PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
April 13, 2017

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building, City Council Chambers, 445 Marsac Avenue, Park City, Utah for the purposes and at the times as described below on Thursday, April 13, 2017.

CLOSED SESSION

3:45 p.m. To Discuss Property, Security and Litigation

WORK SESSION

5:00 p.m. Council Questions and Comments

5:15 p.m. – Monthly Construction Projects Update - Summer 2017 PAGE 4

5:30 p.m. – Council Top Priorities Discussion on Citizen Involvement PAGE 11

REGULAR MEETING

6:00 p.m.

I. ROLL CALL

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Staff Communications Reports:

- March 28, 2017 Apres with Council Summary PAGE 21
- 2017 Sandbag Incident Action Plan PAGE 30
- Aerie Drive and Deer Valley Drive Crosswalk Appeal PAGE 32
- 638 Park Avenue Construction Update PAGE 50

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

IV. CONSIDERATION OF MINUTES

Consideration to Approve the City Council Meeting Minutes from March 13 and 16, 2017 PAGE 53

V. CONSENT AGENDA

1. Request to Authorize the City Manager to Execute a Professional Service Agreement with Stanley Consultants, Inc. for Consultant Services Related to the Storm Water Master Plan Study in a Form Approved by the City Attorney and for an Amount of $41,762 PAGE 75

2. Request to Grant a Public Utility Easement to Questar Gas Company, in a Form Approved by the City Attorney, for the Purpose of Constructing and Accessing a Proposed High Pressure Gas Line Located on the Northeast Corner of Park City Parcel PCRC-1-AM-X, Located at 600 Gillmor Way PAGE 83

3. Request to Authorize the City Manager to Enter into a Two Year Sponsorship Agreement with the United States Ski and Snowboard Association (USSA), in a Form Approved by the City Attorney PAGE 91

4. Request to Authorize the City Manager to Execute a Construction Agreement, in a Form Approved by the City Attorney, with Daley Excavators L.L.C. for the 2017 Water Service Line Improvement Project for an Amount Not to Exceed $62,600 PAGE 101

5. Request to Approve BOARD Budgeting Software with Neubrain, in a Form Approved by the City Attorney for an Amount of $83,600 PAGE 105

6. Request to Approve the Kimball Junction Transit Center Electric Bus Charging Station Change Order #15 in an Amount Not to Exceed $194,754.00 to Complete Construction of the Overhead Charging Station at the Kimball Junction Transit Center PAGE 111

VI. OLD BUSINESS

1. Consideration to Approve Ordinance No. 2017-16, an Ordinance Amending Title 11-Building and Building Regulations, Chapter 12, Section 15, Fee Adjustments, and Title 11 Chapter 13, Section 4, Waiver PAGE 118

(A) Public Hearing (B) Action

2. Consideration to Approve Ordinance No. 2017-09, an Ordinance Amending the Land Management Code of Park City, Utah, Amending Historic Recreation Commercial (HRC) District, Section 15-2.5; Amending Historic Commercial Business (HCB) District, Section 15-2.6; and Amending Defined Terms, Section 15-15 to limit storefront property façade widths PAGE 127

(A) Public Hearing (B) Action

VII. NEW BUSINESS

1. Consideration to Approve Ordinance No. 2017-17, an Ordinance Approving the 1003 Woodside Avenue Plat Amendment Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney PAGE 157

(A) Public Hearing (B) Action

VIII. ADJOURNMENT

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

PARK CITY 1884

DATE: April 13, 2017

TO HONORABLE MAYOR AND COUNCIL

Beginning mid-April and recurring monthly through November, the Community Engagement Liaison will provide a “Backhoe Report” outlining Spring/Summer/Fall 2017 construction updates. This report will include both public and significant private projects that will be visible or will impact community members or business owners. For subsequent months, the report will be presented to City Council on the first meeting of each month as a Staff Communication Report. In April, since this is the first Backhoe Report of the season, the communication is presented as a work session item. This staff report includes the full Backhoe Report for April.

Respectfully:

Lynn Peek, Community Engagement Liaison

City Council
Staff Report

Subject: Monthly "Backhoe Report" for Spring/Summer/Fall - 2017
Author: Lynn Ware Peek, Community Engagement Liaison
Department: Sustainability
Date: April 13, 2017
Type of Item: Informational

Summary Recommendation

Staff recommends that Council discuss this community outreach report that highlights monthly updates through construction season (April through November) and provide feedback for staff as to the detail, layout, and inclusion of various departments.

Executive Summary

Beginning mid-April and recurring monthly through November, the Community Engagement Liaison will provide a "Backhoe Report" outlining Spring/Summer/Fall 2017 construction updates. This report will include both public and significant private projects that will be visible or will impact community members or business owners. For subsequent months, the report will be presented to City Council on the first meeting of each month as a Staff Communication Report. In April, since this is the first Backhoe Report of the season, the communication is presented as a work session item. This staff report includes the full Backhoe Report for April.

- The monthly "Backhoe Report," will give high-level updates on public and private construction projects or other projects inside City limits that will be visible to or will impact the public in some way.
- Updates will come from a variety of City departments that include but are not limited to Sustainability, Building, Engineering, Transportation Planning, and Public Utilities, as well as external agencies such as UDOT, Rocky Mountain Power, Questar, and Comcast.
- The report will be brought before City Council on the second meeting of each month and, once approved, will be disseminated through local media, social media, the HPCA, and other pertinent channels such as the Prospector HOA, Park City Area Restaurant association, and the Park City Area Lodging Association.
- The purpose is to inform and give short, digestible updates so businesses and residents will be made aware and can do further inquiry if desired.

The Opportunity

- This Backhoe Report will provide the community with a comprehensive overview of projects as one of the channels of the City's community engagement efforts.
- This Backhoe Report will meet several goals of the community engagement team: early and ongoing community involvement, transparency, and inclusiveness.

- The community engagement team feels that this sort of communication is vital even if some of the projects change timeline. We feel it's better to over communicate than under communicate.
- The Backhoe Report will address the issue of residents and business owners being surprised, caught off guard or otherwise uninformed by projects that may have an impact on daily operations or lifestyle.

Background
This Report was published in recent construction seasons and came into existence when significant projects needed to be communicated in an organized fashion.

Department Review
All departments listed in the following report contributed updates and Community Engagement edited those updates for the report.

BACKHOE REPORT for April-May, 2017

Prepared by: **Lynn Ware Peek**
Community Engagement Liaison
lynn.ware-peek@parkcity.org

OLD TOWN

Lowell Avenue (Park City Mtn south to curve to Empire Ave)

- Replace the 50+ year old sanitary sewer line.
- Upgrade the existing water distribution line including the service line connections and water meters to properties.
- Improve drainage in the area.
- Reconstruct the roadway pavement and gutter.
- Stripe and replace signs if needed.
- Anticipated start on April 17th. They plan to start utility work at the Manor / Lowell intersection as the first item of work. Construction is schedule through fall of this year.
- Meeting held on April 6th to inform nearby residents
For further information: Kim Clark kim.clark@parkcity.org.

1450-1560 Park Avenue Housing Project – Affordable/Attainable Housing

- 4 of 8 homes are framed and will be ready for mechanical, electrical, plumbing early April.
- Of the remaining 4 homes, 2 have their footings and foundations poured and will be ready for framing early April.
- The remaining 2 homes will be excavated and footings and foundations poured mid-April.
- There will be two 1-br units (800 SF), five 2-br units (1,120 SF), and one 3-br (1,300 SF). Sale prices selection process will likely be announced in late spring, 2017 and move-in date estimated for August/September of 2017. More information on sale/selection process will be published as the application process and pricing is finalized.

For further information: Dave Gustafson dgustafson@parkcity.org

Woodside Park - Lower Park Avenue affordable housing project

- Project is still in design stage
- Proposed projected construction start September 2017, completion anticipated April 2018

For further information: Jonathan Weidenhamer, jweidenhamer@parkcity.org

Kimball Garage (Private Project)

- Restriped Heber Avenue in anticipation of the crane (crane not yet approved).
- Current effort towards an air space agreement with the City and affected neighboring property owners.
- Contractor required to notify affected owners at least 24 hrs prior to any impactful activity, as determined by the Park City Building and Engineering Department.
- Rented all parking along Heber to be used for the crane and unloading, once approved.
- Anticipated early April for installation of new footings under old Kimball Garage. Shore up roads at Main and Heber in preparation of the new building footings and foundations anticipated in April.
- All scaffolding, covered walkways and construction activity must be removed from the Park Ave, Heber Ave and Main St (both sidewalk and city property) by Nov 21 unless otherwise approved.

For further information: Michelle Downard mdownard@parkcity.org

Main Street Sidewalk Replacement - 4th Street to Treasure Mountain Inn

- West side of Main Street from 4th Street to the bulb-out in front of the Treasure Mountain Inn anticipated start in mid-May.
- Install new granite curb, new water meters, granite pavers within a concrete band, new street lights, new benches, trash cans and removable planters/pots at the bulb-outs.
- The construction will take place in approximately 100' sections. It will take approximately 2 weeks per section for 6 sections.
- Access to business will be maintained during the construction but parking will not be available during this period.
- Sidewalks from Treasure Mountain Inn to Grappa will likely not start construction until 2018.

Main Street Plaza (Brew Pub Parking Lot)

- Project in the design development phase of drawings.
- Awaiting analysis of expanded traffic study on circulation with proposed new road connector between Swede Alley and Main Street.
- Staff working through easements for the subdivision plat.

- Projected start of construction spring of 2018.

Parking Technology Project

- Anticipated rolling closures late May in China Bridge parking structure, one section and entrance at a time.
- Painting, minor electrical and small areas of concrete work will be scheduled. More details and timeline to follow.
- Parking outreach will be the focus of the next several months, with stakeholder employee and business group meetings, a monthly public forum, and presentations to local businesses and groups.

PROSPECTOR AREA

Prospector Ave (Bonanza to Gold Dust lane)

- Enhance and promote alternative multi-modal transportation uses and address roadway infrastructure.
- Create a safe environment for all modes of travel
- Reduce vehicular speeds by introducing a "complete street" cross section
- Defining more efficient use of existing space by better marking travel lanes and bus pullouts
- Upgrade the street lighting with LED fixtures
- Improve the roadway drainage
- Resurface the asphalt pavement

  To be put on the construction email update list, send an email to prospectorave@utah.gov

WATER PROJECTS

Old Town – 4th Street

- Replacement of water line on 4th Street between Swede Alley and Main Street (between Java Cow and Chimayo). Designs finalized soon then will go to bid.
- Construction to occur June-July with a short construction window.
- This stretch was determined to be in need of replacement due to a recorded history of leaks and repairs.
- The waterline upgrade would also address deficient fire flows in the vicinity of Main Street and Swede Alley.

  For further information contact Nick Graue nick.graue@parkcity.org

Park Meadows – Creekside

- The new filtration building will add filtration to the Park Meadows well as required by the Utah division of drinking water.

- The well is under direct influence of surface water. The added filters will round out the existing process consisting of ultraviolet (UV) light and chlorine for disinfection.
- New building will have a covered patio as an amenity to the nearby park.
- The existing well buildings will be demolished and the area will be landscaped.

Quinn's Junction Water Treatment Facility

- Add additional filtration to remove total organic carbon (TOC) and manganese from the source water (Weber river). During spring run off or heavy rain events, high concentrations of TOC and manganese are found in the water and have in the past either reduced the production capacity or shut the plant down. These new filters will allow full production during these events.
- Add a back wash tank to better clean the existing filters and the new filters.

Energy

- Optimize operations by better using tank storage to pump during off peak times, modifying and replacing pumps with more efficient and variable speed pumps.
- Install a new pipeline that will dramatically increase the efficiency of the connection to Jordanelle Special Service District's system and reduce the pumping required in our system.
- The new connection will bring water in at the top of our system rather than at the existing location near St Regis Hotel.

New meters

- Continue to replace large customer meters that are old and inaccurate. More accurate metering provides feedback and awareness to customers on actual water use so they are more likely to reduce their use.

For further information contact Clint McAfee clint.mcafee@parkcity.org

ROAD PROJECTS

Jeremy Ranch Exit - Interstate 80

- Truck-climbing lanes to be constructed on eastbound lanes only. Start date early May.

SR 248 from US40 to SR32

- Repaving. Start date early May.

Bonanza Drive to US40

- Questar performing sub-surface utility work.

Further information contact Alfred Knotts: alfred.knotts@parkcity.org

DATE: April 13, 2017

TO HONORABLE MAYOR AND COUNCIL

During Council's annual retreat in February, council members identified citizen involvement as a Top Priority. Staff strives to create innovative programs to support Council's goal of fostering an "engaged and effective government and citizenry Staff is asking for council discussion on citizen involvement outcomes it seeks to achieve in the coming year, feedback on strategy recommended by staff, and consensus on direction to meet Council's goals.

Respectfully:

Michelle Kellogg, City Recorder

City Council
Staff Report

Subject:	**Council Top Priorities Discussion on Citizen Involvement**
Authors:	**Linda Jager, Community Engagement Manager** **Lynn Ware-Peek, Community Engagement Liaison** **Elizabeth Quinn-Fregulia, Community Engagement Associate**
Department:	**Community Engagement**
Date:	**March 30, 2017**
Type of Item:	**Work Session- administrative**

Summary Recommendation

Staff recommends that Council confirm its goals for the Top Priority of Citizen Involvement, consider staff recommendations, and provide feedback for staff to define and implement effective engagement initiatives.

Staff also recommends that Council discuss a revised title for this Top Priority in order to align with the City's department name, changing the Top Priority from Citizen Involvement to Citizen Engagement.

Executive Summary

During Council's annual retreat in February, Council members reaffirmed citizen involvement as a Top Priority. Staff strives to create innovative programs to support Council's goal of fostering an "engaged and effective government and citizenry." Staff is asking for Council discussion on citizen involvement outcomes it seeks to achieve in the coming year, feedback on strategy recommended by staff, and consensus on direction to meet Council's goals.

Acronyms

IAP2	International Association of Public Participation
PCMC	Park City Municipal Corporation

The Opportunity

Serving as an internal resource to elected officials and staff, the Community Engagement Team seeks to inspire and support transparent, concise and consistent dialogue between Park City Municipal Corporation and the community we serve, while also increasing citizen participation and involvement with our local government.

Community Engagement Goals:

- ***Early and ongoing community involvement:*** Involve stakeholders early in decision-making processes to help identify issues and set priorities before any conclusions are made.
- ***Transparency and accountability:*** Take the responsibility of proactively reaching our audience and providing useful and timely information.

- ***Inclusiveness:*** Maintain a commitment to seek out the venues and avenues of communication that members of our community engage in.
- ***Enable participation:*** Provide a variety of methods (in-person, online, mail, phone, as appropriate) through which community members can participate in and become educated about a project.
- ***Innovation and measurement:*** Use new approaches and emerging technologies and borrow from other organizations to continuously discover what resonates with our stakeholders.
- ***Perspective:*** To ensure a successful community engagement program, our team will incorporate positivity, empathy, a sense of humor and a balanced perspective to our work and our interaction with the public.
- ***Listening:*** Asking questions of our community members will be met with active listening to understanding their issues and concerns.
- ***Simplicity and clarity:*** Use plain language to ensure that our message resonates with as many people as possible across all of our audience segments.

Background

After a reorganization of the Public Affairs Department, PCMC's Community Engagement Department launched in August 2016. While several of the City's previous community engagement efforts were effective, staff sees an opportunity to expand and diversify our strategy. We cannot rely on only a handful of channels to reach our stakeholders. Community engagement tools must be diverse and consistent to ensure we are successfully communicating with our stakeholders.

Community engagement is both a *process* and an *outcome.* It is the *process* of developing ongoing relationships with our stakeholders, and involving them in problem solving and decision making activities that impact our City. The desired *outcomes* are transparency, accountability, and increased awareness of and participation in local issues. These outcomes are all essential elements for creating and sustaining a complete community.

Staff is active members and has received training in the public participation principles of the International Association for Public Participation (IAP2). The IAP2 Public Participation Spectrum provides staff with a resource to evaluate and design effective public outreach programs.

IAP2'S PUBLIC PARTICIPATION SPECTRUM

iap2 international association for public participation

The IAP2 Federation has developed the Spectrum to help groups define the public's role in any public participation process. The IAP2 Spectrum is quickly becoming an international standard.

INCREASING IMPACT ON THE DECISION →

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will seek your feedback on drafts and proposals.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will work together with you to formulate solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

Focusing on making an immediate impact on the City's community outreach efforts, the Community Engagement Department has made significant progress in the following areas:

- **Council Community Outreach Series** – In October 2016, staff launched a series of informal monthly meet-ups connecting stakeholders with Council members to chat informally about Park City initiatives and issues. To date we have hosted five events, with an average of 30 attendees per event. Public feedback has been extremely positive, specifically citing the opportunity for public to engage with Council in a less formal setting which supports more open and extended dialogue.

- **"Taking it to the Streets" Initiative** - In 2014, efforts were taken to increase community collaboration with citizens and businesses over proposed city projects. The "Taking it to the Streets" initiative was used to engage and inform citizens and businesses on Main Street Enhancements, the Lower Park Avenue Redevelopment Project, and through "What's Next Park City" community presentations. As a result of this effort, Park City received high marks in the area of community engagement from citizens in the 2015 National Citizen Survey, and was honored with the "Voice of the People" award in the field of Excellence in Community Engagement. The Community Engagement Team continues this effort with twice weekly visits with Main Street merchants, collaboration with other City departments on Main Street outreach campaigns, and active participation with the Historic Main Street Business Alliance.

- **Park City Municipal Video Spotlight Series** - In our continuing efforts to engage with the community, staff is working with Eclectic Brew Productions to produce short and entertaining videos highlighting the City's work on Council's critical priorities. These videos showcase the people, projects and programs involved in this effort and serve to inform and update the community. Videos are promoted and shared via social media and the City's newsletter, and are available on the City's YouTube Channel. Staff is currently working to secure additional screening opportunities in the community with the Park City Film Series and other organizations.

- **Multi-Project Open House** - Working with a variety of City departments, staff will continue to organize and host biannual open house events that feature a variety of City projects and initiatives. This format benefits the community by consolidating what were once several smaller outreach events to a convenient one-stop-shop approach where residents can view and discuss several projects at one time.

- **Community Engagement Staff as a Centralized Communication Resource** - Staff has worked with all departments to advise and/or implement enhanced community outreach programs. Through these diverse and unified efforts, internal city departments have reported an increase in public participation and program and project awareness. Additionally, the Community Engagement staff is able to share their knowledge and experience with other staff as a centralized resource. Below are a number of campaigns where Community Engagement staff has worked directly with specific departments:

Capital Budget, Debt & Grants – Branding consultation and support for strategic plan graphic and document	**Engineering** – Prospector Ave. road improvements public outreach campaign	**Legal and Capital Budget, Debt & Grants** – Bonanza Flats voter information collateral; Bonanza Flats purchase option press conference	**Public Utilities** - Stormwater Initiative print, digital and public service announcements; Snow removal public outreach campaign; Water emergency social media notification	**Transportation & Transit** - Ride On Park City and Let's Go Summit campaigns, Proterra electric bus preview and press conference, Main Street Trolley launch, Kimball Junction Transit Center grand opening and press conference

Economic Development – Woodside Park/Bonanza Park outreach	**Environmental Sustainability** Georgetown University Energy Prize outreach and promotion;100% Committed press conference	**Parking –** Participation on Parking Management Task Force, development of community outreach plan	**Special Events -** Main Street and community special event impact messaging; event text alert notification system	**Executive –** Media facilitation; talking point preparation; Sundance Base Camp and Cinetransformer event marketing and promotion

- **Update to the 2009 Community Visioning** - Staff is planning to launch an update to the 2009 Community Visioning for 2019. Because a robust community visioning process can take six months or more, staff may begin the 2019 Community Visioning in 2018. Another alternative is to start "Park City 2020" in 2019, as having the community visioning coincide with the decade can be a good marker for a community.

- **Digital Communications** – In an effort to provide timely and interactive communications, the department has deployed a diverse mix of digital communication platforms to proactively inform and engage our stakeholders.
  - *PCMC Monthly E-Newsletter* – Several enhancements have been made to the City's monthly e-newsletter including a new mobile-friendly layout, expanded coverage including a monthly Letter from the Mayor, and a monthly video feature. Distribution to internal staff was added to increase awareness of city-wide news and staff engagement. Monthly distribution is 1,900, with an open rate of 39%.
  - *City Council Summary* – For those unable to attend City Council meetings, the department created a concise, digital recap that is distributed the Monday following the previous week's Council Meeting. The digital publication includes a high level recap of the City Council meeting, including Council action, links to staff presentations, and a preview of the upcoming Council agenda. The City Council Summary is distributed digitally to 1544 subscribers and 336 City staff.
  - *Text Alerts* – Utilizing the current Everbridge emergency alert system, staff worked with the Emergency Manager to create event specific text alerts to residents and event attendees to provide traffic, transit, parking and weather impact information. This effort was piloted during the 2017 Sundance Film Festival for Festival attendees, and for the Women's March participants. The service was well received with a total of 1,300 subscribers, and has been cited as a valuable tool in mitigating traffic impacts and increasing utilization of the pilot park-and-ride program.
  - *Social Media* – Staff has introduced a strategic editorial plan to maximize the effectiveness of our existing social media platforms, which include Facebook, Twitter, Instagram and YouTube. Content is developed consistent with City messaging strategy and shared on the appropriate platform to increase

audience engagement. Collectively, the department has seen a 23% increase in platform followers.

- **Media Relations** – Staff has established strong and positive working relationships with KPCW, Park City Television, the Park Record, and all major Salt Lake media outlets. We are also working with local media partners to host community events such as an upcoming Running for Office Forum with the Park Record.

- **Direct Citizen and Business Engagement:** Approximately three years ago staff realized that that the number of construction projects on Main Street, both private-sector and public-sector, had increased to the point that the merchants and employees of Main Street needed accurate and timely information about all of these projects. In an unusual step, the City took ownership for communicating to residents and businesses about all of these construction projects. Since that time the Community Engagement Liaison has had a significant role in direct outreach.

  In addition to this, it is important to recognize the role of our elected officials and staff in direct community engagement. From one-on-one conversation at the grocery store, MARC, concerts or on the trail, these are important avenues for direct and personal communication.

Planned next steps

To augment and expand upon our community engagement strategy, staff is looking to implement the following programs. Council may choose to add to or modify the list below.

- **Expand the Council Community Outreach Series** to include informal outreach gatherings with non-profit groups, multi-cultural organizations, neighborhoods/HOAs, youth, educators, and other groups of interest to Council. Staff recommends Council include neighborhood backyard events where citizens can invite Council members to meet and talk with neighbors at their homes, in a Q&A format that is similar to coffee with Council. These can be pot-luck events or the City can provide ice cream sandwiches or similar items. In addition, the community engagement team will actively seek out community events and programs for Council participation.

- **Enhance partnerships with community public relations partners** – Deer Valley Resort, Park City Chamber of Commerce, Park City Community Foundation, Park City Medical Center, Park City Mountain, Park City School District, Summit County and the Sundance Institute – by forming an informal work group where we can share best practices and collaborate on community outreach projects.

- Utilize innovative communication methods in order to adapt to and effectively reach our diverse audience. This strategy can include implementing a robust **online community engagement platform**, similar to [Aspen Community Voice], which gives residents an easily accessible and convenient opportunity to share input on a variety of city projects and initiatives. Online community engagement can also be used to augment the City's existing public comment opportunities.

- Establish an internal **PCMC Communications Workgroup** comprised of one representative from each city department. The group will be facilitated by the community engagement team and will function as a communications resource for the entire organization. The group will focus on cross-training, developing and implementing best practices in social media, collateral development, community outreach campaigns, and more – all with a unified and coordinated approach to our internal/external communications and community outreach.

- Create and distribute a **Community Engagement Toolkit** to include turn-key community engagement resources such as PCMC branding guidelines, a digital asset library, templates for community outreach events, and more. The community engagement team will also offer training and support other department's use of these resources to achieve their community engagement goals.

- Continue to explore and **pilot innovative social media applications** such as Facebook Live and Instagram Stories to connect with our stakeholders and share City events and initiatives.

To better align with the City's department structure and titles, staff recommends Council consider revising the title of this Top Priority from Community Involvement to Community Engagement.

Department Review

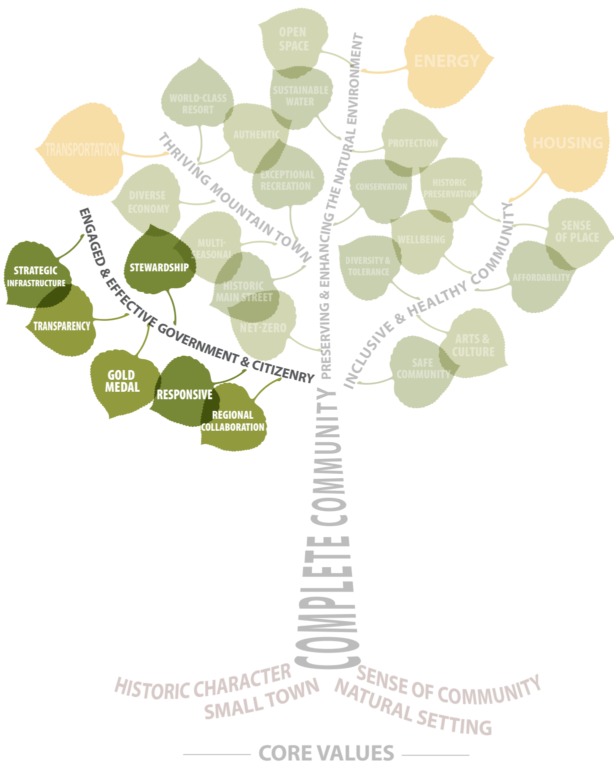
The following Departments have reviewed this Staff Report: Capital Budget, Debt & Grants; Sustainability; City Attorney and Executive

COUNCIL TOP PRIORITY: MULTI-CULTURAL CITIZEN INVOLVEMENT

Progress Report: Spring 2017

Our Value Statement:

Create a bridge between the City and our multi-cultural community by connecting resources to inform, educate, and boost participation in activities, events, and public processes throughout the diverse community.



Goals:

- Inclusiveness
- Increased participation
- Reflect community diversity
- Support a complete multi-cultural community
- Embrace myriad communications channels to reach multi-cultural community
- Identify the multi-cultural group and concerns and interests of varied groups.
- Encourage participation in process of local government

Next Steps:

- Informational and safety video series
- Leadership involvement initiatives
- Define measurements of success
- Community meeting series
- Continued involvement of City leadership in multi-cultural involvement
- Media outreach

Accomplishments:

- Established collaborative partnerships: PC UNIDOS, Promise Advocates
- Organized and supported community outreach events
- Established variety of communication channels
- Identified challenges
- Partnered on solutions
- Created internal partnerships to achieve goals of diverse communication

Engagement Campaigns for Departments & Initiatives:

o Lower Park Ave Project with Economic Development Dept

o Issue Communication with Police Dept to Latino Community

Key Performance Indicators	2017
Numbers of multi-cultural community members brought into leadership positions	TBD
Numbers attending local public meeting	TBD
Numbers of multi-cultural community members attending community events and facilities	TBD
Numbers accessing information	TBD

HOUSING | ENERGY

COUNCIL TOP PRIORITY: COMMUNITY ENGAGEMENT

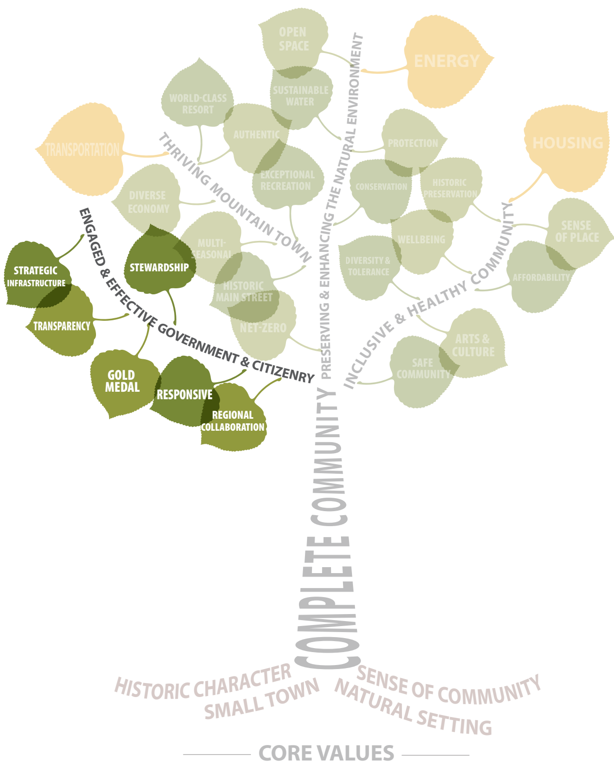
TRANSPORTATION | ARTS & CULTURE | WORLD-CLASS | RESPONSIVE | REGIONAL COLLABORATION

AFFORDABILITY | SUSTAINABLE WATER | NET-ZERO | DIVERSE ECONOMY | GOLD MEDAL

Progress Report: Spring 2017

Our Value Statement:

Transparent, concise, consistent dialogue between PCMC and our community, while increasing involvement.



