir <u>Hd. Wd.</u>	
Floor—Fir <u>Hd. Wd.</u> Other <u></u>	
Cabinets <u>Mantels</u>	
Tile—Walls <u>Wainscot</u> Floors <u></u>	
Storm Sash—Wood D. <u>S.</u> Metal D. <u>S.</u>	
<u>Attach Shed - 15x16</u> <u>240"</u> @ <u>100</u>	240
Total Additions	728
Year Built <u>1940</u> Avg. <u>16</u> Current Value <u>\$ 3104</u>	
Inf. by <u>Owner - Tenant -</u> Commission Adj. <u></u> %	
<u>Neighbor - Record - Est.</u> Bldg. Value <u></u>	
Remodel Year <u></u> Est. Cost <u></u> Depr. Col. (1/2 3/4 5 6 7) <u>71</u> %	
Garage—Class <u></u> Depr. 2% 3% Carport—Factor <u></u>	
Cars <u></u> Floor <u></u> Walls <u></u> Roof <u></u> Doors <u></u>	
Size— <u>x</u> <u>x</u> Age <u></u> Cost <u></u> x <u></u> %	
Other <u></u>	
Total Building Value	\$
Appraised <u>5-13-58</u> By <u>1302</u>	



This page is a
compellation of the
1958 tax assessment.
The tax card, a rough
outline of the building's
dimensions, and a
historic photo are
shown here.

GENE CARR PHOTOGRAPHS

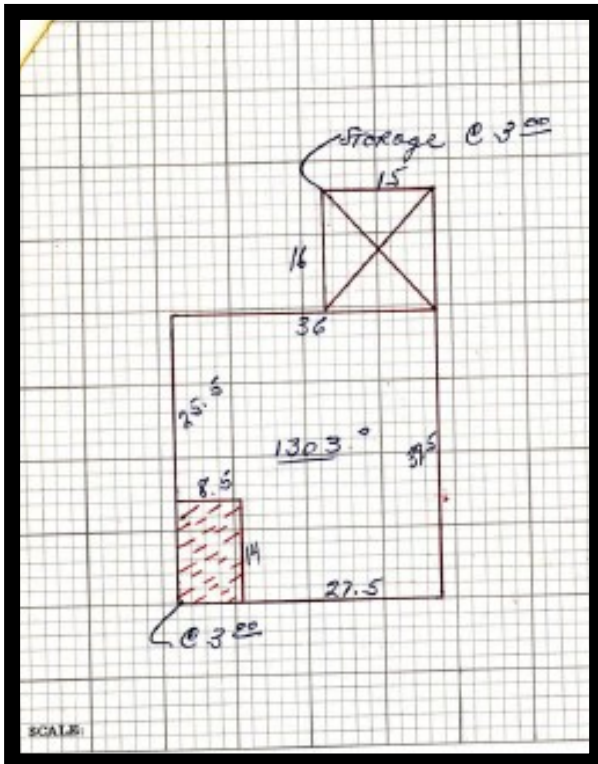


Photo Top: This photograph by Gene Carr shows the house with its asphalt shingle siding. Staff presumes the house has remained unchanged from the 1968 tax card in this photograph.

Inset Photo: This close-up photograph shows the large picture window on the north side of the house.



1968 TAX CARD ANALYSIS



This page is a compellation of the 1968 tax assessment. The tax card, a rough outline of the building's dimensions, and a historic photo are shown here. The photo below was taken in the 1960s.



SA-9
Serial Number

1 OF 1
Card Number

Owners Name
Location PARK CITY
Kind of Bldg Res St. No. 819 Park Ave
Class 4 Type 1 1/2 Cost \$ - X100
Stories Dimensions Sq. Ft. Factor Totals Totals
1 x x 1303 464 \$ 6111 \$
x x
x x

Att. Gar. — C.F. — x — Fir. — Walls — Cl. —

Description of Buildings	Additions	Additions
Foundation—Stone — Conc. — Sill		
Ext. Walls <u>Asphalt-Flake</u>		
Roof Type <u>Gable</u> Mt. <u>Part</u>		
Dormers—Small — Med. — Large		
Bays—Small — Med. — Large		
Porch—Front <u>119' 3"</u>	<u>357</u>	
Rear <u>240' 3"</u>	<u>720</u>	
Porch —		
Planters —		
Ext. Base Entry —		
Cellar-Bent. — 1/4 1/2 1/2 1/2 Full — Floor —		
Bent. Gar. —		
Basement-Apt. — Rm. — Fin. — Rm. —		
Attic Rooms Fin. — Unfin. —		
Class <u>2</u> Tub <u>1</u> Trays <u>1</u>		
Basin <u>1</u> Sink <u>1</u> Toilet <u>1</u>	<u>650</u>	
Plumbing — Wtr. Sctr. — Shr. St. — O.T. —		
Dishwasher — Garbage Disp. —		
Heat—Stove — H.A. — PA — HW — Sitr — Elec. —	<u>451</u>	
Oil — Gas — Coal — Pipeless — Radiant —		
Air Cond. — Full — Zone —		
Finish—Fir. — Hd. Wd. — Panel —		
Floor—Fir. — Hd. Wd. — Other —		
Cabinets — Mantels —		
Tile—Walls — Wainscot — Floors —		
Storm Sash—Wood D. — S. — Metal D. — S. —	<u>265</u>	
Awnings — Metal — Fiberglass —		
Total Additions	<u>2443</u>	
Year Built <u>1942</u> Avg. 1. — Replacement Cost <u>8554</u>		
Age 2. — Obsolescence —		
Inf. by <u>Owner</u> Tenant. — Adj. Bd. Value —		
Neighbor - Record - Est. — Conv. Factor — x.47		
Replacement Cost—1940 Base —		
Depreciation Column <u>1 2 3 4 5 6</u> —		
1940 Base Cost, Less Depreciation —		
Total Value from reverse side —		
Total Building Value \$ —		
Assessed @ <u>10.17</u> <u>68</u> <u>158</u> NOV 29 1968		

C.1974 CHANGES TO THE HOUSE



This current photo of the rear (west) elevation of the house shows the one-story wood frame, gabled-roof addition on the northwest corner of the house that first appears in the 1949 tax assessment. The areas highlighted in blue were part of a c.1974 addition to the house.

1995 PHOTO THE HOUSE



Exhibit F-1

PARK CITY SURVEY WORKSHEET FOR POST-1930 STRUCTURES:

SITE NO. 336

Name of site _____ Subdivision _____
Address 819 Park Block _____ Lot(s) _____
Owner _____ Present Zoning HR-1
Owner Address _____ Use residence

PRIMARY STRUCTURE

View southeast
oblique



Date of photo 2/82
Negative File 3/3

SIGNIFICANCE OF SITE TO DISTRICT: Non-Contributory ☒ Contributory _____

NOTE: Most post-1930 buildings are categorized as non-contributory.

Comment: _____

Form completed by: Ellen Beasley Date: April, 1982

Beasley/February 1982

S.26

STREET:

UHCS RECONNAISSANCE SURVEY

Utah State Historic Preservation Office

Exhibit F-2

CITY: PARK CITY

CITY CODE: 10

COUNTY: SUMMIT

COUNTY CODE: SU

SURVEY DATE: 04/05

	HOUSE NO.	DIR.	EVAL.	CONSTR. DATE	HT. (5)	MAT.#1	MAT.#2	STYLE#1	STYLE#2	TYPE	ORIG. USE	OB CON7	COMMENTS
1.	<u>635</u>	<u>OR</u>	<u>D</u>	<u>1980</u>	<u>01</u>	<u>BD</u>	<u>BD</u>	<u>OV</u>	<u>TD</u>	<u>RU</u>	<u>R2</u>	<u></u>	<u>C-1 MOTHER LODGE</u>
2.	<u>651</u>	<u>OR</u>	<u>A</u>	<u>1925</u>	<u>01</u>	<u>BD</u>	<u>BD</u>	<u>OV</u>	<u>TD</u>	<u>RU</u>	<u>R1</u>	<u></u>	<u>C-1 1D#84004009</u>
3.	<u>657</u>	<u>OR</u>	<u>B</u>	<u>1900</u>	<u>01</u>	<u>BD</u>	<u>BD</u>	<u>OV</u>	<u>OV</u>	<u>RX</u>	<u>R1</u>	<u></u>	<u>C-2, ODD DORMER</u>
4.	<u>703</u>	<u>OR</u>	<u>F</u>	<u>1907</u>	<u>02</u>	<u>BD</u>	<u>BA</u>	<u>OV</u>	<u>VE</u>	<u>RX</u>	<u>R1</u>	<u></u>	<u>C-2 1D#84002240</u>
5.	<u>715</u>	<u>OR</u>	<u>A</u>	<u>1910</u>	<u>01</u>	<u>BD</u>	<u>BD</u>	<u>OV</u>	<u>OV</u>	<u>CT</u>	<u>OT</u>	<u></u>	<u>C-3 RAKE, GRAP/H/CS</u>
6.	<u>807</u>	<u>OR</u>	<u>A</u>	<u>1892</u>	<u>02</u>	<u>BD</u>	<u>BD</u>	<u>OV</u>	<u>OV</u>	<u>PD</u>	<u>R2</u>	<u></u>	<u>C-3 BOX RODE</u>
7.	<u>811</u>	<u>DIR.</u>	<u>A</u>	<u>1910</u>	<u>01</u>	<u>BD</u>	<u>BD</u>	<u>TE</u>	<u>OV</u>	<u>RU</u>	<u>R1</u>	<u></u>	<u>C-1</u>
8.	<u>817</u>	<u>OR</u>	<u>C</u>	<u>1882</u>	<u>01</u>	<u>EF</u>	<u>EF</u>	<u>OV</u>	<u>OV</u>	<u>RU</u>	<u>R1</u>	<u></u>	<u>C-2 1D#84002325</u>
9.	<u>819</u>	<u>OR</u>	<u>A</u>	<u>1920</u>	<u>01</u>	<u>BC</u>	<u>BC</u>	<u>OV</u>	<u>OV</u>	<u>RX</u>	<u>R1</u>	<u></u>	<u>C-2 UNUSUAL</u>
10.	<u>841</u>	<u>DIR.</u>	<u>D</u>	<u>1980</u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u>R2</u>	<u></u>	<u>C-1</u>
11.	<u>905</u>	<u>OR</u>	<u>D</u>	<u>1980</u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u>R1</u>	<u></u>	<u>C-1</u>
12.	<u>909</u>	<u>OR</u>	<u>B</u>	<u>1908</u>	<u>01</u>	<u>BD</u>	<u>BD</u>	<u>OV</u>	<u>OV</u>	<u>EX</u>	<u>R1</u>	<u></u>	<u>C-2</u>
13.	<u>915</u>	<u>OR</u>	<u>A</u>	<u>1890</u>	<u>01</u>	<u>BD</u>	<u>BD</u>	<u>VE</u>	<u>VE</u>	<u>RX</u>	<u>R1</u>	<u></u>	<u>C-2</u>
14.	<u>923</u>	<u>OR</u>	<u>A</u>	<u>1905</u>	<u>01</u>	<u>BD</u>	<u>BD</u>	<u>OV</u>	<u>OV</u>	<u>PT</u>	<u>R1</u>	<u></u>	<u>C-2 MEW (ER) 2</u>
15.	<u>929</u>	<u>OR</u>	<u>B</u>	<u>1900</u>	<u>01</u>	<u>BD</u>	<u>BD</u>	<u>OV</u>	<u>OV</u>	<u>RX</u>	<u>R1</u>	<u></u>	<u>C-2</u>

337

SURVEYOR: A. ROBERTS

REV 12-00 B.9

ADDRESS: 819 Park Avenue
PARCEL # : SA-9



15-11-12. DETERMINATION OF HISTORICAL SIGNIFICANCE

... It is hereby declared that all Buildings, Structures and Sites within Park City which substantially comply with the standards of review found in Section 15-11-[12](A), are determined to be Significant for the purposes of this Chapter.

(A) STANDARDS OF REVIEW. In determining the Historic Significance of the Property at the hearing, the HPB shall evaluate whether the Building, Structure or Site demonstrates a quality of Significance in local, regional, state or national history architecture, archaeology, engineering or culture, and integrity of location, design, setting, materials, and workmanship according to the following criteria:

Criteria	Evaluation
(1) The Building, Structure or Site is associated with events or lives of Persons Significant to our past; and/or	Yes, late mining era.
(2) The Building, Structure or Site embodies the distinctive characteristics of a type, period or method of construction or that represent the work of a master; and/or	Yes, the building embodies the distinctive characteristics of type and period: 1 ½ story, frame, ship-lap siding, rectangular block, truncated gable front low pitched roof form, paired double-hung windows, recessed entry porch, simple porch supports.
(3) The architectural or historical value or Significance of the Building, Structure or Site contributes to the Historic value of the Property and surrounding Area; and/or	Yes, the architectural and historic value of the site contributes to the significance of the property and area.
(4) The Building, Structure, or Site is at least fifty (50) years old, or has achieved Significance within the past fifty (50) years if the Property is exceptional importance to the community; and/or	Yes, c. 1920
(5) The relation of Historic or architectural features found on the Building, Structure or Site to other such features within the surrounding Area; and/or	Yes, the architectural and historic features are comparable to those on other significant sites in the area.
(6) Any other factors, including aesthetic, which may be relevant to the historical or architectural aspects of the Building, Structure or Site.	Unusual rectangular block, but not unlikely others in PC built in same period. Compatible with mining era cottages in scale and massing.

In addition to on-site visual analysis, the following were consulted in determining substantial compliance with the standards of review found in Title 15, Chapter 11, Section 12 Determination of Historical Significance.

Tax Photo	Planning Office
1982 Survey Evaluation	Non-contributory
Permit Files	
SHPO ¹	Utah Historic Sites Database ID # 57922. R. Roper note states "sympathetic in style with mining era buildings."
Tax Assessor	b. 1942
PCHS&M ²	
Other	

¹ State Historic Preservation Office

² Park City Historical Society and Museum

HISTORIC SITE FORM

UTAH STATE HISTORIC PRESERVATION OFFICE

(10-91)

1 IDENTIFICATIONName of Property: **Earl Reseigh House**Address: **819 Park Avenue**

Twnshp

Range

Section:

City, County: **Park City, Summit, Utah**

UTM:

Current Owner Name: **Ronald R. Whaley and Melanie A. Reif (H/W jt.)** USGS Map Name & Date: **Park City East**Current Owner Address: **PO Box 1621**

Quad/2011

Park City, UT 84060-1621Tax Number: **SA-9**Legal Description (include acreage): **see continuation sheet****2 STATUS/USE**Property Category☒ building(s)☐ structure☐ site☐ objectEvaluation☐ eligible/contributing☒ ineligible/non-contributing☐ out-of-periodUseOriginal Use: **single dwelling**Current Use: **single dwelling****3 DOCUMENTATION**Photos: Dates☒ digital: **Nov. 2013 (3)**☒ prints: **2006, 1995, c. 1958**☐ historic:Drawings and Plans☐ measured floor plans☐ site sketch map☐ Historic American Bldg. Survey☐ original plans available at:☐ other:Research Sources (check all sources consulted, whether useful or not)☒ abstract of title☒ tax card & photo☐ building permit☐ sewer permit☒ Sanborn Maps☐ obituary index☐ city directories/gazetteers☒ census records☐ biographical encyclopedias☒ newspapers☒ city/county histories☐ personal interviews☐ USHS History Research Center☒ USHS Preservation Files☐ USHS Architects File☐ LDS Family History Library☒ local library: **Park City Museum**☐ university library(ies):Bibliographical References (books, articles, interviews, etc.)

Attach copies of all research notes, title searches, obituaries, and so forth.

Boutwell, John Mason and Lester Hood Woolsey. *Geology and Ore Deposits of the Park City District, Utah*. White Paper, Department of the Interior, United States Geological Survey. Washington: Government Printing Office, 1912.Carter, Thomas and Peter Goss. *Utah's Historic Architecture, 1847-1940*. Salt Lake City: Center for Architectural Studies, Graduate School of Architecture, University of Utah and Utah State Historical Society, 1988.Hampshire, David, Martha Sonntag Bradley and Allen Roberts. *A History of Summit County*. Coalville, UT: Summit County Commission, 1998.

National Register of Historic Places. Park City Main Street Historic District. Park City, Utah, National Register #79002511.

Peterson, Marie Ross and Mary M. Pearson. *Echoes of Yesterday: Summit County Centennial History*. Salt Lake City: Daughters of Utah Pioneers, 1947.Pieros, Rick. *Park City: Past & Present*. Park City: self-published, 2011.Randall, Deborah Lyn. *Park City, Utah: An Architectural History of Mining Town Housing, 1869 to 1907*. Master of Arts thesis, University of Utah, 1985.Ringholz, Raye Carleson. *Diggings and Doings in Park City: Revised and Enlarged*. Salt Lake City: Western Epics, 1972.Ringholz, Raye Carleson and Bea Kummer. *Walking Through Historic Park City*. Self-published, 1984.Thompson, George A., and Fraser Buck. *Treasure Mountain Home: Park City Revisited*. Salt Lake City: Dream Garden Press, 1993.

