PARK CITY COUNCIL MEETING MINUTES
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 McAffee 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.

<u>2030 Olympic Bid Update:</u>

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

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

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

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

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

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

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

<u>Staff Communications Reports:</u>

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

<u>2. PCMC Spotlight Video Series: Economic Development Grant Profile - Part 1:</u>
A video was shown which highlighted the benefits of the City sponsored economic development grants.

<u>3. Vibrancy (Vacant Storefront) Ordinance Enforcement:</u>

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.

<u>Matt Brown</u> 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 Ligity 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, but 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

Land Use & Building Permit Customer Service Update

April 19, 2018

Concerns

- Responsiveness to requests
- Consistency of responses
- Accuracy of communication
- Onerous process
- Unclear processes
- Unclear timeframes

Challenges

- Mistakes are made – staff needs to own them
- ‘No’ is not always perceived as a reasonable answer but is often a technically accurate answer – delivery of message matters
- Design and construction is technical and complex for inexperienced staff and customers to take-on
- Land Use approval processes and working through legacy approvals documents to determine status is often lengthy
- Many people are involved in the process making tracking communication and review status is difficult to mange

Current Building Permit Workload

- Total inspections Year to date:
  2017 – 2,983
  2018 – 3,140

- Permit issued year to date:
  2017 – 214
  2018 – 262

- Total fees collected year to date:
  2017 – $258,879.49
  2018 – $156,935.89

- IRC PLAN REVIEW 6.06 DAYS
- IBC PLAN REVIEW 4.55 DAYS
- REV 4.6 DAYS

Improvements In Progress

- Coordination between Land Use Approvals and Building Permit Reviews/Inspections
  - Revised Construction Mitigation Plans
  - Prioritized Code Enforcement
  - Held staff cross training sessions
  - Updated inspection checklists
- Application in-take process (in process)
  - Submittal checklists and descriptions
  - Review for application completeness prior to acceptance
- New building permit software
  - Electronic plan submission, plan reviews & inspections
  - Electronic tracking of status
  - Real time reporting of amounts, types, and lengths of reviews
  - Special event module

permits support Building Inspections / Bradi Eardley / logout

permit files

Permit #: PREP18-234 / 1234 Owner Address

**All checkboxes must be checked to submit permit*

**check when complete*

- [x] Attachment: + upload Permit Plans
- [x] Attachment: + upload Permit Engineering
- [x] Attachment: + upload Site Plan
- [x] Attachment: + upload State NOI
- [x] Attachment: + upload HVAC Calculations
- [x] Attachment: + upload RES Check
- [x] Truss Layout
- [x] Footing/Foundation Plan
- [x] GFI Outlets: enter value
- [x] Attachment: + upload SIgnatures from builders
- [x] Test Item #10
- [x] Fire Sprinkler

save & close | submit permit

edit permit | builder info | building info permits schedules + inspection users contacts reports support search | Building Inspections | Administrator

inspection schedule

print schedule | + inspection

complete — archive all

builder requested

04/12/18 04:31 PM	Bradi Eardley 1234 Owner Address, , Subdivision Here Permit: 18-198	Footings/Piers ,	schedule	delete	Requested for: 04/12/18

today - Thursday, April 19, 2018

AM	Thad Johnson 3853 Girls Pond Circle, , The Hills at Santa Clara Lot #: 220, Permit: 17-138	*Remodel -* Rough Gas - re,	edit	delete	Inspector 2
AM	Bradi Eardley 3579 Test Street, , Sample Subdivision Lot #: 502, Permit: 18-177	*New Home -* Temp Power,	edit	delete	Inspector 1
AM	Bradi Eardley 1234 Owner Address, , Subdivision Here Permit: 18-198	*New Home -* Permanent Power,	edit	delete	Inspector 1
PM	Rock Solid 1660 Desert Heights Drive, , Snow Canyon Es… Lot #: 37, Permit: 18-195	*New Home -* Lath,	edit	delete	start ❯

Send Reminder

Tomorrow - Friday, April 20, 2018

AM	Bradi Eardley 3567 Test Street, , Subdivision Here Permit: 18-194	*New Home -* Rough Mechanical,	edit	delete	Inspector 1
AM	Bradi Eardley 1234 Owner Address, , Subdivision Here Permit: 18-198	*New Home -* Rough Plumbing,	edit	delete	start ❯

Permit Software Implementation Schedule

- Week of April 16, 2018 - contract signed
- April 25, 2018 - staff kick-off meeting
- May/June - data transfer, software customizing and staff training
- July 2, 2018 - stakeholder training period begins
- August 6, 2018 - tentative go live date

Customer Service Goals & Measurements

- Industry standard measurements
  - Staff attitude, knowledge, and timeliness
  - Quality and helpfulness of website materials
  - Availability of development assistance resources (staff or educational materials)
  - Ability to do business electronically

Questions?