PARK CITY 1884

Goals:

- Early & Ongoing Community Involvement
- Transparency & Accountability
- Inclusiveness
- Increased Participation
- Innovation & Measurement
- Balanced Perspective
- Active Listening
- Simplicity & Clarity

Next Steps:

- Online Community Engagement Platform
- Communications Working Group
- Community Engagement Toolkit
- Innovative Social Media Applications
- Expand Council Community Outreach Series

Accomplishments:

- Council Community Outreach Series
- Digital Communications
- Monthly eNewsletter
- City Council Summary
- Text Alerts
- Social Media

Engagement Campaigns for Departments & Initiatives:

- o Economic Development
- o Environmental Sustainability
- o Public Utilities
- o Transportation & Transit
- o Legal & Budget
- o Special Events
- o Engineering

Key Performance Indicators	Percent rating positively (e.g., excellent/good, very/somewhat safe) 2011	2013	2015	2015 rating compared to 2013	Comparison to other communities 2015
Opportunities to participate in community matters	84%	84%	85%	Similar	Higher
Welcoming citizen involvement	80%	73%	66%	Similar	Similar
Public Information	83%	82%	78%	Similar	Similar
Attended a local public meeting	44%	37%	44%	Similar	Much higher

HISTORIC PRESERVATION | SENSE OF PLACE | MULTI-SEASONAL | DIVERSITY | OPEN SPACE | SAFE COMMUNITY | CONSERVATION | STEWARDSHIP

DATE: April 13, 2017

TO HONORABLE MAYOR AND COUNCIL

On March 28, 2017, Park City Municipal's Community Engagement Department held Après with Council, the sixth in a series of monthly Council outreach events. Mayor Jack Thomas and Council member Becca Gerber hosted the event, which was held from 4-5:30pm at The Spur. Approximately 50 residents and business owners attended the event for informal conversation about City projects and initiatives. This staff communications report includes a recap of topics and conversation held during the event.

Respectfully:

Linda Jager, Community Engagement Manager

APRES WITH COUNCIL SUMMARY
MARCH 28, 2017

Council members in attendance: Jack Thomas, Becca Gerber
Staff: Mark Harrington, Linda Jager, Lynn Ware Peek, Clint McAffee, Rhoda Stauffer

Community members in attendance:

1. Sam Cutler
2. Hylton Early
3. Joe Somers
4. Carrie Scott
5. Randy Scott
6. Ed Wallace-Godycki
7. Blake Christian
8. Tom Powers
9. Megan Newsome
10. Adam Steiner
11. Mellie Owen
12. David Cushing
13. Neils Vandergard
14. Diego Zegarra
15. Michael Kaplan
16. Sarah Hall
17. Caroline Kaumel
18. Jacques Ferber
19. Todd Anderson
20. Doug Clyde
21. Judi Bell
22. Greg Friedman
23. Myles Rademan
24. Michelle Miller
25. Glenn Wright
26. Shirley Wright
27. Ron Butkovich
28. Margaret Hilliard
29. Rod Rinderknecht
30. Sallie Rinderknecht
31. Tom Oliver
32. Diane Walker
33. Peter Yogman
34. Cheryl Soshnik
35. Cyndi Schwandt
36. Carol Murphy
37. Beth Armstrong

Several additional community members were in attendance, but did not sign in.

13 listed Old Town as neighborhood
5 - Prospector or BOPA
3 - Pinebrook
3 - Deer Valley
3 - Park Meadows/Thaynes
1 - Jordanelle
1 - Oakley

Notes prepared by Lynn Ware Peek, Community Engagement Liaison. Jack Thomas and Becca Gerber referred to by their initials, JT & BG, in following summary.

<u>Q & A</u>

JT: Some of the things we've been working on have to do with a reflection on our past: a day when PC was more of a complete town. The people who worked here, lived here. We started to take a look at this several years ago. To have a healthy town, you have opportunity: to work, to make a living. But also other components of a town: the services of a town. We started doing strategic planning around this complete community idea. Bottom line is to build upon the values of a town. It's getting increasingly hard to stay here, to live and thrive here; that's why our strategy goal setting is around the complete community concept.

Ed Wallace-Godycki: Park City 15-year resident. Not a building or a developer. Thinking of remodeling my home. I've been meeting with Planning Department - not enough information about "how to" with Planning. The basic steps to go through. The process is nebulous and random, and it would be helpful to me to have a pamphlet on the process.

JT: A brilliant suggestion. Pass on to community development director. Questions about where it is, Old Town?

Diane Walker: 22-year resident. 1.4 miles from nearest bus route. Is there a plan for transit to move into areas like Park Meadows?

BG: There are plans for electric bikes; there will be additional plans, a downtowner – for last-mile trips. Bus routes are expanding but in the meantime there will be more opportunities. Park Meadows is coming, but we aren't there quite yet.

Randy Scott: Affordable housing question. Lives next door to the old fire station. When he thinks about goals for City Council, he is astonished about the 800 units in the next 10 years. Even though there will be just be 60 units or so at Woodside Park. Can this really happen in the City or is this in the county?

BG: Those are the numbers a study showed that we need to maintain status quo (% of workforce living in town). Yes, these are in city limits. That's our goal. There's a broad spectrum of housing to be built in town, but we do meet jointly with the county. The numbers are huge, but we will work collaboratively. 15% of our workforce lives in City limits. 70% of homes are second homes. We have been told by community that we should focus on year-round housing, not seasonal housing.

Mellie Owen: How do you intend to police people on affordable housing - whether or not they really work in town, etc? Do you have a task force?

BG: Complicated question. But there are some ways to check into that.

JT: Affordable housing is a long-term endeavor. It's a problem that has been created by decades of free market economy. In hindsight, that was a mistake. It's a fundamental problem, and it's going to take a long time to deal with it.

Adam Steiner: Grew up here. What is the City's ultimate goal with affordable housing? What are the primary obstacles to increasing the number? Is it politically unpopular? Is it economically difficult?

JT: It's about changing our context. The way we do housing will require a full shift. We can get there, long-term solution where people live/work/walk in town.

BG: I also grew up in PC. I watched my peers and all my friends lived here. We used to have the vibrancy of young people. As property prices go up, we lose the ability to live here; we lose people who are excited to participate in the community. Our friends have all moved out to Midway, SLC and they'll become involved there and make those places great communities, and then Park City really loses. PC should be a place where real people live. It's *that* we have to support.

JT: We are living a paradox. No one is disappointed about the real estate values rising, but we become a victim of our own success. It's not popular and doesn't pencil out to build affordable housing. That's why the city is investing in projects and property. We also hold our partners accountable. The resorts, county, etc. It's done by cooperation and objective discussions.

Peter Yougman: How high are we willing to build for affordable housing?

JT: Currently 35 feet. We don't want to miss any more opportunities. I don't think that we will have to increase height allowance.

BG: We don't have to build high if we build smart. Will we use more land for parking? Or housing? It will be hard and complicated but not impossible.

Peter Yougman: Any idea how we control the traffic in from the county? Many days that it's just impossible to get in.

JT: We can't build our way out by laying more asphalt. We know we can't do that. Our issue is having people drive in to work here. Our proximity to SLC makes it available to live in SLC and drive here for work. Traffic becomes a primary issue. It's a multi-modal approach, and we will lay things out like bus rapid transit.

BG: When we talk about traffic: it's locals, tourists, and then commuters. We are all going to have to make different choices. When EPIC pass is blocked, there's less traffic from SLC - there are many "one-offs" that determine traffic congestion and add to it. When school is in, that does as well. Transportation opportunities for locals to make it easy, efficient, feasible to make other choices.

Neils Vandergard: 25-yr resident. Appreciate the work on complete community. I don't see the City fighting against Treasure Hill. I see City council approve music on Kimball. If there's the dichotomy here, there are people who moved here for many reasons that are lifestyle-related, but now we see that City is voting against those things. If you really believe in something, you fight tooth and nail toward it.

JT: Visioning goals: small town, historic character, resort destination, natural environment, how we go in the future is how we decide to support that vision. Balanced effort toward making decisions. We can't drop one thing for another. We live in the state of Utah, and there are many laws that are favorable to development, and we can't ignore those; we can only operate according to our vision within those state laws. Explained that the City Council cannot participate in the process, because the prior City Council took themselves out of the planning process and appeal chain so they could negotiate with the developer.

Dave Cushing: Newcomer. Ratio of unused housing that gets heated during the winter and cooled during the summer? Do you have those statistics?

BG: Those are good points. The City is working on energy-consumption reduction. Discussed the Georgetown energy prize. Second homeowners and HOAs are the hardest to change. She talked about 2022 and 2032, energy goals. We have our work cut out for us. City has been talking with Rocky Mountain Power. If we have a solar plant, we will address second homeowners that way. We recently got a grant and support for six electric busses. We are making inroads toward our goals.

Shirley Wright: We lived on a bus route, and we were attracted to town because you can get anywhere. City buses are empty. It hurts. We are lucky to have it; we have to educate our town about the free bus system.

BG: Working with the PC CAPS program to get high school students to help educate. Our bus was designed as a ski shuttle. I work in town; our bus system doesn't necessarily make work commuting efficient, but we are heading toward making those changes.

JT: Did an informal survey of attendees who walked, who drove, who rode the bus to work. About half walk or rode bus. It may not be perfect, but we are pushing the needle.

Blake Christian: CPA in town. Talked about congestion in town. Suggested to use more technology. Data being gathered to use technology - use an app to log on and see about the commute time, etc. Workforce housing is also important. Summit County planning group is looking at 500 beds out of town; we've been telling resorts for years that they need to put it on their land. They could do affordable workforce housing on their properties, workers near the food service areas and maintenance sheds - with 3500 workers that are temporary workers should go on the resorts for their beds. Why doesn't the City push the resorts?

JT: The resorts have an affordable housing requirement.

Courtney (manager The Spur & 350 Main): 20 plus years working and living here. Free Parking is going away this summer. When our workers get off work, how will the late night workers manage? We can’t lose our workers because they can’t park here!

BG: Employees are an integral part of the parking plan. We do need to create some real solutions for workers. Carpooling is an incentive, other incentives will be offered. Also having employee shuttles. We do have high service standards. We need to make it better and we need to make it effective and efficient for our employees in Old Town.

Tom Bowers: Second homeowner since 1980. As we get more congested, we start to wonder how to incentivize. Gave example of Cincinnati and Portland incentives to use public transport. One of the things they’ve done is incentivize the people to ride the street car.

JT: We love to hear this. We did a survey in the community and we found that only kids have ridden the bus. We are going to have to learn how to walk a bit and try harder as adults.

Michael Kaplan: Can we get chairlifts on the Bonanza Flats area?

JT: Ha ha. I’m not answering that question!

Carol Murphy: Library Field will remain a field and she says it’s a great thing. It may be open for special events. People to object to Silly events weekend after weekend. Want to make sure that doesn’t happen.

Cheryl Soshnik: I walk across the Library Field and it’s so full of poop; why don’t the library field supporters clean it up? Community involvement for preserving it, how about community involvement to clean up the poop. It smells!

Carol Fontana: What is the status of the Brew Pub plaza?

BG: We are getting an update on the plaza this week. It is on agenda.

JT: We’ve been talking about it since April of 2015. 15 public meetings on the topic. We are continuing to talk about it.

Ron Butkovitch: As we talk about adding people to Old Town, what are we doing to Treasure Hill? Why don't we continue negotiations by previous administration, the current City Council is not seeing the Treasure project?

NOTE: Mayor Thomas addressed this question earlier in the meeting - Explained that the City Council cannot participate in the process, because the prior City Council took themselves out of the planning process and appeal chain so they could negotiate with the developer.

Meagan Newsome: Do you have anything on your agenda for a Science March on April 22?

BG: It's on the City Council agenda this week. It's definitely happening.

(Name not available): Do you think we will lose visitors because of the recent legislation on more stringent liquor laws?

JT: I would remind you that there are many countries that have zero tolerance. If you compare us to other states, I don't know. Not the best marketing component - but people shouldn't drink and drive.

BG: It's part of our culture to have crappy liquor laws. We will continue to prove that people will still come here. We will adapt and use more public transport and Uber and things like that. It's all about finding the balance. Take the bus.

Greg Epstein: The Yard parcel. Homestake Road will be affected. Is it on the radar to improve that curve?

BG: Homestake Road says they need improved walkability on that street. We understand it's a dangerous road.

(Name not available): Update on Bonanza Flat?

JT: Deer Valley and PCMR just jumped in. Wasatch County supports. SLC water gave 1.5 million. The community has stepped up in a big way. We are within $2.5 million to reach the number.

Carol Murphy: Are there capital projects that could be held up for a few years to put that money toward?

Randy Scott: Can we find out the Sundance debrief in some published fashion?

JT: We have found that many things that are good come out of Sundance and make us who we are. (The Sundance debrief 3/16 Council presentation can be found here.)

BG: We have heard loud and clear from locals about traffic. Philosophical discussion about the role of activation on Main Street. How is Sundance a community member, how do we work with them and how do we balance that with the community desires?

Bill Humbert: Kearns and Homestake: a long way between crosswalks. I've seen people try to cross the roads and it's very dangerous. Can there be a crosswalk midway across that distance?

JT: We will add that to our list.

(Name not available): I am remodeling my house and I find it so hard to find out how to navigate the process. Couldn't you have some easy pamphlet or sheet telling you how to?

JT: Good suggestion.

PARK CITY 1884

DATE: April 13, 2017

TO HONORABLE MAYOR AND COUNCIL

Staff is notifying Council and the community that sandbags are available at Public Works for use by the public in the event of localized flooding.

Respectfully:

Christine Morgan, Storm Water Coordinator

City Council
Staff Communication Report

Subject:	**2017 Sandbag Incident Action Plan**
Author:	**Chris Morgan, Stormwater Coordinator**
Department:	**Public Utilities**
Date:	**April 13, 2017**
Type of Item:	**Informational**

Purpose

Staff is notifying Council and the community that sandbags are available at Public Works for use by the public in the event of localized flooding.

Spring Runoff Preparations and Sandbags

Who: Park City residents and business.
What: Snow Removal Crews have used the recent break in weather to begin filling sandbags and have made them available to Park City residents for pick up with a limit of 25 prefilled bags (per address) with the option to fill additional bags themselves, free of charge, if needed.
When: Starting immediately and continuing through spring runoff.
Where: Public Works, 1053 Iron Horse Drive, 615-5320. Please check in at the front desk. A log will be kept to track quantity of bags given to addresses and to assist the Stormwater team in investigating areas of possible flood and to attempt to resolve the issue(s).
Why: To prepare for spring runoff issues that may occur due to the higher than average snowpack.

More Information: With snowpack at 157% of year to date average, staff wanted to take this opportunity to share with Council and the community information on the availability of sandbags for use by the community. With recent warm/cold cycling runoff has the potential to increase quickly. The higher than normal snow pack doesn't necessarily mean flooding is imminent. Sandbags are available at Public Works to help respond to what could be a high water runoff year.

With the introduction of stormwater utility and associated fee, staff has reviewed and updated the Sandbag Incident Action Plan. In the past residents requesting over 25 bags have been charged $0.75 per bag. With the creation of the Storm Water utility this charge has been eliminated. Staff will evaluate the impact of that change this year.

Actions: The Sandbag Incident Action Plan has been placed on the Stormwater Divisions web page. We will approach the Park Record to see if they are interested in writing an article that would let the community know that staff is taking a proactive approach to spring runoff.

DATE: April 13, 2017

TO HONORABLE MAYOR AND COUNCIL

The purpose of this report is to inform Council that residents of the Aerie Subdivision have appealed staff's decision in regards to the requested crosswalk at the intersection of Aerie Drive and Deer Valley Drive. Staff acknowledges the appeal and proposes to obtain more accurate pedestrian counts throughout the summer.

Respectfully:

Corey Legge, Engineer Tech

City Council
Staff Communication Report

Subject: Aerie Drive and Deer Valley Drive Crosswalk Appeal
Author: Corey Legge
Department: Engineering
Date: April 13, 2017
Type of Item: Informational (NTMP)

Summary Recommendations

The purpose of this report is to inform Council that residents of the Aerie Subdivision have appealed staff's decision to deny the requested crosswalk at the intersection of Aerie Drive and Deer Valley Drive. Staff acknowledges the appeal and proposes to obtain more accurate pedestrian and cyclist counts throughout the summer and will schedule the appeal to City Council during September.

Executive Summary

Through the NTMP program, residents of the Aerie Subdivision requested a crosswalk at the intersection of Aerie Drive and Deer Valley Drive. The crosswalk would cross Deer Valley Drive. Staff hired a traffic consultant, Parametrix, to study and analyze the issue. Parametrix prepared an analysis outlining four alternatives. Staff supported alternative four; reject any crossing at the intersection of Aerie Drive and Deer Valley Drive. Staff presented the recommendation to City Council and offered to explore viable pedestrian and bicycle options from the Aerie Subdivision to the Main Street area, which represent safe and efficient standards.

Residents had the ability to appeal staff's recommendation within 30 days of the Council's review of staff's recommendation. An appeal has been submitted stating residents remain unsatisfied with the decision to deny a crossing of Deer Valley Drive at the bottom of Aerie Drive.

Acronyms

FHWA- Federal Highway Administration
MUTCD- Manual of Uniform Traffic Control Devices
NTMP- Neighborhood Traffic Management Program
PCMC-Park City Municipal Corporation

Background

- On January 16th, 2016, a request was issued by residents of the Aerie Subdivision to install a crosswalk for the upcoming 2016 Sundance and evaluate permanent solutions. This request initiated the NTMP Phase 1 evaluation.
- On January 20th, 2016, the NTMP denied the request to install an at-grade crosswalk due to the high volume of vehicles on Deer Valley Drive which has a posted speed limit of 40 mph.

- During April 2016, the NTMP received five petition letters from residents requesting to enter the Phase 2 analysis.
- May 10th, 2016, a Professional Services Agreement was established with Parametrix Inc. to conduct an analysis of crossing options.
- June 29th, 2016, Parametrix and PCMC held a neighborhood evaluation meeting. Approximately eight residents attended along with three Parametrix staff and two PCMC staff. Staff's objective of this meeting was to acquire a clearer understanding of the issue and gather information to further evaluate the request.
- September 29th, 2016, Parametrix delivered the Aerie Drive/Deer Valley Drive Pedestrian Crossing Analysis.
- February 16, 2017, Staff recommended to City Council to reject crossing options at the Aerie Drive/Deer Valley Drive intersection. Staff suggested examining seasonal or special event transit service for Aerie Drive and a new recreational trail. Link to Approved Minutes from City Council
- March 2, 2017, a second neighborhood evaluation was held with PCMC staff.
- March 7, 2017, Aerie residents submit a letter to appeal staff's recommendation to City Council.

Alternatives

The crossing analysis evaluated three (3) crossing alternatives; an at-grade crossing, a pedestrian overpass, and a pedestrian underpass. Furthermore, Parametrix included an alternative four (4) which considers other solutions. The cost associated with each crossing alternative was obtained from the 2007 Park City Walkable/Bikeable Neighborhood Study.

- Alternative 1- Provide a HAWK signal and at-grade pedestrian crosswalk.
  - Pros- Low cost compared to the grade-separated alternatives.
  - Cons- Potential for vehicle-pedestrian conflict and interruption of traffic flow. The MUTCD recommends this alternative for roads with speeds over 35 mph, traffic volumes above 1300 vehicles per hour, and a pedestrian count of at least 20 pedestrians per hour.
- Alternative 2- Provide a grade-separated pedestrian overpass.
  - Pros- Removes the risk of conflict between pedestrians and vehicles.
  - Cons- More costly alternative at an estimated cost of $2.4 million. Presents several physical challenges for design and constructability. The steep slope on the west side of Deer Valley Drive compounded with property and facility constraints, limit the space to tie into existing sidewalks, and/or the Poison Creek Trail.
- Alternative 3- Provide a grade-separated pedestrian underpass.
  - Pros- Removes the risk of conflict between pedestrians and vehicles. Better fit with Park City's aesthetics than an overpass or HAWK signal.
  - Cons- Most costly alternative at an estimated cost of $3.4 million. Presents several physical challenges for design and constructability. A large amount of excavation would be necessary for the pedestrian underpass to travel beneath the roadway and

emerge at the level of Silver Creek. An additional engineering study would need to be completed.

- Alternative 4- Reject crossing options at the Aerie Drive/Deer Valley Drive intersection. Consider other courses of action to address concerns about the Aerie Drive neighborhood connectivity to Main Street.

Analysis
To improve Aerie Drive resident's access to Main Street during special events, staff will examine public transit routes and pick up locations along Aerie Drive and Mellow Mountain Road. Furthermore, staff will explore routes for a new trail to connect Aerie Drive to Deer Valley Drive southeast of the roundabout. This may provide more direct access to Main Street and the transit center.

The intent of the Parametrix Pedestrian Crossing Analysis was to serve as a qualitative study. Staff recognizes the pedestrian counts obtained may not be representative of actual pedestrian volumes that cross Deer Valley Drive. Staff will be gathering pedestrian and cyclist crossing data throughout the summer. The data would include expected peak crossing times during events; such as Park Silly Sunday, Fourth of July, and Arts Fest.

During the second neighborhood evaluation meeting, staff informed residents that the appeal will not be brought to Council until September so staff could collect better pedestrian and cyclist data through the summer. This timeframe was acceptable to the residents. Council should expect to see this appeal come back in September after the data has been collected and analyzed.

Next Steps in the NTMP Process

1. Citizens are not satisfied with staff's recommendation and have submitted an appeal.
2. Council's options at the appeal are;
   - **i.** Deny the appeal,
   - **ii.** Accept the appeal and direct staff to select one of the other three crossing alternatives, or
   - **iii.** Have the issue further evaluated by initiating phase 3 of the NTMP. Phase 3 may also be initiated if twenty-five percent (25%) of the residents within the neighborhood request in writing to initiate phase 3.

Department Review
This report has been reviewed by City Manager, Legal, Police, Public Works, and Community Development. All concerns raised by these departments have been incorporated herein.

Funding Sources
NTMP Budget can fund a Professional Services Agreement or equipment rental to obtain crossing data.

Attachments
Aerie Drive Deer Valley Drive Pedestrian Crossing Analysis by Parametrix
Aerie Resident's Appeal to City Council

Parametrix
ENGINEERING . PLANNING . ENVIRONMENTAL SCIENCES

7719 SOUTH MAIN STREET | MIDVALE, UT 84047 | P 801.307.3400

MEMORANDUM

DATE:	September 16, 2016
TO:	Matt Cassel PE, Park City Municipal Corporation Corey Legge, Park City Municipal Corporation
FROM:	Charles Allen PE, PTOE, Parametrix Tim Peterson, Parametrix Andrea Olson, AICP Parametrix
SUBJECT:	Aerie Dr Deer Valley Dr Pedestrian Crossing Analysis
CC:	
PROJECT NUMBER:	344-7395-003
PROJECT NAME:	Aerie Dr Deer Valley Dr Pedestrian Crossing Analysis

INTRODUCTION

Park City Municipal Corporation (PCMC) requested Parametrix to conduct an analysis of pedestrian crossing needs and alternative treatments at the intersection of Aerie Drive and Deer Valley Drive. Residents from Aerie Drive have expressed concerns to PCMC about the desire and ability to safely cross Deer Valley Drive on foot. The purpose of this document is to summarize existing conditions, evaluate crossing options and provide a recommendation to PCMC for moving forward.

AREA DESCRIPTION

The Aerie Neighborhood is located on the western slopes of Masonic Hill overlooking downtown Park City. The neighborhood consists of 70-80 homes most of which front Aerie Drive as it meanders up the steep hillside. The remainder of the homes in the neighborhood are located on short, dead-end streets that spur from Aerie Drive towards the top of Masonic Hill. There are two access points to the Aerie Drive neighborhood. The most direct access can be made at the Aerie Drive/Deer Valley Drive intersection. Secondary access is available via Mellow Mountain Road which connects to Deer Valley Drive approximately ½ mile east of the Deer Valley Drive roundabout. Figure 1 illustrates the Aerie Drive and the surrounding area.

The Aerie Drive/Deer Valley Drive intersection is a three-leg "T" intersection with stop control on the Aerie Drive approach. Deer Valley Drive features a left-turn lane into Aerie Drive but no right-turn lane. The lack of shoulders as well as the steep embankment and retaining walls on the east side of Deer Valley Drive limit sight distance for the intersection when approaching on Deer Valley Drive from the south.

Aerie Drive is a steep, winding road starting at Deer Valley Drive and ending at the top of Masonic Hill – a distance of about 1.2 miles. The roadway features two travel lanes within 24 ft. of pavement with rolling curb and gutter but no sidewalks. The roadway has several tight switchbacks going up Masonic Hill which, when combined with the steep grade, can make for a challenging drive during winter conditions.

Figure 1: Study Area

Deer Valley Drive is a five-lane arterial with two travel lanes in each direction and a continuous center turn lane. Like Aerie Drive, the roadway features curb and gutter but no paved shoulders or sidewalks. Deer Valley Drive is also part of State Route 224 (SR-224) and serves as the primary link between downtown Park City, Deer Valley Resort, and major highways leading to and from the region. Between the Deer Valley Drive roundabout and Bonanza Drive intersection the speed limit on the roadway is 40 mph and there are only a limited number of driveways and intersecting streets, one of which is Aerie Drive. According to data from the Utah Department of Transportation (UDOT) the average daily volume in 2014 was approximately 13,000 vehicles per day for this section of Deer Valley Drive.

The Lost Prospector trail is an unpaved, single-track trail that crosses Aerie Drive approximately 800 feet up the hill from the Deer Valley Drive intersection. North of Aerie Drive, the trail rounds Masonic Hill connecting to various other trails before terminating at the Fox Tail trail near the Round Valley area. South of Aerie Drive, the Lost Prospector trail continues another ½ mile where it connects to Mellow Mountain Road. From there, trail users can follow Mellow Mountain Road to access other trails such as the Gambel Oak trail or the April Mountain trail.

NEIGHBORHOOD MEETING

Parametrix and PCMC hosted a neighborhood meeting on June 29, 2016 for residents of Aerie Drive. The meeting was held at the PCMC City Council Chambers where residents were invited to share concerns and provide input regarding crossing needs at Deer Valley Drive. Approximately eight residents attended along with three Parametrix staff and two PCMC staff.

Residents were invited to place stickers on a map of where they lived, where they crossed Deer Valley Drive and to which destinations they walked. Residents were also asked to mark how frequently they walk across Deer Valley Drive and what time of day they cross Deer Valley Drive. The results of this input were as follows.

1. All residents that attended the meeting live on Aerie Drive.
2. All residents at the meeting indicated they cross Deer Valley Drive near the intersection of Aerie Drive except for one who crosses near Sunnyside Drive via Mellow Mountain Road.
3. Destinations that residents cross Deer Valley Drive to reach include: City Hall, Poison Creek Trail, Upper and Lower Main Street, Park City Mountain Resort, the City Park and the Transit Center.

Additional data on walking habits of the responding residents is summarized in Table 1 and Table 2:

Table 1: How Frequently Do You Walk across Deer Valley Drive?

More than Once Per Day	Once Per Day	2-5 Times Per Week	Once Per Week	1-3 Times Per Month	Less than Once Per Month
0	0	3	0	2	0

Table 2: What Time of Day Do You Walk across Deer Valley Drive?

Morning		Midday		Afternoon		Evening	
Before 7 am	7:00 am-9:00 am	9:00 am-11:00 am	11:00 am-1:00 pm	1:00 pm-3:00 pm	3:00 pm – 5:00 pm	5:00 pm – 7:00 pm	After 7:00 pm
1	4	1	0	1	1	3	0

A group discussion took place at the neighborhood meeting where residents gave input and expressed concerns about crossing Deer Valley Drive and the intersection of Aerie Drive and Deer Valley Drive as well as other general topics related to the study area. Some of the concerns and suggestions brought up by the residents include:

- Sight distance concerns for vehicles attempting to right onto Deer Valley Drive from Aerie Drive
- Sight distance concerns for vehicles attempting to turn right or left out of Aerie Drive onto Deer Valley Drive
- Marking the Aerie Drive intersection with "T" intersection warning signs on Deer Valley Drive.
- Installing a traffic signal at Aerie Drive and Deer Valley Drive
- Installing a pedestrian signal (HAWK or flashing red) at Aerie Drive and Deer Valley Drive
- Installing a pedestrian overpass or underpass at Aerie Drive and Deer Valley Drive
- Acceleration and/or deceleration lanes on Deer Valley Drive at Aerie Drive
- Reducing the speed limit on Deer Valley Drive from the roundabout north to Bonanza Drive
- Converting the intersection of Deer Valley Drive and lower Main Street to right-in/right-out (like Heber Avenue)
- Concerns over the nightly rentals at Hearthstone located near the bottom of Aerie Drive and the associated parking on Aerie Drive near the Deer Valley Drive intersection.
- Vehicles parking on-street and off-street at the bottom of Aerie Drive irritating residents and creating fears of parked vehicles sparking wildfires

Additionally, many of the residents said that they don't cross Deer Valley Drive because they feel it's too difficult to cross and too unsafe to cross.

DATA COLLECTION

PCMC conducted a brief evaluation of pedestrian activity at the Aerie Drive/Deer Valley Drive intersection. The intersection was monitored for two and a half hours (2:00 PM – 4:30 PM) on Friday, July 1, 2016. During this time one pedestrian was observed attempting to cross Deer Valley Drive.

The PCMC count appears consistent with descriptions and data from the public meeting. Residents present at the public meeting indicated that they only crossed Deer Valley Drive 2-5 times per week at most. It should be noted that the 2:00 PM-4:30 PM count may have missed the peak crossing time frame since resident feedback indicates the 7-9 am time period and the 5-7 pm time period as the times of day they were most likely to cross Deer Valley Drive. Still, the number of pedestrian crossings reported during the peak times are only slightly more than what is reported during off-peak times.