4 ARCHITECTURAL DESCRIPTION

Building Style/Type: other building type No. Stories: 1.5
Foundation Material: not verified Wall Material(s): wooden ship-lap siding
Additions: none ☒ minor major (describe below) Alterations: none ☒ minor major (describe below)
Number of associated outbuildings 0 and/or structures 0.
Briefly describe the principal building, additions or alterations and their dates, and associated outbuildings and structures. Use continuation sheets as necessary.

The house at 819 Park Avenue does not closely resemble any of the main types of houses built during the historic Park City mining era. This may be due to the fact that it was built in 1942, much later than many of the houses in the area. It has been well preserved and does exhibit many of the elements that define a historic Park City home. The truncated gable roof is sheathed with standing seam metal and has at least one skylight. The roof has a much lower pitch than most of the historic houses. The house is clad with wood shiplap siding, replacing the siding seen in the earlier tax photo. There are two pairs of one-over-one double hung sash type windows on the front façade and a slider window centered in the gable. Most of the other windows appear to be double hung sash types. The porch is inset, with the corner being supported by a square post. The door has a large upper light. A rear addition may be present, but this is unconfirmed. Given the extensive material changes, the historic value of this house has been diminished.

5 HISTORY

Architect/Builder: unknown Date of Construction: c. 1942

Historic Themes: Mark themes related to this property with "S" or "C" (S = significant, C = contributing).
(see instructions for details)

☐ Agriculture	☐ Economics	☒ Industry	☐ Politics/ Government
☐ Architecture	☐ Education	☐ Invention	☐ Religion
☐ Archeology	☐ Engineering	☐ Landscape Architecture	☐ Science
☐ Art	☐ Entertainment/ Recreation	☐ Law	☐ Social History
☐ Commerce	☐ Ethnic Heritage	☐ Literature	☐ Transportation
☐ Communications	☐ Exploration/ Settlement	☐ Maritime History	☒ Other: Mining
☐ Community Planning & Development	☐ Health/Medicine	☐ Military	
☐ Conservation		☐ Performing Arts	

Write a chronological history of the property, focusing primarily on the original or principal owners & significant events. Explain and justify any significant themes marked above. Use continuation sheets as necessary.

According to a tax card for this property, this house was built in 1942, which was after the most recent Sanborn Insurance map, and the most recent available census. Thus it is difficult to determine the history of this house. The owners at the time of construction were Earl and Thelma Reseigh.

Earl and Thelma Reseigh appear on the 1930 census. At that time they lived on Woodside Avenue with Thelma's parents. Earl worked as a salesman for a grocery store, and was later mayor of Park City. It is unknown if they ever lived in the house. The property has changed hands several times since the historic period, and is currently owned by Ronald Whaley and Melanie Reif.

Legal Description (include acreage): **BEG AT A PT 43.35 FT N 28*50' W FROM THE SE COR OF LOT 4 BLK 2 SNYDERS ADDITION TO PARK CITY UTAH & RUN TH N 28*50' W 43.35 FT TO A PT ON THE E'LY LINE OF SD BLK 2; TH SW'LY TO A PT ON THE W'LY LINE OF SD BLK 2 WH IS 78 FT N 31*48' W FROM THE SW COR OF SD LOT 4; TH S 31*48' E 39 FT TO A PT ON THE W'LY LINE OF SD BLK 2 WH IS 39 FT N 31*48' W FROM THE SW COR OF SD LOT 4; TH NE'LY IN A STRAIGHT LINE 139 FT M/L TO THE PT OF BEG & BEING A PART OF LOTS 4 & 5 OF SD BLK 2 SNYDERS ADDITION TO PARK CITY UTAH CONT0.13 AC M/L HQC-263 IQC-538 M59-653 M82-536 M64-688 M47-455-456 696-234998-652 1034-509-530 1218-104-123 1549-1813 1798-452; 0.13 AC**



819 Park Avenue. Northeast oblique. November 2013.



819 Park Avenue. East elevation. November 2013.



819 Park Avenue. Southeast oblique. November 2013.

TITLE SEARCH FORM

[Obtain information from title abstract books at County Recorder's Office]

Address: 819 Park Avenue

City: Park City, UT

Current Owner: Ronald R. Whaley and Melanie A. Reif

Address: (see historic site form for address)

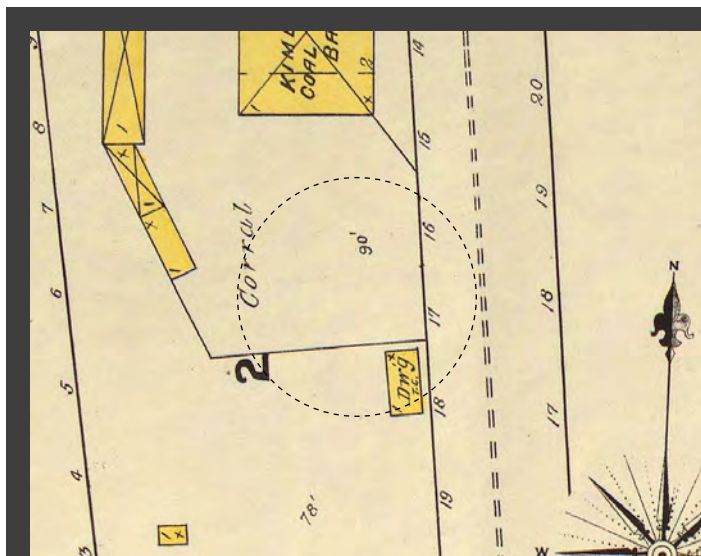
Tax Number: SA-9

Legal Description (include acreage): two parcels in Block 2 of Snyder's Addition measuring approximately 40'x140' (see historic site form for complete legal description)

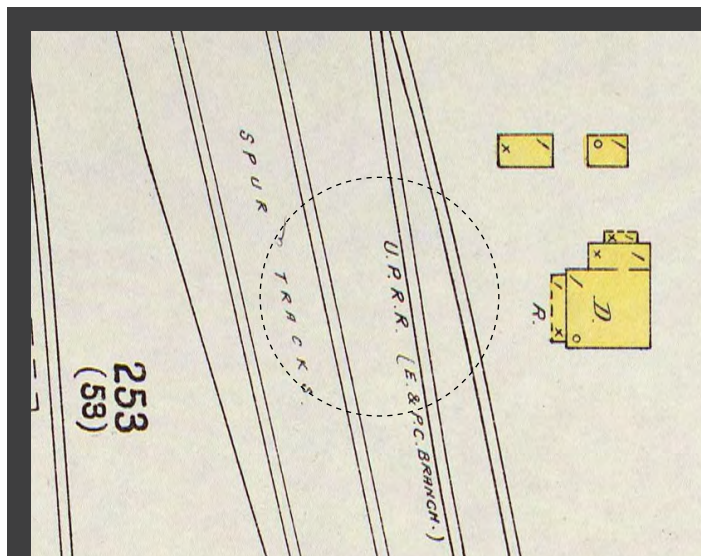
TRANSACTION DATES	GRANTOR (SELLER)	GRANTEE (BUYER)	TYPE OF TRANSACTION	DOLLAR AMOUNT	COMMENTS
5/29/1883	Geo. G. Snyder	Edwin Kimball	W		"5"
8/4/1883	Geo. G. Snyder	Edwin Kimball	W		"4"
3/11/1918	Edwin Eliot Kimball, et al	Kimball Investment Co.	W.D.		"1,2,3,4,5,"
11/3/1920	Kimball Investment Co.	Henry W. Hales	W.D.		"4,5"
6/15/1932	3rd Jud. Dis. Court	Ethel Hales Macdonald	Q.C.D.		[estate of H.W. Hales, deceased]
7/26/1933	Ethel Hales Macdonald	Richard F. Hales	Q.C.D.		
2/18/1941	Richard F. Hales	Richard M. & William M. Hales	Q.C.D.		
8/29/1936	Hazel Hales Johnson	Earl & Thelma Reseigh			
4/26/1948	Earl & Thelma Reseigh	Patrick M. & Grace McPolin	Q.C.D.		
3/28/1962	Patrick M. & Grace McPolin	William & La Rae Huhtala	Q.C.D.		
9/25/1974	William & La Rae Huhtala	R.R. Whaley & E.S. Ehlers	W.D.		
1/4/1999	Ronald R. Whaley	R.R. Whaley & E.S. Ehlers	W.D.		
7/8/2003	Edwin S. Ehlers	Ronald R. Whaley	W.D.		
6/16/2006	Ronald R. Whaley	R.R. Whaley & M.A. Reif	W.D.		

Researcher: John Ewanowski, CRSA Architecture

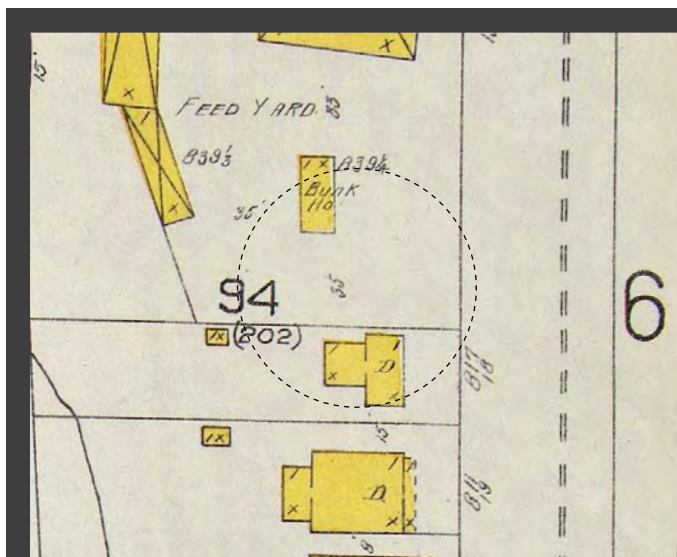
Date: 4/21/2014



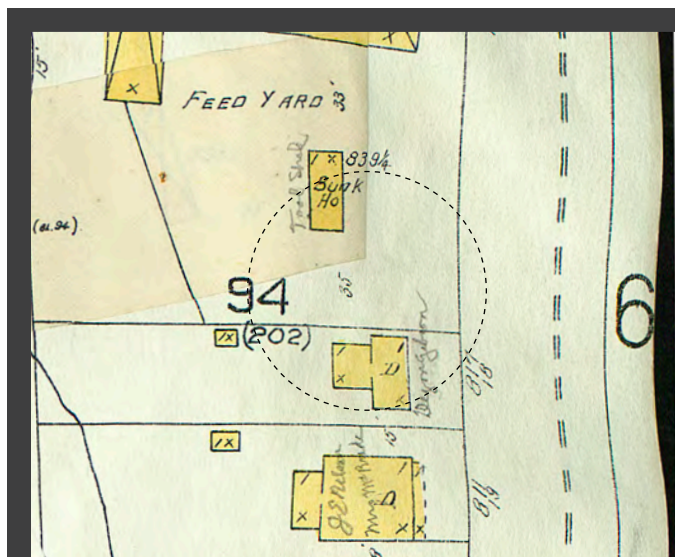
1889



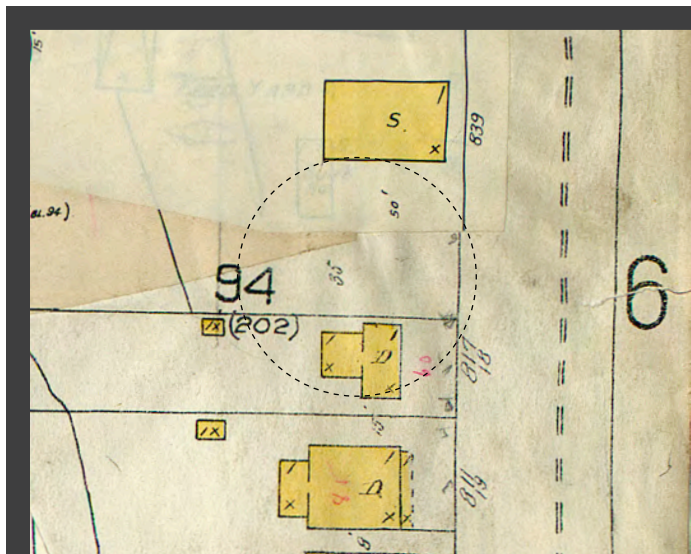
1900



1907



1929



1941

Earle Reseigh, Grocer and Mayor, Dies May 27, Funeral Rites June 1



three sisters, Clifford L., Idaho Falls, Idaho; Ralph R., Salt Lake City; Mrs. Mildred Nelson, Mrs. Russell (Ruth) Green, both Park City; Mrs. Ray (Jessie Mae) Jones, South Jordan.

Funeral services for Earle William Reseigh, 67, former Park City mayor were held June 1 in the Park City Community Church.

Mr. Reseigh died Thursday, May 27 in a Salt Lake hospital after a long illness.

Burial was in the Mt. Olivet Cemetery, Salt Lake City.

Mr. Reseigh was mayor of Park City for four terms. He was a member of the Utah Retail Grocers Assn. and the Park City Chamber of Commerce.

For 16 years Mr. Reseigh was employed at the Silver King Mining Co., and was owner and operator of Earle's Market in Park City for 35 years.

He was born Nov. 26, 1903, Leadville, Colo. to William J. and Jessie Mae Clark Reseigh. He married Thelma Barry on April 9, 1928, in Park City.

Survivors include his widow; a daughter, Mrs. Tony (Thelma Anne) Tolley, Holladay; three granddaughters, two brothers;

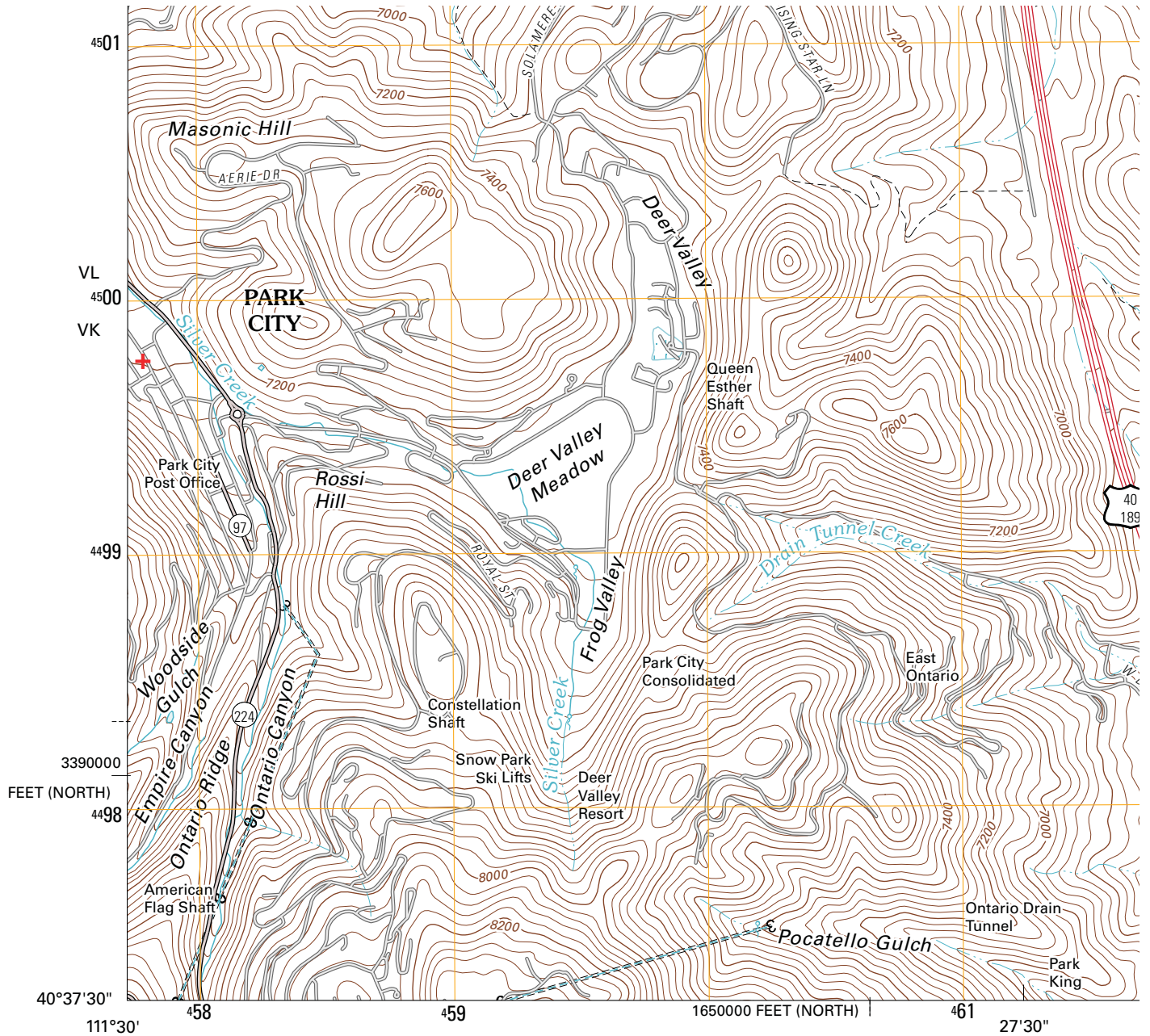
Park Record 6/3/1972

819 Park Avenue, Park City, Summit County, Utah

Intensive Level Survey—Biographical and Historical Research Materials



Tax photo c. 1940



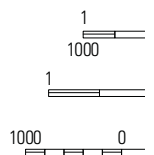
Produced by the United States Geological Survey
 North American Datum of 1983 (NAD83)
 World Geodetic System of 1984 (WGS84). Projection and
 1 000-meter grid: Universal Transverse Mercator, Zone 12T
 10 000-foot ticks: Utah Coordinate System of 1983
 (north and central zones)

Imagery.....NAIP, July 2009 - August 2009
 Roads.....©2006-2010 Tele Atlas
 Names.....GNIS, 2009
 Hydrography.....National Hydrography Dataset, 2009
 Contours.....National Elevation Dataset, 2008

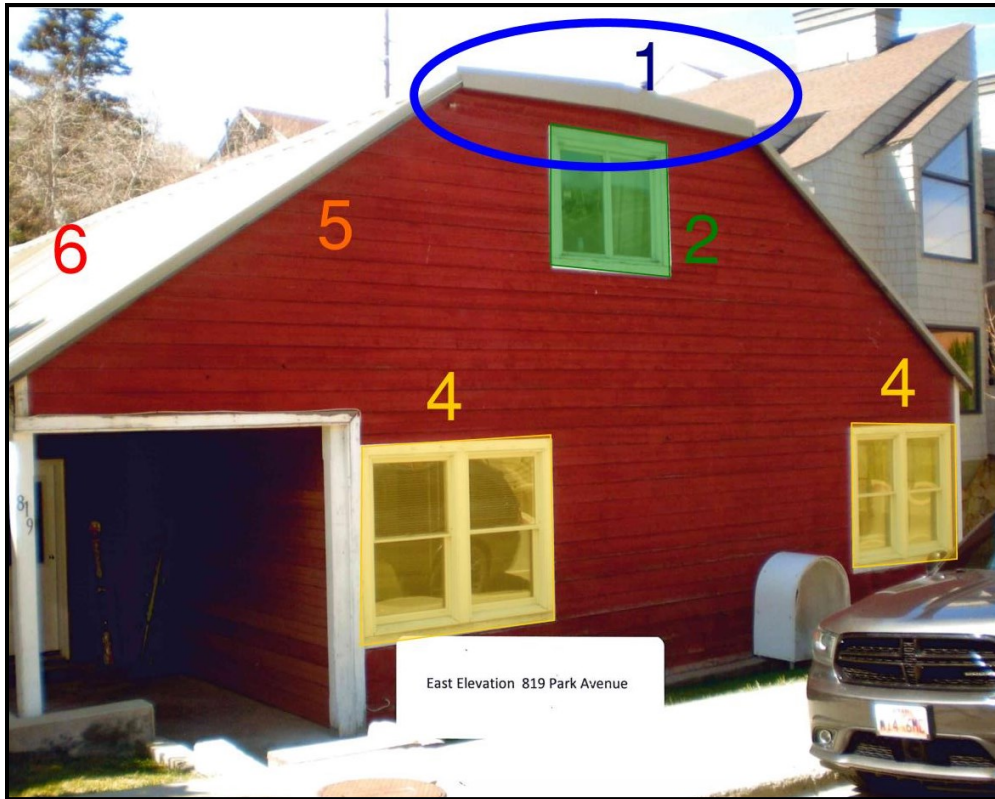
UTM GRID AND 2011 MAGNETIC NORTH
 DECLINATION AT CENTER OF SHEET

GN 0° 17' 5 MILS
 MN 12° 1' 214 MILS

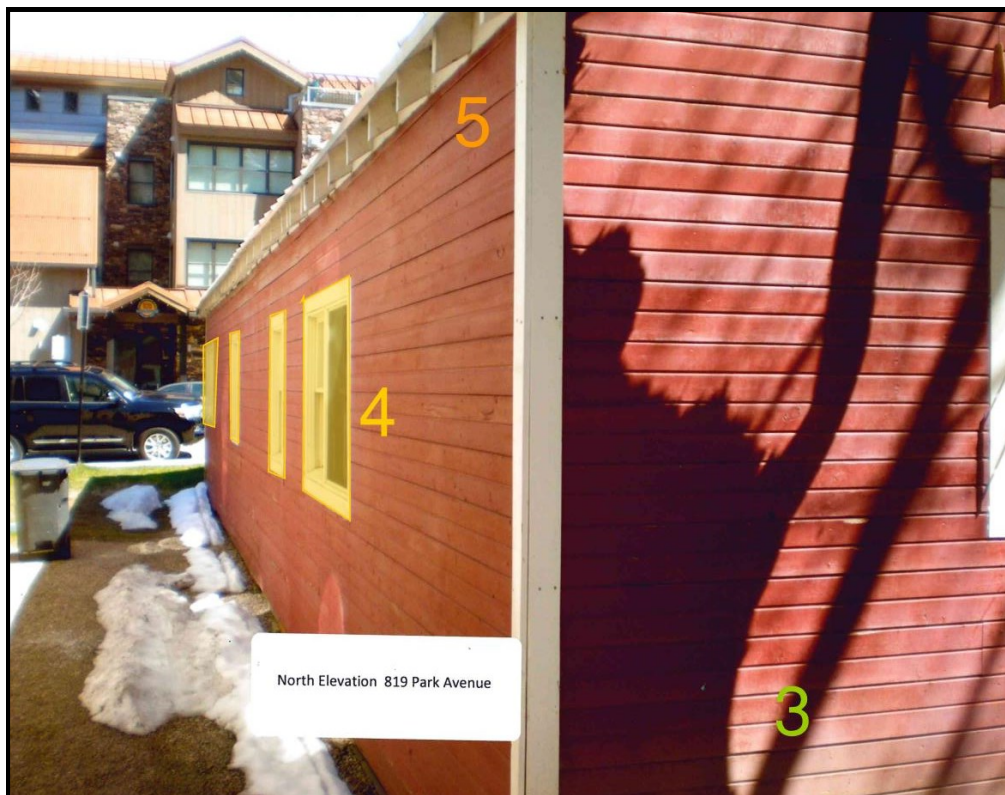
U.S. National Grid	
100,000-m Square ID	
VL	45 00
VK	
Grid Zone Designation	
12T	



CHRONOLOGY OF CHANGES TO THE HOUSE



1. Roof change— c.1948; 2. Attic window added 1960s; 4. Picture windows replaced, 1984; 5. Asphalt shingle siding replaced with new wood siding, 1990s; 6. New roof and skylights, 2003.



3. Rear addition to the house and storage shed remodeled as habitable space, 1974; 4. Window changes, 1984; 5. Asphalt shingle siding replaced with new wood siding, 1990s.

CHRONOLOGY OF CHANGES TO THE HOUSE



3. In-line addition to the rear of the building, 1974; 5. Asphalt shingle siding replaced with new wood siding, 1990s;
6. New roof and skylights, 2003.



3. Rear addition to the house and storage shed remodeled as habitable space, 1974; 4. Window changes, 1984; 5. Asphalt shingle siding replaced with new wood siding, 1990s; 6. Skylights and new roof, 2003.

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Michelle Downard

Submitting Department: Building

Item Type: Staff Report

Agenda Section: NEW BUSINESS

Subject:

Consideration to Provide a Final Fee Adjustment Determination Regarding a \$10,325.62 Request from the Prospector Square Property Owners Association (PSPOA)
(A) Public Input (B) Action

Suggested Action:

Staff recommends Council provide a final fee adjustment determination regarding a \$10,325.62 request from the Prospector Square Property Owners Association (PSPOA). Staff recommends City Council deny the fee adjustment request as it does not meet the Administrative Policy for the Adjustment or Waiver of Construction and Development Fees.

Attachments:

[PSPOA Fee Adjustment Staff Report](#)

[EXHIBIT A PSPOA Fee Waiver Request](#)

[EXHIBIT B Adjustment or Waiver of Construction, Development, or Impact Fees](#)



City Council Staff Report

Subject: Prospector Square Property Owners Association -
Fee Adjustment Request
Author: Michelle Downard, Deputy Chief Building Official
Department: Building Department
Date: May 3, 2018
Type of Item: Administrative

Summary Recommendation

Staff recommends Council provide a final fee determination regarding a \$10,325.62 request from the Prospector Square Property Owners Association (PSPOA). Council approval is required as the full fee waiver amount for the project is likely to exceed the \$25,000 threshold and the request does not meet the non-profit eligibility criteria established within the Administrative Policy for the Adjustment or Waiver of Construction and Development and Impact Fees. Staff recommends Council deny the request in accordance with the Policy eligibility criteria.

Executive Summary

The PSPOA has applied for a fee waiver related to building, planning and engineering fees associated with the construction of phase 1 of the Master Improvement Plan for Prospector Square, which focuses on parking lot improvements in lot H (permit BD-17-24472) and D (permit BD-17-24473), including an upgrade of the private sanitary sewer in lot H. Total valuation of work for phase 1 is \$489,495. The resulting fees are \$10,325.62.

Staff's recommendation is primarily based upon the PSPOA's inability to meet the non-profit eligibility criteria for the Administrative Policy for the Adjustment or Waiver of Construction and Development and Impact Fees. Additionally, staff is concerned about the precedent set by providing a fee adjustment for an owner's association, (as local home and property owner associations routinely apply for permits in condominiums and subdivisions throughout the City). Despite the concern, preventing the future negative impacts to the City's newly constructed public street and cohesive design with the right-of-way improvements is arguably a direct benefit to the public.

Acronyms

PSPOA Prospector Square Property Owners Association

The Problem

The PSPOA can provide a public benefit through a city partnership by coordinating work in the right-of-way, maximizing the investment into the City's Prospector Avenue Reconstruction Project. Alternatively, one project may follow the other and cause negative impacts on newly installed improvements, such as road cuts on the newly paved road. However, the PSPOA does not meet the non-profit eligibility criteria for the Administrative Policy for the Adjustment or Waiver of Construction and Development and Impact Fees.

Background

- The fees for Building, Planning and Engineering are calculated according to the cost of providing the services related to the development. Therefore, any waiver of fees would have to be absorbed by the already allocated General Fund.
- The subject fees are an estimate and may vary due to changes in the scope of construction activity or other factors.
- [Municipal Code of Park City 11-12-15](#) allows for fees to be reduced or waived for public or non-profit projects which are deemed to serve a beneficial public purpose, provided that any waiver or reduction in excess of \$25,000 have Council approval.
- Staff is not aware of a previous fee adjustment being granted for a property owners' association or home owners' association as they do not meet the non-profit criteria.
- Consistent with the Administrative Policy for the Adjustment or Waiver of Construction and Development and Impact Fees, any total waiver of fees in excess of the \$200,000 within the same fiscal year or \$25,000 per project require City Council approval. This project request has the potential to impact multiple fiscal years, and likely to exceed \$25,000 total. However, any additional waiver above the current \$10,325.62 will require Council approval as those phases of work have not been solidified and the resulting fees have yet to be calculated.
- Under the Administrative Policy, the category which this would fall under would be "Non-profits which clearly provide a public benefit such as but not limited to church building improvements, school related events(not meeting the special event criteria), temporary structures to promote education programs by an organization.
- Any fee adjustment would decrease revenue for the Building Department and result in a shortfall that would have to be absorbed by the General Fund or result in a strain on the department budget.
- Park City anticipates additional Fee Adjustment Applications. Significant projects anticipated within the near future include Woodside Park (city project), PC Heights (affordable housing) and the National Ability Center (non-profit). All fee waivers have a cumulative revenue impact, which is based on the cost of providing service.

Analysis

- The Prospector Square was planned and constructed in 1974 and provides valuable services, mixed-use, residential, condos, hotel, office, restaurants and health care facilities across the 23 acre property.
- The PSPOA is requesting a fee adjustment for phase 1 of a large master-planned redevelopment project, aimed at updating amenities, (parking lot lighting, landscaping, irrigation systems) and infrastructure (privately owned and maintained sanitary sewer system).
- In 2016, the full Master Plan cost estimate was \$6,400,000. Using this dated figure, and understanding that costs are likely to increase over time, the remaining balance after phase 1 is complete is approximately \$6,000,000 for the remainder of the development.
- Based on the total Master Plan valuation, construction and development fee adjustment requests could total approximately \$99,600.00.
- This Master Plan is anticipated to be implemented over a long period of time and any fee adjustments would therefore impact multiple fiscal years.

- The City prioritized, sought, and received grant allocations and matching funds for the reconstruction of Prospector Avenue project scheduled for construction this summer, 2018. The coordination of these projects is an opportunity for the City and PSPOA to focus on and enhance the Park City Community Vision and core values.
- The Fee Adjustment Committee scored the fee adjustment application at 62 out of a possible 100, in favor of a partial request. Their recommendation is reflective of high scoring for community benefit and support of City Council's goals. However, scores were lower for the applicant's need for a waiver and consideration of other city funding/benefit otherwise provided (see request for elevated services and other city support below).
- The PSPOA identified the following actions taken to contribute to City Council's goals and further justify a fee adjustment:
 - Inclusive and Healthy Community; Walkability and Pedestrian Friendly
 - Location for Prospector E bike neighborhood station
 - Interior sidewalk connection from public streets to shops, residences and restaurants
 - Rail Trail connections to shops, residences and restaurants
 - Enhanced access and space for mass transit (bus stops and shelters)
 - Thriving Mountain Town
 - Economic Diversity: the single largest concentration of small businesses for local use
 - Single largest concentration of mixed residential use (owner-occupied, secondary, nightly and hotels)
 - Housing
 - The location for city affordable housing
 - Live-work units: commercial, main level businesses with units above
 - Lower price point for residential purchase, work force housing and nightly rental
 - Energy
 - Parking lot lighting- increase public safety with low energy fixtures
 - Outdated (1974) irrigation and landscape will be replaced with water efficient irrigation system with minimal water use revegetation

Alternatives for City Council to Consider

- A. Approve:** City Council can approve a fee waiver of any amount up to 100%.
- B. Deny:** Council can deny the request for any waiver and the PSPOA will be responsible to pay all calculated fees, consistent with staff's recommendation.
- C. Continue:** Council may continue the item.

Department Review

The Engineering, Planning, Budget, Legal and Executive Dept. have reviewed this report.

Attachments

- EXHIBIT A PSPOA – Construction and Development Fee Adjustment Application
- EXHIBIT B Administrative Policy for the Adjustment or Waiver of Construction and Development and Impact Fees

PROSPECTOR SQUARE
PROPERTY OWNERS ASSOCIATION
PO BOX 680344
PARK CITY, UTAH 84068

April 25, 2018

Park City Municipal Corporation
Matt Dias, Assistant City Manager
PO Box 1480
Park City, Utah 84060

Dear Matt:

I am attaching our completed "Fee Reduction Application" to waive the Construction and Development and Impact Fees for Phase 1 of our Master Improvement Plan. In April of 2017, City Manager Diane Foster signed a policy providing guidelines for this process. The policy states: "The City wishes to reduce fees on city projects, non-profits, *projects that support critical priorities and entities providing a public benefit.*"

In 2016, our association initiated an in depth process with its members and the City to create and implement a Master Improvement Plan for our large and very diverse neighborhood which is basically a small city within the city of Park City. Upgrade our 1974 infrastructure and make certain our goals and objectives support the critical priorities of the City. Phase 1 is the first step in the implementation of that plan, timed to coincide with the UDOT/City Prospector Avenue reconstruction project.

The current City policy for this waiver is used to an application from a traditional non-profit with a single purpose, socially oriented goal. The type of non-profit that is critical to the fabric of a City with strong and socially responsible ideals. That strong non-profit fabric certainly exists in Park City today. Our application is most likely the first of its kind that is not from a traditional non-profit and needs to be evaluated accordingly, as *is clearly allowed by the current policy in effect.*

A concern has been stated during this process that a precedent may be established by approving this waiver "...as local home and property owner associations routinely apply for permits in condominiums and subdivisions throughout the City." Our application is not from a traditional single purpose residential or commercial owner's association. There is not another owners association like ours that could put forth such a strong and diverse profile supporting the *"critical priorities and public benefit"* as currently stated by the City in any other waiver request.

Sincerely,

PROSPECTOR SQUARE PROPERTY OWNERS ASSOCIATION



Dean S. Berrett, Board Secretary



Prospector Square

April 4, 2018

****HAND DELIVERED****

Park City Municipal Corporation
Matt Dias, Assistant City Manager
PO Box 1480
Park City, Utah 84060

Dear Matt:

I am attaching our completed "Fee Reduction Application" to waive the building permit fees for Phase 1 of our Master Improvement Plan.