During the past few years, PCMC has collected bicycle counts on both the Poison Creek Trail which runs along the west side of Deer Valley Drive, and the Lost Prospector Trail which crosses Aerie Drive to the east of Deer Valley Drive. According to these data, the Poison Creek Trail averages about 500 trips per day and the Lost Prospector Trail averages about 100 trips per day.

SAFETY DATA

Parametrix gathered historic crash data for the Aerie Drive/Deer Valley Drive intersection from the UDOT Traffic & Safety Division. Data encompassed crashes extending back to 2010 through as recent as 2015. During this six-year time period, there were 10 recorded crashes in the vicinity of the intersection. Six of the 10 crashes were wild-animal hits. Of the four non-wild-animal crashes, two crashes were single-vehicle crashes in which drivers ran off the road. The other two crashes included a crash where a vehicle slid into Deer Valley Drive from Aerie Drive on snowy pavement and a crash where a northbound vehicle sideswiped another northbound vehicle in the adjacent lane. There were no crashes involving bicyclists or pedestrians and none of the crashes resulted in injuries. In summary, the crash data indicates that intersection-related crashes at the Aerie Drive/Deer Valley Drive intersection are infrequent. Of the crashes that do occur, most are related to wildlife in the roadway and injuries rarely occur.

CROSSING ANALYSIS

Given the neighborhood desire for infrastructure to support pedestrian crossings at Deer Valley Drive, Parametrix evaluated three crossing alternatives:

1. At-grade crossing,
2. Grade-separated overpass, and
3. Grade-separated underpass.

At-grade Crossing Alternative

The simplest method to facilitate pedestrian crossings at Deer Valley Drive is an at-grade crossing – meaning a crossing on the same level as the roadway. Combined with an additional sidewalk between Aerie Drive and 9th Street, the crossing could be a cost-effective alternative compared to the grade-separated options. A 2006 study completed for Park City Municipal Corp. indicated that the cost of installing a sidewalk between Aerie Drive and 9th Street would be $156,000. This figure in combination with the cost of installing a pedestrian signal would be a fraction of the expected cost for a grade-separated pedestrian crossing.

Potential drawbacks of an at-grade crossing on Deer Valley Drive include pedestrian safety and the interruption of traffic flow. Northbound traffic on Deer Valley Drive that is required to stop at a pedestrian signal would have the potential to cause additional congestion at the 9th Street/Main Street intersection and the Deer Valley Drive roundabout upstream from the proposed crossing, especially during peak ski out load. Additionally, there is always the potential for vehicle-pedestrian conflict at an at-grade crossing. From a pedestrian safety perspective an at-grade crossing will always have some inherent safety risks which can be eliminated completely with a grade-separated crossing.

At-Grade Crossing Guidelines and Requirements

There are numerous at-grade crossing treatments and amenities and it is important to find the right treatment for the right location. An improperly designed treatment will result in low driver and pedestrian compliance and create new safety hazards for the surrounding transportation network. For example, a painted crosswalk on a 10-lane interstate will achieve virtually no driver compliance because of the high travel speeds and because drivers do not expect to see pedestrians on a freeway. This situation would create an extreme hazard for both pedestrians and drivers. On the other extreme, installing a traffic signal to control pedestrian crossings on a residential cul-de-sac will achieve no pedestrian compliance because pedestrians feel comfortable crossing a quiet street themselves and do not want to wait for a pedestrian walk signal when there are likely to be no oncoming vehicles.

Finding the right combination of crossing treatments is critical to making a crossing effective. Data documented in National Cooperative Highway Research Program (NCHRP) Report 562 confirms that the safest and most effective crossings often use strategic traffic control devices or design elements to meet the information and control needs of both motorists and pedestrians. NCHRP Report 562 states that when considering a treatment, it is important to consider desirable characteristics such as:

1. Making the street crossing task simple and convenient for pedestrians
2. Making sure crossing pedestrians have excellent visibility
3. Making sure vehicle speeds are slowed or controlled in the area of the pedestrian crossing
4. Making sure vehicle drivers are more aware of the presence of the crosswalk
5. Making sure drivers yield the right-of-way to legally crossing pedestrians

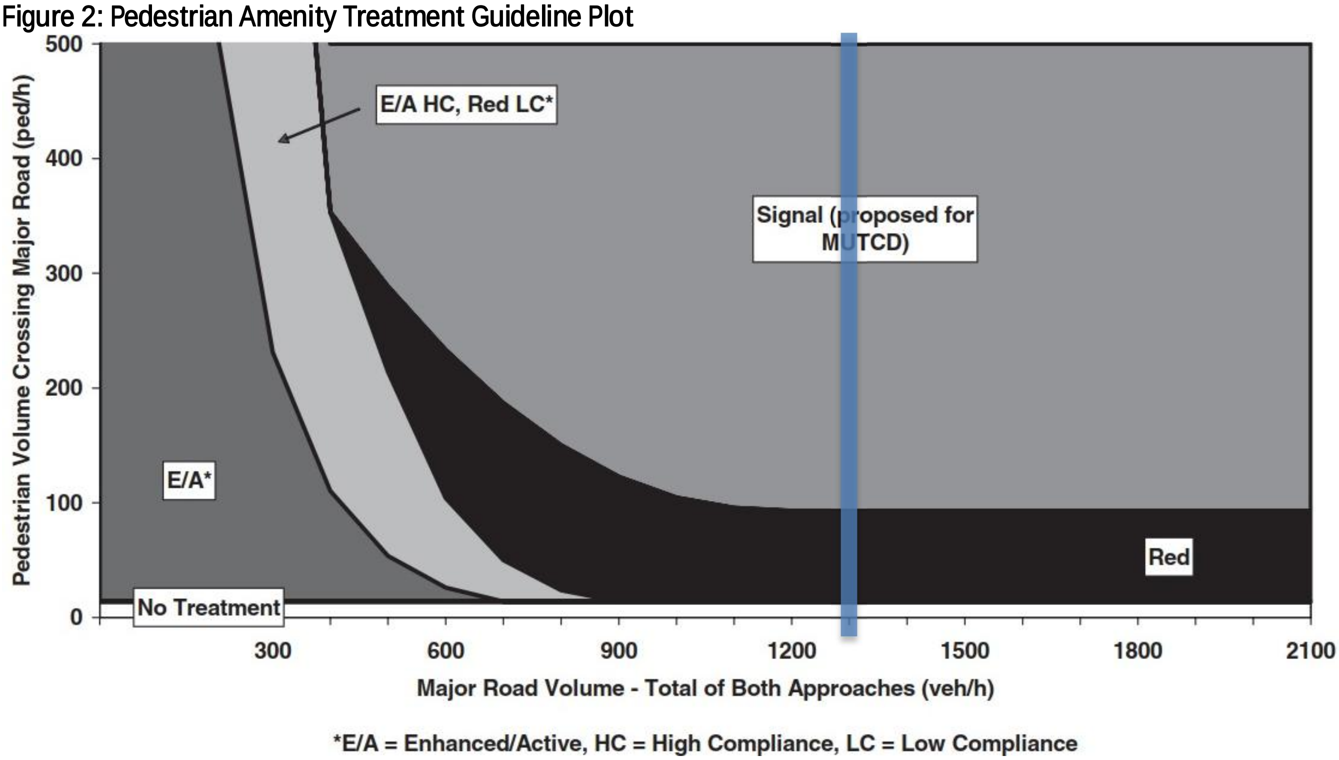
To evaluate the need for pedestrian amenity treatments, Parametrix utilized guidelines within NCHRP Report 562 to determine the most appropriate at-grade pedestrian crossing treatment for Deer Valley Drive. The guidelines provide thresholds for pedestrian amenity treatments based on a number of different criteria including pedestrian volumes, road volume, road width and speed limit. According to unique characteristics of the crossing location, there are several potential categories of treatments:

- Enhanced
- Active
- Red
- Signal

"Enhanced" treatments include devices that are active in the crossing at all times, such as static signage, and pavement markings. "Active" treatments are devices that activate a warning when pedestrians are present or crossing a street, such as flashers or pedestrian flags. The "Red" category includes signals or beacons that display a circular red signal to motorists when activated by pedestrians. This includes HAWK, PELICAN, or TOUCAN signals. The "Signal" category includes conventional traffic signals which are administered by guidelines in the Manual on Uniform Traffic Control Devices (MUTCD). Finally, each category can be further sub-divided as being "HC" High Compliance, or "LC" Low Compliance.

NCHRP Report 562 contains guideline plots to aid in identifying the appropriate pedestrian treatment for various roadway scenarios. Parametrix applied the roadway, traffic and pedestrian parameters for Deer Valley Drive to the plot best representing site conditions. Figure 2 shows the guideline plot and Table 3 summarizes the roadway and pedestrian characteristics used to select the plot. Because pedestrian crossing volumes are not definitively known, Parametrix applied a vertical blue line to Figure 2 to indicate which crossing recommendations would apply under a range of pedestrian volumes.

Figure 2: Pedestrian Amenity Treatment Guideline Plot



Source: Figure A-16, NCHRP Report 562

Table 3: At-grade Crossing Evaluation Inputs

Input	Value	Notes
Roadway Width	60 ft	Curb to curb measurement
Vehicle Speed	40 mph	Posted speed limit
Walking Speed	3.5 ft/sec	Default walking speed
Major Road Volume	1,300 veh/hr	Estimated at 10% of 2014 AADT of 1,300 vehicles per day
Pedestrian Crossing Volume	Variable	

Examining Figure 2, the blue line indicates the range of potential pedestrian crossing volumes spans three categories of treatments: No Treatment, Red, or Signal. If there are fewer than 14 pedestrian crossings during the peak hour, than no signs, signals, or markings are recommended. Instead, NCHRP Report 562 suggests exploring geometric changes such as median refuge islands or curb extensions. If there are between 14 and 100 peak hour pedestrian crossings, than a Red treatment is recommended. If peak hour pedestrian crossings exceed 100, than a signal evaluation should be conducted according to the MUTCD to see of the location merits a full traffic signal. Finally, it should be noted that given the roadway conditions, Enhanced/Active treatments like crossing signage and flashing beacons are inappropriate at this location under any pedestrian volume scenario.

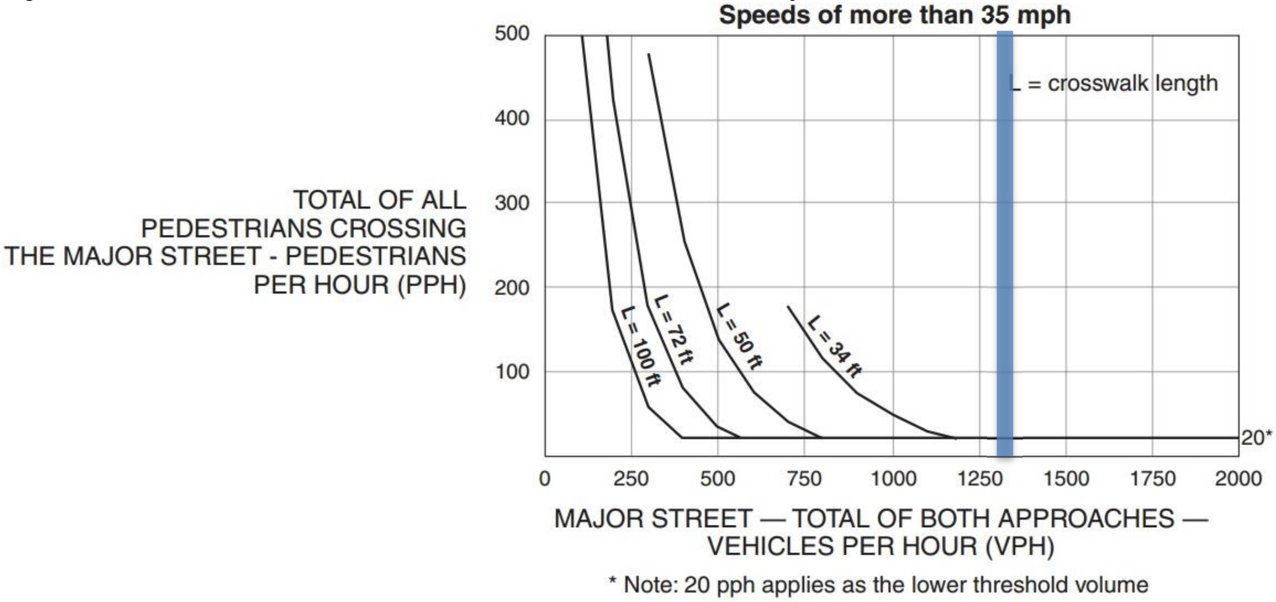
To meet any of the suggested pedestrian treatments, the minimum number of pedestrians crossing must be at least 14 pedestrians per hour. Data acquired during this study indicates it is very unlikely the crossing location would achieve this level. Responses from the neighborhood meeting suggest three to four individuals cross Deer Valley Drive during the busiest two-hour am and pm peak periods and that these crossings are not conducted daily but only two to five times per week. Additionally, the count conducted on a Friday from 2:00-4:30 pm yielded only one pedestrian crossing. The likelihood that there is a single hour when 14 or more pedestrian crossings (one crossing every four minutes) are made across Deer Valley Drive are slight.

Now, it is noted that crossing data obtained at the neighborhood meeting represents habits of only those in attendance and that there could be more crossings being regularly conducted by those not in attendance and not observed during the data collection. Additionally, installing a pedestrian crossing could release some pent-up demand and result in an increase in the number of pedestrians crossing per hour. Even so, the number of unreported or unobserved crossings must be very significant to generate 14 or more crossings in a single hour. To put this into context, there are 78 homes within the expected walk shed of the proposed crossing. These include the homes on Aerie Drive, Aerie Circle, Golden Way, Eagle Way, and the six homes at the top of Mellow Mountain Road. In order to generate more than 14 crossings, a resident from about one in five of these homes would need to cross Deer Valley Drive during the same one-hour time frame.

Theoretically, should pedestrian volumes increase to the level that a Red treatment is appropriate per NCHRP guidelines, coordination with UDOT would be required since Deer Valley Drive is a state highway. The most common Red-type treatment currently in Utah is a HAWK signal and Chapter 4F of the Utah MUTCD specifies the requirements to warrant a HAWK signal (see Figure 3). As shown in Figure 3, the warrant is similar to the guideline plot from the NCHRP Report 562, except the minimum pedestrian volume is 20 pedestrians per hour. Thus, in order to justify the most likely Red treatment – a HAWK – signal, the minimum pedestrian volume is actually higher than the NCHRP guidelines.

In summary, there is no data or projections to confirm that an at-grade pedestrian crossing would meet either NCHRP guidelines or the Utah MUTCD requirements. Given the low pedestrian crossing demand and the high speeds, high volumes, and roadway width on Deer Valley Drive, an at-grade pedestrian crossing is not appropriate in this location and would likely result in increased safety hazards.

Figure 3: Utah MUTCD Guideline Plot for Installation of Pedestrian Hybrid Beacons



Source: Utah MUTCD

Grade-separated Overpass Alternative

A grade-separated pedestrian overpass would eliminate conflicts between vehicles and pedestrians crossing Deer Valley Drive. The slope on the east side of Deer Valley Drive offers a natural starting point for the overpass as pedestrians would be able to access the structure without climbing any ramps. The west side of Deer Valley Drive, however, presents several physical challenges to locating an overpass structure and its accompanying access ramps. First, the terrain slopes down on the west side of Deer Valley Drive increasing the height between a pedestrian structure and an at-grade touchdown point. Second, there are property and facility constraints on the west side. Several existing buildings, the Poison Creek Trail and Silver Creek itself severely limit the room to construct overpass supports as well as ramps that can tie into existing sidewalks, and/or the Poison Creek trail. Finally, the overpass would present challenges for a design that aesthetically fits the surrounding environs.

A pedestrian overpass at this location was studied in a previous study completed in 2006. The 2006 cost estimate was $2 million dollars which would be about $2.4 million in 2016 dollars. Compared to an at-grade crossing, a pedestrian overpass would be a much more costly alternative.

Grade-separated Underpass Alternative

As with an overpass, a grade-separated underpass would eliminate conflicts between vehicles and pedestrians crossing Deer Valley Drive. Additionally, an underpass could be more aesthetically pleasing than an at-grade pedestrian crossing or an overpass as it would essentially be hidden from view. However, an underpass presents even more physical challenges with the surrounding terrain than an overpass. First, a large amount of excavation would have to be done on the east side of Deer Valley Drive to get the pedestrian underpass low enough to pass beneath Deer Valley Drive. Second, to go underneath the roadway, an underpass would have to be constructed at such a low elevation that it would be at the level of the creek or possibly lower than the creek when it emerges on the west side. Finally, there is only 35 feet between Deer Valley Drive and the Poison Creek Trail, with the creek in between. This short distance would make it difficult to bring the underpass up to the elevation of the Poison Creek Trail on the west side of Deer Valley Drive while also negotiating the creek. An additional engineering study would need to be completed to determine if building an underpass is feasible at this location.

A grade-separated underpass would be the most costly alternative with a 2006 estimate of $3.4 million to construct (approximately $4 million in 2016 dollars).

RECOMMENDATIONS & CONCLUSIONS

Parametrix evaluated the existing pedestrian crossing conditions and demand at the Aerie Drive/Deer Valley Drive intersection. Guided by neighborhood input and count data, Parametrix also reviewed national and local guidelines and standards for pedestrian treatments. Given the extremely low pedestrian demand, cost, safety concerns, the lack of an existing crash history, and environmental and physical constraints, Parametrix recommends that neither of the three crossing options – at-grade crossing, grade separated overpass, grade separated underpass – be implemented at this time.

At-grade pedestrian crossing must be designed carefully with appropriate amenities to create a comfortable environment for both pedestrians and drivers and ensure maximum user compliance. The study location is a wide road with high traffic volumes and speeds. As such, only a pedestrian-hybrid signal, such as a HAWK signal, or else conventional traffic signal would achieve sufficient driver compliance to support a safe pedestrian crossing. However, the site manifests a pedestrian crossing demand well below the thresholds to justify these treatments. Parametrix estimates that 20 percent of homes within the walk shed would have to generate a pedestrian crossing – all within the same one-hour period – in order to meet minimum pedestrian crossing thresholds. These levels are not experienced today and are not likely to be achieved even with a crossing in place.

Both the grade-separated overpass and underpass options present significant costs as well as physical and environmental constraints. It is expected that the excavation required to build a tunnel approach on the east side of Deer Valley Drive and tunnel beneath Silver Creek on the east side would result in significant expenses. Additionally, the environmental and property constraints on the west side of Deer Valley Drive, such as the Poison Creek Trail and Silver Creek itself, could render construction infeasible for either a tunnel or bridge. These physical challenges along with the lack of pedestrian crossing demand make it difficult to justify the potential costs.

NEXT STEPS

Though at-grade and grade-separated crossings are not appropriate at the Aerie Drive location at this time, PCMC should continue to monitor pedestrian conditions and demand. Additionally, consideration can be given to alternatives that address the underlying concerns about the Aerie Drive neighborhood connectivity. For example, providing seasonal or special event transit service for Aerie Drive could be evaluated. The growing ride-share industry, such as companies like Uber and Lyft, might offer additional mobility options for Aerie Drive residents to access downtown Park City. Further study could be taken to improve crossings at alternatives locations. Some residents indicated they walk along Mellow Mountain Drive and Sunnyside Drive to cross Deer Valley Drive at the roundabout. Improving the attractiveness or access to this crossing may offer a suitable pedestrian crossing option for Aerie Drive residents' needs. Additionally, a new trail on Masonic Hill connecting the roundabout to the Lost Prospector Trail would offer more direct access to the roundabout for Aerie Drive residents. This option would likely require an accompanying evaluation of a new crosswalk on either the north leg or the east leg of the roundabout.

Additional concerns about the Aerie Drive/Deer Valley Drive area not related to the crossing situation were expressed by residents at the neighborhood meeting. Some of these concerns include parking patterns at the bottom of Aerie Drive, turn lanes, intersection sight distance, and speed limits on Deer Valley Drive. These concerns are outside the scope of this study and Parametrix recommends they be addressed through other appropriate means and efforts.

Park City Council

The Aerie residents would like to appeal the decision made by the City council to do nothing about the Aerie/Deer Valley RD intersection crosswalk. As much as we appreciate all the efforts and research thus far, the problem of crossing the street still remains. We feel the situation still warrants more investigation on both pedestrian and automobile traffic at this intersection. We would also like to see additional investigation on a pathway from Aerie to the Deer Valley Rd roundabout and improved bus service, in particular during crowded, high use periods, which was discussed at the meeting on March 2nd. We appreciate Park City's efforts in coming to a satisfactory solution for all involved.

Thank you,

Aerie Residents

To: City Manager for Mayor and City Council
Subject: Aerie Drive and Deer Valley Drive Crosswalk
Type of Item: Appeal Counsel/Staff decision to deny Aerie crosswalk
Date: March 9, 2017

History:

On February 16, 2017, the Park City Council Staff Communication Report submitted by Corey Legge on the Parametrix analysis of installing crosswalk across Deer Valley Drive from Aerie to Main Street. Specifically they recommended "*Staff supports alternative four; reject any crossing at the intersection of Aerie Drive and Deer Valley Drive. Staff will continue to explore viable pedestrian and bicycle options from the Aerie Subdivision to the Main Street area, which represent safe and efficient standards.* "

Appeal:

As a resident of Aerie Dr. for the past six years, I pay out-of-state residence property tax rates (45% premium to non-Utah residents) and pay rent for office space in the Gateway building. I am requesting an appeal of this decision. Below are some of my reasons which I believe many Aerie residents support in addition to the non-residents that use the various trails for mountain biking and hiking on a year round basis.

- Survey states the speeds are 40 MPH. In fact, inconsistent speed limit sign postings on the 1.3 mile stretch from Park Ave. to the roundabout are 35, 40 and 25 in 1 direction. 40 and 35 in the other.
- Survey says crosswalk needs speeds over 35 to justify the installation use of crosswalk? This doesn't make sense when the locations/speed limits of other crosswalks are taken into consideration. Also, common sense would have slower speeds around crosswalks, not higher speeds.
- What is the speed limit on 248 by the school where there is a crosswalk? 35
- What is the speed by the Starbucks on 224 going northbound? I can't find a speed limit sign, but I am guessing 25 because Park Ave. from Deer Valley to downtown is 25 both directions. There is a stop light/crosswalk in this 25 mph Zone. Why not 25 mph from Park Ave. to roundabout on Deer Valley Drive for the 1.2 miles? It already is 25 mph for about 0.2 mile.
- If speeds along Deer Valley Drive were slowed to 25, it is then easier to slow and stop for a crosswalk. Southbounders have to slow to 25 in 0.2 miles anyway (which they do not do).
- Why is it a certain speed in one direction and a different speed in the opposite at the same places on the road? Several mismatches of speeds in both directions.

- City has acknowledged this Aerie/Deer Valley corner a dangerous area with history of motor vehicle accidents and a bicycle accident. Please don't wait for the inevitable fatality to dictate the need for a crosswalk and slower speeds in this area.
- City has acknowledged this problem has persisted for 5 years with complaints and requests to add a crosswalk, and numerous requests at city council meetings.
- Traffic is outrageous during events, summer concert nights, ski season, Sundance, art festivals, etc.
- Survey indicates not enough pedestrian traffic required per hour. Where does the regulation state it is a ***required*** traffic count? This seems it should be subjective. If the city is concerned about slowing traffic too often, the limited amount of pedestrian traffic is a good thing. Where is Parametrix building its pedestrian database and what times? Are they considering the pedestrian traffic (including bicycles) *that would begin to use this if it were available?*
- Mountain Trails Foundation also has been trying to get a crosswalk in to help connect their trails from Poison Creek.
- Many Aerie Property owners are not full time Utah residents and therefore pay the higher percentage of state property tax (45% premium) yet do not use many of the resident based services like schools. This might be a way to show them the city cares about them, too. We, too, love Park City and want to see it's small-town feel remain as much as possible. Currently, Deer Valley/Aerie, Main Street location functions like a freeway.
- As a resident of Aerie Drive, I would love to be able to walk to and from work in the Gateway building, but need to cross Deer Valley to do so. This adds another parking space taken away from visitors and locals.
- If a crosswalk is built, a simple sidewalk along Deer Valley Dr. to Main Street on west side (between road and Poison Creek) can be added for pedestrians and bicycles. About 100 yards. There is plenty of sidewalk south of the roundabout for those residents to walk to town. Or a short bridge can be built over the creek to reach the walking path.
- Aerie residents often cannot turn left off Aerie (cars are turning right off Main at the same time).
- Cars are using the Deer Valley Drive center lane to wait to get over, and/or turning into the condo drive and going through the garage to get over to town.
- Pedestrians have been seen dodging cars, running, pushing strollers across, bolting with bikes, etc.
- More people than you might think enjoy walking and riding bikes down from their homes and would like the ability to cross safely.
- The city is beginning to use the lower part of Aerie Drive as a dumping ground for dirty snow removal, where there used to be a few parking spaces for trail use. These parking spaces seem to have disappeared. Why is that? There are trailheads on Aerie that people love to utilize.

- Because there is no crosswalk, residents of Aerie are forced to drive to Main Street. We have been ticketed and towed during times when we could have walked to Main Street. This is frustrating and goes against the city's desire to lessen the amount of cars and parking on Main Street.
- Residents of Aerie are forced to drive across Deer Valley Drive in order to access public transportation. Why are we being cut off from the wonderful public transportation system for which Park City is known?
- No other area of Park City has been ignored in this fashion. All other difficult spots have been given crosswalks, stoplights or access through tunnels.
- We need safe access to town and look to this wonderful city that prides itself on its values and making Park City a complete community.

Thank you for reading. Please know that we believe in you and thank you for considering this appeal.

Sincerely,

Carl Tippit Liz Tippit

Carl and Liz Tippit
998 Aerie Drive

DATE: April 13, 2017

TO HONORABLE MAYOR AND COUNCIL

This report updates Council that a building permit was issued on February 16, 2017 at 638 Park Ave (previously the Kimball Arts Center) for an addition, restoration and expansion. (This work is not dependent on the event use, which is still under consideration and is consistent with the Planning Department's approvals of the Historic Preservation Plan and Historic District Design Review.)

Respectfully:

Michelle Downard, Deputy Chief Building Official

City Council
Staff Communication Report

Subject:	**638 Park Ave Construction (Kimball Garage)- Construction Mitigation Plan and Crane**
Author:	**Michelle Downard, Interim Chief Building Official**
Department:	**Building Department**
Date:	**April 13, 2017**
Type of Item:	**Informational**

A building permit was issued on February 16, 2017 at 638 Park Ave (previously the Kimball Arts Center) for an addition, restoration and expansion. (This work is not dependent on the event use, which City Council has been remanded to the Planning Commission and is consistent with the Planning Department's approvals of the Historic Preservation Plan and Historic District Design Review.)

Staff has had multiple conversations with Dino Furano of R & O Construction, about the construction management on a site with minimal side yards. The result of those conversations included specific construction and mitigation efforts:

- **Covered walkway** on Main St and Heber Ave (already installed)
- **Scaffolding/covered** walkway on Park Ave which is less substantial than the covered walkway on the corner of Heber and Main and providing overhead protection for pedestrians. (already installed)
- **Crane** on Heber Ave, diverting pedestrian traffic on Heber Ave sidewalk to wrap around the base of the crane which will be lifting construction material from delivery trucks on Heber Ave. This will require sidewalk closures during crane operations overhead. The crane is to be installed as soon as agreements are in place. While the approved crane's stationary base will divert pedestrian traffic around the sidewalk, it also have a smaller footprint than a mobile crane. A mobile crane would be similar to the one previously on site at 632 Main Street, which would likely take up space within public parking and have a much larger footprint (with outriggers) when picking loads. Staff finds that the stationary crane is the least impactful, most efficient and safest circumstance.

Staff finds that these efforts ensure the safest site for pedestrians, least impactful to neighboring properties and business owners and the most efficient option to expedite the timeline of construction. Staff will continue to work with the Community Engagement Dept to conduct ongoing outreach.

The Historic Park City Alliance has reviewed the conditions of approval listed below and was supportive. Michael Barille stated, "The conditions seem well constructed and reserve the appropriate amount of authority to require removal under various circumstances."

As of the date that this report was drafted, the final air space and encroachment agreement for the crane had not yet been approved, which will processed by the City Engineer. Anticipated conditions of approval include:

- An air space and encroachment agreement with the City and affected neighboring property owners.
- Signage as required by the Engineering Dept.
- The crane may only operate beyond the parameters of the construction fence during the hours of 7:00AM to 5:00PM on weekdays. The crane may also operate between standard construction hours, but only within the boundary of the construction fence.
- A requirement for the contractor to notify affected owners at least 24 hrs. prior to any impactful activity, as determined by the Park City Building and Engineering Department.
- Construction activity is prohibited from unnecessarily negatively impacting other properties, as defined by Park City.
- The contractor must obtain/amend the required ROW permit and sidewalk closure as required from Engineering
- The contractor must notify Engineering when the install is planned so that an Engineering staff member can be present.
- All scaffolding and installs must be consistent with UOSHA standards, building code and manufacturer specifications.
- All scaffolding, covered walkways and construction activity must be removed from the Park Ave, Heber Ave and Main St (both sidewalk and City property) by Nov 21 unless otherwise approved by the City. At that time, if the contractor would like to maintain any of these construction activities, he/she may request an extension. He/she must provide the City a timeline and a proposed scope of what could remain.
- The Park Avenue scaffolding installation must be contained to the sidewalk and curb. Any overhang or installation exceeding the curb must be marked and approved by the Engineering Dept.
- The contractor is responsible to reimburse the City for forgone revenue for the parking spots displaced by the walkway. This is approximately 8 parking spaces for $16 per day.
- All construction materials, including the crane, parking, deliveries, etc., may be required to be removed from the sidewalk during special events. (To be determined by the City)
- This approval may be revoked, and all scaffolding, walkways, crane, equipment, parking and construction material may be required to be removed at any time by the Building or Engineering Dept. for concerns regarding noise, traffic, special events, hours of work, safety, construction mitigation plan violations, City Code violations or negative impacts to neighboring properties.