The specific organizational governing documents referenced in item 7 of the application are all available on our website at www.prospectorsquare.com.

Our financial statements and the narrative addressing the project description are also attached.

Sincerely,

PROSPECTOR SQUARE PROPERTY OWNERS ASSOCIATION

Dean S. Berrett, Board Secretary

attachments





Construction and Development Fee Reduction Application Park City Municipal Corporation

Please provide two (2) hard copies and an electronic copy of this application and all other requested information to the Building Office.

(1) Applicant Contact Information

Name PROSPECTOR SQUARE PROPERTY OWNERS ASSOCIATION

Address PO BOX 680344
PARK CITY, UT 84068

Phone 435-649-3497 Fax 435-649-2560

E-mail dean@berrettmortgage.com

Permit(s) BD-17-24472 and BD-17-24473

(2) Indicate the applicable Criteria for Eligibility:

- ☐ Affordable Housing Project ☒ Non-Profit
- ☐ Project Receiving a Historic District Grant ☐ Youth Group

(3) Indicate the applicable items for which a waiver is being requested (all that apply):

- | | |
|--|--|
| ☐ Building Plan Review | ☐ Annexation Application Fee |
| ☐ Engineering Plan Review | ☐ Condo Plat Application Fee |
| ☐ Planning Plan Review | ☐ Plat Amendment Application Fee |
| ☐ CUP Application Fee | ☐ Historic District Design Review |
| ☐ MPD Application Fee | ☐ Water Fees (interior) |
| ☒ Building Permit Fee | ☐ Water Fees (exterior) |
| ☐ Parks, Trails, Open Space, Police, Roadway Facilities | |
| ☐ Other: Please explain _____ | |

(4) Projected total of all fees: \$ 7,342.43

(5) Total construction cost of subject project: \$ 489,495

(6) Project Description: Please provide no more than two pages of narrative addressing the following topics.

- a) Contributing to a City Council Goals
Traffic Mitigation, Affordable Housing; Green Construction; Decreased
Carbon Emissions; Involved Citizenry; Economic Diversity; Thriving

Mountain Community; Arts & Culture; Preserving and Enhancing the Natural Environment

- b) Description of the Public Benefit
- c) Demonstrated need for a Waiver

(7) Please attached the following documents:

- a) Description of the organization, institution or business entity, how long in business, accomplishments to date, key personnel in organizational leadership. (Information may include partner entities that support or share in the mission of the applicant organization.)
- b) Organizational governing documents such as business license, by-laws, and/or incorporation documents.
- c) Financial information for your organization including current budget, 2 years of financial statements such as Balance Sheet, Income Statement, Statement of Financial Position, Activity Statement, etc. or include Independent Auditors' Reports.

Signed: Dean S. Berrett Date: 4/4/18
Dean S. Berrett, Secretary

2:25 PM

03/19/18

Accrual Basis

Prospector Square Property Owners Association
Balance Sheet
As of February 28, 2018

	<u>Feb 28, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
10100 - Operating - Mountain West Bank	123,286.46
10200 - Master Plan - Mountain West Bank	569,477.74
10600 - Capital Reserve - Mountain West	<u>2,500.29</u>
Total Checking/Savings	695,264.49
Accounts Receivable	
11000 - Accounts Receivable	<u>65,676.30</u>
Total Accounts Receivable	<u>65,676.30</u>
Total Current Assets	760,940.79
Fixed Assets	
12000 - Land	76,775.00
13000 - Trash Compactor	15,540.47
14000 - ATV	12,125.59
17000 - Accumulated Depreciation	<u>-19,177.68</u>
Total Fixed Assets	85,263.38
Other Assets	
11500 - Prepaids	<u>1,409.00</u>
Total Other Assets	<u>1,409.00</u>
TOTAL ASSETS	<u><u>847,613.17</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20001 - *Accounts Payable	<u>12,226.30</u>
Total Accounts Payable	12,226.30
Other Current Liabilities	
24000 - Payroll Liabilities	<u>755.63</u>
Total Other Current Liabilities	<u>755.63</u>
Total Current Liabilities	<u>12,981.93</u>
Total Liabilities	12,981.93
Equity	
30000 - Opening Balance Equity	213,855.67
32000 - Unrestricted Net Assets	342,451.60
Net Income	<u>278,323.97</u>
Total Equity	<u>834,631.24</u>
TOTAL LIABILITIES & EQUITY	<u><u>847,613.17</u></u>

10:11 AM

03/21/18

Accrual Basis

Prospector Square Property Owners Association Profit & Loss Budget vs. Actual

July 2017 through February 2018

	Jul '17 - Feb 18	Budget	\$ Over Budget	% of Budget
Income				
4000				
42000 - Dues Income	341,451.06	341,445.00	6.06	100.0%
42100 - Master Plan Phase 1 Assessment	340,325.98 ¹	0.00	340,325.98	100.0%
42500 - Garbage Enclosure Lease	2,700.00	2,700.00	0.00	100.0%
43000 - Interest Income	0.30	0.00	0.30	100.0%
44000 - Special Events Income / Sundance	0.00	0.00	0.00	0.0%
45000 - Lot D Underground Parking Income	7,060.00	6,240.00	820.00	113.1%
45500 - Lot D/New Claim Reimbursement	5,748.69 ²	6,240.00	-491.31	92.1%
46000 - Lot B Parking Reimbursement	0.00	0.00	0.00	0.0%
47000 - Compactor Income	3,405.69	5,500.00	-2,094.31	61.9%
47500 - Trash Income	16,252.20	16,584.00	-331.80	98.0%
48000 - Finance Charges / Late Fees	0.00	0.00	0.00	0.0%
48500 - Parking Permit Income	6,062.36	0.00	6,062.36	100.0%
48600 - Legal Fee Reimbursement	0.00	0.00	0.00	0.0%
48700 - Parking Ticket Revenue	1,174.97	0.00	1,174.97	100.0%
49000 - Misc Income	0.00	0.00	0.00	0.0%
Total 4000	724,181.25	378,709.00	345,472.25	191.2%
Total Income	724,181.25	378,709.00	345,472.25	191.2%
Expense				
5000 - Administrative Expenses				
51000 - Bank Charges	138.42	0.00	138.42	100.0%
52000 - Legal / Professional Fees	6,653.60 ³	3,333.32	3,320.28	199.6%
53000 - Property Taxes	2,918.34	3,500.00	-581.66	83.4%
53500 - Income Taxes	100.00	0.00	100.00	100.0%
54000 - Supplies / Postage / Misc Office	399.46	1,666.64	-1,267.18	24.0%
55000 - Website Hosting	199.92	200.00	-0.08	100.0%
56000 - Website & PR Materials	0.00	0.00	0.00	0.0%
Total 5000 - Administrative Expenses	10,409.74	8,699.96	1,709.78	119.7%
6000 - Operating Expenses				
61000 - Property Management Fees	44,000.00	44,000.00	0.00	100.0%
61100 - Insurance	5,401.89 ⁴	3,600.00	1,801.89	150.1%
61200 - Vehicle Expense	0.00	0.00	0.00	0.0%
61300 - Depreciation Expense	1,212.56 ⁵	0.00	1,212.56	100.0%
61400 - Payroll Expenses	3,852.59 ⁶	0.00	3,852.59	100.0%
61425 - Employer Payroll Taxes	323.44 ⁷			
61450 - Benefits	0.00	0.00	0.00	0.0%
61500 - Association Management Fee	14,000.00	16,000.00	-2,000.00	87.5%
61600 - Consultants	0.00	8,000.00	-8,000.00	0.0%
61700 - Special Events	422.10	800.00	-377.90	52.8%
61800 - Misc Expense	0.00	0.00	0.00	0.0%
65000 - Repairs and Maintenance				
65100 - Concrete Repairs / Improvements	24,550.00 ⁸	22,500.00	2,050.00	109.1%
65200 - Landscaping/Pruning/Irrigation	11,936.74	11,500.01	436.73	103.8%
65400 - Snow Hauling	0.00	40,000.00	-40,000.00	0.0%
65500 - Snow Removal Contract	55,788.00 ⁹	68,000.00	-12,212.00	82.0%
65600 - Snow Removal Other	2,429.86 ¹⁰	3,500.00	-1,070.14	69.4%
65700 - Other Mail Maintenance	6,137.32 ¹¹	5,333.36	803.96	115.1%
65800 - Seasonal Lighting	2,650.31	3,000.00	-349.69	88.3%
66000 - Lot D / New Claim Expenses	25,022.78 ¹²	17,333.32	7,689.46	144.4%
66200 - Garbage Enclosures	0.00	750.00	-750.00	0.0%

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10:11 AM
03/21/18
Accrual Basis

**Prospector Square Property Owners Association
Profit & Loss Budget vs. Actual
July 2017 through February 2018**

	Jul '17 - Feb 18	Budget	\$ Over Budget	% of Budget
66300 - Asphalt - Paving, crack seal	80,080.46	81,000.00	-919.54	98.9%
67150 - Sewer Line Cleaning / Repair	425.00	750.00	-325.00	56.7%
69150 - Crack Seal	0.00	0.00	0.00	0.0%
65000 - Repairs and Maintenance - Other	0.00	0.00	0.00	0.0%
Total 65000 - Repairs and Maintenance	209,020.47	253,666.69	-44,646.22	82.4%
67000 - Utilities				
65900 - Compactor Expense	11,845.35	6,760.00	4,885.35	172.3%
67100 - Water	31,354.29	33,333.32	-1,979.03	94.1%
67125 - Storm Water Fees	7,754.32	8,853.04	-1,098.72	87.6%
67200 - Common Area Electric	2,613.57	3,200.00	-586.43	81.7%
67300 - Garbage - Rebuspic Waste	14,766.40	23,472.00	-8,705.60	62.9%
Total 67000 - Utilities	68,133.93	75,618.36	-7,484.43	90.1%
68000 - Parking Rules / Regs Enforcemen	15,378.02	22,000.00	-6,621.98	69.9%
69000 - Signage	246.29	6,333.32	-6,087.03	3.9%
Total 6000 - Operating Expenses	361,991.29	430,018.37	-68,027.08	84.2%
69200 - Master Plan Expenses	0.00	0.00	0.00	0.0%
69300 - Parking Lot B Membrane	0.00	0.00	0.00	0.0%
7000 - Capital Improvements				
71000 - Master Plan Design	15,185.00			
72000 - Master Plan Phase 1	58,271.25			
Total 7000 - Capital Improvements	73,456.25			
Total Expense	445,857.28	438,718.33	7,138.95	101.6%
Net Income	278,323.97	-60,009.33	338,333.30	-463.8%

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07/25/17

Accrual Basis

Prospector Square Property Owners Association
Balance Sheet
As of June 30, 2017

	<u>Jun 30, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
10000 · Checking - Wells Fargo	1,015.75
10100 · Operating - Mountain West Bank	190,123.75
10200 · Master Plan -Mountain West Bank	296,294.44
10500 · Savings - Wells Fargo	8.48
10600 · Capital Reserve - Mountain West	990.00
Total Checking/Savings	488,432.42
Accounts Receivable	
11000 · Accounts Receivable	6,686.92
Total Accounts Receivable	6,686.92
Other Current Assets	
12500 · Accrued Income	10,856.11
19000 · Master Plan Bonds/Deposits	37,500.00
Total Other Current Assets	48,356.11
Total Current Assets	543,475.45
Fixed Assets	
12000 · Land	76,775.00
13000 · Trash Compactor	15,540.47
14000 · ATV	12,125.59
17000 · Accumulated Depreciation	-17,965.12
Total Fixed Assets	86,475.94
TOTAL ASSETS	629,951.39
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20001 · *Accounts Payable	28,328.34
Total Accounts Payable	28,328.34
Other Current Liabilities	
20000 · Accounts Receivable - Overcolle	45,315.78
Total Other Current Liabilities	45,315.78
Total Current Liabilities	73,644.12
Total Liabilities	73,644.12

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07/25/17
Accrual Basis

Prospector Square Property Owners Association
Balance Sheet
As of June 30, 2017

	<u>Jun 30, 17</u>
Equity	
30000 - Opening Balance Equity	213,855.67
32000 - Unrestricted Net Assets	61,467.83
Net Income	<u>280,983.77</u>
Total Equity	<u>556,307.27</u>
TOTAL LIABILITIES & EQUITY	<u><u>629,951.39</u></u>

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07/25/17

Accrual Basis

Prospector Square Property Owners Association
Profit & Loss Budget vs. Actual
 July 2016 through June 2017

	Jul '16 - Jun 17	Budget	\$ Over Budget	% of Budget
Income				
4000				
42000 - Dues Income	435,125.34	433,725.00	1,400.34	100.3%
42100 - Master Plan Phase 1 Assessment	296,304.67 ¹	0.00	296,304.67	100.0%
42500 - Garbage Enclosure Lease	3,600.00 ²	2,500.00	1,100.00	144.0%
43000 - Interest Income	120.82	0.00	120.82	100.0%
44000 - Special Events Income /Sundance	0.00	0.00	0.00	0.0%
45000 - Lot D Underground Parking Incom	7,995.00 ³	9,580.00	-1,585.00	83.5%
45500 - Lot D/New Claim Reimbursement	9,484.32 ⁴	5,210.00	4,274.32	182.0%
46000 - Lot B Parking Reimbursement	23,866.50 ⁵	0.00	23,866.50	100.0%
47000 - Compactor Income	7,859.52	13,000.00	-5,140.48	60.5%
47500 - Trash Income	32,062.93 ⁶	0.00	32,062.93	100.0%
48000 - Finance Charges / Late Fees	202.50	0.00	202.50	100.0%
48500 - Parking Permit Income	7,355.98 ⁷	0.00	7,355.98	100.0%
48600 - Legal Fee Reimbursement	0.00	0.00	0.00	0.0%
48700 - Parking Ticket Revenue	0.00	0.00	0.00	0.0%
49000 - Misc Income	11,406.80 ⁸	2,350.00	9,056.80	485.4%
Total 4000	835,384.38	466,365.00	369,019.38	179.1%
Total Income	835,384.38	466,365.00	369,019.38	179.1%
Expense				
5000 - Administrative Expenses				
51000 - Bank Charges	10.00 ⁹	0.00	10.00	100.0%
52000 - Legal / Professional Fees	17,295.75 ¹⁰	5,000.00	12,295.75	345.9%
53000 - Property Taxes	2,998.20 ¹¹	7,416.00	-4,417.80	40.4%
53500 - Income Taxes	120.24	0.00	120.24	100.0%
54000 - Supplies / Postage / Misc Offic	2,746.05 ¹²	2,500.00	246.05	109.8%
55000 - Website Hosting	274.89	300.00	-25.11	91.6%
56000 - Website & PR Materials	0.00	0.00	0.00	0.0%
Total 5000 - Administrative Expenses	23,445.13	15,216.00	8,229.13	154.1%
6000 - Operating Expenses				
61000 - Property Management Fees	66,000.00	66,000.00	0.00	100.0%
61100 - Insurance	3,456.00	4,120.00	-664.00	83.9%
61200 - Vehicle Expense	38.09	0.00	38.09	100.0%
61300 - Depreciation Expense	2,425.12	0.00	2,425.12	100.0%
61400 - Payroll Expenses	11,481.12 ¹³	37,156.00	-25,674.88	30.9%
61450 - Benefits	0.00	0.00	0.00	0.0%
61500 - Association Management Fee	10,500.00	0.00	10,500.00	100.0%
61600 - Consultants	4,438.61	0.00	4,438.61	100.0%
61700 - Special Events	445.62 ¹⁴	0.00	445.62	100.0%
61800 - Misc Expense	3,449.62 ¹⁵	0.00	3,449.62	100.0%
65000 - Repairs and Maintenance				
65100 - Concrete Repairs / Improvements	3,478.51	7,500.00	-4,021.49	46.4%
65200 - Landscaping/Pruning/Irrigation	22,324.16	19,900.00	2,424.16	112.2%
65400 - Snow Hauling	52,330.00 ¹⁶	35,000.00	17,330.00	149.5%
65500 - Snow Removal Contract	67,701.21 ¹⁷	74,730.00	-7,028.79	90.6%
65600 - Snow Removal Other	929.62	5,000.00	-4,070.38	18.6%
65700 - Other Mall Maintenance	4,405.24 ²⁰	12,000.00	-7,594.76	36.7%
65800 - Seasonal Lighting	2,650.31	5,000.00	-2,349.69	53.0%
66000 - Lot D / New Claim Expenses	19,727.90 ¹⁸	20,000.00	-272.10	98.6%
66200 - Garbage Enclosures	2,193.99 ¹⁹	1,000.00	1,193.99	219.4%
66300 - Asphalt - Paving, crack seal	8.60	900.00	-891.40	1.0%

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07/25/17

Accrual Basis

Prospector Square Property Owners Association
Profit & Loss Budget vs. Actual
July 2016 through June 2017

	Jul '16 - Jun 17	Budget	\$ Over Budget	% of Budget
67150 - Sewer Line Cleaning / Repair	1,592.50	3,500.00	-1,907.50	45.5%
69150 - Crack Seal	1,600.00	6,000.00	-4,400.00	26.7%
65000 - Repairs and Maintenance - Other	0.00	0.00	0.00	0.0%
Total 65000 - Repairs and Maintenance	178,942.04	190,530.00	-11,587.96	93.9%
67000 - Utilities				
65900 - Compactor Expense	11,654.96 ²¹	13,000.00	-1,345.04	89.7%
67100 - Water	50,248.73 ²²	47,860.00	2,388.73	105.0%
67125 - Storm Water Fees	10,471.51	16,344.00	-5,872.49	64.1%
67200 - Common Area Electric	4,476.34	4,500.00	-23.66	99.5%
67300 - Garbage - Reublic Waste	36,716.46 ²³	5,150.00	31,566.46	712.9%
Total 67000 - Utilities	113,568.00	86,854.00	26,714.00	130.8%
68000 - Parking Rules / Regs Enforcemen	22,732.64 ²⁴	14,600.00	8,132.64	155.7%
69000 - Signage	1,724.58	3,000.00	-1,275.42	57.5%
Total 6000 - Operating Expenses	419,201.44	402,260.00	16,941.44	104.2%
69200 - Master Plan Expenses	64,021.04	65,480.00	-1,458.96	97.8%
69300 - Parking Lot B Membrane	47,733.00	0.00	47,733.00	100.0%
Total Expense	554,400.61	482,956.00	71,444.61	114.8%
Net Income	280,983.77	-16,591.00	297,574.77	-1,693.6%

2:52 PM

07/25/17

Accrual Basis

**Prospector Square Property Owners Association
Profit & Loss Budget vs. Actual
July 2016 through June 2017**

1. \$296,304 in Master Plan Revenue was not budgeted.
.....
2. Garbage enclosure lease was only budgeted \$2,500, but the Association collects \$900/quarter from Park Plaza.
.....
3. This amount represents PSPOA portion of parking revenue. Total collected was \$15,990, \$7995 or 50% in New Claim HOA's portion. \$5865 was paid at the end of December and \$5130 is currently sitting in AP.
.....
4. This is 50% of Lot D Expenses reimbursed by New Claim HOA. It offsets account 66000. With exception of \$759.27 billed by New Claim for electricity, this was billed at 50% of total amount.
.....
5. \$23,866 from Sunstone for Lot B Parking Lot Membrane reimbursement, which was a FY16 project. The first installment for the Lot B Membrane was paid in Q4 FY16 by PSPOA, however Sunstone (Marriott) did not pay their share until 100% of the work was complete, which occurred in FY17.
.....
6. \$32,062.93 in trash income, which was netted in the trash expense in prior fiscal years and thus not budgeted in FY17. It is now being tracked separately.
.....
7. \$7,356 in parking permit income. The majority of this is from surface parking permit collections for those members that have more than 3 vehicles.
.....
8. \$11,407 in miscellaneous income, which includes \$10,000 in overpaid trash & compact fees from prior years and \$1,000 for an owner reimbursement for tree removal that had been sitting on balance sheet since 2010.
.....
9. This bank charge will be refunded in July, our new accounts don't have bank fees.
.....
10. Legal expense is \$12,295.75 over budget. There have been increased legal expenses related to the Master Plan, as well as preparing contracts for the part-time consultants and addressing the no-build agreement for Lot F.
.....
11. Property taxes were over-budgeted. A correction was made for FY2017-18 Budget.
.....
12. Supplies/Postage/Office - Additional expenses are due to increased costs for various Master Plan packet mailings as well as supplies for January parking lot closures and snow removal.
.....
13. Alison's departure discontinued Payroll Expenses. Her responsibilities were divided between DHU, Jerry Gibbs and Phyllis Robinson. Related expenses are now accounted for under Association Management Fee (61500, formerly "Executive Director") and Consultants (61600).
.....
14. Park City Film Series movie night in Lot K.
.....
15. Misc. Expenses has \$2,000 for an old construction bond previously refunded, which was sitting on balance sheet and \$1,000 for a Park City Museum donation.
.....
16. Snow Hauling is over budget because of abundant snowfall in winter 2016-17, particularly during Sundance; annual snow hauling budget is \$35,000.

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07/25/17

Accrual Basis

Prospector Square Property Owners Association
Profit & Loss Budget vs. Actual
July 2016 through June 2017

17. Snow Removal is under budget. Association overpaid in FY2015-16 in the amount of \$9,835. A credit was applied to the November invoice and a portion of the December invoice.
.....
18. This is 100% of Lot D Expenses, 50% is reimbursed by New Claim HOA in account 45500 above. With exception of \$759.27 billed by New Claim for electricity, this was billed at 50% of total amount.
.....
19. Garbage Enclosures - \$5,000 was budgeted for FY16, but was reallocated and used for enclosure upgrades/installation for (4) enclosures in FY17.
.....
20. Other Mall Maintenance includes items like bike rails, staple gun, bulbs, no parking signs, duct tape and other miscellaneous expenses.
.....
21. \$7,859 in compactor income offsets the compactor expense, less the compactor repair expenses which are covered by the Association. PSPOA bills members in arrears so that the amounts reflect actuals. At this time, PSPOA has billed for usage through March 2017, and accrued Apr - June 2017 usage. This P&L reflects expense through June 2017.
.....
22. Water. A hidden leak near Marriott was reported in August-2016 that appears to have lasted several weeks. Park City also had a very dry summer, so water usage for irrigation increased.
.....
23. \$32,062 in trash income (47500) offsets expense, with the exception of the Lot J recycling which is covered by the Association. PSPOA bills members in arrears so that the amounts reflect actuals. At this time, PSPOA has billed for usage through March-2017 and accrued April-June 2017 usage. This P&L reflects expense through June-2017.
.....
24. Over budget due to Diamond Parking billing in July-2016 for services in June-2016 (i.e. difference fiscal years = \$2,876), plus Sundance parking monitoring (\$1,800), plus violation supplies (\$477) and towing/relocation reimbursements (\$353), plus miscellaneous security services (\$287). Diamond Parking was re-hired in April-2017 for day-time monitoring at \$1,000/month.
.....

Prospector Square Property Owners Association

Balance Sheet

06/30/2016

Assets

Accounts Receivable	48,716.48
CASH - WELLS FARGO	134,659.23
SAVINGS - WELLS FARGO	27,676.69
LAND	76,775.00
TRASH COMPACTOR	15,540.47
ATV	12,125.59
ACCUM DEPR	(15,540.00)
REFUNDABLE ROAD DEPOSIT	2,000.00

Total Assets

301,953.46

Liabilities

Accounts Receivable Over Collected	16,906.31
Accounts Payable - Net Total	19,800.85
Landscape Repairs Payable	4,747.13

Total Liabilities

41,454.29

Net Worth

RETAINED EARNINGS	285,444.88
Net Income	(24,945.71)

Total Net Worth

260,499.17

Total Net Worth and Liabilities

301,953.46

Prospector Square Property Owners Association

Revenues and Expenses Statement

From 07/01/2015 to 06/30/2016

Current Year

Revenues

DUES INCOME	390,890.32
INTEREST INCOME	86.35
SPECIAL EVENTS INCOME (SUNDANCE)	4,236.39
MISC INCOME	4,417.51
LOT D- PARKING INCOME	13,355.00
LOT B- PARKING REIMBURSEMENT	23,644.00
COMPACTOR INCOME	8,456.17
FINANCE CHARGES	75.55

Total Revenue	445,161.29
---------------	------------

Expenses

WATER	54,280.38
COMMON AREA ELECTRICITY	4,843.83
SUPPLIES/POSTG/MISC OFF	1,714.10
LEGAL/PROFESSIONAL FEES	1,213.75
INSURANCE	3,895.41
TAXES	3,516.71
MAINT/MGT/ACCTG CONTRACT	56,841.52
DEDICATED EMPLOYEE	13,536.00
EXECUTIVE DIRECTOR	32,713.56
WEBSITE HOSTING	74.97
GARBAGE - ALLIED WASTE	11,022.25
COMPACTOR EXPENSE	11,416.19
PARKING RULES/REGS ENFORCEMENT	36,691.13
IRRIGATION REPAIRS	10,585.58
SIGNAGE	7,452.22
OTHER MALL MAINTENANCE	6,488.83
CONCRETE REPAIRS/IMPROVEMENTS	12,462.00
LANDSCAPE/TREE PRUNING	2,541.35
SEASONAL LIGHTING	4,805.01
SNOW HAULING	31,600.00
SNOW REMOVAL CONTRACT	74,729.84
SNOW REMOVAL - OTHER	170.00
LOT D/NEW CLAIM EXPENSES	5,048.57
PARKING LOT B MEMBRANE	47,288.00

Prospector Square Property Owners Association

Revenues and Expenses Statement

From 07/01/2015 to 06/30/2016

Current Year

CONSULTANTS	33,905.95
WEBSITE AND PR MATERIALS	1,071.10
GARBAGE ENCLOSURES	198.75

Total Expense	470,107.00
----------------------	-------------------

Net Income	(24,945.71)
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Administrative Policy for the Adjustment or Waiver of Construction and Development and Impact Fees

A. PURPOSE

The intent of this policy is to effectively and fairly determine the waiver of Park City Municipal Corporation (PCMC) Construction and Development and Impact Fees for regulated development, projects, and events which provide a public benefit including City Projects. The City wishes to reduce the fees on city projects, non-profits, projects that support critical priorities and entities providing a public benefit. Construction and Development and Impact Fees include all fees described in Municipal Code 11-12 and 11-13, including limits of disturbance bonds and the Park City Fee Schedule, Construction and Development Fees.

B. POLICY

The City Manager is authorized to reduce or waive fees for \$25,000 or less. All waivers or reductions of fees totaling more than twenty-five thousand dollars (\$25,000) on any one project or in excess of two hundred thousand dollars (\$200,000) total waivers per fiscal year, excluding fee waivers for City Projects, shall require City Council approval. All fee waivers that require City Council approval shall be reviewed by the Fee Adjustment Committee, who will provide a recommendation on the fee adjustment.

Fee Adjustments shall be considered for all PCMC Construction and Development and Impact related fees for:

1. All **City projects** which generally have a broad public purpose. The City Manager may choose to not waive fees where fees are reimbursable through a grant. The City may waive, adjust or meet the requirements for guarantees for public improvements or limits of disturbance on City Projects through written agreements between departments. City projects may only be considered for impact fee adjustments if the project provides a broad public purpose. When in accordance with this administrative policy, the waiver of all Building, Planning and Engineering fees (totaling up to \$25,000) will be automatic;
 - A. Project Managers for all City construction projects with fees in excess of \$25,000 shall obtain City Council approval for budget allocation and the fees will be addressed in the Staff Report
 1. Project managers will receive an estimate of the required fees prior to submitting plans to the Building Department. The Building Department will calculate the estimate from the valuation of the project in accordance with the adopted fee schedule.
 2. Project managers will request the waiver of fees by action of the City Council prior to or at the time of authorization of the construction agreement for any project.
 - B. Project budgets for all construction projects requiring a permit will include the dollar amount of non-waived fees associated with the project.
 1. The project manager will make arrangements with the Finance Department and Building Department to transfer any non-waived fees



from the project account to the correct revenue account prior to building permit issuance.

2. If the non-waived fees and all construction costs exceed the amount budgeted for the project then the project manager will strategize the best method to reduce construction costs to meet the budget or request an increase in the budget to meet the costs.

2. **Affordable housing projects** by private developers voluntarily including affordable units. This does not include affordable housing units developed as a result of a housing obligation from MPDs, Annexations or similar obligations. (For clarification, attainable housing does not meet the criteria for "low income housing" as identified by the State Law, therefore attainable housing is not eligible for impact fee adjustments.)

3. **Non-profits** which clearly provide a public benefit such as but not limited to church building improvements, school related events (not meeting the special event criteria), temporary structures to promote educational programs by an organization.

Impact Fees may be considered for non-profits only if the development activity provides a broad public purpose;

4. Private development receiving a **Park City Historic District Grant**, provided the fee waiver is for the work qualifying for the grant (excluding impact fees);

5. **Youth group** (not acting under the school or non-profit) projects or events (not meeting the special event criteria) requiring building permits which clearly provide a public benefit and are not for profit (excluding impact fees);

C. PROCESS

Waiver of fees for City projects is automatic as outlined above.

All other fee adjustments shall be requested in writing on a fee waiver application and reviewed on a case by case basis. All fee waivers that require City Council approval shall be reviewed by the Fee Adjustment Committee, who will provide a recommendation on the fee adjustment. The Committee would consists of several staff members representing multiple departments, who will develop a recommendation for City Council through fee reduction scoring criteria, which has incorporated a weighted scoring system. Development activities would be scored and fee reduction recommendations would be reflective of the applicant's ability to meet the criteria created by the Committee and the Building Department's revenue for that fiscal year, (or the year prior to ensure adequate data).

Impact fees may be adjusted by any of the mechanisms listed within the Park City Municipal Code § 11-13, including offset, waiver, appeal or independent fee calculation.



C. EFFECTIVE DATE

This policy shall become effective upon adoption.

Executed this 13th day of April 2017

City Manager, Diane Foster

A handwritten signature in blue ink, appearing to read "DMF", is written over a horizontal line.

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Tommy Youngblood

Submitting Department: Sustainability

Item Type: Staff Report

Agenda Section: NEW BUSINESS

Subject:

Consideration to Approve a New Level Three Event, Park City Farmers Market, to be Held on Seventeen (17) Wednesdays, June 13 – October 10, 2018 from 12:00 p.m. to 5:00 p.m. Based on Findings of Fact, Conclusions of law, and Conditions of Approval in a form Approved by the City Attorney's Office
(A) Public Input (B) Action

Suggested Action:

Staff recommends City Council hold a public hearing, review, and approve a new Level Three event, Park City Farmers Market, to be held on seventeen (17) Wednesdays, June 13 – October 10, 2018 (the event will not be held on July 4th, 2018), from 12:00 p.m. to 5:00 p.m. based on findings of the fact, conditions of approval and conclusions of the law in a form approved by the City Attorney's Office in accordance with Park City Municipal Code 4A-2-4C.

Attachments:

[Park City Farmer's Market Staff Report](#)



City Council Staff Report

Subject: New Level Three Special Event Approval- Park City Farmer's Market
Author: Tommy Youngblood, Special Events Coordinator
Department: Special Events Department
Date: May 3, 2018
Type of Item: Administrative

Summary Recommendation

Staff recommends City Council hold a public hearing, review, and approve a new Level Three event, Park City Farmers Market, to be held on seventeen (17) Wednesdays, June 13 – October 10, 2018 (the event will not be held on July 4th, 2018), from 12:00 p.m. to 5:00 p.m. based on findings of the fact, conditions of approval and conclusions of the law in a form approved by the City Attorney's Office in accordance with [Park City Municipal Code 4A-2-4C](#).

Executive Summary

On April 6, 2018, [Park City Farmer's Market applied for a Level Three Special Event](#) to be held at the Silver King Parking Lot adjacent to Park City Resort Base. The event has moved from the Canyons Village due to construction impacts at their past site. The applicant has received one year permission from the owner for use of the Park City Mountain Resort property during the dates and times as outlined. Event impacts/operations will include:

- Transportation and Parking
 - Increased accessibility to residents on city transit system and available off street parking.
- Sustainable Efforts
 - Weekly & end of season waste and recycling reporting.
 - Reduction of use of plastic bags by vendors.
- Proactive Noise Monitoring

Acronyms

PCMC	Park City Municipal Corporation
SEAC	Special Event Advisory Committee
PCFM	Park City Farmers Market

The Problem and Opportunity

The Park City Farmers Market (PCFM) would add a weekly event to the calendar for 5 months (June through October). The location at the Silver King Lot Parking Lot is adjacent to ample parking for attendees and is located along all transit routes available to residents within Park City Limits. The event would continue to be a gathering place for community residents.

Background

The Park City Farmers Market began in 1997 at the Park City Mountain Resort, moved to Canyons in 1999, and has been forced to relocate from its home of 18 years due to construction in the Canyon Village parking lot location.

Alternatives for City Council to Consider

1. Recommended Alternative:

Staff recommends City Council hold a public hearing, review, and approve a new Level Three event, Park City Farmers Market, to be held on seventeen (17) Wednesdays, June 13 – October 10, 2018 (the event will not be held on July 4th, 2018), from 12:00 p.m. to 5:00 p.m. based on findings of the fact, conditions of approval and conclusions of the law in a form approved by the City Attorney's Office in accordance with [Park City Municipal Code 4A-2-4C](#).

Pros

- a. The location and size of the proposed activity is within the capacity of the use area and 100% on private property.
- b. This event is located directly adjacent to several transit stops accessible to all residents within the Park City Limits and would lessen overall vehicular traffic.
- c. This event positively impacts the Council's stated desired outcome of varied and Multi Seasonal Event Offerings, balance between tourism and local quality of life.
- d. This event would be paying for all city services and not requesting a fee waiver.
- e. This event gives Utah Farmers a local venue for their goods.