Should Council have concerns with the general parameters as outlined, the item can be scheduled for work session discussion.

DATE: April 13, 2017

TO HONORABLE MAYOR AND COUNCIL

Attached for your approval, please find the minutes for the March 13 and 16, 2017, City Council meetings. Thank you for your consideration.

Respectfully:

Michelle Kellogg, City Recorder

PARK CITY COUNCIL, PARK CITY SCHOOL BOARD, AND SUMMIT COUNTY COUNCIL QUARTERLY MEETING MINUTES
445 MARSAC AVENUE
PARK CITY, SUMMIT COUNTY, UTAH 84060

March 13, 2017 DRAFT

The Councils of Park City and Summit County, and the Park City School Board, met in open meeting on March 13, 2017, at 8:00 a.m. in the City Council Chambers.

SPECIAL JOINT MEETING

I. ROLL CALL

The following were in attendance:

Park City Council	Summit County Council	Park City School Board
Mayor Jack Thomas	Chair Chris Robinson	Superintendent Dr. Ember Conley
Andy Beerman	Roger Armstrong	Petra Butler
Becca Gerber	Kim Carson	Andrew Caplan
Tim Henney	Doug Clyde	JJ Ehlers
Cindy Matsumoto	Glenn Wright	Julie Eihausen
Nann Worel	County Manager Tom Fisher	Business Administrator Todd Hauber
City Manager Diane Foster		

II. NEW BUSINESS

Mayor Pro Tem Henney opened the meeting and indicated Mayor Thomas would join the group shortly.

Introduce Janna Young, Director of Administrative and Intergovernmental Affairs:
County Manager Fisher stated Young was the new Public Policy and Intergovernmental Affairs Director at the County. She was the former Executive Director for the Denver City Council. He indicated she had already started working on a few big affordable housing projects. The group welcomed Young.

Update Regarding Park City School District (PCSD) Grade Realignment:
Dr. Conley updated the group on grade realignment. The new alignment would include Pre-K-4th grades, 5-6 grades, 7-8 grades, and 9-12 grades. The Board was finishing the plans for the high school and activating the 5-6 grades team. When asked about the community response to the realignment, Dr. Conley stated the community was aware

the elementary schools were at capacity. She noted there would be one or two trailers at McPolin, one at Treasure Mountain Jr. High and one at Parleys Park because there was no space in the facilities. She also indicated that she recommended the ninth graders not move to the high school until the renovation and realignment was complete, and estimated 2019-2020 would be the earliest date for that transition. In response to being asked where the new 5-6 grade facility would be located, Dr. Conley indicated a team would study that, noting that the District owned property at Bear Hollow, Ecker Hill, a small parcel at Silver Creek, and the existing Kearns campus. She stated the design of the school would be dependent on the location.

School Board Member Andrew Caplan talked about the growth of the School District, transportation issues, and weighing the balance of keeping the schools within City limits and dealing with traffic, or building schools outside City limits where the growth was occurring. He knew that housing was expanding in the County so it was necessary to plan for the next 10-20 years, knowing that most of the growth would not be in the City.

Update Regarding PCSD Start Times:
Dr. Conley stated the Board decided to have a 2017 bond to build more buildings. If the bond didn't pass, a levy would be enacted the following year. School start times could possibly change. Currently the schools began between 7:15 a.m.-9:00 a.m. A transportation consultant was hired and it was agreed that there was not a perfect morning time that would reduce traffic congestion. Discussions were ongoing with the City and County and her recommendation was to reduce the start times from three to two start times.

PCSD Bond Update:
With regard to the bond, School Board Member Caplan stated there had to be a high school renovation in order to get the ninth grade back into the facility. A task force was created and it was determined after a lengthy study that the cost would be approximately $65 million. The new 5-6 grade facility would cost approximately $30 million and the third component would be to buy land for future expansion.

Council Member Matsumoto and Mayor Thomas arrived at 8:20 a.m.

School Board Member Caplan noted that with the construction and renovation projects, sustainability measures were being incorporated, including solar panels and other energy saving systems that would bring the buildings close to or at a net zero energy output. He indicated traffic was a concern as well, and help from the City and County on these projects would be appreciated.

Council Member Henney reviewed a master plan was created and a bond would go to the voters to accomplish the goals. He asked what was different from the last time the bond went to the voters. It was indicated that outreach was ongoing and more people were getting involved than last time.

Council Member Beerman asked if teacher housing had been discussed in this planning and if the School District had considered partnering with the City or County to get some affordable housing. Caplan stated they needed to acquire additional land, probably outside the City limits, for employee housing. It was indicated that the teachers liked to be involved in the community but couldn't afford to live in the community in which they taught. It was suggested a survey should be distributed to the teachers in order to determine the level of desire for living within the district so accurate affordable housing numbers could be determined. Dr. Conley indicated there were 710 employees, of which 42% lived in the County or City limits and about 60% commuted to work from other areas. It was indicated that the Board was determining the amount of developable land within its district so as to project future growth and the future need for facilities. Dr. Conley also noted that the only ski town that had dedicated teacher housing was Aspen, Colorado.

City Manager Foster stated an employee survey was completed at the City and most employees indicated a single detached home with a yard was preferred, but it was felt that anything built within the next 10 years would be absorbed. Council Member Henney thought it was important for the School District to align with the affordable housing priority of the City. A few School Board members stated transportation was a concern for the School District as well, since they transported students daily and did not want to add to the congestion.

Council Member Gerber asked if there were opportunities for the City and School District to partner to solve childcare needs. Dr. Conley stated the childcare at the school was closed during the summer yet there were many year round employees, so there were definite needs.

Mayor Thomas indicated in Courchevel, France, Park City's Sister City, they had housing for teachers on the upper level of the schools, and he felt that could be an efficient and affordable option.

It was noted that Chris Robinson and Petra Butler had arrived and joined the discussion.

Date and Host for the Next Meeting:
Mayor Thomas asked who would host the next meeting. It was agreed the next joint meeting would be held at the School District Office on May 22, 2017 at 8:00 a.m.

Other Items of Discussion:
Council Member Gerber asked how many students there were per grade. Dr. Conley indicated there were approximately 410 students per grade beginning at Grade 6. There was a 4th grade class of 400 which was expected to increase to 430 when the class reached the 6th grade year. The ninth graders were also a bubble class.

Council Member Matsumoto asked how many kids there were per household in the School District boundaries. Dr. Conley estimated there were .5 children per household within the School District boundaries. Council Member Matsumoto noted the aggressive affordable housing goal and asked if that would affect the School District. There was discussion on primary and secondary residences. Council Member Gerber stated that as prices continued to increase, families might look to settle down in other communities. It was also noted that affordable housing would be heavily skewed towards families. Council Member Beerman felt the City's affordable housing plan could affect the schools and the two entities should continue to communicate so the School District could be prepared. County Council Member Doug Clyde stated discussions needed to begin now if the board wanted to pursue affordable housing on top of school facilities, because the vote on the bond was approaching and the public needed to know about this new development in the plans. He asked if a bond could be issued for a project that included affordable housing. Another question was if air rights over the school buildings could be sold to developers wanting to build affordable housing. It was indicated these questions would have to be researched further. City Manager Foster stated staff focused on energy, housing and transportation, and the City wanted to support the School District in pursuing these critical priorities as well.

Mayor Thomas asked if the location of schools was going to continue to be in the transportation hubs of the City and Kimball Junction. Even though the housing growth was in the County, he saw value in keeping the schools near these hubs. If schools were built in the County, then transportation needs would be different and not transit based. School Board Member Caplan said the schools needed to be built where the kids lived and 75% of students lived in the County. Future growth needs might require the School District to buy land for a future high school. Julie Eihausen thought it would be interesting to see the impact to the schools if a bus lane was added to SR 248.

Council Member Gerber stated all the Youth City Council except one lived in the County, but they had the perception that they all lived in the City. They all wanted services at the Junction. It was indicated there was a student initiative to not have single occupancy vehicles traveling to the school, and an update was requested. Dr. Conley stated the project was ongoing and she would provide an update at a future meeting.

Council Member Beerman stated a Utah Valley University (UVU) administrator would like to have a campus in Park City and he asked if the School District saw this as something beneficial. The group agreed having UVU in the City would be beneficial. Dr. Conley stated she was part of the university's alliance and hadn't heard about that proposal. She noted there was an ongoing concurrent enrollment program with the high school students.

Council Member Beerman stated there was an aggressive energy goal in the City and citizens had asked when the School District and County would get onboard with the goal. It was indicated the new school buildings would be energy efficient, but retrofitting the older buildings might be more of a challenge. It was noted there were grants that could help with energy efficiency. The School District would also look at electric buses. Council Member Beerman felt there was a lot of alignment in goals, but he felt without a target they would miss the goal every time. He asked if the School District and County could make an official goal with regard to energy. The County Council members stated they would be addressing the need for an energy goal in a few weeks. School Board Member Caplan stated older buildings would need to be studied to know what steps the schools would need to take to make them energy efficient. Mayor Thomas noted more insulation, solar panels, and other simple things would all help. Council Member Henney asked how the School District and County would turn desire into intent. He explained that the City had created a plan and now it had started to implement the plan. He asked these entities to put rigor into their intent. City Manager Foster stated when the City set its energy goal, she didn't believe that it would be reached. But now staff was aligned, and she could see the goal was attainable with everyone working together.

Council Member Beerman indicated he knew the County and School District were dedicated in wanting energy efficiency, but he hoped they could make an organizing principle to formalize their energy goals. Council Member Worel stated having an energy goal would send a great message to the students. Council Member Henney thanked the County for working with the City with regard to the Bonanza Flat purchase.

III. ADJOURNMENT

With no further business, the meeting was adjourned.

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Michelle Kellogg, City Recorder

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

March 16, 2017

The Council of Park City, Summit County, Utah, met in open meeting on March 16, 2017, at 3:00 p.m. in the City Council Chambers.

Council Member Beerman moved to close the meeting to discuss property at 3:00 p.m. Council Member Worel seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto, and Worel.

CLOSED SESSION

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

WORK SESSION

Council Questions and Comments:

Council Member Gerber stated she went to the Joint Councils and School Board meeting and heard about the projects going on with the School District. She and Council Member Worel met with the Girl Scouts and the girls reported selling cookies in order to attend a leadership conference at Disneyland. She attended Recycle Utah Green Drinks as well as the Spring Project Open House. She also gave an update on the Youth City Council, indicating their project for this year would be getting the Youth Council up and running and an ongoing project would be research on the teen center.

Council Member Beerman also attended the joint Councils and School Board meeting and he was pleased the County and School District were receptive to the proposition of aligning with the City's energy goal. He participated in a discussion with the County with regard to the Bonanza Flats grant/land swap and noted details would be forthcoming. He also attended the Salt Lake County Council meeting and testified along with others in support of Bonanza Flat, but the support was not approved.

Council Member Worel attended the Arts and Cultural steering committee, and indicated the Arts Council voted to hire a manager for the master plan. She attended the Joint Councils and School Board meeting. She stated staff went to the Senior Center to give an overview of the Woodside project and it was well received. She attended the meeting with the Girl Scouts and indicated the girls were amazing. She met with staff and members of the County to discuss how funds from grants and the County helped with senior programs in the community. She also met with Mayor Thomas and leaders from several nonprofits to discuss Latino needs. She attended the Library board meeting and noted Consumer Reports was free on the library website.

Council Member Matsumoto attended the Special Events Advisory Committee (SEAC) meeting where debriefs on Sundance and Silly Market were given, and noted recommendations would be coming to Council for discussion. She attended the Joint Councils and School Board meeting. She indicated a citizen expressed concern that Claim Jumper had an art gallery, but there were no operating hours. She felt this did not contribute to the vitality of Main Street. Jonathan Weidenhamer stated regulations were being worked on to solve the issue.

Council Member Henney attended the Joint Councils and School Board meeting and was pleased to see the School Board's priorities shifting to the City's critical priorities. He attended Mountainlands Community Housing Trust and indicated they continue to build affordable housing. He attended the Spring Projects Open House and talked to people who were concerned with traffic flow in the area. He attended the Summit Land Conservancy Board Meeting where disappointment was expressed about the Salt Lake County decision to not support Bonanza Flat, but the board was still working with the City to get the deal done.

Mayor Thomas stated he also attended the above mentioned functions. He met with seniors who wrote a letter requesting a joint study session with the County to discuss their needs. Council Member Beerman thought the Council should meet with them to identify their needs before including the County in the discussion.

Lower Park Avenue Affordable Housing Update:

Jonathan Weidenhamer, Economic Development Manager, Steve Brown, Lower Park Avenue Budget Consultant, and Craig Elliott, Elliott Workgroup, presented this item. Brown reviewed the timelines for Phases I, II, the Senior Center, and the Community Center. He noted the response from the project open house was positive. The construction would include stick frames and they wanted to do a comparative analysis on modular units. When construction managers were interviewed, all commented they could contribute to the modular unit to stick frame comparison.

Council Member Beerman asked about a timeline for Phase II. Weidenhamer stated Phase II was scheduled to begin in the spring of 2018. Mayor Thomas stated half the project would be a stick frame construction, and asked why they would consider doubling the contractors in order to construct two different types of housing. He felt this was too small a project to have such a complex construction process. Weidenhamer explained that he hoped to keep the option open for modular units since the City had no experience in this type of construction, and thought this small project would be ideal for such a study.

Council Member Beerman asked if researching modular units now would help in making decisions for future phases, to which Weidenhamer responded in the affirmative. Brown stated Phase I would most likely be stick frame, but modular units would be more effective in town homes, and noted there would be a lot more town homes in Phase II.

Weidenhamer indicated NewStar Construction had experience with modular units and indicated this would be on the regular agenda for approval, so Council could reduce the scope if desired.

2017 Sundance Film Festival Debrief:

Jason Glidden, Economic Development Manager, Alfred Knotts, Transportation Planning Manager, and Tina Graham and Betsy Wallace, Sundance Institute, presented this item. It was indicated this was a continuation of the discussion on Sundance from the previous Council meeting. Glidden asked if the Council supported continuing to close Main Street for event space.

Council Member Beerman indicated the supplemental plan needed to be available for Council review in October so there could be more lead up time. He also felt there were miscommunications with spaces for rent and he hoped the City could gather the stakeholders in order to see what spaces were available, what the costs were, and to help facilitate Sundance finding the spaces they needed for the event.

Council Member Gerber expressed her support of festival operations, but she felt the timelines and deadlines were during the holiday season, when the businesses weren't paying attention. She felt fall was the best time to reach out to businesses. She also felt Sundance was giving more attention to the big sponsors rather than to the overall festival. She also hoped activation could be just setting the scene and not placing tents everywhere. There also needed to be a balance of people coming for the festival and those that were in the City to ski.

Council Member Worel supported the direction the City was going, but requested a change in communication. She suggested implementing a written communication procedure so Council would know how the outreach happened, what the activation entailed, etc. Council Member Matsumoto expressed concerned with regard to the rentals on Main Street. She agreed that businesses wanting to rent their space during the festival should meet with staff and coordinate efforts to get the spaces rented.

Council Member Henney indicated he was conceptually in favor of increasing the opportunity for pedestrian areas and activations, but with the example of Lower Main, he agreed there were problems. He stated if the City was going to activate a street, it should be closed for a community concert, but not an Acura concert. He agreed with

Council Member Worel that the Community Engagement Department needed to be the center of communications. Mayor Thomas stated there was a cumulative effect on the town and not just because of Sundance. People came to watch movies and see events. The City needed to be prepared earlier so the last minute adjustments would be minimized.

Glidden stated the Finance Department would be coming back with liquor license code amendments. He asked if Council thought the City should continue to take a facilitating role in the activations of temporary businesses during the Festival.

Council Member Beerman stated the activities that needed Council approval should be separated and refined, and administration should be given authority to handle things such as food or giveaway booths. With activation, there was a difference between Sundance events and sponsor events. He also hoped Council could focus on some of the infrastructure needs. Foster noted the private sector had added bathroom space.

Council Member Henney supported temporary businesses as long as they deconstructed at night or when it was less disruptive to the festival goers. Council Member Gerber agreed and added that if events were held on Main Street, the temporary businesses would not be moving out to the neighborhoods.

Council Member Matsumoto asked if the laws prohibited the Council from regulating activation or deconstruction times. Harrington stated that Council had full discretion regulating alcohol licenses but it might have an impact on sub rentals. Council Member Matsumoto favored Council Member Beerman's suggestion of bringing people together to coordinate the leasing of spaces. She was also in favor of getting longer term contracts for Sundance and the sponsors, and noted it would beneficial for the merchants as well.

Tina Graham stated the Institute wrote up three year contracts, but many sponsors didn't know if it would work, so it was difficult committing them long term. She indicated the institute depended on its sponsors and needed to protect them because other companies came without paying and ambushed the event. Council Member Matsumoto asserted she was willing to have a study session on Sundance and how the City could help preserve this event. Council Member Gerber stated she would be in favor of utilizing City owned property, such as the MARC, to activate some events.

Knotts showed a PowerPoint on event traffic issues. He stated a traffic plan would be prepared for future events so mitigation efforts and contingency plans could be standardized. This year, additional traffic was seen in residential neighborhoods. He discussed that this past year implementations included having a dedicated transit lane and more public outreach. For the future, there were plans to formalize off-site Park-n-Ride lots, have residential access permits, have dedicated rideshare/taxi drop/ load zones, have event paid parking, provide incentives for using transit, biking, walking and carpooling, and have a modified circulation, which would change traffic flow to accommodate the City's needs for clearing congestion. He stated this was a template for all events and he realized not all these proposals would be effective for all events.

Council Member Beerman expressed his appreciation to Sundance and felt it was amazing in spite of the challenges. He stressed this wasn't a criticism of Sundance but an evaluation of how the City could be a better partner. He supported Knotts' proposals. Council Member Worel liked the idea of having a transportation planning team with stakeholders and she hoped a community member could be added to the team.

Council Member Gerber asked if hotel shuttles were being addressed along with taxis and rideshare. Knotts stated his team called all the hotels and taxi services to make them aware of traffic flow changes. Council Member Gerber also asked about the text alerts used for Sundance and suggested implementing a general event text alert system. Council Member Henney stated congestion was a concern for locals and possibly tourists, and he thought managing the single occupancy vehicles would clear up a lot of congestion. He urged aggressive transportation planning. Council Member Matsumoto agreed and requested the traffic be diverted from the neighborhoods.

Glidden stated they would be coming back to Council with a base transportation plan and then adjustments could be made for each event.

REGULAR MEETING

I. ROLL CALL

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

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Member Worel requested that Consent Agenda Item One be removed for discussion.

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

Mayor Thomas opened the meeting for those wishing to address the Council on items not listed on the agenda.

Andy Burn stated he listened to Council talk about traffic problems during Sundance. He hoped the City wasn't part of the problem when it leased City properties. There were 40 parking spaces in Bob Wells Plaza that were converted to Base Camp. He cited other examples of vacant lots which were Sundance spaces and not parking spaces. He requested the City utilize the few parking spots it had.

Alicia Vernon with AllResort Transportation thought Sundance was great. She had concerns with the regulations of not pulling up to hotels. Her customers did not like to touch their luggage and didn't like to walk. She also indicated she would like to be a part of the stakeholders meeting. She suggested that a looping plan be implemented if there were loading restrictions. Alfred Knotts stated he would invite the members of the Transportation Management Association to the discussions.

Jack Fenton indicated he recently opened a one man taxi operation. He thanked the City for not partnering with Uber this past year, stating Uber was not licensed, yet the drivers continuously looped and increased the traffic count. He suggested that only registered taxi companies be allowed in old town during Sundance, and thought a lot of vehicles could be eliminated that way.

Ed Parigian spoke with regard to the Kimball Garage CUP Appeal. He thought the approval of that CUP would set a precedent and he thought that would be bad for the neighborhood. There would be high noise levels since an open air deck accommodating 480 people was being planned. Harrington stated Council could not discuss this item until the hearing process.

Angela Moschetta stated she had been on all sides of the Sundance process and she asked what the role of the City and Chamber of Commerce was for this event. She thought experienced people did well, but inexperienced people did not fare well, speaking of Main Street merchants and others. She liked the idea of having a roundtable discussion.

Mayor Thomas closed the public comment portion of the meeting.

IV. CONSENT AGENDA

1. Request to Authorize the City Manager to Execute Contract Amendment No. 1 to the Professional Service Contract with Stanley Consultants for Construction Engineering Management for the Lowell Avenue Re-Construction Project in a Form Approved by the City Attorney and for an Amount of $87,860:

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

RESULT:	**REMOVED FROM CONSENT AGENDA**
AYES:	Council Members Beerman, Gerber, Henney, Matsumoto and Worel

2. Request Authorize the City Manager to Execute the Second Amendment to the Professional Services Agreement, in a Form Approved by the City Attorney, with RNL Design, Inc., for the Public Utilities and Streets Facility Architectural Services for an Increase to the Agreement in an Amount Not to Exceed $97,000:

Council Member Beerman moved to approve Item Two of the Consent Agenda. Council Member Henney seconded the motion.

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

1. Request to Authorize the City Manager to Execute Contract Amendment No. 1 to the Professional Service Contract with Stanley Consultants for Construction Engineering Management for the Lowell Avenue Re-Construction Project in a Form Approved by the City Attorney and for an Amount of $87,860:
Council Member Worel referred to Page 87 of the packet, and asked why the thickness of the road would be reduced if Treasure Hill chose not to participate in the cost of this project. Matt Cassel, City Engineer, explained that if they didn't participate at this time and their project was approved, they would have to rebuild the road to meet the standards.

Council Member Worel asked why the $500,000 liquidated damage clause was removed from the Granite Construction change order. Cassel indicated the Judge pipeline was being tested by the Water Department in order to meet EPA criteria last year during construction. If the pipeline was damaged now, Granite Construction would have to fix it, but the bench testing was no longer occurring at the treatment plant so the strict procedural details were not required in the change order.

Council Member Worel asserted that she did not want Park City residents to pay for the error of the contractor. She noted the staff report indicated costs could be shifted to the contractor through negotiations. Cassel stated the problem was that the contractor requested that the contract be terminated, but the City would have been required to rebid the project and there would be delays. There was a liquidated damage section in the contract and that would be where the City could recoup those funds. If the contractor did not complete the project by October, there would be heavy penalties. Council Member Beerman struggled with the City paying for the contractor's mistake.

Council Member Henney asked what responsibility the contractor was taking for the errors. Cassel stated that through negotiations, it was made sure that the right people were out in the field to get the project finished on time. The most important thing was that it would be finished on time. The contractor acknowledged that they were losing money and would not be recouping that money. Cassel stated if this change order was not approved, the consultant would not be able to finish the project. By approving this, the City would be sacrificing to make sure the contractor was doing it right.

Council Member Matsumoto asked if requiring that Treasure Hill participate in paving a road would give them legal status. Harrington stated it would not, and this agreement was in the original master plan development. The improvement was limited to construction access and would not bind the City.

Council Member Beerman was not comfortable approving this item until it was known that Treasure Hill would contribute to the project. Council Member Gerber indicated she was not happy about approving this, but didn't see any other way. Council Member Henney stated the project would get done by putting the burden on staff or hiring another consultant. He didn't want to hold this project up and then pay more at a later date.

Council Member Beerman asked if the project could be put out to bid. Cassel stated it could be put out to bid, but the cost would be higher. He noted Granite Construction would be losing $800,000-$1 million by fixing their mistake.

Council Member Matsumoto moved to authorize the City Manager to execute Contract Amendment No. 1 to the Professional Service Contract with Stanley Consultants for construction engineering management for the Lowell Avenue Re-Construction Project in a form approved by the City Attorney and for an amount of $87,860 on the condition that Treasure Mountain participates in the construction of Lowell Avenue. Council Member Henney seconded the motion.

RESULT: APPROVED
AYES: Council Members Gerber, Henney, and Matsumoto
NAYS: Council Members Beerman and Worel

V. OLD BUSINESS

1. Library Field Preservation Project:

Heinrich Deters, Open Space Manager, Ken Fisher, Recreation Manager, Eric Hoffman and Alisha Niswander, Recreation Advisory Board (RAB) Members, and Kate Sattelmeier and Steve Joyce, Citizens Open Space Advisory Committee (COSAC), were present for this item. Deters stated on September 16, 2016, COSAC presented a recommendation and unanimously supported to preserve the Library Field. At that time, RAB was not included in the discussion. Many meetings had been held since that time, and a subcommittee was formed to delve deeper into the issue and report back to the committee. Deters indicated there was continued support to add additional protections to the library field.

The COSAC/RAB recommendation included:

- the easement would not include the slop/patio area on the south end of the field, but would go curb to curb elsewhere
- the easement would prohibit permanent structures
- the easement would allow temporary programing/structures if approved under the existing regulatory/public process
- the easement would allow for special events if approved
- the easement would identify a process to approve/deny public requests for minor park amenities, i.e. benches

It was noted that RAB did not recommend a third party easement to be utilized for other parks, but was interested in exploring other measures.

Council Member Gerber stated if Library Field was a unique exception, then there needed to be a unique solution. Council Member Beerman was comfortable with the recommendation. Council Members Worel and Matsumoto agreed with the recommendations as well.

Steve Joyce stated the easement should only be in place for Library Field and not all City parks. Some residents were concerned with the easement, but he felt the true value was the open field and that was what was being protected. The intent would be to make it flexible for what would happen in the future. He also discussed the name of the easement. Council Member Henney stated if the land groups were not concerned with calling the easement a conservation easement, then he was in favor of calling it that. If the easement was to preserve the land, then call it a preservation easement. Joyce stated the committee discussed the name early and had stopped calling it a conservation easement. Council Member Henney stated there were times that a conservation easement had values to make it such, but this one didn't, so it might be able to have a different name. He asked that the name be part of the process.

Council Member Worel stated a negative impact that was indicated in the staff report was additional stewardship funding. Niswander stated the purpose of the funding would be to oversee that the uses didn't contradict the easement. A third party stewardship would maintain the purposes that were set out for use of the property. Joyce thought that Utah Open Lands and Summit Lands Conservancy would be good candidates for being a steward and hopefully there would only be one bidder.

Council Member Beerman asked Harrington how possible right-of-ways included in the library field easement would be handled. Harrington stated that would be worked out as the document was drafted. He didn't anticipate surprises, but once the preservation easement was on the property there would be limited ability to install utility easements.

Mayor Thomas asked who would cut the grass, pick up trash, etc. Deters anticipated the Parks Department would continue to perform those duties. He also noted there would be a permitted use for underground utilities.
Council Member Beerman thanked COSAC and RAB for all their hard work.

Mayor Thomas opened the meeting for public input.

Ed Parigian estimated the stewardship funding would be a one-time fee of $30,000.

Eric with Marriott, asked what the core values of COSAC were. Deters responded recreation, critical conservation. aesthetics and community character. Eric hoped the committee would use those values in determining the uses of the Library Field. Council Member Beerman stated COSAC and RAB came tonight with recommendations on what the uses would be. Deters stated there would not be permanent structures. Eric stated his feedback would be to limit the uses for the Library Field.

John Stafsholt stated he supported the City maintaining the field.

Mayor Thomas closed the public input portion of the meeting.

Council Member Gerber suggested a watering exception be included in the easement in case of a drought. The Council members directed the committee to proceed in drafting the easement.

2. 2017 Legislative Update:
Matt Dias, Assistant City Manager, stated there were a few bills on which he wanted to update Council:

- Short term rentals - the final version prevented a City from prohibiting a person from listing a short term rental on a website. Dias stated the City acted on a compliant basis.
- Fire Sprinklers – in the final version, the Park City code remained intact with the addition of glycol being included in the suppression system to prevent frozen water lines.
- Plan Checks - a one year time period for reviews of construction plans was set or the City would lose its review authority.
- Historic - Council would be the Historic Preservation Board (HPB) appeal authority.

- Food trucks – the final version required cities to work together and honor another city's licensing, health inspections, etc. free of charge.
- Alcohol – the zion curtain was removed in restaurants, established proximity to community locations was reduced from 450 feet to 300 feet, and existing establishments were grandfathered. Legislation to reduce blood alcohol content for DUIs from .08% to .05% was being considered and would probably pass.
- State Property and School and Institutional Trust Land Amendments were sent to the interim session for further study.

VI. NEW BUSINESS

1. Consideration to Approve Resolution 06-2017, a Resolution Proclaiming Wednesday, March 22, 2017, as Lynch Syndrome Hereditary Cancer Awareness Day:

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

Council Member Worel moved to approve Resolution 06-2017, a resolution proclaiming Wednesday, March 22, 2017, as Lynch Syndrome Hereditary Cancer Awareness Day. Council Member Gerber seconded the motion.

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

2. Consideration to Approve Resolution 08-2017, a Resolution Authorizing the Sale and Issuance of Up to $25,000,000 General Obligation Bonds, Series 2017 of Park City, Utah; and Providing for Related Matters:

Nate Rockwood presented this item and asked if the Council had any questions.

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

Council Member Beerman moved to approve Resolution 08-2017, a resolution authorizing the sale and issuance of up to $25,000,000 General Obligation Bonds, Series 2017 of Park City, Utah; and providing for related matters. Council Member Gerber seconded the motion.