Cons

- a. This would add an event to the calendar which may be seen to some community members as adding more events during a time when there are already approved events.
- b. This event would draw visitors from outside the City to attend the market, likely adding to transportation impacts.

2. Modify Alternative

Council could modify approval to reduce the number of weeks allowed or limit the number of vendor booths.

Pros

- a. There would be less weekly activity related to this event.

Cons

- a. This could increase the weekly vehicular traffic on the market days if people perceive there are fewer markets to attend.

3. Denial Alternative:

Deny the Event Application.

Pros

- a. The event would not take place within city limits.

Cons

- a. Park City would no longer have a weekly farmers market.

Analysis

PCFM serves the Park City Community providing weekly fresh local produce and other Utah' Own produce. The PCFM operates from 12:00 p.m. – 5:00 p.m.; Set-up begins at 10:00 a.m. and breakdown is by 6:00 p.m. Complete operational specifics are detailed in [Exhibit B](#) including:

- Operations – Attendance, Vendor Mix
- Environmental Sustainability
- Transportation, Parking and Transit
- Safety and Security
- Other events on proposed dates
- Estimated City Service Fees Applicant Statement and Vendor Rules in [Exhibit C](#).

Departmental Review

Special Events and Economic Development, Sustainability, Legal and Executive have reviewed and commented on this report. Budgets, Transportation Planning, Transit, Police Department, Community Engagement have not reviewed this report but have received and/or commented on the staff review relating to the event application.

Funding Source

The applicant is not requesting City Service Fee Reduction and will paying all city service fees.

Attachments and Links

- Exhibit A – [Park City Farmers Market Event Application](#)
Exhibit B – [Analysis of PCFM Operational Specifics & Site Plans](#)
Exhibit C – [Market Statement and Vendor Rules](#)
Exhibit D – [DRAFT Park City Farmers Market finding and conditions](#)

Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Tommy Youngblood

Submitting Department: Sustainability

Item Type: Staff Report

Agenda Section: NEW BUSINESS

Subject:

Consideration to Approve the Supplemental Plan for the 2018 Park Silly Sunday Market (PSSM)

(A) Public Input (B) Action

Suggested Action:

Staff recommends that City Council hold a public hearing, and review and approve the Supplemental Plan for the 2018 Park Silly Sunday Market (PSSM) based on findings that they are operating consistently with the City Services Agreement and Level Three Special Event Permit, as entered into on September 14, 2017. Staff also requests that Council appoint Two (2) Council Liaisons for the PSSM Working Group.

Attachments:

[PSSM Supplemental Plan Staff Report](#)

[Exhibit C - 2018 PSSM Supplemental Plan Summary, Site Plan, and Additonal Materials](#)

City Council Staff Report



Subject: 2018 Park Silly Sunday Market Supplemental Plan Approval
Author: Tommy Youngblood, Special Event Coordinator
Department: Special Events
Date: Thursday, May 3, 2018
Type of Item: Administrative

Summary Recommendation

Staff recommends that City Council hold a public hearing, and review and approve the Supplemental Plan for the 2018 Park Silly Sunday Market (PSSM) based on findings that they are operating consistently with the [City Services Agreement](#) and Level Three Special Event Permit, as entered into on September 14, 2017. Staff also requests that Council appoint Two (2) Council Liaisons for the PSSM Working Group.

Executive Summary

This is the first year of the Park Silly Sunday Market three year City Services Agreement that was approved on September 14, 2017. As part of the requirements in the City Services Agreement, staff is returning to update City Council with the Park Silly Sunday Market Supplemental Plan. Staff finds that PSSM is operating in compliance with the Council approved 'Measures of Success' metrics, City Services Agreement and Level 3 Special Event Permit for their operations in 2018. Changes to 2018 PSSM are detailed in the supplemental plan [Exhibit C](#). Staff anticipates returning to City Council in July for the 2018 mid-season review.

Acronyms

HPCA – Historic Park City Alliance
PCMC – Park City Municipal Corporation
PSSM – Park Silly Sunday Market
SEAC – Special Events Advisory Committee

The Problem and the Opportunity

The PSSM continues to be an important part of Park City's cultural identity and event calendar. Its success includes cultivating new, local businesses, creation of community gathering space, and greatly exceeds sustainability efforts as compared to any other current event. While the event has many positive impacts to the City and community, there are also concerns residential impacts on Old town residents namely noise, and residential traffic and parking.

Background

There is a long background regarding the Park Silly Sunday Market which can be found here in [Exhibit B](#).

Alternatives for City Council to Consider

1. Recommended Alternative: In accordance with Findings, Conclusions and Conditions of Approval, Staff recommends that City Council:

- Appoint two (2) Council Liaisons to the Working Group for the 2018 season.
- Approve the Supplemental Plan for the 2018 PSSM based on findings that they are operating consistently with the [City Services Agreement](#) as entered into on September 14, 2017.
- A summary of the changes for the 2018 supplemental plan are as follows:
 - PSSM will consist of 14 markets on Sundays from June 3 through September 23, 2018 excluding the following dates:
 - August 2, 2018 to accommodate the Annual Park City Kimball Arts Festival.
 - August 12, 2018 to accommodate the Tour of Utah.
 - August 19, 2018 as a no market date.
 - Paid Parking
 - \$5 per hour/\$18 max daily fee in China Bridge from 8:00 a.m. to 5:00 p.m.
 - \$5 per hour in surface lots from 8:00 a.m. to 5:00 p.m.
 - Sustainable Efforts
 - Enforcing no idling for vendors, reducing the use of plastic bags, plastic bottles and Styrofoam, and PSSM has partnered and is participating in creating green event initiatives with PCMC.
 - Construction Coordination including bollard installation.
 - Proactive noise monitoring and mitigation
 - Working Group – Reevaluation of group makeup and criteria.
 - Total City Service Fees are estimated at \$79,302. This amount has been revised as of April 19, 2018 based on new fee calculations. The City will waive \$64,302 plus an additional \$15,000 if PSSM participates in green efforts. This amount has been revised as of April 19, 2018 based on new fee calculations. For the first time, and as per the new contract, PSSM will not receive any cash payment which was \$20,000 in 2017.

Pros:

- a. Staff believes the event's programs align with [City Council's goals](#) of providing a complete community that values economic diversity and arts and culture, creating engaged and effective government, and a thriving mountain community.
- b. PSSM continues to be a leader in promoting sustainable efforts for events and the overall community.

Cons:

- a. The market creates transportation challenges and requires diversion of transit by the closure of lower Main Street.
- b. The market increases the need for parking mitigation in China Bridge and surface parking lots as well as adjacent residential areas.

- 2. Continue the Item Alternative:** The City Council may continue the item for more information or discussion, thus postponing the findings and approval of the 2018 Supplemental Plan and Measures of Success and Supplemental Plan.

Cons:

- a. This will further postpone the approval of Supplemental Plan for the 2018 PSSM season with regards to the compliance of the Measures of Success and City Service Agreement.

- 3. Deny Alternative:** Deny that the Park Silly Sunday Market is operating consistently with their City Services Agreement and satisfactorily meeting the requirements of the 2018 Measures of Success and Supplemental Plan.

Cons

- a. The Level Three Special Event Permit for the 2018 Park Silly Sunday Market would not be approved.

Analysis Summary

Staff finds the PSSM has been operating consistently with the current City Service Contract. A detailed description of changes, analysis of the market and a reminder of past items that haven't changed from last year are outlined in [Exhibit C](#).

Department Review

Special Events, Sustainability, Economic Development, Legal, Executive have reviewed this report. Building, Police, Public Works, Transit and Transportation Planning Departments, Emergency Management, Budget have not reviewed this report but are working with PSSM to ensure that all mitigations and measures of success are met.

Funding Source

This is the first year of the new contract. PSSM will not receive any cash funding for their event this year. Total City Service Fees are estimated at \$79,302. This amount has been revised as of April 19, 2018 based on new fee calculations. The City will waive \$64,302 plus an additional \$15,000 if PSSM participates in green efforts. It is estimated that at the end of the season, PSSM will be invoiced \$3,183 in City Services. Reduced City Service Fees come from the General Fund, and paid City Service Fees will go to the general fund to offset costs of services.

Attachments & Links

Exhibit A	2018 PSSM Level Three Special Event Permit Findings, Conclusions and Conditions of Approval DRAFT
Exhibit B	PSSM Background - City Council Reports and Agenda Items
Exhibit C	2018 PSSM Supplemental Plan Summary, PSSM Use Area, Sign Plan Preseason Summary Measures of Success, Vendor Definition & Mix & Health Dept. Approval
Exhibit D	PSSM Sponsor and Marketing Plan
Exhibit E	2018 Parking Map
Exhibit F	2017 PSSM End of Season Review

Exhibit C -
2018 PSSM Supplemental Plan Summary, PSSM Use Area, Sign Plan Preseason
Summary Measures of Success, Vendor Definition & Mix & Health Dept. Approval &
Application

2018 Park Silly Sunday Market Supplemental Summary

Changes to the 2018 Park Silly Supplemental Plan Includes:

- PSSM will 14 markets on Sundays from June 3 through September 23 excluding the following dates:
 - August 2, 2018, in accordance with section B.2.1.A in order to accommodate the Annual Park City Kimball Arts Festival.
 - August 12, 2018 in accordance with section B.2.1.B in the Park Silly Sunday Market Service Agreement in order to accommodate the Tour of Utah.
 - August 19, 2018. In accordance with section B.2.1.C. No Event Day. No city approved events are currently scheduled for this day.
- Parking Impacts
 - As per the transportation plan, Staff recommends the establishment of parking rates and continued promotion of the Park City High School Park and ride, which PSSM has secured for the 2018 season. The suggested parking rate is \$5.00 per hour from 8:00am to 5:00 pm. Standard meter time limits will apply. The suggested garage rate is \$5 per hour, with a daily maximum of \$18. Oversized vehicles will no longer be able to park in China Bridge but will be allowed to park in alternate use area parking, if available.
- Sustainable Efforts as per section D.9.5.d of contract:
 - Enforce no idling policy for vendors, staff, and attendees.
 - Create a plan to increase the use of reusable or recyclable event materials:
 - PSSM reuses banners yearly (new sponsors are stickers); signage is such it can be moved around and used year after year and across events; PSSM does not generate any print material other than a rack card for hotel distribution (hotels are provided a minimal amount and encouraged to use internet or sign up for our "What's Happening" weekly email); similarly patrons/hotels/local businesses are encouraged to sign up for weekly email blast (12,000 subscribers); vendors are encouraged
 - Reducing the use of plastic bags, single use plastic bottles, and Styrofoam throughout the event (PSSM requires use of reusable or compostable serving utensils/bags/packaging for all event vendors, participants and attendees).
 - This requirement of all vendors and is addressed in the PSSM Vendor Handbook and Vendor University.
 - As requested by Park City, PSSM will serve as a partner in creating Green Event initiatives to help other events become more sustainable
 - PSSM participates in the Event Sustainability Round Table and provides guidance as well as staff/equipment resources to other events as available.
- Construction Coordination
 - PCMC will be installing security bollards at various locations around Main Street within the PSSM footprint with construction of phase one scheduled to be completed by the end of June. Staff continues to work with PSSM to avoid any disruptions in Market operations.
- Proactive Noise Monitoring
 - Staff will be monitoring the stage sound levels during the Market to ensure compliance with the Park City Municipal Code. PSSM has requested a relief from

Exhibit C -

2018 PSSM Supplemental Plan Summary, PSSM Use Area, Sign Plan Preseason Summary Measures of Success, Vendor Definition & Mix & Health Dept. Approval & Application

noise restrictions from the Park City Police Department as allowed under [6-3-11 Relief from Restrictions](#) and required in section 2.5.d of the City Services Agreement.

• Working Group

- After the 2017 season, Staff discussed reworking the makeup of the working group and the criteria that is evaluated to better inform and articulate the group's mission. This discussion is ongoing and staff will report back to Council when the specifics have been finalized.
- In accordance with section D.9.7, to the City Services Contract, Park Silly Sunday Market is required to conduct a Working Group three times during the Market season, which will include (a) two (2) HPCA Representatives, (b) two (2) Park Silly Market Representatives, and (c) two (2) members of the Park City Council.
- Staff believes the working group meetings are important and work well, as they allow Market staff, City Staff, Council Representatives and HPCA time to experience the market, increase communications and transparency, and address challenges and solutions. PSSM is working with HPCA to identify two (2) HPCA representatives.
- Staff asks Council to appoint two (2) Park City Council Representatives for the Working Group for the 2018 Season, as part of the Supplemental Plan approval.

Dates are proposed as follows, times to be varied as to experience the start, mid-day and end of the market:

- Sunday, June 24; 11:00 a.m. Walk-through, Main Street
- Sunday, July 15; 1:00 p.m. Meet at Transit Center
- Sunday, August 26; 11:00 a.m. Walk-through, Main Street
- Wednesday, September 19; 10:00 a.m. Sustainable Efforts – Trip
- Wednesday, September 25; 10:30 a.m. End of Season Debrief, Location TBD

City Service Fees & Municipal Funds

A summary of City Service Fees is listed in the chart below.

Departments	Items	End of Season Actual 2017	Estimate of Fees 2018
Parking Department	Parking spaces for 14 days	\$ 22,050	\$ 22,050
Police Department	532 Hours	\$ 39,900	\$ 39,900
Transit Department (rerouting transit and moving two stops on Park Ave)	15 Hours	\$ 2,250	\$ 2,250
Parks Department	Banner installation	\$ 648	\$ 648

Exhibit C -

2018 PSSM Supplemental Plan Summary, PSSM Use Area, Sign Plan Preseason
Summary Measures of Success, Vendor Definition & Mix & Health Dept. Approval &
Application

Building Department	Inspections and permits	\$ 4,541	\$ 8,694
Special Event Application Fee	Annual Permit Fee	\$ 160	\$ 160
VMS Signs & Barricades	2 VMS/ Electronic Signs (PCMC owned and UDOT signs)	\$ 5,600	\$ 5,600
Total Fees		\$ 75,149	\$ 79,302

The following items are consistent with 2017 operations:

Hours

The Park Silly Sunday Market will continue to operate from 10:00 a.m. to 5:00 p.m. Set up is to begin no earlier than 6:00 a.m. and the street will be cleared and available for parking no later than 8:00 p.m. on each market day.

Exception:

a. The Park Silly Sunday Market is requesting to extend the close of market by one hour on September 23, 2018 for Silly Fest. The Park Silly Sunday Market is requesting to have the stage with a band until 6:00 p.m. and for the beer garden to remain open until this time as well. Clearing and reopening of the street will happen no later than 8:00 p.m. Park Silly Sunday Market is asking for this extension of hours which is consistent with allowances in Section B.2.2, in which Park City shall consider expanded hours and special holiday late closures (Opening Day, Holiday Weekends and Silly Fest).

Transportation Impacts:

- Work with Park City to review and create an incentive program for attendees that take alternative modes of transportation. This will include a bike valet located in close proximity to the event, as well as supplemental parking outside of the Old Town core with free transportation to the event. PSSM and Park City will work to track alternative forms for transportation to and from the event as an absolute number and a percentage of event attendees. PSSM and Park City will determine a traffic baseline, and provide plan to lessen vehicle impacts annually.

HPCA Vendor Cancellation & Date Requests

As in 2017, HPCA members who are scheduled and fail to notify PSSM staff prior to 5:00 p.m. on the Thursday before the scheduled Sunday will receive a bill for a \$150.00 cancellation/no show fee. The next scheduled HPCA member will not be permitted to participate or load-in if the cancellation/no-show fee has not been paid. This change was made to encourage those HPCA vendors that sign up to show up and prevent holes or last minute changes to the vendors the 383

Exhibit C -

2018 PSSM Supplemental Plan Summary, PSSM Use Area, Sign Plan Preseason Summary Measures of Success, Vendor Definition & Mix & Health Dept. Approval & Application

day of the market. In the 2017 season HPCA had only one vendor that signed up to participate and did not show up. HPCA was notified and the no show fee was paid on time.

The deadlines for HPCA vendor date requests will remain the same as last year. The deadline of for all HPCA requests is May 1, 2017. Any unfilled dates for June that are not reserved by the HPCA May 1 deadline, will be opened to be filled by other at-large vendors as pertains to the Vendor Mix requirements, and subsequently on the first of each month through August 1.

Vendor Mix

PSSM regulates their vendor mix to mitigate for potential of adverse impacts to brick and mortar Main Street Businesses. As outlined in the requirements of the City Services Agreement, the 2018 vendor mix is the same as in 2017.

- No more than twelve (12) on site food vendors; twelve (12) jewelers or six (6) importers at each market

Parking & Residential Mitigation

Staff will place 'residential parking only' signs in the Old Town Area in an effort to reduce traffic in Old Town. This will continue to be required at each Market.

In an effort to increase coordination, Park Silly Sunday Market continues to require their vendors to submit license plate numbers to the Parking Services staff to help identify vendors who are parked outside of the designated vendor parking areas located at the Upper and Lower Sandridge parking lots and top level of China Bridge. Oversized vehicles cannot be parked in the China Bridge. PSSM will submit an updated vendor plate numbers to the Parking Services Department each Sunday no later than 10 a.m.