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

3. Consideration to Approve Resolution 08-2017, a Resolution Supporting Mountain Recreation Facilities Master Plan Completed by Park City Municipal, Snyderville Basin Special Recreation District, and Park City School District:

Ken Fisher, Recreation Manager, presented this item. Fisher reviewed that the master plan was the product of years of collaboration with the School District and Snyderville Basin Recreation District. This master plan included sites within the City and County for recreation facilities.

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

Council Member Gerber asked if liaison members were being appointed today, because she would volunteer. Fisher indicated a study session would be held on March 30th and those appointments could be made at that time.

Council Member Gerber moved to approve Resolution 08-2017, a resolution supporting Mountain Recreation Facilities Master Plan completed by Park City Municipal, Snyderville Basin Special Recreation District, and Park City School District. Council Member Worel seconded the motion.

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

4. Consideration to Approve Ordinance No. 2017-09, an Ordinance Amending the Land Management Code of Park City, Utah, Amending Historic Recreation Commercial (HRC) District, Section 15-2.5; and Amending Historic Commercial Business (HCB) District, Section 15-2.6:

Hannah Tyler, Planner II, and Bruce Erickson, Planning Director, presented this item. Mayor Thomas indicated that Tyler distributed a letter from Bill White, and disclosed that he worked for White outside of City parameters, but stated he was not conflicted and would not recuse himself from this item.

Erickson stated the 50 foot depth of a structure was measured from the curb to the back of the building. The letter distributed to Council regarded the business Grappa. Tyler stated the buildings would have a maximum width of 50 feet. If the building was larger, it would be grandfathered in. New construction would be held to this requirement. She noted that this ordinance was for Main Street and the West side of Swede Alley. Tyler also indicated there were various configurations that could accommodate incubator spaces.

Council Member Henney asked if there could be multiple entrances into the same space. Erickson affirmed that there could be multiple entrances. Council Member

Henney asked if a merchant could use multiple interior spaces for the same business. Tyler stated the store had to be limited to 50 feet.

Council Member Gerber asked if 50 feet might be too wide, and should it be reduced. Erickson stated 50 feet was common with other entities and was a good benchmark.

Council Member Beerman asked if this would limit a store to a 50X50 space. Tyler stated the depth was not regulated, noting some depths on Main Street were 75 feet deep. Council Member Beerman was concerned a restaurant might not be able to succeed with the 50 foot restriction. Erickson indicated he had not observed restaurants struggling, but noted the intent of the ordinance was to limit the size so more businesses could be accommodated. There was concern about Swede Alley because the buildings didn't conform to this ordinance.

Council Member Worel read the Grappa letter, particularly that they had the capacity to expand to 100 feet, but would not be able to if this regulation passed. Erickson noted the owner could expand but would have to get a different business license for the additional square footage. Council Member Worels and Beerman stated they were inclined to continue the item so an anchor business would have time to adapt to the situation. Erickson stated if the tenant sold the property before this ordinance passed, the new owner could expand outside the historic regulations. Harrington clarified that the ordinance reflected that franchises were not the direct purpose of the ordinance. He also stated that any new owner would be regulated under this ordinance since it was pending. Council Member Henney asked if White had been informed about the pending ordinance. Tyler stated two notices had been sent out.

Mayor Thomas opened the public hearing.

Doug Clyde responded to the letter from Bill White. He relayed that White apologized for learning of this ordinance at the last minute, but he had spent time getting answers from City staff. He was concerned because a Grappa expansion into the three lots had been part of his business plan. The expansion would give him 100 feet of frontage. He knew the purpose of the ordinance was to keep the energy and vitality of Main Street, but noted Grappa was isolated and would be an inappropriate location for incubator space. White requested that this property be excluded from the ordinance.

Amos Madare stated it was good to preserve the historic nature of Main Street, but putting a 50 foot facade maximum would change the nature of the street. He did not agree with regulating Heber Avenue since it was flat. He requested that Swede Alley and Heber Avenue be excluded from the ordinance.

Brendan Gibson represented his wife who was a business owner, and indicated they supported any efforts to help with incubator spaces on Main Street.

Angela Moschetta stated the role of the City was an idealistic thing. Cities had legislative tools and planning tools, and this ordinance would limit chain stores. She appreciated all the work on this ordinance, but she didn't think this was going to have an impact. She was concerned that chain stores would come to Park City and thought Council should enact a more powerful ordinance than was presented.

Mayor Thomas closed the public hearing.

Erickson explained Heber Avenue was indeed part of the Historic District. He noted the sandwich shop in the Gateway was the classic example of small businesses this ordinance hoped to promote. Tyler discussed the chain store challenge and she noted that this item would be brought to Council, but staff was still studying and planning for that.

Mayor Thomas referred to a plat map that was distributed to Council. He asked how a corner would break a facade. Erickson stated there was no change. They would be required to have two entrances. Council Member Beerman asserted he did not want to harm a business that the City aimed to protect.

Tyler asked if there was anything Council would like Planning to explore during the next few weeks if this item was continued. Council Member Gerber requested that the ordinance not be tied to the street so the facade could go around a corner. Council Member Matsumoto requested that Planning look at the concerns with Swede Alley.

Council Member Henney asked what the implications were for noncompliant buildings. Erickson stated things like elevators were allowed as long as the use wasn't expanded. Harrington stated noncomplying structures could keep what they had and they could not do anything that would increase the nonconformity of the structure

Council Member Henney thought there would be a benefit to having a longer process. He didn't want people to feel like they couldn't weigh in on this item.

Council Member Beerman moved to continue Ordinance No. 2017-09, an ordinance amending the Land Management Code of Park City, Utah, amending Historic Recreation Commercial (HRC) District, Section 15-2.5; and amending Historic Commercial Business (HCB) District, Section 15-2.6 until April 13, 2017. Council Member Worel seconded the motion.

RESULT: CONTINUED TO APRIL 13, 2017
AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

VII. ADJOURNMENT

VIII. REDEVELOPMENT AGENCY MEETING

ROLL CALL

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

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

Chairman Thomas opened the meeting for public comments. No comments were given. Chairman Thomas closed the public comment portion of the meeting.

NEW BUSINESS

1. Consideration to Authorize the City Manager to Enter into a Professional Service Provider Agreement in a Form Approved by the City Attorney's Office with Elliott Workgroup Architecture LLC, for Full Design, Including Traditional, SIPS and Modular Options as Well as Construction Administration and Survey and Platting Work for Both the Park Avenue Fire Station Parcel (1353 Park Avenue) and 1364 Woodside Avenue, in an Amount Not to Exceed $266,634:

Jonathan Weidenhamer indicated this contract would expand the scope to include a study on modular design. Based on the discussion in the Work Session, he recommended amending the contract by omitting the modular scope and reducing the contract by $25,000.

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

Council Member Henney stated he was fine doing preliminary work to explore modular units in the future. Mayor Thomas agreed. Council Member Gerber stated some of the modular housing on Main Street was constructed quickly and it was an option that would make sense for the City. Weidenhamer stated there was push back on modular units, but it should be explored.

Council Member Beerman asked if the project would be delayed if this option was not funded. Weidenhamer stated the construction manager would still be able to study this to an extent within the current budget, so staff would be able to learn about this new form of housing. Mayor Thomas felt modular units would work if the City was mass producing the same style repetitively.

Council Member Matsumoto moved to authorize the City Manager to enter into a professional service provider agreement in a form approved by the City Attorney's Office with Elliott Workgroup Architecture LLC, for full design, including traditional, SIPS, construction administration and survey and platting work for both the Park Avenue Fire Station Parcel (1353 Park Avenue) and 1364 Woodside Avenue, in an amount not to exceed $241,634. Council Member Gerber seconded the motion.

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

IX. ADJOURNMENT

The City Council reconvened in open meeting at 8:30 p.m. With no further Council business, the meeting was adjourned.

____
Michelle Kellogg, City Recorder

DATE: April 13, 2017

TO HONORABLE MAYOR AND COUNCIL

This Professional Service Agreement with Stanley Consultants is to pay them for additional work associated with FEMA requests and revisions to the Storm Water Master Plan study. Because the original professional service agreement with Stanley Consultants expired on March 31, 2012, our Legal Department believed the best way to present this to Council was through the authorization of another professional service contract. The consultant's work is complete and the storm water master plan is ready to be adopted by Council. The cost of this Professional Service Agreement is $41,762 and the agreement will expire on June 30, 2017.

Respectfully:

Matthew Cassel, City Engineer

City Council
Staff Report

Subject:	**Professional Services Agreement for a Storm Water Master Plan Study with Stanley Consultants**
Author:	**Matthew Cassel, P.E., City Engineer**
Date:	**April 13, 2017**
Type of Item:	**Administrative**

Summary Recommendations:
Staff recommends City Council authorize the City Manager to execute a Professional Service Agreement with Stanley Consultants, Inc. for consultant services related to the Storm Water Master Plan study in a form approved by the City Attorney and for an amount of $41,762.

Executive Summary
This Professional Service Agreement with Stanley Consultants is to pay them for additional work associated with FEMA requests and revisions to the Storm Water Master Plan study. Because the original professional service agreement with Stanley Consultants expired on March 31, 2012, it is necessary to enter into another professional service contract. The consultant's work is complete and the storm water master plan is ready to be adopted by Council. The cost of this Professional Service Agreement is $41,762 and the agreement will expire on June 30, 2017.

Acronyms
FEMA – Federal Emergency Management Agency
KML – Keyhole Markup Language (KML is a file format used to display geographic data in an Earth browser such as Google Earth)
MS4 – Municipal Separate Storm Sewer System (Utah is unique in that storm sewers are called storm drains)
NTP – Notice-to-Proceed

The Problem
As the storm water master plan study moved forward, numerous delays to the project caused the project to run over the contract completion date and the cost of the project exceeded the project budget. This agreement will create a new contract so Stanley Consultants can invoice for their work and the project can be closed.

Background/Description:
- A storm water master plan was prepared for Park City by Bush and Gudgell in April 1981. This master plan was in essence a stream inventory with flows and the inclusion of the few storm drains installed at that time. A few years ago, staff recognized the need to develop a comprehensive master plan for the City's storm water system.
- City Council approved a contract with Stanley Consultants on January 6, 2011 to

complete a Storm Water Master Plan,

- Amendment Number 1 was issued to Stanley Consultants on March 9, 2011 to complete the digitizing of our existing as-built drawings. This task was started by City staff but staff could not complete the work,
- Amendment Number 2 was issued to Stanley Consultants on December 22, 2011 to collect supplemental field data and to update the Park City storm water model with the additional information. The agreement date was extended to March 31, 2012 as part of this amendment,
- FEMA notified the City's consultant that they would accept the new stream flows in late March 2014,
- Park City was notified on December 18, 2014 that we had been identified as a MS4.
- In the Analysis Section below, additional information is provided for the project timeline and the delays associated.

Alternatives:

A. Approve the Request:
This is staff's recommendation.
Pros – Stanley Consultants would be paid for work they completed at the direction of the City.
Cons – Expenditure of storm water funds that could be used elsewhere in the storm water program.

B. Deny the Request:
Pros – The funds to pay this invoice could be used for other storm water needs,
Cons – The City would not receive the City wide storm water model developed by Stanley and currently being held by the consultant.

Analysis:
The three important elements of this storm water master plan study were the approval of our drainage flows by FEMA, the storm water master plan, which was completed but has not been formally adopted and the storm water modeling program, which is complete and running and ready to be delivered to Park City.

A description of the approved amendments, the elements of this agreement, critical time elements and looking forward better project management will be provided in this analysis section.

Amendment No. 1 was issued to Stanley Consultants on March 9, 2011 to complete the digitizing of our existing as-built drawings. This task was started by City staff but they could not complete the work because of other demands on their time. The cost for this amendment was $7,271. Additional time was not added to the contract for this scope of work. With the original agreement's approved budget of $154,327, this amendment increased the projects budget to $161,598.

Amendment No. 2 was issued to Stanley Consultants on December 22, 2011. This amendment directed Stanley Consultants to collect additional field data to better verify assumptions in the storm water model and the agreement date was extended. The cost for this amendment was $7,520 and the agreements time was extended from September 30, 2011 to March 31, 2012. This amendment increased the project budget to $169,118.

This Professional Service Agreement

The following items make-up the elements of this professional service agreement with Stanley Consultants;

- Revision of the storm water master plan per additional City comments
    - This was the 3rd revision (As a standard, studies usually include two revisions as part of the contract),
    - The report and project maps were updated,
    - The cost for this item is $4,540.
- Revision of the storm water master plan per another round of City comments. This study included addressing and preparing the City for the MS4 program. At the time of this revision, the City was not in the MS4 program. Staff was directed to strike and remove from the study all references concerning the MS4 program. The concern was that by including them in the study, the City could appear to be accepting inclusion in the MS4 program,
    - This was the 4th revision of the master plan study,
    - The report and project maps were updated,
    - The ponds and outfalls information were updated,
    - The cost for this item is $8,462.
- Because of long delays in the project, staff requested Stanley to update the study with information developed during the project. These updates to the geo-database and StormCad model included,
    - Updates to pipe sizes per new as-built information,
    - Update to new City boundaries and drainage basins,
    - Update to the stormwater infrastructure KML and web maps,
    - Assist the storm water transition from the engineering group to Public Utilities,
    - The cost for this item is $7,145.
- Change in billing rates over the life of the project has occurred. The cost for this item is $4,303,
- Additional data requests from FEMA – FEMA and the State of Utah came back numerous times to request additional information so they could verify the submitted flows as determined by the storm water models. The cost for this item was $17,312.

Staff has reviewed these costs and finds them to be reasonable.

Project Budget

The project budget is as follows;

Original Contract Amount	$154,327

Amendment No. 1	$ 7,271
Amendment No. 2	$ 7,520
Total Approved	**$169,118**
Less: Total Paid to Date	$166,184.85
Budget Remaining in Original Contract	**$ 2,933.15**
Less: This contract request	$ 41,762
Project Overage	**$ 38,828.85**

Project Timeline

The following is a timeline showing the project progression and the delays to completion;

- FEMA and the State's Division of Emergency Management held a flood plain study project scoping meeting with Park City on June 24, 2010. One of the discussed items at this meeting focused on the City providing new stream flows to FEMA for this flood plain analysis. Along with staff's knowledge that two of our main storm drains (Park Avenue and Deer Valley Drive) were in failure, this meeting was staff's motivation to start and complete a storm water master plan,
- A notice to proceed was issued to Stanley Consultants on January 6, 2011 to start the storm water master plan,
- FEMA and the State's Division of Emergency Management held a flood plain study kick-off meeting on February 28, 2012,
- In March 2012, Stanley Consultants provided FEMA and the State with the City's new calculated stream flows. At this point, the storm water master plan study was put on hold until FEMA accepted or rejected the City's submitted stream flows. This turned out to be a two year hiatus on the project,
- In March 2014, Stanley Consultants was notified that FEMA would accept the City's submitted stream flows,
- Between March 2014 and December 2014, Stanley Consultants completed two revisions of the storm water master plan,
- On December 18, 2014, staff was notified that the City would be included in the State MS4 program,
- In the spring of 2015, the MS4 program along with the storm water master plan study were moved over to Public Utilities,
- In the winter of 2016, it was collectively decided that this piece of the storm water master plan was to be moved back to engineering to resolve,
- July 2016, Stanley Consultants provided the final back-up information necessary to move this issue forward.

Looking Forward

This project is not representative of how engineering staff traditionally manage our portfolio of projects. The delays in the project caused staff to lose focus on the contractual obligations of the project as other projects demanded our time and effort. To learn from this project and to keep this situation from occurring again, staff will institute the following two steps whenever a significant delay occurs on a project;

- When an external delay to a non-construction project arises and the delay is over three months and appears the delay to the project will continue, engineering staff will issue a stop work order to the consultant. The goal is to stop all work until the delay is resolved. In this projects case, staff would have issued a stop work order to the consultant by early summer of 2014 to stop all activity and expenditures until FEMA made a final ruling (FEMA did make two requests for additional information in this case),
- For work to start up again on a project, engineering staff will issue a Notice-to-Proceed (NTP). For the NTP to be issued, all contract issues must be resolved including changes to scope, budget or time. These changes will be addressed through an amendment to the contract or other appropriate means. In the case of this project, staff would have not started the two revisions to the study document until this amendment was authorized.

Department Review:
This report has been reviewed by City Manager, Public Utilities, and Legal. All issues have been resolved.

Funding:
The Storm Water Utility operating budget will cover the cost of this professional service agreement.

Recommendation:
Staff recommends City Council authorize the City Manager to execute a Professional Service Agreement with Stanley Consultants, Inc. for consultant services related to the Storm Water Master Plan study in a form approved by the City Attorney and for an amount of $41,762.

Exhibit - Stanley Consultants Cost Breakdown

From: Salah, Ahmad
Sent: Thursday, July 07, 2016 7:27 AM
To: 'Matt Cassel' <matt.cassel@parkcity.org>
Cc: Hadley, Brett <HadleyBrett@stanleygroup.com>; Anne Laurent <anne.laurent@parkcity.org>
Subject: RE: Storm Water Master Plan - Invoices

Hello Matt,
I hope you had a good 4th of July.

Sorry for the delay on the response. Here are some additional details. Please review and let us know if you need anything else.

For the overrun, here is a quick summary:

- Revise storm water master plan per city comments – November/December 2014
  - This was the 3rd revision
  - Update report and project atlas, maps (volumes 1, 2 and 3)
  - Cost for this item is $4,540
- Revise storm water master plan per city second set of comments – April 2015
  - This was the 4th revision
  - Update report and project atlas (volumes 1, 2 and 3)
  - Update outfall and ponds based on new comments
  - Cost for this item is $8,462
- Update StormCAD model and geo-database per comments
  - The StormCAD model and the project geodatabase had to be updated per both sets of comments
  - Update pipe sizes per new as-built information
  - Update new city boundary and associated features
  - Update basin boundaries
  - Update stormwater infrastructure KML and web map, coordinate with Water group
  - Re-run StormCAD model scenarios and generate output maps, reprint maps based on the latest revisions
  - Revise CIP maps and cost estimate based on model results
  - To assist with storm water transition from the engineering group to the water group, prepare for and attend additional meetings with the water group
  - Cost for this item is $7,145
- Billing rates have changed annually three times since original contract amount (2011/2012). These annual adjustments are due to staff raises and inflation
  - Average bill out rates in 2011 and 2015 are $88.84 and $96.70 respectively (~9% increase)
  - Cost for this item is $4,303
- Respond to FEMA data requests as requested by City
  - Cost for this item is $17,312

Accounting pointed out to me that the total contract variance is about 9% ($223,520 – $205,160).

Thanks and have a good Thursday.

Ahmad M Salah, Ph.D., P.E., GISP, CFM

Associate Chief Water Resources Engineer/Sr GIS System Analyst

Stanley Consultants INC.

MORE THAN ENGINEERING
383 West Vine Street, Suite 400
Salt Lake City, UT 84123

Phone : (801) 293-8880
Fax : (801) 293-8886
Email : salahahmad@stanleygroup.com

DATE: April 13, 2017

TO HONORABLE MAYOR AND COUNCIL

Staff recommends that the City Council grant a Public Utility Easement, in a form approved by the City Attorney, for the purpose of constructing and accessing a proposed high pressure gas line located on the northeast corner of Park City parcel PCRC-1-AM-X.

Respectfully:

Corey Legge, Engineer Tech

City Council
Staff Report

Subject: Public Utility Easement at 600 Gilmore Way
Author: Corey Legge
Department: Engineering
Date: April 13, 2017
Type of Item: Legislative

Summary Recommendation

Staff recommends that the City Council grant a Public Utility Easement, in a form approved by the City Attorney, for the purpose of constructing and accessing a proposed high pressure gas line located on the northeast corner of Park City parcel PCRC-1-AM-X.

Executive Summary

Park City parcel PCRC-1-AM-X is located between Round Valley Drive and Gillmor Way, legally described as lot 1 of the Park City Recreation Complex Subdivision Amended. The 35 acre lot encompasses the Park City Sports Complex, Park City Ice Arena, and Quinn's Junction Dog Park. Questar has requested a triangular Public Utilities Easement on the west side of the Round Valley Drive right-of-way to install and maintain a high pressure gas line. This Public Utilities Easement extends a maximum of fifteen feet into parcel PCRC-1-AM-X and occupies an area of three hundred square feet. Approval would allow Questar access for the construction, operation, maintenance and repair of their proposed high pressure gas line.

Acronyms

CUP- Conditional Use Permit
MPD- Master Planned Development
PVC- Polyvinyl Chloride

The Problem

The alignment of Round Valley Drive results in limited space within the Right-of-Way to locate utilities behind sidewalk. The existing boundaries create multiple utility conflicts and construction impacts of the proposed high pressure gas line.

Background

- On October 21, 2004, the City Council adopted an ordinance approving the annexation of the 136 acre National Ability Center and Municipal Recreation Complex Annexation. This annexation brought three (3) metes and bounds parcels into City limits.
- The zoning, adopted for the parcel through the annexation, is Recreation Open Space with underlying Master Planned Development.
- An MPD and CUP application for the design of the Park City Recreation Complex was approved on January 26, 2005.

- On March 3, 2005 City Council approved the subdivision of the Park City Recreation Complex.
- The amendment of the original plat, to correct the unsatisfactory turn radius of the existing road right of way, was approved by City Council on October 11, 2007.
- Round Valley Drive was constructed during the summer of 2008.

Analysis

Questar plans to install an eight inch steel high pressure gas line during the 2017 summer. The proposed line will connect the existing gas regulator, located at 570 Round Valley Drive, to the existing gas regulator station located behind the Park City School District offices. The improvement will provide a looped natural gas system in the Park City area which will reduce the likelihood of lost service.

The area immediate to this requested easement is filled with existing utilities including: a twelve inch ductile iron water main on the east side of asphalt area, an eight inch PVC sanitary sewer main on the west side of asphalt area, an eight inch gas line on the west side behind sidewalk, and various dry utilities on the east side behind sidewalk. The existing gas regulator station is located to the west of Round Valley Drive. For this reason and to avoid the other existing utilities, Questar is proposing to locate the new eight inch steel high pressure gas line west of the existing eight inch medium pressure gas line, thus avoiding utility crossings along the alignment of Round Valley Drive. Furthermore, locating the line outside of the asphalt would reduce the traffic impact during construction and avoid an asphalt patch within Round Valley Drive.

The location of the proposed Public Utility Easement is classified by the U.S. Fish and Wildlife as freshwater emergent wetland. It will be Questar's responsibility to pull the U.S. Army Corps of Engineers 404 permit in order to mitigate any impacts to the wetland during construction. The wetland will need to be restored after installation and any future maintenance of the high pressure gas line.

Alternatives

A. Approve the Request:

Approving the Public Utility Easement will allow Questar to locate the high pressure gas line outside of the asphalt and sidewalk area. The proposed alignment would avoid crossings with other utilities. This is Staff's recommendation.

Pros – based on discussion with Questar, best alignment possible, minimizes impacts to activities in the Quinn Junction area.
Cons – Wetlands will be impacted but will be restored

B. Deny the Request:

Denying the Public Utility Easement will require Questar to locate the high pressure gas line within the existing Round Valley Drive permanent easements and right-of-way.

Pros – No impacts to the wetlands.

Cons - The new high pressure gas line would likely be located between the existing natural gas line and sanitary sewer within the asphalt area, resulting in a long asphalt patch on Round Valley Drive and temporary road closures as the pipe is installed

Department Review

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

Funding Source

No funding impacts as a result of the recommended action.

Summary Recommendation

Staff recommends that the City Council grant a Public Utility Easement, in a form approved by the City Attorney, for the purpose of constructing and accessing a proposed high pressure gas line located on the northeast corner of Park City parcel PCRC-1-AM-X.

Attachments

Park City Recreation Complex Easement Exhibit
Park City Public Utility Easement Grant
Reference Map

WHEN RECORDED MAIL TO:
Park City Municipal Corporation
P.O. Box 1480
Park City, Utah 84060-1480

Space above for County Recorder's use
PARCEL I.D.# PCRC-1-AM-X

PUBLIC UTILITY EASEMENT GRANT

PARK CITY MUNICIPAL CORPORATION, a municipal corporation of the State of Utah, Grantor, does hereby dedicate, grant and convey for perpetual use of the public the property described heron as a public utility easement, as defined in and governed by Utah Code Ann. §54-3-27, said public utility easement being situated in the County of Summit, State of Utah, and more particularly described as follows, to-wit:

Land of the Grantor located in the Northwest Quarter of Section 2, Township 2 South, Range 4 East, Salt Lake Base and Meridian;

A portion of Lot 1 of the "Amended Park City Recreation Complex", A three lot subdivision located in Park City, Summit County, Utah, and the Northeast Quarter of Section 3, and the Northwest Quarter of Section 2, Township 2 South, Range 4 East, Salt Lake Base and Meridian, more particularly described as follows:

Beginning at the furthest most West corner of Lot 1 in the Amended Park City Recreation Complex, a three lot subdivision located in Park City, Summit County, Utah, which point is South 89°52'49" East 2,048.46 feet, and South 45°02'17" West 202.91 feet, and South 25°41'05" West 82.60 feet from the Northwest Corner of Section 2, Township 2 South, Range 4 East, Salt Lake Base and Meridian; and running thence South 25°41'05" West 30.00 feet; thence North 04°16'52" West 39.24 feet; thence South 52°47'49" East 20.00 feet to the point of beginning.

Containing 0.01 acres (294.07 sq. ft.)

This Public Utility Easement shall be binding upon and inure to the benefit of the successors and assigns of Grantor.

IN WITNESS WHEREOF, Grantor has caused its corporate name and seal to be hereunto affixed this ____ day of _____________________, 20___.

Attest: Park City Municipal Corporation

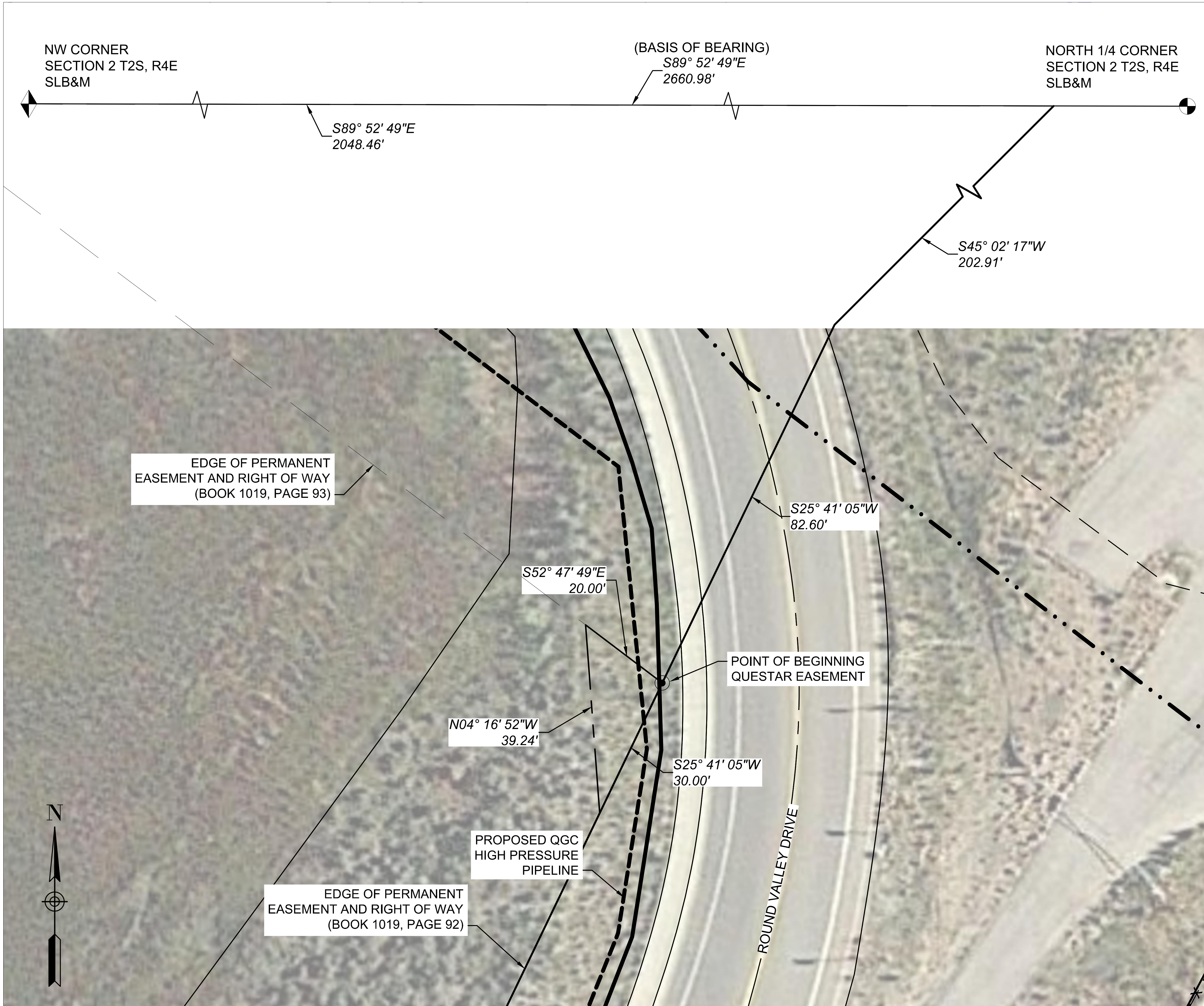
_________________________________ By:_________________________________
, City Recorder , Mayor

(SEAL)

STATE OF UTAH)
) ss.
COUNTY OF SUMMIT)

On the _____ day of ___________________________, 20___ personally appeared before me______________________________, who, being duly sworn, did say that he is the _Mayor__, of _Park City Municipal Corporation___, and that the foregoing instrument was signed on behalf of said corporation by authority of a resolution of its City Council or its Bylaws, and said Mayor___ acknowledged to me that said corporation duly executed the same.

____
Notary Public



QUESTAR GAS FL54 PARK CITY RECREATION COMPLEX EASEMENT LEGAL DESCRIPTION

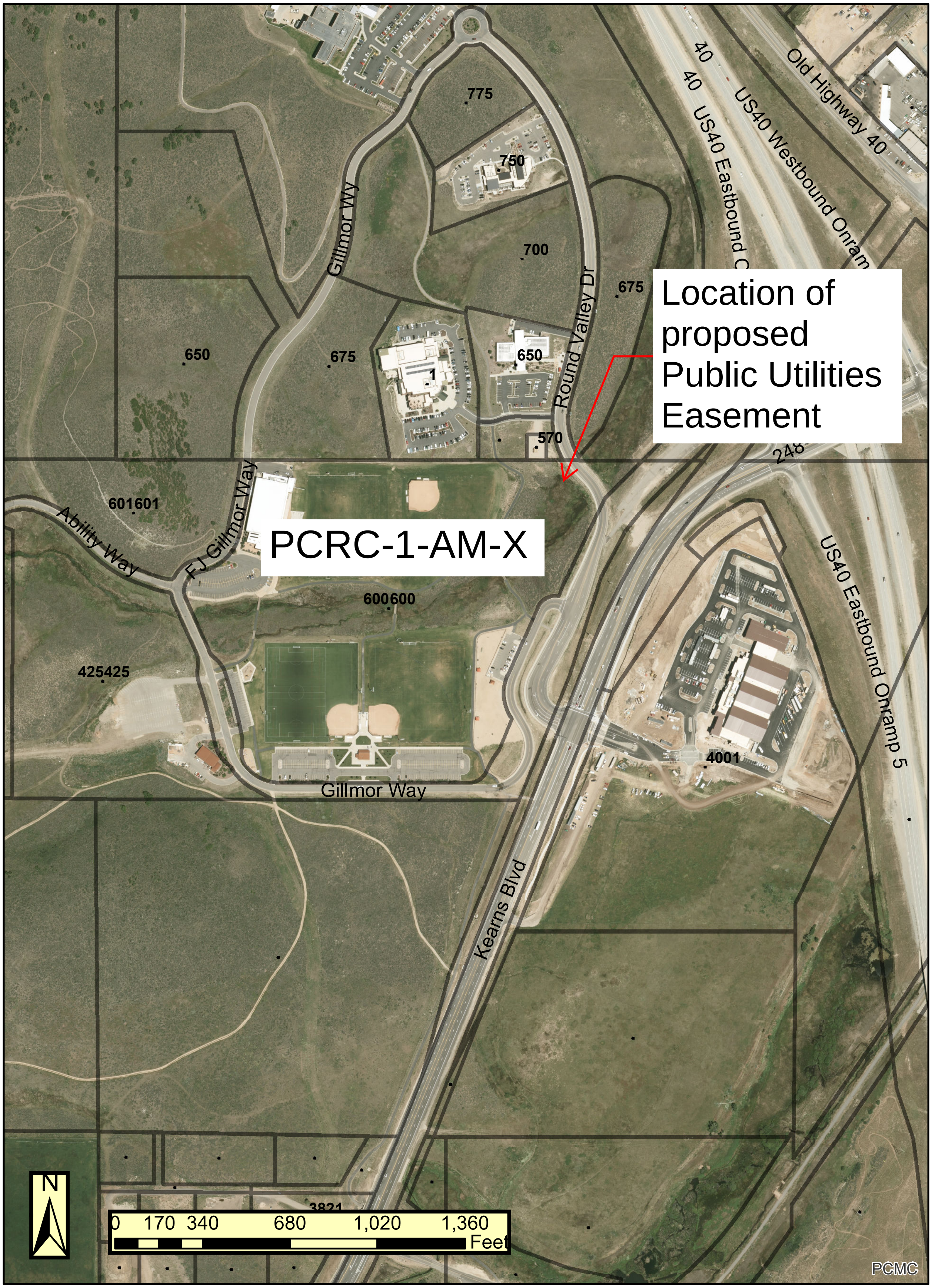
A PARCEL OF LAND LOCATED IN THE NORTH HALF OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN SAID PARCEL MORE PARTICUALARY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT BEING S 89°52'49” E 2048.46 FEET ALONG THE SECTION LINE TO A POINT ON THE WEST LINE OF A PERMANENT EASEMENT AND RIGHT OF WAY FOR ROUND VALLEY DRIVE (PUBLIC ROAD) AS FOUND IN BOOK 1019, PAGE 92, SUMMIT COUNTY RECORDER AND ALONG SAID PUBLIC ROAD THE FOLLOWING 2 COURSES; 1) S 45°02'17” W 202.91 FEET, 2) S 25°41'05” W 82.60 FEET FROM THE NORTHWEST CORNER OF SAID SECTION 2, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN; THENCE CONTINUING ALONG THE WESTERLY LINE OF ROUND VALLEY DRIVE S 25°41'05” W 30.00 FEET, THENCE N 04°16'52” W 39.24 FEET, THENCE ALONG THE SOUTHERLY EDGE OF A PERMANENT EASEMENT AND RIGHT OF WAY AS FOUND IN BOOK 1019, PAGE 93, SUMMIT COUNTY RECORDER S 52°47'49” E 20.00 FEET TO THE POINT OF BEGINNING.

CONTAINS 0.01 ACRES OR 294.07 SQ FT.

QUESTAR Gas

Reference Map



PARK CITY 1884

DATE: April 13, 2017

TO HONORABLE MAYOR AND COUNCIL

Recreation Staff is looking to enter into a Two Year Sponsorship Agreement with USSA. The department has had a sponsorship agreement with USSA since 1997. As part of the agreement, USSA athletes, coaches & staff may use the PC MARC at no charge and in return the facility will be licensed to market the facility as an "Official Training Center of the U.S. Ski & Snowboard Team" using the official logos for USSA. In addition USSA will work with recreation staff to create opportunities for joint social functions with U.S. Ski Team athletes, coaches and the public. Historically this agreement has not had a negative impact on the facility despite 100 passes currently issued.

Respectfully:

Tate Shaw, Recreation Manager

City Council
Staff Report

Subject: **USSA Sponsorship Agreement**
Author: **Tate Shaw, Assistant Recreation Manager**
Department: **Golf, Recreation, Ice & Library**
Date: **April 16, 2017**
Type of Item: **Administrative**

Summary Recommendation

Authorize the City Manager to enter into a two year sponsorship agreement (attachment A) with the United States Ski and Snowboard Association (USSA), in a form approved by the City Attorney.

Executive Summary

Recreation Staff are looking to enter into a two year renewal of the current Sponsorship Agreement with USSA. The department has had a sponsorship agreement with USSA since 1997. As part of the Agreement USSA athletes, coaches & staff may use the Park City Municipal Athletic and Recreation Center (PC MARC) at no charge and in return the facility will be licensed to market the facility as an "Official Training Center of the U.S. Ski & Snowboard Team" using the official logos for USSA. In addition USSA will work with recreation staff to create opportunities for joint social functions with U.S. Ski Team athletes, coaches and the public.

Historically this agreement has not had a negative impact on the facility despite nearly 100 passes currently issued.

Acronyms

USSA	United States Ski and Snowboard Association
PC MARC	Park City Municipal Athletic and Recreation Center

The Opportunity

The continuation of a long standing agreement between two well established entities; and agreement which continues to provide a quality benefit to many locals and athletes. The benefit of this Agreement is USSA shall cooperate with the Recreation Center staff to create opportunities for joint social functions with USSA athletes, staff and the public, including youth opportunities when USSA elite athlete members are in the Park City area and are available for such functions.

Background

- Park City Municipal first entered into a sponsorship agreement with USSA in 1997. The agreement was previously renewed in 1999, 2003, 2011 and 2015.
- The original agreement enabled the former Racquet Club to enter the weight and cardio market as USSA donated a large amount of fitness equipment to the facility. The equipment was and is currently used by both the public and USSA.

- Since the original agreement in 1997 most of the equipment has been replaced by the City. Again in 2012 additional equipment was donated by USSA to the newly opened PC MARC.

Alternatives for City Council to Consider

1. **Recommended Alternative:** Authorize the City Manager to enter into a two year sponsorship agreement (attachment A) with USSA, in a form approved by the City Attorney.

   Pros

   a. A unique opportunity for a recreation center to partner with an international ski team.
   b. Provide a place where locals and world class athletes can work out under one roof.
   c. The ability to market with the phrase "Official Training Center of the U.S. Ski and Snowboard Association" allows the recreation center to differentiate the facility not only from others in the community but from others in the country.
   d. Historically the use by USSA has not had a negative impact on the facility operation even with nearly 100 passes established for USSA.

   Cons

   a. Potential increased usage to a facility that continues to increase in participation numbers.

   Consequences of Selecting This Alternative

   Potential increase in overall participation in group fitness center usage and programs.

2. **Null Alternative:** By denying the request, there would be no sponsorship agreement with USSA resulting in a discontinuation of a relationship that was started in 1997.

3. **Continue the Item:** Council may continue the item to a future date.

Analysis

Despite building The Center of Excellence, USSA still has a need for staff and athletes to use some of the facilities and classes that the PC MARC offers. The 2015-2017 agreement will be expiring and the interest between both parties is to renew the contract until 2019.

The highlights of the sponsorship agreement are as follows:

- The recreation center will be licensed to market the facility as the "Official Training Center of the U.S. Ski & Snowboard Team" using the official logos for USSA.USSA will work with recreation staff to create opportunities for joint social functions with USSA elite athletes, coaches and the public.
- USSA elite athletes, coaches and staff will be given free membership to the recreation center in order to use facilities other than tennis free of charge.

- If a USSA pass holder wishes to participate in a fitness class that is filled they will have the option of either paying the drop-in fee for the class or giving up their spot to a paying customer.
- Allow USSA elite athletes, coaches and staff access to fitness areas for dry land training.
- Historically the use by USSA has not had a negative impact on the facility operation even with nearly 100 passes established. With these passes, the six month valuation, assuming no discount is $27,200. Therefore, over the two year term of the agreement, the value of the sponsorship will be approximately $108,800.

Department Review
Legal, Recreation & Library and Executive

Funding Source
Funding will be covered under the Recreation operating budget.

Attachments
A USSA PC MARC 2017 Agreement

2017 SPONSORSHIP AGREEMENT
UNITED STATES SKI AND SNOWBOARD ASSOCIATION (USSA)

This Agreement is made and entered into this ______ day of__________, 2017 (“the effective date”) by and between UNITED STATES SKI AND SNOWBOARD ASSOCIATION (“USSA”), whose principal offices are located at One Victory Lane, Park City UT, and PARK CITY MUNICIPAL CORPORATION (“PCMC”), a municipal corporation and political subdivision of the State of Utah.

Recitals

A. USSA is the National Governing Body for the sports of skiing and snowboarding in the United State of America. USSA is recognized by the United States Olympic Committee (“USOC”) and International Ski Federation (“FIS”) as the sole sanctioning and governing body for Olympic-eligible and FIS-eligible skiing and snowboarding in the United States.

B. PCMC owns and operates a public athletic club located at 1200 Little Kate Road in Park City, Utah (“Recreation Center”).

C. USSA and PCMC desire to create a high caliber ski and snowboard athletic training facility (hereinafter “the Fitness Center”) to be located within the Recreation Center premises for the use, enjoyment and benefit of the general public, USSA, its affiliates, employees, coaches and athletes.

NOW, THEREFORE, for and in consideration of the mutual agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto, intending to be legally bound, hereby agree as follows:

1. **Term and Termination**.

1.1 The term of Agreement shall be a period of two (2) years from the effective date hereof.

1.2 PCMC shall have the first right to negotiate an additional two (2) year extension.

2. **Obligations of USSA**.

2.1 USSA shall cooperate with the Recreation Center staff to create opportunities for joint social functions with USSA athletes, staff and the public, including youth opportunities when USSA elite athlete members are in the Park City area and are available for such functions. USSA shall not be obligated to require the attendance of any USSA elite coaches or athletes, but shall use its commercially reasonable efforts to encourage their attendance at and participation in such functions.

2.2 USSA shall provide to the Recreation Center staff on an annual basis a list identifying all current athletes, coaches and staff eligible for free memberships. USSA shall provide Recreation Center staff with an annual update of the list as changes in team membership and employment occur. USSA will provide them with a USSA ID that must be shown to the front desk in order to use the facility at no charge. If a class is full, USSA team members, coaches and staff will have the option of paying for the class or leaving so that the spot can be used by a paying customer.

2.3 USSA shall provide to the Recreation Center a license to use the name and marks of the U.S. Ski and Snowboard Team and allow the Recreation Center to market the phrase "Official Training Center of the U.S. Ski & Snowboard Team" or similar designation to be approved by USSA. In the event that USSA enters into a corporate partnership during the term of this agreement with a national commercial brand (i.e. 24 Hour Fitness, Bally's, Vasa or other) USSA will have the right to alter and/or terminate this agreement after sixty (60) days upon PCMC receiving written notification from USSA. USSA will use commercially reasonable efforts to alter the relationship to accommodate all parties.

2.4 USSA and any of its athletes, coaches, staff or other eligible participants or programs under this Agreement shall not interfere with any other patron of the Recreation Center, the access to other spaces within the building or obstruct parking for or the entrances to those other spaces in any way. PCMC shall have the right to require USSA to take reasonably necessary mitigation measures for any participant, program or activity that interferes with the normal day-to-day operations of the Recreation Center. If such measures are not complied with, PCMC may prohibit any such future programs or individual participants.

2.5 USSA agrees not to discriminate against anyone on the basis of race, color, national origin, age, sex or disability in its hiring practices, services or operation of its programs hereunder.

3. **Obligations of PCMC**.

3.1 The Recreation Center staff shall create fitness programs and offer such programs to the general public at rates to be determined by PCMC.

3.2 PCMC shall cooperate with USSA in the scheduling of dry land training opportunities for USSA coaches, staff, and athletes, and shall ensure that the Fitness Center is available for the effective use of USSA, coaches, staff, and athletes during such times, subject to availability, operational hours and scheduled classes. PCMC shall not levy any charges for use of the Fitness

Center against USSA or any of its coaches, staff, or athletes in connection with such dry land training opportunities, unless otherwise agreed.

3.3 PCMC will provide free membership to each USSA elite athlete, staff, and coach which shall include access to the Fitness Center, pools, aerobics classes (a fee will be charged if such classes are full but the instructor is willing to accept more participants), spinning, gymnasium, and locker rooms, subject to availability, operational hours and scheduled classes. Tennis courts and programs are not included. PCMC may give priority to regular customers in classes or programs offered to a limited number of participants.

3.4 PCMC shall cooperate with USSA in providing access to the Fitness Center by guests of USSA.

3.5 In the event that the Recreation Center enters into a corporate partnership during the term of this agreement with a national commercial brand, PCMC will have the right to alter and/or terminate this agreement after sixty (60) days upon USSA receiving written notification from PCMC. PCMC will use commercially reasonable efforts to alter the relationship to accommodate all parties.

3.6 PCMC shall not make any reference to the United States Olympic Committee or utilize any Olympic marks, symbols or terminology in any of its publicity, promotion, advertising and marketing materials for the Recreation Center, unless otherwise authorized to do so.

4. **Insurance and Indemnity**.

4.1 USSA shall indemnify and hold PCMC and its agents, employees, and officers, harmless from and shall process and defend at its own expense any and all claims, demands, suits, at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind of nature, brought against PCMC arising out of, in connection with, or incident to the use of the Fitness Center by any of its athletes, coaches, staff or other eligible participant or program under paragraphs 3.4, 3.5, and 3.6 above and/or USSA's defective performance or failure to perform any aspect of this Agreement; provided, however, that if such claims are caused by or result from the concurrent negligence of PCMC, its agents, employees, and officers, this indemnity provision shall be valid and enforceable only to the extent of the negligence of USSA; and provided further, that nothing herein shall require USSA to hold harmless or defend PCMC, its agents, employees and/or officers from any claims arising from an intentional tort or the sole negligence of PCMC, its agents, employees, and/or officers. This limited waiver has been mutually negotiated by the parties, and is expressly made effective only for the purposes of this Agreement. The provisions of this section shall survive the expiration or termination of this Agreement. USSA shall, at its expense, carry a policy of general liability insurance, including professional liability, in an amount of at least Two Million Dollars ($2,000,000) per incident or occurrence with at least a Four Million Dollar

($4,000,000) aggregate. USSA shall also provide Workers Compensation insurance as per the State of Utah required limits. A certificate of insurance naming PCMC as Additional Insured and stating that PCMC shall receive thirty (30) days written notice of cancellation shall be provided to PCMC on or before the effective date of this Agreement, and maintained continuously during the term of the Agreement.

4.2 PCMC shall maintain appropriate property insurance. PCMC shall not be liable for any damage caused by the negligence of USSA or any eligible participant or program conducted pursuant this Agreement. If damage or destruction to the Recreation Center shall be so extensive as to require the substantial rebuilding, the effect of which may require removal of USSA's operations from the premises, either PCMC or USSA may elect to terminate this Agreement by written notice to the other within thirty (30) days after occurrence of such damage or destruction.

5. **Miscellaneous Provisions**

5.1 No waiver or failure to act with respect to any breach of this Agreement shall be deemed a waiver with respect to any subsequent breach, regardless of its similarity to a previous breach.

5.2 Neither party may assign or transfer any part of this Agreement to any third party without the other party's prior written approval.

5.3 Without limiting the foregoing, for purposes of any obligation in connection with this Agreement, USSA shall not be deemed to be a partner, joint venturer or agent of PCMC or any third party.

5.4 This Agreement may be executed in counterparts, and photo static and facsimile copies of executed signature pages shall be fully binding.

CHANGES.

6.1 Either party may request changes to this Agreement and performance to be provided hereunder, however, no change or addition to this Agreement shall be valid or binding upon either party unless such change or addition be in writing and signed by both parties. Such amendments shall be attached to and made part of this Agreement.

ENTIRE AGREEMENT.

7.1 The parties agree that this Agreement is the complete expression of the terms hereto and any oral representations or understandings not incorporated herein are excluded. Further, any modification of this Agreement shall be in writing and signed by both parties. Failure to comply with any of the provisions stated herein shall constitute material breach of contract and cause for termination. Both parties recognize time is of the essence in the performance of the provisions of this Agreement. It is also agreed by the parties that the forgiveness of the nonperformance of any provision of this Agreement does not constitute a waiver of the provisions of this Agreement.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed the day and year first hereinabove written.

DATED this day of , 2017.

PARK CITY MUNICIPAL CORPORATION
445 Marsac Avenue
P. O. Box 1480
Park City, UT 84060

____
Diane Foster, City Manager

Attest:

____
City Recorder

Approved as to form:

____
City Attorney's Office

US SKI AND SNOWBOARD ASSOCIATION
One Victory Lane
P. O. Box 100
Park City, UT 84060

____
Business License Number

____
Tax ID Number

____
Tiger Shaw, President and Chief Executive Officer

STATE OF UTAH)
) ss.
COUNTY OF SUMMIT)

On this ____ day of ___________________, 2017, before me, the undersigned notary, personally appeared Tiger Shaw, personally known to me/proved to me through identification documents allowed by law, to be the person whose name is/are signed on the preceding or attached document, and acknowledged that he signed it voluntarily for its stated purpose as President and Chief Executive Officer for the U.S. Ski and Snowboard Association.

____
Notary Public

DATE: April 13, 2017

TO HONORABLE MAYOR AND COUNCIL

The 2017 Water Service Line Improvement Project is an integral part of the City's ongoing asset management of the water distribution system. The project addresses the City's obligation to provide reliable water delivery and accurate billing to customers. Additionally, this work assists in water conservation efforts by ensuring that our customers are realizing the actual amount of water consumed and are aware of the cost of that water, as well as addressing unaccounted for water (water losses within the distribution system and water use not metered).

Respectfully:

Griffin Lloyd,

City Council
Staff Report

Subject:	**2017 Water Service Improvement Project, Construction Agreement Daley Excavators L.L.C.**
Author:	**Griffin Lloyd, Public Utilities Project Manager**
Department:	**Public Utilities**
Date:	**April 13, 2017**
Type of Item:	**Administrative**

Summary Recommendation
Staff recommends Council to authorize the City Manager to execute a Construction Agreement, in a form approved by the City Attorney, with Daley Excavators L.L.C. for the 2017 Water Service Line Improvement Project for an amount not to exceed $62,600.

Executive Summary
The 2017 Water Service Line Improvement Project is an integral part of the City's ongoing asset management of the water distribution system. The project addresses the City's obligation to provide reliable water delivery and accurate billing to customers. Additionally, this work assists in water conservation efforts by ensuring that our customers are realizing the actual amount of water consumed and are aware of the cost of that water, as well as addressing unaccounted for water (water losses within the distribution system and water use not metered).

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

City	Park City Municipal Corporation
L.L.C.	Limited Liability Corporation

The Problem
Aging water meters in the distribution system overtime become less accurate. In an attempt to replace all aging large water meters in the system, meters have been selected for replacement based on a prioritized list that is based on consumption data and meter assessments. Eleven sites were selected from the prioritized list and will be replaced with new infrastructure.

Background

- In the fall of 2013, the Public Utilities Department replaced its highest priority large meters within the City. The project was successful in reinstituting accurate water measurement and reporting customer usage. Staff's review of the prior meter replacement efforts has indicated that old meter inaccuracies were significant enough to result in a project payback period of approximately eighteen months. Because of the results of the project, all large meters within the City have been scheduled for replacement.

- This will be the third project of dual meter replacements, and will complete all remaining exterior large meters (3 inch and larger) that are older than 10 years. A fourth project will be needed in the future to complete the remaining interior replacement meters. Staff has replaced 57 large meters to date.

- Links to material presented at City Council meetings for the prior projects are provided below:

  - Dual Meter Vault Repair Project – City Council 10/24/2013
    http://parkcityut.iqm2.com/Citizens/FileOpen.aspx?Type=1&ID=2042&Inline=True

  - Interior Meter Replacement Project – City Council 03/16/2015
    http://parkcityut.iqm2.com/Citizens/FileOpen.aspx?Type=1&ID=1999&Inline=True

  - 2016 Water Service Replacement Project – 4/28/2016
    http://parkcityut.iqm2.com/Citizens/FileOpen.aspx?Type=1&ID=2134&Inline=True

Alternatives for City Council to Consider

A. Approve the Request:

This alternative will replace and improve the existing water services.

Pros –Replacement will result in a higher level of service to customers, more accurate water metering, and eliminate unscheduled water outages.

Cons – Capital cost impacts

B. Do Nothing:

This alternative would deny the request to replace service lines.

Pros – Funds allocated for this project could be used for other asset management projects.

Cons – Revenue would be lost due to inaccurate metering.

Analysis

The request for bid proposals for the 2017 Water Service Improvement Project was advertised in the Park Record on 3/11, 3/15, 3/18, 3/22, 3/25 & 3/29, 2016, online at utahlegals.com, and on the Park City Website beginning March 8, 2017. Four proposals were received and opened on March 29, 2016. The following summarizes the pricing evaluation of the bid proposals

Bidder	Total
Engineers Estimate	**$77,706.00**
Daley Excavators	$62,600.00
Counterpoint Construction	$64,311.00
England Construction	$133,500.00
Beck Excavation	$141,000.00

Daley Excavators L.L.C. is the lowest responsive bidder. Bid documents have been reviewed by staff and no issues were discovered. Daley Excavators L.L.C., maintains an office in Summit County; however, they were the lowest proposer even without being given local preference.

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

Department Review

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

Funding Source

The funding for the project is part of the approved 5-year Water CIP.

DATE: April 13, 2017

TO HONORABLE MAYOR AND COUNCIL

The BOARD software is essential to the operations of the budget department, and maintaining the software allows us to make annual upgrades to it, and improve our budgeting process. The Budget Department already has operating funds set aside for the purpose of paying the software maintenance every year.

Respectfully:

Kory Kersavage, Budget Analyst

City Council
Consent Agenda Item

Subject:	**Professional Services Contract for BOARD Software Maintenance in the amount of $83,600, in a form approved by the City Attorney**
Author:	**Kory Kersavage**
Department:	**Budget, Debt & Grants**
Date:	**April 13, 2017**
Type of Item:	**Consent**

Recommendation:
The Council should consider authorizing the City Manager to sign a Professional Services Agreement with Neubrain for software maintenance services related to the BOARD software in an amount not to exceed $83,600 in a form approved by the City Attorney.

Executive Summary:
The BOARD software is essential to the operations of the budget department, and maintaining the software allows us to make annual upgrades to it, and improve our budgeting process. The Budget Department already has operating funds set aside for the purpose of paying the software maintenance every year.

Acronyms:
BFO – Budgeting for Outcomes

Background:
The BOARD Software is a crucial component of the budgeting process and in implementing the BFO process in Park City. This software allows us to budget by program throughout the City, and to link individual programs and services to Council's Goals and Desired Outcomes. This software has also been tailored to Park City's specific needs and saves hundreds of hours of frustrating hours every year during the budget process. The software maintenance contract is a necessary part of keeping the software up to date and functioning properly in order to have a smooth budget process.

A description of what software maintenance for the BOARD software entails is as follows:

Board Software Subscription/ Annual Maintenance
The Board Technical Support is provided by the software vendor. Board Technical Support organization adds significant value to its product in two ways. First, the organization provides a number of methods to allow customers to get help, from web-accessible automated knowledge bases and web case logging to telephone support. Second, the organization provides mechanisms to resolve critical issues in appropriate timeframes. For example, a Hotsite (critical bug) is defined as a product problem that

prevents a customer from performing a business-critical function. These Hotsite problems are escalated to Development and treated as top priority until they are resolved. Hotsite will be addressed immediately via a software 'point' release – Board does not provide patches. The turnaround time from identifying the bug to the release varies depending on the complexity of the issue, but is typically within a few days. Fixes to problems that are important but less critical than Hotsite problems are batched together in maintenance releases of the products. Maintenance releases are introduced every 3 months, and a 'major' release once per year.

The Board software installation files are available for download from http://www.board.com website, and email notices are sent to all customers when a new release has gone GA (General Availability). CDs with the software can be mailed if needed.
The Board Technical Support team is organized into three hierarchical levels which reflect the escalation process that an issue follows. These levels are:

- Level 1 - Board Technical Support personnel located in the same country or region of the customer where the escalation origins from (The US Technical Support Team is located in Boston, MA and Austin, TX)
- Level 2 - International Support Team
- Level 3 - Development Team located in HQ.

Board Technical Support includes the following:

- Correction of errors
- Maintenance releases
- Product improvements & extensions
- Unlimited case logging (via web and telephone numbers designated by the contract)
- Phone Support is provided during office hours, 9:00 AM to 6:00 PM EDT. Most support calls however are managed through the web site support area.
- Web Site Support area provides the following services:
    - Web support and case status tracking via web (http://www.board.com/board/board.nsf/CSHomeOpenForm&Link=C)
    - Knowledge-base: articles mostly of a technical nature but also includes tips, tricks and best practice advice. Guidance to users on how to use Board with respect to common BI/CPM matters, optimizations, and so on.
    - Download: this area is for downloading the software itself, the documentation in various languages and also examples, demos, common drivers and utilities.
    - Licensing: this section is used to activate your copy of the software.
    - Mailing lists: users can subscribe to different mailing lists so that they are automatically notified when a new release of the software is published or when new articles are posted on the knowledge-base.

The Web Support Area is the real "Question & Answer" tracking system. Users can log questions which are handled and answered by Board Technical Support team. The Web Support Area is a collaborative environment that allows users belonging to the same organization to share knowledge: all users registered under the same company name (a customer or a partner company) can view each other's questions and the answers given by the technical team. This information sharing is particularly important and appreciated by partners and clients alike. Access to the Support site is subject to a registration.

The Budget Department already has operating funds set aside for the purpose of paying the software maintenance every year. The total cost over 5 years will be $83,600, about $16,720 a year. The software maintenance amount is based on 18% of the value of the software items for which maintenance is being provided.

Funding Source:
The software maintenance cost will be paid out of the Budget Department's operating budget. Currently there are funds set aside for this purpose on an ongoing basis. All other costs have already been paid for.

Alternatives:

A. **City Council should do the following:**
   Staff recommends that Council consent to entering into the Contract agreement with Neubrain for the next 5 years.
B. **Deny:**
   Council may elect to not extend the contract. The budget department would search for an alternative method for developing the budget.
C. **Modify:**
   Council may elect to change the terms of the contract.
D. **Continue the Item:**
   The decision would be delayed until April 27th.
E. **Do Nothing:**
   This has the same effect as Alternative B.

Significant Impacts:
This would maintain the status quo of the City's current situation with Neubrain, and allow for improvements to the software to be accessible by the City for no extra cost. It would also maintain the current budget procedures, and provide for a smooth budget process.

Consequences of not taking the recommended action:
If the recommended action is not taken, the City would need to discontinue use of the BOARD software, and an alternative method would need to quickly be found in order to continue the budget process.

Department Review:
Budget, Debt, & Grants Department, Legal, and City Manager

Summary Recommendation:
Staff recommends that Council consent to a contract with Neubrain for the next 5 years that covers software maintenance for the BOARD software. The total cost of the contract will be $83,600.