Event Coordination

A summary of events that occur on the same day as Park Silly Sunday Market 2018 Season is below. According to section [4A-2-5](#) of the municipal code, staff finds that these events will not duly interfere with each other. Staff will continue to work with organizers of both PSSM and the events as outlined below to ensure traffic and transportation plans run smoothly, as well as, that the organizer of each event is mitigating impacts they cause.

DATE	EVENT	A – Geographic Separation	B - Proposed Time & Duration	C – Anticipated Attendance
June 17	Kids Adventure Games	Park City Base	8am – 8pm	200- 300
June 17	Avalanche Soccer	Quinn's Sports Complex, Park City School District Fields	7:00 p.m. to 10:00 p.m.	4500
June 17	Latino Arts Festival (proposed Event)	Library Field	3:00p.m – 9:00pm	850

Exhibit C -
 2018 PSSM Supplemental Plan Summary, PSSM Use Area, Sign Plan Preseason
 Summary Measures of Success, Vendor Definition & Mix & Health Dept. Approval &
 Application

July 8	1033 Ride	Ride from SLC to Kamas – coming through Park City	1pm – 3pm	1000
July 8, 15	Triple Crown	Quinn’s Sports Complex, Park City School District Fields, City Park	8am – 8pm	
August 26	Walk A Mile In Her Shoes	City Park	8 a.m. to noon	250
September 16	Autumn Aloft	Main Street, N40	7 a.m. to noon	2,500
September 16	Tour De Suds	City Park	9 a.m. to noon	400

Staff will report any other events that are not currently known during the mid-season and end of season reviews.

Department Coordination

Park Silly Sunday Market has worked with Staff to set meetings with Public Safety as well as Parks and Building Maintenance, and Transportation to ensure that operations with regards to both aspects remain well coordinated. At this time, Staff does not anticipate any changes to the Public Safety or Parks & Maintenance logistics. As staff continues to coordinate and implement City wide transportation standards and increased mitigations, PSSM has agreed to help implement these changes. Staff will report on this at the mid-season review.

Community Engagement Outreach

Staff and PSSM will work in conjunction to notify Old town residents and the general public of the market activities as well as parking and transportation changes. This could involve use of the PCMC event text alert system.

Exhibit C -
2018 PSSM Supplemental Plan Summary, PSSM Use Area, Sign Plan Preseason
Summary Measures of Success, Vendor Definition & Mix & Health Dept. Approval &
Application

Park Silly Sunday Market – 2018 Season Preview		Legend
Measures of Success		
Requirements		S – Succeeding in meeting Contracted I - In progress / Meeting Requirements U – Unsatisfactory - Not meeting
<u>Vendor Mix</u>		
Importers (allowed per week maximum) i. 2018- 6	Notes: Requirements are currently being met	I
Jewelers (allowed per week maximum) i. 2018- 12	Notes: Requirements are currently being met	I
On-site Food Vendors & Snack food Vendors (per week maximum) i. 2018 - 12	Notes: Requirements are currently being met	I
PSSM will invite two (2) HPCA representatives in the jurying of jewelry vendors.	Notes: Requirement was met by PSSM. HPCA was only able to send one representative.	S
PSSM will coordinate three (3) market walkthroughs with the HPCA and PCMC to identify possible conflicts and/or issues with vendor mix.	Notes: June 10, July 15, August 26 and September 16 have been suggested. HPCA and City are identifying representatives.	I
PSSM will provide to the City a list of vendor classification definitions along with preference criteria for vendor mix.	Notes: Requirements have been provided and met.	S
<u>Parking / Traffic / Pedestrian Management</u>		
Create event parking plan i. Identify vendor vehicle with license plate identification. ii. Identify public parking locations both in Old Town/Main Street along with alternative parking areas. iii. Identify locations where parking will be removed to provide space for event and mitigate impacts of event iv. Continue increased communication between departments and PSSM to encourage parking of vendors in suggested vendor locations.	Notes: PSSM continues to work with Staff & private parking garages to park vendors in appropriate areas. A resident parking area has been established and is being enforced along the west side of Park Ave. from 9 th to 13 th Street. Parking Enforcement continues to communicate with the residents to resolve parking concerns during the Park Silly Sunday Market. This increase in fees for parking in China Bridge and other areas will be monitored. An update will be given to council at the Mid-Season review.	I
Work with Special Events and Transit to get out alternate transportation messaging out with: i. Co- messaging with PC Transit Dept. ii. PSSM will create and implement different methods of informing the public (PSA's, print ads) iii. Create and implement a program encouraging non-motorized forms of transportation to the market. ix. Addition of Shuttle Service on expected heavy attendance day – July 1 and Sept 2	Notes: Meeting requirements; PSSMs print, online and radio advertising includes directions for participants to take alternate transportation to the event. Including City transit, bikes or walking to attend.	I
Submit sign Plan to Staff at the time of Supplemental Plan containing the following: i. Locations ii. Size & Type iii. Message iv. Placement and removal times	Notes: Requirements are currently being met	I
Work with City to create a pedestrian management plan that addresses the crossings of Heber/Main and Swede Alley	Notes: Requirements are currently being met - Intersection is currently manageable and requires no additional resources.	I
<u>Market Set-Up and Inspections</u>		
a. Weekly notification to staff of footprint or operational changes	Notes: Staff is working with PSSM to ensure that requirements are met.	S
b. Location of interior sponsor signs	Notes: Requirements are currently being met	I
<u>Street Cleaning and Trash Removal</u>		
a. Pre-Meet with City's Street Department to create a street	Notes: Requirements are currently being met	I

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2018 PSSM Supplemental Plan Summary, PSSM Use Area, Sign Plan Preseason
Summary Measures of Success, Vendor Definition & Mix & Health Dept. Approval &
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cleaning and trash removal plan		
b. Meet with Street Department two (2) additional times throughout summer to address any issues with plan.	Notes: Will meet during the 2018 Market Season – dates TBD	I
Coordination with PCMC and HPCA		
a. PSSM will schedule monthly ‘Working Group’ meetings from June through September	Notes: June 10, July 15, August 26 and September 16 have been scheduled and Staff will request attendance of representatives from HPCA, City Staff and City Council.	I
b. PSSM will schedule four (4) market walkthroughs with the “Working Group” within the season.	Notes: PSSM has set dates for the 2018 Working Group.	I
c. PSSM will schedule a weekly market walk through with City representatives	Notes: PSSM and the City have scheduled the weekly meetings.	I
d. PSSM will supply the City Representatives with weekly report containing the following i. Estimated attendance ii. Zero Waste statistics iii. Breakdown of number of vendors and types iv. Provide a list of other sustainable efforts throughout the event. v. PSSM to participate in and provide a list of City functions related to Green Event management that they participate in, as well as, a list of non- profits who they provide sustainable mitigation efforts for. vi. PSSM to present a year over year a comparison for sustainable effort comparison in coordination with the City during annual end of season review.	Notes: Requirements are currently being met	I
e. PSSM will supply the City Representatives with an ongoing list of vendor and staff license plates: i. Prior to the start of the June 3 Market. ii. At any time they add license plates to the market throughout the 2018 season. iii. License plate lists should be provided to the City Representative no later than 10:00 a.m. each Sunday.	Notes: Requirements are currently being discussed to work on best coordination between PSSM and the City.	I
Marketing and PR		
a. HPCA logo on all advertisements & promotions	Notes: Requirements currently being met.	I
b. Engage in cross promotions with Chamber, HPCA, Park City Restaurant association	Notes: Requirements currently being met.	I
c. Media – The HPCA logo and sponsorship credits will be provided in all media placement that the PSSM currently employs, including but not limited to: I. Print ads II. Ads, links or info listings on Utah tourism, business and special internet websites; III. Periodic television coverage; IV. Radio PSAs and promotions; V. Website spots, summer guides, fairs, non-profit organization calendar listings; VI. Email blasts; and VII. Social media, ‘ if applicable”	Notes: Requirements currently being met.	I
Other Items:		
Quantify Marketing & PR Value	Notes: In progress.	I
PSSM shall present an annual preceding market season. This report will contain the following: i. Estimated attendance ii. Zero Waste statistics iii. Breakdown of number of vendors and types	Notes: This was reported to Council in the 2017 End of Season Report. PSSM is aware of the requirement and will gather the required information for the 2018 report.	I

Exhibit C -
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iv. List of non-profit groups attending the market v. Advertising information etc. vi. Transportation and parking counts – to be coordinated with PCMC Transportation Services Department		
--	--	--

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

1. PSSM staff has been reminded that all amplified music and announcements are to be halted prior to 5:00 p.m. in accordance with their contract. Staff finds that this situation has been rectified but will continue to monitor.
2. Park Avenue Residents have reported that the climbing wall, erected on 9th Street, had an air horn attached to the top that people would activate when they reached the top, and asked that this horn be disconnected. PSSM has been reminded that the horn not be activated on the climbing wall for the 2018 season.
3. The Park City Police reported that the vendor load-in and load-out on Park Ave were causing traffic congestions at those times. After a review period with Park City Police Department and the Special Events Department and PSSM Staff it was concluded that load-in congestion occurs for very short but specific times and could be easily managed with signs and notification to vendors. They reported that the load-out congestion occurs similarly. In the 2017 season the market patrol officer times were shifted to assist with the load-out of vendors which eased this congestion. This practice will continue.
4. Staff continues to inform PSSM of construction projects that may affect their operations. In the spring of 2018 the PCMC will be installing bollards at strategic locations around Main Street. Staff will work directly with PSSM to minimize negative impact to the event of these installations.

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PSSM Vendor Types Definition & Vendor Mix

All categories are juried by the PSSM staff by way of required online application details including, but not limited to: product descriptions, photo samples of products, photo of booth display, history/business description including their 'story', list of sources and co-packing use.

PRIORITY 1: Artisan- A vendor that sells unique, art and handmade crafts (excluding food and jewelry). Starting materials must be significantly altered and enhanced by the artist. Preferential consideration given to local artists based in the state of Utah.

PRIORITY 2: Farmer - A vendor that sells fresh produce from his or her farm and/or a vendor that sells food products made of produce from his or her farm.

PRIORITY 3: Jeweler - A vendor that sells unique, handmade jewelry of their own making and design. limited space available in this category (12 per market date).

PRIORITY 4: Gourmet Food - A vendor that sells foods or baked goods, made in Utah, which are intended/packaged for off-site consumption. Preferential consideration given to members of Utah's Own.

PRIORITY 5: Designer - A vendor that plans the precise form, look or working of an item, excluding jewelry, in writing before such item(s) is manufactured pursuant to that vendor's specific request. To qualify as a designer, the vendor shall be required to submit specific design plans of all item(s) to be sold at the market. Preferential consideration given to local designers based in the state of Utah.

PRIORITY 6: Young Vendor - A vendor, 17 years of age or younger, that sells their own unique, handmade goods.

PRIORITY 7: Food - A vendor that prepares and sells food for consumption at the Market. First right of refusal is offered through the HPCA membership. Limited space available in this category (12 per market date, 10 of which are propane approved space)

PRIORITY 8: Service Vendor -A vendor that provides on-site services to market attendees (ex. - henna, face-painting).

LAST PRIORITY: Importer - A vendor that purchases goods manufactured and/or procured outside the U.S. (jewelry not permitted in this category). This category is considered a 'last sell' vendor type. Vendors in this category are invited in April, based on remaining space available, in an effort to maximize opportunity to other vendor types. Limited space available in this category (6 per market date)