Attachments:
A – Scope of Services for the software maintenance contract with Neubrain

Park City Municipal Corporation Service Provider Agreement/Minor

EXHIBIT "A"

SCOPE OF SERVICES

Detailed list of Software Maintenance Items

Licenses	Unit Cost	Qty	Extended Costs
BOARD DEVELOPER USER NAMED	$5,441	5	$27,205
BOARD Power User	$0	0	$0
BOARD LITE+ USER NAMED	$907	40	$36,280
BOARD LITE USER NAMED	$317	4	$1,268
BOARD Office Add-in for up to 25 users	200	25	$5,000
BOARD Engine USERS - 26 TO 50 (1 Additional BOARD Developer License for Test Server is included in BOARD Engine price)	$18,135	1	$18,135
BOARD Beam	$5,000	1	$5,000
BOARD Web View-only license for up to 250 users (Included)			
			$92,888

BOARD Annual Software Maintenance is 18% of the list price - $16,719.84

Total cost of the Contract is **$83,600** ($16,719.84 x 5 Years(length of contract)= $83,599.20)

DATE: April 13, 2017

TO HONORABLE MAYOR AND COUNCIL

Executive Summary

Approval of Change Order #15 will allow Keller Construction, original General Contractor of the Kimball Junction Transit Center (KJTC), to complete the remaining construction work for installation of the overhead charging station. In order for Keller Construction to complete the Charging Station adjusted scope of work the Council will need to approve the change order which exceeds the amount allowed of 10% over original Contract by 0.53% or $13,416.00. Keller Construction has already installed a portion of the conduit and footing for the overhead charging station mast. Additionally, the Transit Department has received and taken ownership of the overhead charging station unit.

Respectfully:

Blake Fonnesbeck, Public Works Director

City Council
Staff Report

Subject: Kimball Junction Transit Center Charging Station
Author: Blake Fonnesbeck
Department: Transit
Date: April 13, 2017
Type of Item: Consent

Summary Recommendation

Staff recommends Council approve the Kimball Junction Transit Center Electric Bus Charging Station Change Order #15 in the amount not to exceed $194,754.00 to complete construction of the overhead charging station at the Kimball Junction Transit Center in preparation of delivery of Proterra battery-electric buses.

Executive Summary

Approval of Change Order #15 will allow Keller Construction, original General Contractor of the Kimball Junction Transit Center (KJTC), to complete the remaining construction work for installation of the overhead charging station. In order for Keller Construction to complete the Charging Station adjusted scope of work the Council will need to approve the change order which exceeds the amount allowed of 10% over original Contract by 0.53% or $13,416.00. Keller Construction has already installed a portion of the conduit and footing for the overhead charging station mast. Additionally, the Transit Department has received and taken ownership of the overhead charging station unit.

Acronyms

BRT	Bus Rapid Transit
KJTC	Kimball Junction Transit Center
OTTC	Old Town Transit Center
SOV	Single Occupancy Vehicles

The Problem

Overhead charging stations are the only means of powering the 6 (six) 40-foot battery-electric Low Floor Proterra buses, with a quick charge, as they pass through a transit center hub. Proterra battery-electric buses cannot yet hold a charge that parallels a tank of diesel. The rapid charge, overhead charging station units are a necessary piece to fulfilling Bus Rapid Transit (BRT) to and from the Kimball Junction Transit Center and the Old Town Transit Center (OTTC); reducing Single Occupancy Vehicles (SOV) off of Highway 224.

Background

In the spring of 2016 Keller Construction was awarded the contract to complete the Kimball Junction Transit Center in the amount of $2,543,956.00. At time of award the

Transit Department was looking into the possibility of creating a battery electric BRT route from the Kimball Junction Transit Center.

In May 2016 the City submitted a Federal Low-No Grant to purchase Proterra Battery Electric buses and subsequent charging equipment. When the grant was submitted City staff requested that while we were building the transit center we should at least do a change order to install the conduit needed for a charging station before pavement was installed.

In July 2016 the Federal Transit Administration announced that Park City Transit was awarded a grant of 3.9 Million dollars to go forward with the Battery Electric Bus project. With this announcement Staff requested an additional change order to install the footings for the Proterra Charging mast before the driveway concrete was installed with the plan to have the entire charging station installed while Keller Construction was already mobilized on site and to coincide with the completion of the project. However staff underestimated the amount of time to get approval from the Summit County Planning Commission for installation of the charging station. The Summit County Planning Commission approved the plan with additional screening requirements on November 15th, too late to install the equipment before winter. This Change Order is higher than originally anticipated due to additional remobilization costs and additional screening of the electrical boxes.

Alternatives for City Council to Consider

1. **Recommended Alternative:**
   Approve Change Order #15.
   Pros
   a. BRT would be able to start at the beginning of the 2017 Summer Season.
   b. Keller Construction is already familiar with the project and able to seamlessly complete the project vs. bringing in a different contractor to complete.
   c. This would still support the Councils' goal of reducing SOV trip in and out of town starting this summer.

   Cons
   a. Timeline until buses can be on the BRT route would be severely delayed; battery-electric buses require on route charging to perform effectively without temporarily going out of service, with frequent trips to bus barn depot charger.

   Consequences of Selecting This Alternative
   Delivery of Proterra buses is imminent. The sooner that the KJTC overhead charging station unit can be installed the sooner that Proterra buses can be integrated into a BRT route. A separate RFP is being conducted for installation thereof at the OTTC; thus it is vital for immediate installation of overhead charging station at KJTC for the June timeline of BRT to go into effect.

2. **Deny Change Order #15**
   Pros
   a. None.

Cons

a. BRT route will be severely delayed and battery-electric buses will sit idle in transit barn without ability to charge on route while a new construction RFP is produced and bid.

3. **Null Alternative:**
   Do nothing

Pros

b. There is no pro in not being able to charge battery-electric buses on route.

Cons

b. BRT route will be delayed and battery-electric buses will sit idle in transit barn without ability to charge on route.

Analysis

Below is a detailed account of cost items associated with KJTC and the change order.

Cost item	$ Amount
Original Contract with Keller Construction	$2,543,956.00
*10% of above original contract is $254,395	
Change Orders spent YTD at KJTC	$ 73,053.00
Keller change order proposal for overhead charger installation	+ $194,754.00
Total Change Order	$267,811.00
Less 10%	($254,395.00)
$ Over Allowable Expense	$ 13,416.00
**Percent Over allowable change order is an additional 0.53%	

Department Review

The City Manager's Office, the City Attorney's Office, Budget, and Public Works have reviewed this Staff Report.

Funding Source

The funding for this Change Order will be part of the Federal Low-No Electric Bus Grant the City Received and will be an 80% Federal 20% City match out of the Transit Fund.

Attachments

Exhibit

A Change Orders # 1-14

B Change Order #15 Overhead Charge Station (signed)

Exhibit A

Change Order # 1-14

KJTC		Original Completion Date		18-Nov-16		
Keller Construction, Change Order Summary		Original Contract Amount		2,543,956.00		
		Notice to Proceed		25-May-16		
Change Order number		**amount**	**total CO's**	**total Contract**	**Time Extension**	**Completion Date**
1	Red Concrete	$ -		$ 2,543,956.00	10 days	28-Nov-16
2	Drain Inlet	$ 5,173.20	$ 5,173.20	$ 2,549,129.20	0 days	28-Nov-16
3	Electric Retractive Devices Doors	$ 7,146.34	$ 12,319.54	$ 2,556,275.54	0 days	28-Nov-16
4	Snout Box	$ 3,672.00	$ 15,991.54	$ 2,559,947.54	0 days	28-Nov-16
5	Maintain Library Water	$ 1,932.12	$ 17,923.66	$ 2,561,879.66	0 days	28-Nov-16
6	Sewer Realignment	$ 10,594.35	$ 28,518.01	$ 2,572,474.01	5 days	3-Dec-16
7	Bus Charger phase I	$ 25,896.15	$ 54,414.16	$ 2,598,370.16	15 days	18-Dec-16
8	Remove Asphalt Approach	$ 5,576.58	$ 59,990.74	$ 2,603,946.74	0 days	18-Dec-16
9	Add cost on light fixtures	$ 1,383.48	$ 61,374.22	$ 2,605,330.22	0 days	18-Dec-16
10	Plywood Backing and Ladder	$ 1,582.20	$ 62,956.42	$ 2,606,912.42	0 days	18-Dec-16
11	Add Drains in Landscape areas	$ 1,706.40	$ 64,662.82	$ 2,608,618.82	10 days	28-Dec-16
12	Add regrading and reseeding	$ 3,330.72	$ 67,993.54	$ 2,611,949.54	0 days	28-Dec-16
13	Inspector required planter mod	$ 5,059.80	$ 73,053.34	$ 2,617,009.34	0 days	28-Dec-16
14	Time Extension	$ -	$ 73,053.34	$ 2,617,009.34	90 days	3/28/2017

Exhibit B

CHANGE
ORDER # #14

OWNER	☐
ARCHITECT	☐
CONTRACTOR	☐
FIELD	☐
OTHER	☐

CRSA ARCHITECTURE
649 South Temple
Salt Lake City, UT 84102

PROJECT: KIMBALL JUNCTION TRANSIT CENTER
640 North Landmark Dr
Park City, UT 84098

CHANGE ORDER DATE: 1/23/2016

ARCHITECTS PROJECT NO.: #5365 orsa

TO CONTRACTOR: KELLER CONSTRUCTION
2412 SO 3400 WEST
WEST VALLEY, UT 84105

Notice to Proceed date: 5/24/2016
Original Completion date: 11/18/2016

Add work for bus charger per revised plans

Testing	1	ls	2200	$	2,200
Layout and Staking	1	ls	1320	$	1,320
Project Supervision	6	wks	2400	$	14,400
Temp Fencing	325	lf	5.25	$	1,706
Saw Cutting and Demo	1	ls	2862	$	2,862
Excavating	1	ls	20710	$	20,710
Concrete, L	1	ls	8800	$	8,800
Rebar	1	ls	3500	$	3,500
Concrete Rebar , M	1	ls	4398	$	4,398
Landscaping	1	ls	15170	$	15,170
Framing, fencing and gates	1	ls	11694	$	11,694
Framing misc materials	1		886	$	886
Struct Steel Fab and Hardware	1	ls	1332	$	1,332
Painting	1	ls	1232	$	1,232
Electrical	1	ls	90122	$	90,122
				$	180,332
			oh/p	$	14,426.58
			total	$	194,758.83

APPROVED: Not Applicable this C.O.
Construction Management

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed maximum Price) was	$ 2,543,956.00
Net change by previously authorized Change orders	$ 73,053.34
The (Contract Sum) (Guaranteed maximum Price) prior to this Change order was	$ 2,617,009.34
The (Contract Sum) (Guaranteed maximum price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	$ 194,758.83
The new (Contract Sum) (Guaranteed maximum Price) including this Change order will be	$ 2,811,768.17
The Contract Time will be (increased) decreased) (unchanged) by	90
The date of Substantial Completion as of the date of this Change Order therefore is	6/27/2017

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

ARCHITECT	CONTRACTOR	OWNER
649 E. South Temple	2412 South 3400 West	
Address SLC, UT 84102	Address West Valley City	Address
BY CONNIE HOLT, CRSA	BY Mark Huber	BY
DATE 2017-APR-04	DATE 04-04-2017	DATE

KJTC CO 11

CRSA — ARCHITECTURE · PLANNING · INTERIORS
649 E SOUTH TEMPLE · SLC, UT 84102 · 801.355.5915 · www.crsa-us.com

PROPOSAL REQUEST — PR # 002

DATE:	Friday, March 03, 2017	**CRSA REF:**	15-039 "KJTC" (Amend 06 – EBCS)
ARCHITECT:	**CRSA** Connie Holt, AIA, PIC	**PROJECT:**	**KIMBALL JUNCTION TRANSIT CENTER** 6490 North Landmark Drive, Park City, Utah 84098
CONTRACTOR:	**Keller Construction Inc**		**Summit County Permit #: 16341**

DISTRIBUTION:
(by e-mail only)

Mark Huber (PM)	Derrick Radke (Summit Co.)	Rick Campanga (Lochner)
Carl Gilbert (SI)	Dave Gustafson (PCMC)	Kyle Farnsworth (Lochner)
Connie Holt (CRSA)	Blake Fonnesbeck (PCMC)	John Matern (Lochner)
Phil Borup (Envision)	Darren Davis (PCMC)	Chris Price (Lochner)
	Nate Rockwood (PCMC)	Jana Miller (Lochner)

PROPOSAL REQUEST INSTRUCTIONS:
Please submit an itemized quotation **within 10 CALENDAR DAYS** of the date of this document for the changes in the Contract Sum and/or Time incidental to proposed modifications to the Contract Documents as described herein. **THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREIN.**

The Owner (Park City Municipal Corp.) has been awarded funding to add Electric Busses to their services; previous to this was issued CCD-01-Rev1 to install the mast at the electric bus location and CCD-02 for the electrical conduit in part. This PR-002 is a follow up instruction to that work, but the Owner would like a schedule and pricing from Keller Construction, along with a building permit review by Summit County, prior to authorizing the work. Please prepare a price for the following work to complete the Electric Bus Charging Station and equipment installation as noted in this PR-002 as follows:

1) **Architectural, Civil, Structural and Electrical – 9 sheets attached**:

   a) New Sheet Attachments: Architectural Sheets: **AS300** and **AS301**.
      Civil Sheets: **C301** and **C302**.
      Structural Sheets: **S004**, **S302** and **S402**.
      Electrical Sheets: **ES103** and **ES502**.

   b) New Structural Calculations are **attached**.

   c) G.C. to coordinate any existing elements affected by these instructions.

2) **Specifications**: G.C. to coordinate any related instances for above-noted architectural direction and update all specification copies with Addenda, ASI and RFI information.

END PR-002 (KJTC-EBCS)
ISSUED BY: Connie Holt, AIA, PIC

DATE: **April 13, 2017**

TO HONORABLE MAYOR AND COUNCIL

On Nov 3, 2016 Packet, pg 3 and March 8, 2017 Packet, pg 61, Council discussed Construction and Development and Impact Fee reductions policies for city projects, local non-profits and affordable housing projects. This is report is an implementation of the direction received during those discussions, including amending threshold, eligibility, Council priorities and creating a committee as listed above.

Respectfully:

Michelle Downard, Deputy Chief Building Official

City Council Staff Report

Subject: Construction and Development and Impact Fee Reduction Policy – Municipal Code Amendments
Author: Michelle Downard, Interim Chief Building Official
Department: Building Department
Date: April 13, 2017
Type of Item: Legislative

Summary Recommendation

On March 9, 2017, staff received direction from City Council regarding proposed changes to the Construction and Development and Impact Fee Reduction Policy. Staff recommends for City Council to adopt amendments to Municipal Code of Park City (MCPC) 11-12-15 and MCPC 11-13-4 (Exhibit A) as well as the Administrative Policy consistent with that direction. A summary of the changes include:

A. Establish a $25,000 threshold for individual fee reductions and a $200,000 threshold for total fee reductions per fiscal year before City Council review is required (or as otherwise delegated by City Council).
B. Clarify the scenarios for which various fees are eligible to be considered for reduction, including impact fees, building permit fees, etc.
C. Developing an application and Fee Reduction criteria to better align with City Council's critical priorities and goals, such as affordable housing.
D. Create a staff committee to review Construction and Development and Impact Fee Reduction requests.

Executive Summary

On Nov 3, 2016 Packet, pg 3 and March 8, 2017 Packet, pg 61, Council discussed Construction and Development and Impact Fee reductions policies for city projects, local non-profits and affordable housing projects. This is report is an implementation of the direction received during those discussions, including amending threshold, eligibility, Council priorities and creating a committee as listed above.

Acronym

MCPC – Municipal Code of Park City

The Problem

The current Administrative Fee Policy and MCPC 11-12-15 and MCPC 11-13-4 must be updated to be consistent with Council direction.

Analysis

Staff recommends for City Council to adopt amendments to Municipal Code of Park City (MCPC) 11-12-15 and MCPC 11-13-4 (See Exhibit A) to amend the thresholds to be consistent with previous direction.

The Construction and Development Administrative Fee Reduction Policy Amendments will establish a $25,000 threshold for individual fee reductions and a $200,000 threshold for total fee reductions per fiscal year before City Council review is required (or as otherwise delegated by City Council). (See Exhibit B) Additionally, the policy amendments and new application will further clarify the scenarios for which various fees are eligible for reduction and consider how the projects align with the City Council's critical priorities and goals, such as affordable housing. (See Exhibit B and C)

Staff has been moving forward to establish a Fee Reduction Committee for any requests that require Council determination. 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.

Staff has conducted outreach regarding the pending fee reduction changes through emails to all of the licensed non-profit organizations. Additionally, staff provided an update of fee adjustments at the Park City Homebuilders monthly meeting on April 4, 2017.

Department Review

The Building, Budget, Affordable Housing, Legal, Planning, Engineering, Water, Sustainability, Special Events, Recreation and Executive Department have reviewed this report.

EXHIBITS

EXHIBIT A – Ordinance 2007-16 Amending MCPC 11-12-15 and MCPC 11-13-4
EXHIBIT B – Construction and Development Administrative Fee Reduction Policy Amendments
EXHIBIT C – Fee Reduction Application

EXHIBIT A

Ordinance No. 2017-16

AN ORDINANCE AMENDING TITLE 11 BUILDING AND BULDING REGULATIONS CHAPTER 12 SECTION 15 FEE ADJUSTMENTS AND TITLE 11 CHAPTER 13 SECTION 4 WAIVER

WHEREAS, the City Council on March 8, 2017 directed staff to amend the fee adjustment process to reflect an amended threshold for Council review of fee adjustments; and

WHEREAS, affordable housing is a critical priority for City Council and waiving associated fees can support the development of affordable housing projects; and

WHEREAS, a public hearing was duly advertised and held on April 13, 2017 and March 8, 2017; and

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

SECTION 1. TITLE 11- Building and Building Regulations is hereby amended as redlined.

11-12-15 Fee Adjustments

The fees established in this Title may be amended, changed, adjusted, or waived from time to time by motion of the City Council. The City Manager is authorized to reduce or waive fees on a public or non-profit project, which are deemed to serve a beneficial public purpose, provided that no waiver or reduction of fees totaling more than twenty-five thousand dollars ($25,000) on any one project may be waived without City Council approval.

11-13-4 Waiver

The City Council may waive Impact Fees for:

A. Construction of affordable housing~~, up to $5,000 per unit~~;

B. Construction of a public facility.

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

PASSED AND ADOPTED this 13th day of April, 2017.

PARK CITY MUNICIPAL CORPORATION

____

Mayor Jack Thomas

Attest:

____

Michelle Kellogg, City Recorder

Approved as to form:

____

Mark D. Harrington, City Attorney

Exhibit B

Administrative Policy for the Adjustment 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. The City does not wish to place an undue burden on city projects, non-profits, projects that support critical priorities and entities providing a public benefit for the cost and time to process building permits. Construction and Development and Impact Fees include all fees described in Municipal Code 11-12, 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 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 waiver, adjust or meet the requirements for guarantees for public improvements or limits of disturbance on City Projects through written agreements between departments;
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, 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 events hosted by members of the Park City community that support the community's use of city property and are not for-profit and would be negatively impacted by having to pay fees;
5. Private development receiving a Park City Historic District Grant, provided the fee waiver is for the work qualifying for the grant (excluding impact fees);

Exhibit B

6. 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);

Waiver of fees for City projects is automatic. All other fee adjustments shall be requested in writing and reviewed on a case by case basis.

Impact fee 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

____

Exhibit B

Guidelines for the Waiver and Payment of Fees for City Projects

Staff will use these guidelines for all City construction projects requiring the waiver of construction and development fees, impact fees, bonds, planning fees and engineering fees above $25,000; the waiver of impact fees; and the payment of fees prior to the issuance of building permits. 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 in accordance with the Purchasing Policy
    a. 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.
    b. 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.
    a. 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.
    b. 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.

Exhibit C

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 ______________________________

Address ______________________________

____

Phone ______________________ Fax ______________________

E-mail ______________________________

Permit(s) ______________________________

(2) Indicate the applicable items for which a waiver is being requested (all that apply):

☐ Building Plan Review
☐ Engineering Plan Review
☐ Planning Plan Review
☐ CUP Application Fee
☐ MPD Application Fee
☐ Building Permit Fee
☐ Annexation Application Fee
☐ Condo Plat Application Fee
☐ Plat Amendment Application Fee
☐ Historic District Design Review
☐ Water Fees (interior)
☐ Water Fees (exterior)
☐ Parks, Trails, Open Space, Police, Roadway Facilities
☐ Other: Please explain ______________________________

(3) Projected total of all fees: $______________________________

(4) Total construction cost of subject project: $______________________________

(5) Project Description: Please provide no more than two pages of narrative addressing the following topics.

a) Contributing to a City Council Goals (30 pts)
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) Demonstrated need for a Waiver (25 pts)
c) Non-profit organization or event (25 pts)
d) Project or event benefiting or hosted by Youth (10 pts)
e) Other Government Entity that provides a community benefit (10 pts)

(6) 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: ______________________________________ **Date:** ____________________

DATE: April 13, 2017

TO HONORABLE MAYOR AND COUNCIL

Main Street provides a unique setting for Park City's distinctive character, historic integrity, and thriving tourism-based economy to stand apart from other resort communities. What helps keep Park City's Main Street "unique" is the architectural rhythm and scale, cultural events, and/or historic integrity.

At the December 8, 2016 City Council Work Session, staff presented the Storefront Enhancement Program. The Storefront Enhancement Program will consist of at least five (5) strategies addressing Main Street vibrancy as directed by the General Plan - *see Exhibit 3 General Plan Implementation - Storefront Enhancement Program Impacts*. The five (5) strategies include:

1. Historic District(s) and Main Street National Register Historic District protections.
2. Design Guidelines for Historic Districts and Historic Sites (Main Street specific).
3. Shared-economy model and cultivation of incubator space(s).
4. Land Management Code (zoning) regulations.
5. Future Redevelopment Agency (RDA) potential.

At the December 8, 2016 City Council Work Session, staff requested direction to pursue changes to the Land Management Code (LMC) addressing land use controls for the Storefront Enhancement Program in the Historic Recreation Commercial (HRC) and the Historic Commercial Business (HCB) Districts. These land use controls specifically address linear feet of storefronts abutting Main Street and Heber Avenue and incubator spaces for small business and/or shared economy models.

Staff is proposing to limit the allowable Storefront Property Façade width to fifty-feet (50') on the Main Street façade and Heber Avenue façade of any single business location on Main Street. The intent is to prevent unused entrances, negative pedestrian experiences, and changes to the historic rhythm and scale of Main Street. In addition, the storefront widths will maintain consistency within the Main Street National Register Historic District, the HRC zoning district, and the HCB zoning district and maintain the vibrancy that is added by diversified retail mix.

On February 22, 2017, staff presented the following proposed LMC Amendments to Zoning Chapters 2.5 (Historic Recreation Commercial (HRC)) and 2.6 (Historic Commercial Business (HCB)) to the Planning Commission - Staff Report link <http://parkcityut.iqm2.com/Citizens/FileOpen.aspx?Type=1&ID=2233&Inline=True>

(see page 93) and Minutes link <http://www.parkcity.org/Home/ShowDocument?id=37453> (see page 7):

- **STOREFRONT PROPERTY FAÇADE, MAXIMUM WIDTH.** The maximum width of any Storefront Property Façade abutting Main Street and/or Heber Avenue shall be fifty-feet (50'). Storefront Property Facades in the Historic portion of structures listed on the Historic Sites Inventory which exceed fifty-feet (50') in width are valid Non-Complying Structures.

On February 22, 2017, the Planning Commission voted unanimously to forward a positive recommendation to City Council with the following additions (red underlined) to the proposed LMC Amendments to Zoning Chapters 2.5 (Historic Recreation Commercial (HRC)) and 2.6 (Historic Commercial Business (HCB)):

- **STOREFRONT PROPERTY FAÇADE, MAXIMUM WIDTH.** The maximum width of any Storefront Property Façade abutting Main Street, Heber Avenue, and/or Swede Alley shall be fifty-feet (50'). Storefront Property Facades in the Historic portion of structures listed on the Historic Sites Inventory which exceed fifty-feet (50') in width are valid Non-Complying Structures. A Storefront Property Façade shall have a storefront entrance door for pedestrian access.

On March 16, 2017, after a public hearing and discussion, the City Council continued the proposed LMC Amendments to Zoning Chapters 2.5 (Historic Recreation Commercial (HRC)) and 2.6 (Historic Commercial Business (HCB)) to April 13, 2017 - Staff Report link <http://parkcityut.iqm2.com/Citizens/FileOpen.aspx?Type=1&ID=2240&Inline=True> (see page 157) and Draft Minutes (draft minutes are located in the beginning of this meeting packet). This staff report reflects the additional LMC Amendments and further analysis requested by City Council.

Respectfully:

Hannah Tyler, Planner II

City Council
Staff Report

Subject:	**PL-17-03456 LMC Amendments - Storefront Enhancement Program**
Author:	**Hannah M. Tyler, Planner**
Department:	**Planning Department**
Date:	**April 13, 2017**
Type of Item:	**Legislative – LMC Amendment**

Summary Recommendation

Staff recommends the City Council conduct a public hearing, consider public input, and consider approving the Land Management Code Amendments (LMC) to Zoning Chapters 2.5 (Historic Recreation Commercial (HRC)) and 2.6 (Historic Commercial Business (HCB)) and associated definitions in Chapter 15 Defined Terms.

While staff has been meeting with the representative of a concerned Main Street Business Owner, after this report was drafted, staff received a request from the business owner himself to meet with the City. Staff is working to schedule that meeting prior to the April 13th City Council meeting. Accordingly, staff may have additional information for City Council at the April 13th meeting and may provide a modified recommendation at that time.

Executive Summary

Main Street provides a unique setting for Park City's distinctive character, historic integrity, and thriving tourism-based economy to stand apart from other resort communities. What helps keep Park City's Main Street "unique" is the architectural rhythm and scale, cultural events, and/or historic integrity.

At the December 8, 2016 City Council Work Session, staff presented the Storefront Enhancement Program. The Storefront Enhancement Program will consist of at least five (5) strategies addressing Main Street vibrancy as directed by the General Plan – *see Exhibit 3 General Plan Implementation – Storefront Enhancement Program Impacts*. The five (5) strategies include:

1. Historic District(s) and Main Street National Register Historic District protections.
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At the December 8, 2016 City Council Work Session, staff requested direction to pursue changes to the Land Management Code (LMC) addressing land use controls for the Storefront Enhancement Program in the Historic Recreation Commercial (HRC) and the

Historic Commercial Business (HCB) Districts. These land use controls specifically address linear feet of storefronts abutting Main Street and Heber Avenue and incubator spaces for small business and/or shared economy models.

Staff is proposing to limit the allowable Storefront Property Façade width to fifty-feet (50') on the Main Street façade and Heber Avenue façade of any single business location on Main Street. The intent is to prevent unused entrances, negative pedestrian experiences, and changes to the historic rhythm and scale of Main Street. In addition, the storefront widths will maintain consistency within the Main Street National Register Historic District, the HRC zoning district, and the HCB zoning district and maintain the vibrancy that is added by diversified retail mix.

On February 22, 2017, staff presented the following proposed LMC Amendments to Zoning Chapters 2.5 (Historic Recreation Commercial (HRC)) and 2.6 (Historic Commercial Business (HCB)) to the Planning Commission – Staff Report link (see page 93) and Minutes link (see page 7):

- **STOREFRONT PROPERTY FAÇADE, MAXIMUM WIDTH.** The maximum width of any Storefront Property Façade abutting Main Street and/or Heber Avenue shall be fifty-feet (50'). Storefront Property Facades in the Historic portion of structures listed on the Historic Sites Inventory which exceed fifty-feet (50') in width are valid Non-Complying Structures.

On February 22, 2017, the Planning Commission voted unanimously to forward a positive recommendation to City Council with the following additions (red underlined) to the proposed LMC Amendments to Zoning Chapters 2.5 (Historic Recreation Commercial (HRC)) and 2.6 (Historic Commercial Business (HCB)):

- **STOREFRONT PROPERTY FAÇADE, MAXIMUM WIDTH.** The maximum width of any Storefront Property Façade abutting Main Street, Heber Avenue, and/or Swede Alley shall be fifty-feet (50'). Storefront Property Facades in the Historic portion of structures listed on the Historic Sites Inventory which exceed fifty-feet (50') in width are valid Non-Complying Structures. A Storefront Property Façade shall have a storefront entrance door for pedestrian access.

On March 16, 2017, after a public hearing and discussion, the City Council continued the proposed LMC Amendments to Zoning Chapters 2.5 (Historic Recreation Commercial (HRC)) and 2.6 (Historic Commercial Business (HCB)) to April 13, 2017 – Staff Report link (see page 157) and Draft Minutes (draft minutes are located in the beginning of this meeting packet). This staff report reflects the additional LMC Amendments and further analysis requested by City Council.

Acronyms

HCB	Historic Commercial Business
HPCA	Historic Park City Alliance
HRC	Historic Recreation Commercial
LMC	Land Management Code
RDA	Redevelopment Agency

The Problem

Please reference the March 16, 2017 City Council Staff Report – link (see *The Problem* on page 158 of the packet) for further analysis regarding this section.

Background

Below are links to the previous public meetings regarding the Storefront Enhancement Program:

- Storefront Enhancement Program broader background, refer to the December 8, 2016 City Council Work Session Staff Report – link (see page 13) – and Work Session Minutes – link (see page 3).
- Detailed overview of the proposed LMC Amendments at Planning Commission, refer to the February 22, 2017 Planning Commission Staff Report – link (see page 93) – and Minutes – link (see page 7).
- Detailed overview of the previous City Council meeting regarding the proposed LMC Amendments, refer to the March 16, 2017 City Council Draft Minutes (draft minutes are located in the beginning of this meeting packet).