Exhibit C -
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PSSM Use Area

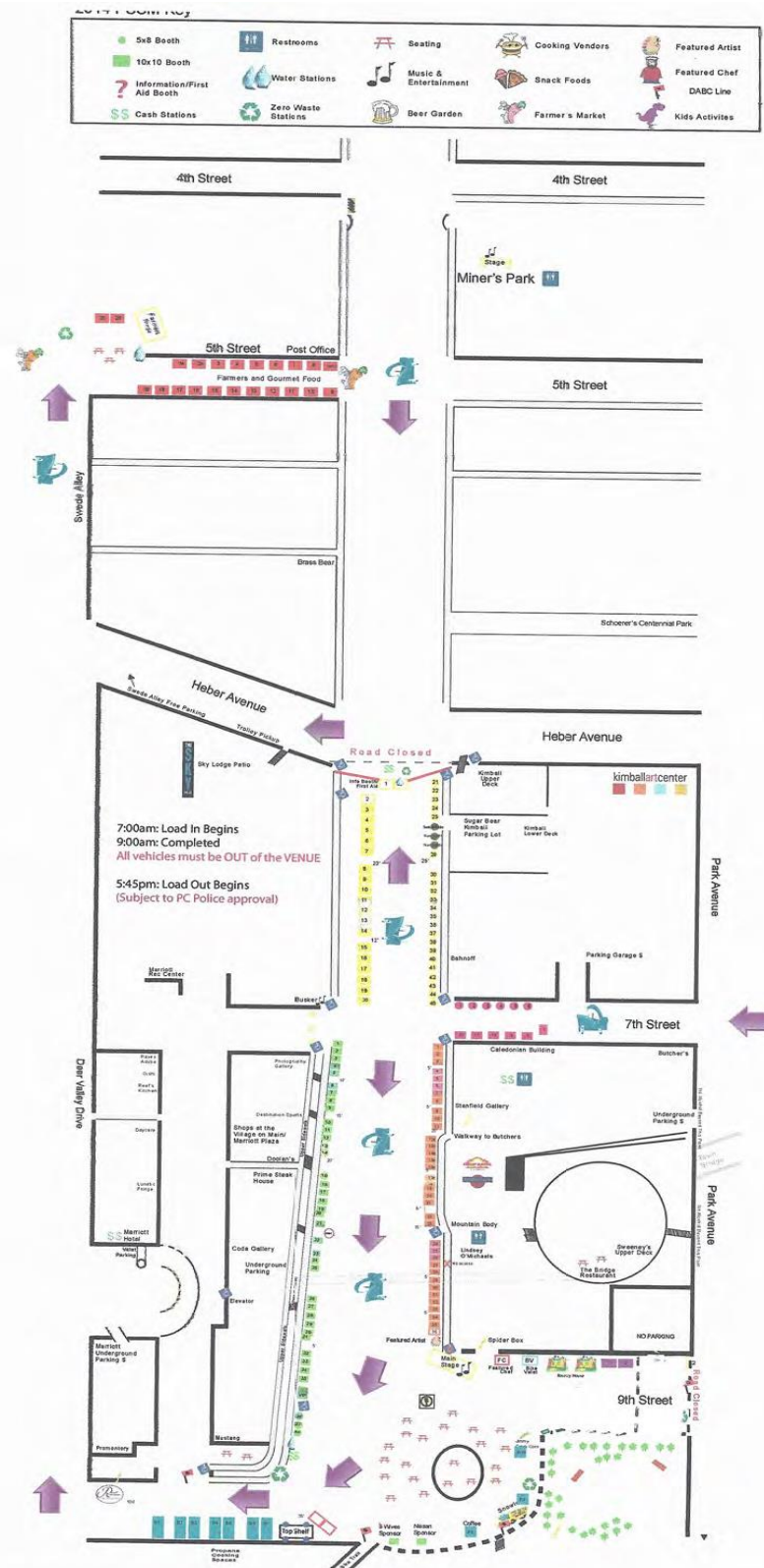


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2018 Signage Plan

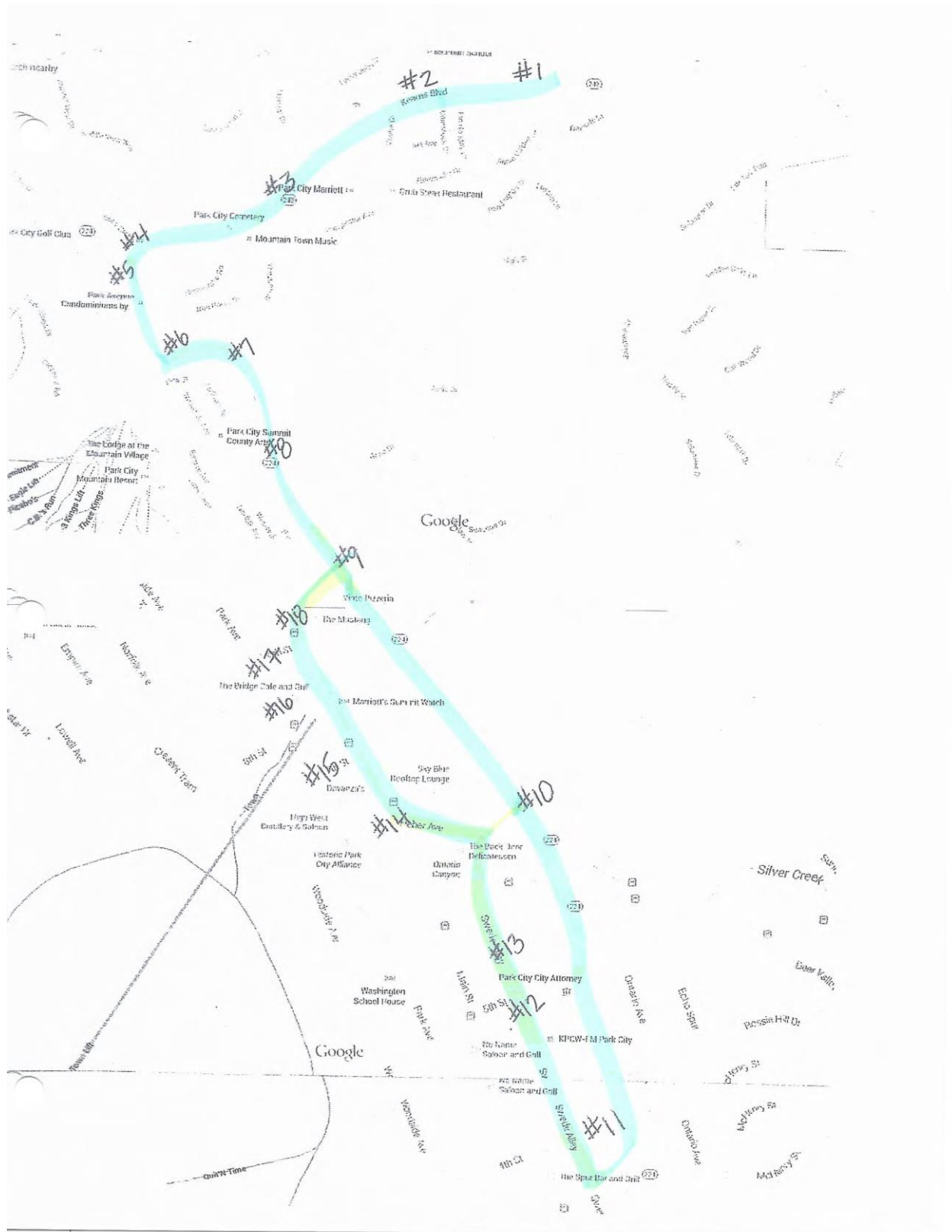


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2018 Signage Plan

Drop	Location	Sign
1	School District Office	Market Parking
2	High School	Market Parking
3	Kearns & Bonanza	Market Parking
4	Opp Side of 224	Park Silly Today
5	Opp Side of 224	Park Silly Today
6	Welcome to PC Sign	Park Silly Today
7	Bonanza & DV Drive	Market Parking (Left Arrow)
8	DV Drive	Market Parking (Up Arrow)
9	DV Drive & Main St	(3) Red Barriers VIP Potty No Main St Access
10	DV Drive & Swede	Main Street Access (right arrow)
11	DV Drive & Sandridge Lots	Vendor Parking Vendor Parking
12	Farmers Market	(2) Green Barriers (1 on each side) Zero Waste Information
13	Transit Station	Farmers Market
14	Heber & Main	(2) Red Barriers (2) Farmers Market Information Booth
15	Park Ave & 7th	Road Closed Restroom Restroom / First Aid No Left/Right Turn Zero Waste
16	Park Ave & Flying Sumo DABC Line	Zero Waste No Alcohol
17	Park Ave & 9th & Stage	(4) Red Barriers (10) Silver Barriers - Bar

No Left/Right Turn
(2) Bike Valet
(2) Zero Waste
(4) No Alcohol
Road Closed
Wristband
Restroom

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SUMMIT COUNTY HEALTH DEPARTMENT

Special Event Registration

Name of Event: Park City Sunday Mkt. Dates of Operation: Sundays June 3 - Sept 23
Description of Event: Street Festival / Farmers Mkt. except 8/5, 12, 19
Location of Event: Main St. PC Hours of Operation: 10am - 5pm
Event Coordinator: Kate McCresney Coordinator Phone #: 435 714-4036
Coordinator Address: PO box 684229, PC, UT 84068
Coordinator Email: KATE@parkcitysundaymarket.com

☒ I understand that as the event coordinator for the above event, it is my responsibility to ensure all food booths at my event are properly permitted by the Summit County Health Department.

☒ I understand I am responsible to close any booth that is found operating without a permit. I understand that I will be assessed a \$250 fee for each booth found operating without a permit.

☒ If the booth is found to have reopened without Health Department approval I will be assessed the \$250 fee.

☒ I understand that I must pay any assessed fees to the Summit County Health Department prior to the next event. This can be done in cash/check in person at the health department. A credit card payment may be made by phone. I understand failure to do so will result in the next event being suspended until fees are paid.

☒ I understand that a hearing will be held if I continue to allow unpermitted booths to operate at my event.

☒ I understand that I will be responsible for any fees associated with the above hearing.

Kate McCresney
Print Name of Event Coordinator

[Signature]
Signature of Event Coordinator

3/8/2018
Date

Print Name of Health Dept Representative

Signature of Health Dept Representative

Date

COALVILLE OFFICE
85 North 50 East, PO Box 128
Coalville, UT 84017
435-336-3222
Fax: 435-336-3286

PARK CITY OFFICE
650 Round Valley Drive
Park City, UT 84060
435-333-1500
Fax: 435-333-1580

KAMAS OFFICE
110 North Main
Kamas, UT 84036
435-783-3161
Fax: 435-783-6021

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F. Who will monitor and refill water, soap and paper towels at the hand wash station?
PSSM Staff

8. Drinking water must be provided free of charge. How will this be done? A garbage can must be provided next to the drinking station. Depending on the size of the event you may be required to provide additional stations. @ main st / Heber info station, Bar area, Farmers Market, corner of 9th St.
9. First Aid Stations: The station must be accessible to an ambulance and clearly marked. There must be 2 licensed medical personal at least 18 years old for events up to 2500 people. Two more are required for each additional 5000 attendees. The health dept must be notified of any serious injuries or communicable diseases. You may be required to provide a stand by ambulance. A list of required equipment for the first aid station can be obtained from the health dept.
10. You must provide a plan for dangerous conditions during the gathering. This plan will include evacuation, cancellation or delay of the gathering, and provision for support facility. The plan will also address nuisances or health hazards associated with animals present at the gathering. This plan must be approved by Scott Adams at the Park City Fire District before you mass gathering will be approved. You can contact him at 435-940-2532 or sadams@pcfd.org.
11. Attach a site plan delineating the area where the gathering is to be held including:
- Parking area available for patrons
 - Location of entrance, exit, and interior roadways and walks
 - Location of operator's headquarters at the gathering
 - Location of restroom facilities
 - Location of water stations
 - Location and number of food stands, and the types of food to be served if known
 - Food vendors must contact the Health Dept. for Temporary Food Service Permits
 - Location, number, type, and provider of solid waste containers
 - Location of the first aid station
 - Plan to provide lighting adequate to ensure the comfort and safety of attendees and staff
12. Signs must be provided that show where first aid, restroom, drinking facilities and exits are located. Signs must be large enough and high enough that attendees can easily see them. Please include sign's on your site plan.
13. Include a site cleanup plan.

Applicant's signature [Signature] Date 3/8/2018

FOR OFFICE USE ONLY

Application Fee \$65 Inspection Fee (\$65/hour): Seasonal Fee \$300
Amount: \$ Check #: ☐ Cash ☐ Credit Card Permit MG16-
Approved by Date

Exhibit C -

2018 PSSM Supplemental Plan Summary, PSSM Use Area, Sign Plan Preseason
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10. Dangerous conditions: see Evacuation Plan
Health Hazards w/animals present: see Hold Harmless Agreement
11. Attach a site plan delineating the area where the gathering is to be held including:
 - a. **Parking area available for patrons:** Parking on Park Ave. and Main Street, Sweede Alley Flag Pole Lot, China Bridge Lot and Wasatch Brew Pub.
 - b. **Location of entrance, exit and interior roadways and walks:** Main Street/ Heber, 7th and Park and 9th and Park. No vehicles in venue from 9:00am-7:00pm. Sidewalks and handicap access is left open for walking.
 - c. **Location of operators headquarters at the gathering:** Information Booth 1 on 125 Heber Ave
 - d. **Locations, type and provider of restroom facilities:** (2) 8 stall bathrooms by Royal Restrooms. The stall unit is completely self-contained and is operable using a 110 volt outlet or generator for the lights and heat or air conditioning. Water is supplied by a spigot and garden hose or a 125 gallon, on-board fresh water holding tank. The unit houses 450 gallon on-board waste holding tank. Also, see sign offs from restaurants on Main street to ensure the rest of the stalls.
 - e. **Location and Description of water stations:** (4) - (1) corner of Heber and Main, (2) at information booth 2, (3) below Mustang Restaurant on Main Street. 3-5 jugs at each station, (4) at Farmers Market Info Booth 3
 - f. **Location and number of food stands and the types of food to be served, if known:** 7 cooking food vendors: BBQ, Poutine, Lobster, Vegetarian, etc. located at the bottom of Main Street.
-Food vendors must contact the Health Dept. for Temporary Food Service Permits.
 - g. **Location, number, type and provider of solid waste containers:** (7) Zero Waste stations (see map for locations)
 - h. **Location of first aid station:** on 7th Street, also all info booths have first aid supplies.
 - i. **Plan to provide lighting adequate to ensure the comfort and safety of attendees and staff:** Daylight hours
13. Attach Plans of the following:
 - a. **Site clean up plan after the gathering:** Production Crew Set up at 5:50am - 10am and take down 5pm - 7pm
 - b. **Plan for directional and exit signs:** Market parking w/arrow up 100 North of 9th Street on NW side. Signs are placed in Venue to indicate areas of map: Bathrooms, Water Stations, info/first aid, animals on leashes, etc.

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Kate McCresney
Print Name of Event Coordinator

[Signature]
Signature of Event Coordinator

3/8/2018
Date

Print Name of Health Dept Representative

Signature of Health Dept Representative

Date

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85 North 50 East, PO Box 128
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Council Agenda Item Report

Meeting Date: May 3, 2018

Submitted by: Christopher Phinney

Submitting Department: Sustainability

Item Type: Staff Report

Agenda Section: NEW BUSINESS

Subject:

Consideration to Approve Significant Changes to the Level Three Event, Wasatch Back Ragnar Relay, Held June 2, 2018, Including a Course Change and Parking Removals, Based on Findings of Fact, Conditions of Approval and Conclusions of the law in a Form Approved by the City Attorney's Office
(A) Public Input (B) Action

Suggested Action:

According to Municipal Code 4A-2-3C, staff recommends City Council hold a public hearing and approve significant changes to the level three event, Wasatch Back Ragnar Relay, held June 2nd, 2018, including a course change and parking removals, based on findings of the fact, conditions of approval and conclusions of the law in a form approved by the City Attorney's Office.

Attachments:

[2018 Wasatch Back Ragnar Relay Staff Report](#)



City Council Staff Report

Subject: Level Three Special Event Approval-
Changes to Wasatch Back Ragnar Relay
Author: Chris Phinney, Special Events Coordinator
Department: Special Events
Date: Thursday, May 3, 2018
Type of Item: Administrative

Summary Recommendation

According to [Municipal Code 4A-2-3C](#), staff recommends City Council hold a public hearing and approve significant changes to the level three event, Wasatch Back Ragnar Relay, held June 2nd, 2018, including a course change and parking removals, based on findings of the fact, conditions of approval and conclusions of the law in a form approved by the City Attorney's Office.

Executive Summary

In December, staff received an application from Ragnar Events, LLC to return to Park City for the 15th year on June 2, 2018. Ragnar Events, LLC has worked with staff to mitigate the impacts of the event, which include: Major course changes, including removing an exchange from Guardsman's pass which has been a long standing public safety concern, parking removals at Quinn's Junction, lease of parking space at Richardson Flats, decrease in the number of teams participating and decreased City services from years prior.

It is important to remember that this event goes through many jurisdictional partners including Summit, Cache, Weber, Morgan, Summit and Wasatch Counties. Coordination between various jurisdictions is a key factor to the success of the event.

The Opportunity and The Problem

The Wasatch Back Ragnar Relay has a long history in Park City. The event is important as it brings economic benefit and is important to a local non-profits, specifically, the Park City Education Foundation. Ragnar makes significant contributions financially, as well as, through in-kind budget relief and volunteer services to the Park City Education Foundation. Transportation and safety have continued to be the main concerns with this event, though continued changes have been made to mitigate these concerns.

Background

There is a long history of the Wasatch Back Ragnar Relay in Park City which can be found here in [Attachment B](#).

<u>Date</u>	<u>Item</u>
May 19, 2016	2016 Changes to Ragnar Relay (pg 190) / Minutes , (p 10)

*Please note, that the link to the staff report above, has a detailed history of the event and mitigation that has taken place over the last 4 years for this event.

Analysis

The 2018 Wasatch Back Ragnar Relay is a 200 mile race, run by teams of 12 runners that starts in Logan, Utah and finishes in Kamas, Utah, June 1 -2, 2018. The Wasatch Back Ragnar Relay has had a long (15 year) history in Park City. Significant changes to this year's event include: ([Attachment C](#))

2018 race course:

Park City will host a minor exchange at Quinn's Junction and a Major Exchange at Richardson Flat. ([Attachment D](#)) A Major Exchange is a relay exchange point where all of the teams and support vehicles come through; a Minor exchange is oe where only half of the teams and support vehicles come through. he event will no longer be held at Guardsman's Pass.

- Park City will host two exchanges; one minor exchange at the Park City Sports Complex and one major exchange at the Richardson Flat Park and Ride lot.
- The event will no longer be held on Guardsman's Pass which has been a significant public safety concern in years past.

Event Timeline & Operations:

- Race Exchange set up, June 2, 2018, 12:00 a.m.(midnight)
- Race Exchange Minor and Major Exchanges, 3:00 a.m. – 3:00 p.m.
- Exchange Breakdown/Clean Up, 3:00 p.m. – 5:00 p.m.

Reduction of Number of Teams/Participants/Vehicles:

- 450 teams (Reduced from 650 in 2017)
- 5,300 participants (Reduced from 7,600 in 2017)
- 1,300 vehicles anticipated associated with this event.

Public Safety:

- Decrease need for Public Safety from years past. No foreseeable need to close any lanes of traffic or close any running paths to pedestrians or bike traffic.
- No longer required to create a Command Center for the event. The event will be monitored by Public Safety that will staff the event.
- There will be one officer stationed at the intersection of Gilmore Way assisting runners crossing Gilmore onto Park City Parkway.

Parking Removal:

- Parking removal at the Park City Sports Complex, lots adjacent to Park City Sports Complex fields C & D ([Attachment D](#)). Please note that Ragnar pays for this field/parking use.
- Parking use at Richardson Flat Park and Ride lot. The lease of the North side of Richardson Flat Park and Ride lot is attached. ([Attachment D](#) & [Attachment E](#))

Community Engagement & Notification

Use of Portable VMS boards, City Text Alert System, Local and Social Media, as well as Ragnar's messaging system to event attendees.

Financial Considerations

- There is no fee reduction for this event. All City fees will be paid by the event organizer

Alternatives for City Council to Consider

A. Recommended Alternative

This is staff's recommendation. Staff recommends that City Council approve the significant change to the Level Three Event Permit for Wasatch Back Ragnar Relay.

Bullet what the changes are (copy from exec summary)

Pros

- Benefit for community partners and non-profits, specifically, the Park City Education Foundation. Ragnar makes significant contributions financially, as well as, through in-kind budget relief and volunteer services to the Park City Education Foundation
- Reduction in use of City services, specifically Public Safety.
- Minimal traffic impacts on Highway 284 expected and no longer using Guardsman's Pass for the event.
- No residential neighborhood impacts expected
- Applicant pays for all City Service Fees.

Cons

- Athletic use will be diverted from Lots C & D at the Park City Sports Complex to the USSA building lot.
- Some transportation congestion may be expected in the Park City Sports Complex area during the event
- While the applicant pays for their City Services, reduction in impacts will cause less revenue than expected for this event towards the General Fund.

B. Deny Alternative:

City Council could deny the significant changes to the Level Three Special Event Permit for Wasatch Back Ragnar Relay.

Cons

- The Park City Education Foundation would not benefit from the Ragnar, LLC donations.
- The Race would have to change its route to not enter Park City.

Department Review

Special Events, Police, Building, Building Maintenance, Public Works, Parking Services, Transit, Transportation Planning, Recreation, Parks, Executive, and Legal

Funding Source

The applicant does not request fee reduction for the event and has historically paid all fees. The cost estimate of the event has decreased due to decreased impacts, which means the City will see a decrease in fee revenues from this event.

Attachments

[Attachment A](#) - 2018 Wasatch Back Ragnar Relay Special Event Application

[Attachment B](#) – Wasatch Back Ragnar Relay Background

[Attachment C](#) – 2018 Wasatch Back Ragnar Relay Analysis

[Attachment D](#) – Site Maps (Exchange 29, Exchange 30, Park City Course Route)

[Attachment E](#) – Richardson Flat Park and Ride Lot Lease

[Attachment F](#) - Ragnar DRAFT Findings of Fact and Conditions