Staff has provided a basic overview of the background for the proposed LMC changes that has transpired since the March 16, 2017 City Council Meeting. Please refer to the March 16, 2017 Staff Report for the background provided prior to that Council Meeting date – link (see *Background* on page 160).

- On March 16, 2017 City Council discussed the proposed LMC Amendments based on the February 22, 2017 Planning Commission recommendation. City Council continued the proposed LMC amendments to April 13, 2017 to give staff time to accomplish the following:
  - Remove Swede Alley from the proposed LMC Amendments.
  - Further analyze the depth (lateral/horizontal) measurement of fifty-feet (50') for Storefront Property Facades (see LMC §15-15-1.207(A)(1) *below).*
  - Meet and discuss with members of the public or property owners of buildings impacted by the proposed LMC Amendments.

- Based on City Council's input and after further analysis, staff is proposing to amend the title of the proposed LMC amendment to add clarity and consistency. The new title is <u>Storefront Enhancement Zoning</u>. Not only will the new title align with Vertical Zoning, but this will also allow for a clearer definition in LMC § 15-15 Defined Terms.

- After further analysis, staff met with the internal Design Review Team and collected feedback from members of the public and property owners regarding the depth (lateral/horizontal) measurement for Storefront Property Facades as defined in LMC §15-15-1.207(A)(1). Staff found that the original depth (lateral/horizontal) measurement for Storefront Property Façades of fifty feet (50') would potentially hinder the ability for incubator spaces and shared economies to pop-up and also potentially prevent outdoor spaces from contributing to the rhythm and scale of the streetscape. Overall, staff found that the fifty-foot (50') requirement was too great and analyzed the streetscape to determine that thirty-feet (30') was the appropriate depth (lateral/horizontal) measurement for the purposes of Storefront Enhancement Zoning. Staff has provided additional redlines (red underlined) to LMC §15-15-1.207(A)(1) below to address the depth (lateral/horizontal) measurement for Storefront Property Facades:

- LMC §15-15-1.207 PROPERTY. Any Parcel, Lot, or tract of land, including improvements thereon, in the possession of or owned by, or recorded as the real Property of, the same Person or Persons.
  A. Property, Storefront. A separately enclosed space, Floor Area, tenant space or unit that has a storefront window or storefront entrance that fronts on a Public Street. Storefront Property includes the entire Floor Area associated with the storefront window or storefront entrance that fronts on the Public Street. For purposes of this provision, the term "fronts on a Public Street" shall mean a separately enclosed space, Floor Area, tenant space or unit with:
    1. For Vertical Zoning, a storefront window and/or storefront entrance at the adjacent Public Street, or within fifty lateral/horizontal feet (50') of the adjacent Public Street measured from the edge of pavement to the storefront window or storefront entrance; ~~and~~ or
    2. For Storefront Enhancement Zoning, a storefront window and/or storefront entrance at the adjacent Public Street, or within thirty lateral/horizontal feet (30') of the adjacent Public Street measured from the edge of pavement to the storefront window or storefront entrance; and
    3. A storefront window and/or storefront entrance that is not more than eight feet (8') above or below the grade of the adjacent Public Street and where such entrance is not a service or emergency entrance to the Building.

  In the case of split-level, multi-level or multi-tenant Buildings with only one primary storefront entrance, only those fully enclosed spaces, Floor Areas, tenant spaces, or units that directly front on the Public Street, as set forth above, shall be designated as a "Storefront Property." The Planning Director or designee shall have the final determination of applicability.

- In addition, staff removed Swede Alley from the proposed LMC Amendment as requested by City Council on March 16, 2017. The following bullet point includes these additional changes to the proposed LMC Amendments:
  - **STOREFRONT ENHANCEMENT ZONING.** The maximum width of any Storefront Property Façade abutting Main Street and Heber Avenue shall be fifty-feet (50'). Storefront Property Facades in the Historic portion of structures listed on the Historic Sites Inventory which exceed fifty-feet (50') in width are valid Non-Complying Structures. A Storefront Property Façade shall have a storefront entrance door for pedestrian access.

- Staff met and/or discussed the proposed LMC Amendments with both members of the public and property owners upon request. Staff finds that this allowed for further analysis/redlines by staff and additional clarity for members of the public and property owners.

Alternatives for City Council to Consider

1. Recommended Alternative:

a. Amend the following LMC Zoning Chapters based on Planning Commission's and City Council's recommended changes:

i. LMC § 15-2.5 HISTORIC RECREATION COMMERCIAL (HRC)

15-2.5-3 LOT AND SITE REQUIREMENTS

Except as may otherwise be provided in this Code, no Building Permit shall be issued for a Lot unless such Lot has the Area, width, and depth as required, and Frontage on a Street shown as a private or Public Street on the Streets Master Plan, or on a private easement connecting the Lot to a Street shown on the Streets Master Plan.

All Development activity must comply with the following minimum Lot and Site requirements:

(…)

(J) **VERTICAL ZONING.** For HRC Zoned Storefront Property adjacent to Main Street, Heber Avenue, and Park Avenue, excluding those HRC Zoned Properties on the west side of Park Avenue and also excluding those HRC Zoned Properties with the following addresses: 702 Main Street, 710 Main Street, 738 Main Street (for the plaza side Storefronts), 780 Main Street, 804 Main Street (for the plaza side Storefronts), 875 Main Street, 890 Main Street, 900 Main Street, and 820 Park Avenue, new Construction and Construction adding Floor Area to a Building or Lot, shall have a minimum of seventy-five-percent (75%) of the width of the Building facade as Storefront Property.

(K) **STOREFRONT ENHANCEMENT ZONING.** The maximum width of any Storefront Property Façade abutting Main Street and Heber Avenue shall be fifty-feet (50'). Storefront Property Facades in the Historic portion of structures listed on the Historic Sites Inventory which exceed fifty-feet (50') in width are valid Non-Complying Structures. A Storefront Property Façade shall have a storefront entrance door for pedestrian access.

ii. LMC § 15-2.6 HISTORIC COMMERCIAL BUSINESS (HCB)

15-2.6-3 Lot And Site Requirements

Except as may otherwise be provided in this Code, no Building Permit will be issued for a Lot unless such Lot has the Area, width, and depth as required, and Frontage on a Street shown as a private or Public Street on the Streets Master Plan, or on private easement connecting the Lot to a Street shown on the Streets Master Plan. All Development must comply with the following:

(…)

(G) **VERTICAL ZONING.** For HCB Zoned Storefront Property adjacent to Main Street and Heber Avenue, new Construction and Construction adding Floor Area to a Building or Lot shall have a minimum of seventy-five percent (75%) of the width of the Building façade as Storefront Property.

(H) **STOREFRONT ENHANCEMENT ZONING.** The maximum width of any Storefront Property Façade abutting Main Street and Heber Avenue shall be fifty-feet (50'). Storefront Property Facades in the Historic portion of structures listed on the Historic Sites Inventory which exceed fifty-feet (50') in width are valid Non-Complying Structures. A Storefront Property Façade shall have a storefront entrance door for pedestrian access.

iii. LMC §15-15 DEFINED TERMS

LMC §15-15-1.207 PROPERTY. Any Parcel, Lot, or tract of land, including improvements thereon, in the possession of or owned by, or recorded as the real Property of, the same Person or Persons.

A. Property, Storefront. A separately enclosed space, Floor Area, tenant space or unit that has a storefront window or storefront entrance that fronts on a Public Street. Storefront Property includes the entire Floor Area associated with the storefront window or storefront entrance that fronts on the Public Street. For purposes of this provision, the term "fronts on a Public Street" shall mean a separately enclosed space, Floor Area, tenant space or unit with:

1. For Vertical Zoning in the Historic Commercial Business (HCB) and Historic Recreation Commercial (HRC) zoning districts, a storefront window and/or storefront entrance at the adjacent Public Street, or within fifty lateral/horizontal feet (50') of the adjacent Public Street measured from the edge of pavement to the storefront window or storefront entrance; ~~and~~ or
2. For Storefront Enhancement Zoning in the Historic Commercial Business (HCB) and Historic Recreation Commercial (HRC) zoning districts, a storefront window and/or storefront entrance at the adjacent Public Street, or within thirty lateral/horizontal feet (30') of the adjacent Public Street measured from the edge of pavement to the storefront window or storefront entrance; and

3. A storefront window and/or storefront entrance that is not more than eight feet (8') above or below the grade of the adjacent Public Street and where such entrance is not a service or emergency entrance to the Building.

In the case of split-level, multi-level or multi-tenant Buildings with only one primary storefront entrance, only those fully enclosed spaces, Floor Areas, tenant spaces, or units that directly front on the Public Street, as set forth above, shall be designated as a "Storefront Property." The Planning Director or designee shall have the final determination of applicability.

Pros

Staff outlined the potential positive impacts of the proposed LMC Amendments and Design Guidelines for Historic Districts and Historic Sites amendments in the December 8, 2016 City Council Staff Report – link (see *Alternatives for City Council to Consider* on page 18 of the packet). The impacts outlined in the December 8, 2016 City Council Staff Report include, but are not limited to:

a. Limiting the storefront width will prevent unused entrances, negative pedestrian experiences, and changes to the historic rhythm and scale of Main Street. In addition, the storefront widths will maintain consistency within the Main Street National Register Historic District, the HRC zoning district, and the HCB zoning district and maintain the vibrancy that is added by diversified retail mix.
b. Potential incubator spaces or shared economy spaces can house smaller businesses (i.e. local business) – see Exhibit 2 for a specific diagram demonstrating this intention on Swede Alley and the western boundary of the Historic Commercial Business zoning district. Business activity on Swede Alley or the western boundary does not increase with this proposal because the façade width is not regulated by the current LMC.
c. Staff is not proposing to limit the storefront width on any single Historic building that may have a façade wider than fifty feet (50') so as to maintain the historic integrity of those specific buildings (i.e. Claim Jumper – 573 Main Street).
d. The thirty-foot (30') depth (lateral/horizontal) measurement for Storefront Property Façades is the appropriate depth measurement as it will potentially enable incubator spaces and shared economies to pop-up and will enable outdoor spaces to contribute to the rhythm and scale of the streetscape – see Exhibit 2 for a specific diagram demonstrating the depth measurement.
e. Large commercial spaces dampen the pedestrian experience. Staff's goal will be to create smaller incubator spaces as a "give" to the vibrancy of Main Street and to mitigate the impacts of large spaces.
f. Incubator spaces may house "shared economy" models as a means of creating affordability on Main Street for local businesses. Prospect (509 Main Street) is a great example of a "shared economy" model for local businesses to share retail space in that it has two sub-tenants in Billy's Barbershop and Pink Elephant Coffee.

g. The Land Management Code amendments would support the goals and intent of the Main Street Redevelopment Agency (RDA).
h. Based on a preliminary analysis of Storefront Property Façade widths on Main Street and Heber Avenue, approximately five (5) non-historic and eight (8) Historic Storefront Property Façades exceed fifty-feet (50') in width. An important distinction is that an entire building's façade may exceed fifty-feet (50') in width; however, the intent is to limit individual Storefront Property Façades that make up a building's entire façade width. In total, there are approximately sixty (60) Storefront Properties abutting Main Street and Heber Avenue. This identifies that the market can support Storefront Property Facades that are fifty-feet (50') or less in width.

<u>Cons</u>

a. There is potential for the Swede Alley or the western boundary of the Historic Commercial Business zoning district storefronts to expand wider than intended. This may create large businesses with a narrow (fifty-foot maximum) Main Street façades.
b. Rents will likely still be high.
c. Will pressure City to expand infrastructure in Swede Alley (i.e. sidewalks, utility underground, walkability, etc.).

<u>Consequences of Selecting This Alternative</u>

Park City has remained unique and vibrant because of the diversified retail mix and character of the Main Street National Register Historic District, the HCB, and the HRC zoning districts. The ultimate goal of the maximum storefront width is to maintain the traditional rhythm and scale of the streetscape and create incubator spaces for smaller business. The vibrancy of the street would be maintained as this would diversify retail mix on the street and limit unused entrances.

2. **Null Alternative:** If no changes are made to the LMC or Design Guidelines, the retail mix and vibrancy on Main Street will remain uncontrolled.

<u>Pros</u>

a. Retail on Main Street will take its natural course.

<u>Cons</u>

a. Main Street may become "Anywhere U.S.A."
b. The character and historic integrity of the Main Street National Register Historic District may be compromised.
c. Small business may be pushed out of Main Street.

Further Analysis

Staff will be working on further analysis regarding the indirect effects that may occur from the consequences of the LMC amendments, including potential shifting Conventional Chain Business demand to Bonanza Park or Prospector. Finally, staff is analyzing the potential cumulative effects of additional commercial activity on Main Street, Swede Alley, and General Commercial Zone areas in the City. Positive economic effect for locals and visitors will need to be closely coordinated with Transit, Special Events, and housing demands.

Department Review

This staff report was reviewed by the Planning Department and Legal Department.

Recommendation

Staff recommends the City Council conduct a public hearing, consider public input, and consider approving the Land Management Code Amendments (LMC) to Zoning Chapters 2.5 (Historic Recreation Commercial (HRC)) and 2.6 (Historic Commercial Business (HCB)) and associated definitions in Chapter 15-15 Defined Terms.

While staff has been meeting with the representative of a concerned Main Street Business Owner, after this report was drafted, staff received a request from the business owner himself to meet with the City. Staff is working to schedule that meeting prior to the April 13th City Council meeting. Accordingly, staff may have additional information for City Council at the April 13th meeting and may provide a modified recommendation at that time.

Exhibits

Exhibit 1 – Draft Ordinance
- Exhibit A – LMC § 15-2.5-3 Lot and Site Requirements in HISTORIC RECREATION COMMERCIAL (HRC)
- Exhibit B – LMC § 15-2.6-3 Lot and Site Requirements in HISTORIC COMMERCIAL BUSINESS (HCB)
- Exhibit C – LMC § 15-15 Defined Terms

Exhibit 2 – Storefront Property Façade, Maximum Width Diagram
Exhibit 3 – General Plan Implementation – Storefront Enhancement Program Impacts
Exhibit 4 – Historic Commercial Business (HCB) Zoning District Boundaries
Exhibit 5 – Historic Recreation Commercial (HRC) Zoning District Boundaries
Exhibit 6 – Main Street National Register District Boundaries
Exhibit 7 – December 8, 2016 City Council Work Session Staff Report – link (see page13)
Exhibit 8 – December 8, 2016 City Council Work Session Minutes – link (see page 3)
Exhibit 9 – February 22, 2017 Planning Commission Staff Report – link (see page 93)
Exhibit 10 – February 22, 2017 Planning Commission Minutes – link (see page 7)
Exhibit 11 – March 16, 2017 City Council Staff Report – link (see page 157)

Exhibit 1 – Draft Ordinance

Ordinance No. 2017-09

AN ORDINANCE AMENDING THE LAND MANAGEMENT CODE OF PARK CITY, UTAH, AMENDING HISTORIC RECREATION COMMERCIAL (HRC) DISTRICT, SECTION 15-2.5; HISTORIC COMMERCIAL BUSINESS (HCB) DISTRICT, SECTION 15-2.6; AND DEFINED TERMS, SECTION 15-15.

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 implements the goals, objectives and policies of the Park City General Plan to maintain the quality of life and experiences for its residents and visitors and to preserve the community's unique character and values; and

WHEREAS, the City reviews the Land Management Code on a regular basis and identifies necessary amendments to address planning and zoning issues that have come up; to address specific LMC issues raised by Staff, Planning Commission, and City Council; and to align the Code with the Council's goals; and

WHEREAS, Park City has an interest in promoting vibrancy and activity in the historic Main Street downtown area located in the Historic Commercial Business (HCB) and the Historic Recreation Commercial (HRC) Zoning Districts and finds this vibrancy to be essential to the City's long term economic and financial well-being; and

WHEREAS, these proposed Land Management Code (LMC) amendments were reviewed for consistency with the recently adopted Park City General Plan.

WHEREAS, the Park City General Plan includes Goal 12 that states, "Foster diversity of jobs to provide greater economic stability and new opportunities for employment in Park City." Objective 12C states, "Support local owned, independent businesses that reflect the core values of Park City and add to the Park City experience." and Objective 12D states, "Minimize commercial retail chains on Main Street and the impacts of big box and national chains on the unique Park City experience." Detailed Implementation Strategy for Local Business vs. Chain Stores states, "As Park City seeks to maintain its distinct, historic, small-town, tourism based economy, an ordinance restricting formula businesses along Main Street and the Bonanza Park districts should be seriously considered."

WHERAS, Park City has an interest in the preservation of the historic integrity of Main Street and Heber Avenue as it related to the historic feel and character, traditional rhythm and scale, and Main Street National Register Historic District designation. Main Street is the historic core of Park City and is a focal point of the tourism economy. The Historic Commercial Districts reflects the history of Park City.

WHEREAS, Park City's Economic Development Plan encourages facilitation and establishment of attractions and areas of interest for both visitors and residents; maintaining and improving the balance of Sustainable Community goals by going beyond economic initiatives to include social and environmental strategies; and protection and preservation of the historic Main Street downtown area as the heart of the region; and

WHEREAS, in the HRC and HCB Zoning Districts, business storefronts located Main Street and Heber Avenue, that do not foster diversity or positive pedestrian experiences to the general public, may diminish the vibrancy, historic rhythm and scale, and activity of the historic Main Street area; and

WHEREAS, the City monitors the downtown business mix and sales tax generation as part of its financial health assessment and finds a diversified business mix is critical to the attractiveness, vitality, and success of the historic Main Street downtown area; and

WHEREAS, the long-term economic sustainability of Park City depends upon the continued economic success and aesthetic attractiveness of the historic Main Street area; and

WHEREAS, in the HRC and HCB Districts, building storefronts that are not inviting to the general public and reflective of Park City's unique historic and resort character may have a negative effect upon the overall economy and vitality of the historic downtown area in terms of satisfaction of visitor experience, diversity of visitors, activity on the street, and sales tax revenue generation; and

WHEREAS, the Planning Commission duly noticed and conducted public hearings at the regularly scheduled meeting on February 22, 2017and 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 March 16, 2017 and April 13, 2017; 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 protect health and safety and maintain the quality of life for its residents and visitors; to preserve and protect the vitality, attractiveness, activity and success of the historic Main Street area; 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 15-2.5 Historic Recreation Commercial (HRC) Zoning District. The recitals above are incorporated herein as findings of fact. Chapter 15-2.5 of the Land Management Code of Park City is hereby amended as redlined in Exhibit A.

SECTION 2. APPROVAL OF AMENDMENTS TO TITLE 15 - Land Management Code Chapter 15-2.6 Historic Commercial Business (HCB) Zoning District. The recitals above are incorporated herein as findings of fact. Chapter 15-2.6 of the Land Management Code of Park City is hereby amended as redlined in Exhibit B.

SECTION 3. APPROVAL OF AMENDMENTS TO TITLE 15 - Land Management Code Chapter 15-15 Defined Terms. The recitals above are incorporated herein as findings of fact. Chapter 15-15 of the Land Management Code of Park City is hereby amended as redlined in Exhibit C.

SECTION 4. EFFECTIVE DATE. This Ordinance shall be effective upon publication.

PASSED AND ADOPTED this ___ day of ________, 2017

PARK CITY MUNICIPAL CORPORATION

____
Jack Thomas, Mayor

Attest:

____
City Recorder

Approved as to form:

____
Mark Harrington, City Attorney

Exhibits

Exhibit A – LMC § 15-2.5-3 Lot and Site Requirements in HISTORIC RECREATION COMMERCIAL (HRC)
Exhibit B – LMC § 15-2.6-3 Lot and Site Requirements in HISTORIC COMMERCIAL BUSINESS (HCB)
Exhibit C – LMC § 15-15 Defined Terms

Exhibit A – LMC § 15-2.5-3 Lot and Site Requirements in HISTORIC RECREATION COMMERCIAL (HRC)

15-2.5-3 Lot And Site Requirements

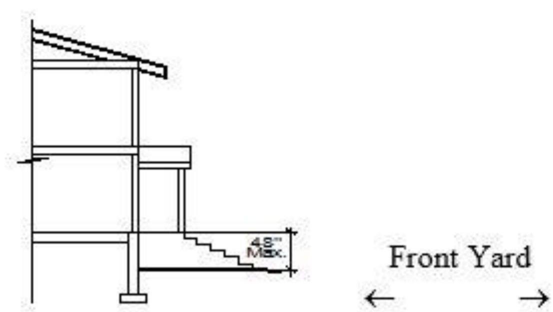
Except as may otherwise be provided in this Code, no Building Permit shall be issued for a Lot unless such Lot has the Area, width, and depth as required, and Frontage on a Street shown as a private or Public Street on the Streets Master Plan, or on a private easement connecting the Lot to a Street shown on the Streets Master Plan.

All Development activity must comply with the following minimum Lot and Site requirements:

A. **FRONT YARD**. The minimum Front Yard is ten feet (10').

B. **FRONT YARD EXCEPTIONS**. The Front Yard must be open and free of any Structure except:

1. Fences, walls, and retaining walls not more than four feet (4') in height, or as permitted in Section 15-4-2. On Corner Lots, Fences more than three feet (3') in height are prohibited within twenty five feet (25') of the intersection at back of curb.
2. Uncovered steps leading to the Main Building; provided the steps are not more than four feet (4') in height from Final Grade, not including any required handrail, and do not cause danger or hazard to traffic by obstructing the view of the Street or intersection.

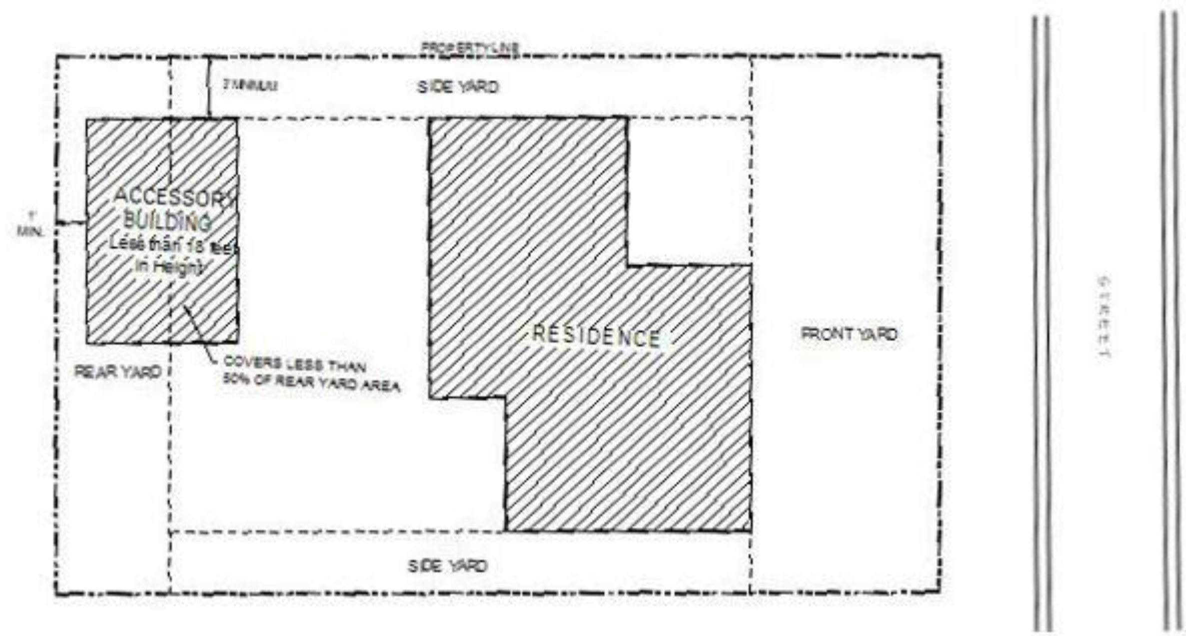


3. Decks, porches, and Bay Windows, not more than ten feet (10’) wide, projecting not more than three feet (3’) into the Front Yard.
4. Roof overhangs, eaves, and cornices, projecting not more than three feet (3’) into the Front Yard.
5. Sidewalks, patios, and pathways.
6. Driveways leading to a garage or Parking Area. No portion of a Front Yard, except for approved driveways, allowed Parking Areas, patios, and sidewalks may be Hard-Surfaced or graveled.

C. **REAR YARD**. The minimum Rear Yard is ten feet (10’).

D. **REAR YARD EXCEPTIONS**. The Rear Yard must be open and free of any Structure except:

1. Bay Windows not more than ten feet (10') wide projecting not more than two feet (2') into the Rear Yard.
2. Chimneys not more than five feet (5') wide projecting not more than two feet (2') into the Rear Yard.
3. Window wells and light wells projecting not more than four feet (4') into the Rear Yard.
4. Roof overhangs and eaves projecting not more than two feet (2') into the Rear Yard.
5. Window sills, belt courses, cornices, trim, exterior siding, or other ornamental features projecting not more than six inches (6") beyond the window or main Structure to which it is attached.
6. A detached Accessory Building not more than eighteen feet (18') in height, located a minimum of five feet (5') behind the front facade of the Main Building, and maintaining a minimum Rear Yard Setback of one foot (1'). Such Structure must not cover over fifty percent (50%) of the Rear Yard. See the following illustration:



7. Hard-Surfaced Parking Areas subject to the same location requirements as a detached Accessory Building.
8. Screened mechanical equipment, hot tubs, and similar Structures located at least five feet (5') from the Rear Lot Line.
9. Fences, walls, and retaining walls not more than six feet (6') in height, or as permitted in Section 15-4-2.

10. Patios, decks, steps, pathways, and similar Structures not more than thirty inches (30") above Final Grade, located at least five feet (5') from the Rear Lot Line.

E. **SIDE YARD**.

1. The minimum Side Yard is five feet (5').
2. On Corner Lots, the Side Yard that faces a Street is ten feet (10’) for both main and accessory Structures.
3. A Side Yard between connected Structures is not required where Structures are designed with a common wall on a Property Line, each Structure is located on an individual Lot, the Lots are burdened with a party wall agreement in a form approved by the City Attorney and Chief Building Official, all applicable Building and Fire Code requirements are met, and the Use is an Allowed or Conditional Use in the Zoning District.
    a. Exterior Side Yards shall be based on the minimum required Side Yard for each Lot; however the Planning Commission may consider increasing exterior Side Yards during Conditional Use Permit review to mitigate potential impacts on adjacent Property. Side Yard exceptions continue to apply.

F. **SIDE YARD EXCEPTIONS**. The Side Yard must be open and free of any Structure except:

1. Bay Windows, not more than ten feet (10') wide, projecting not more than two feet (2') into the Side Yard.
2. Chimneys not more than five feet (5') wide, projecting not more than two feet (2') into the Side Yard.
3. Window wells and light wells projecting not more than four feet (4') into the Side Yard.
4. Window sills, belt courses, cornices, trim, exterior siding, and other ornamental features, projecting not more than six inches (6") beyond the window or main Structure to which it is attached.
5. Roof overhangs and eaves projecting not more than two feet (2') into the Side Yard.
6. Patios, decks, pathways, steps, and similar Structures not more than thirty inches (30") in height from Final Grade, provided there is at least a one foot (1') Setback to the Side Lot Line.
7. Fences, walls and retaining walls not more than six feet (6'), or as permitted in Section 15-4-2.
8. Driveways leading to a garage or approved Parking Area.
9. Pathways and steps connecting to a City stairway or pathway.

10. A detached Accessory Building not more than eighteen feet (18') in height, located a minimum of five feet (5') behind the front facade of the Main Building, maintaining a minimum Side Yard Setback of three feet (3').
11. A covered arcade between projects provided that the highest point of the arcade is not more than fifteen feet (15’) above the elevation of the walk.

G. **FLOOR AREA RATIO**. In all projects within the HRC Zone:

1. **STRUCTURES BUILT AFTER OCTOBER 1, 1985**. Except in the Heber Avenue Sub-Zone Area, non-residential Uses are subject to a Floor Area Ratio to restrict the scope of non-residential Use within the District. For Properties located east of Park Avenue, the Floor Area Ratio for non-residential Uses is 1. For Properties located on the west side of Park Avenue, the Floor Area Ratio for non-residential Uses is 0.7.
2. **STRUCTURES BUILT PRIOR TO OCTOBER 1, 1985**. Structures existing as of October 1, 1985 are not subject to the Floor Area Ratio, and may be used in their entirety for non-residential Uses as provided in this ordinance.

H. **SNOW RELEASE**. Site plans and Building designs must resolve snow release issues to the satisfaction of the Chief Building Official.

I. **CLEAR VIEW OF INTERSECTION**. No visual obstruction in excess of two feet (2') in height above road Grade shall be placed on any Corner Lot within the Site Distance Triangle. A reasonable number of trees may be allowed, if pruned high enough to permit automobile drivers an unobstructed view. This provision must not require changes in the Natural Grade on the Site.

J. **VERTICAL ZONING**. For HRC Zoned Storefront Property adjacent to Main Street, Heber Avenue, and Park Avenue, excluding those HRC Zoned Properties on the west side of Park Avenue and also excluding those HRC Zoned Properties with the following addresses: 702 Main Street, 710 Main Street, 738 Main Street (for the plaza side Storefronts), 780 Main Street, 804 Main Street (for the plaza side Storefronts), 875 Main Street, 890 Main Street, 900 Main Street, and 820 Park Avenue, new Construction and Construction adding Floor Area to a Building or Lot, shall have a minimum of seventy-five-percent (75%) of the width of the Building facade as Storefront Property.

K. **STOREFRONT ENHANCEMENT ZONING**. The maximum width of any Storefront Property Façade abutting Main Street and Heber Avenue shall be fifty-feet (50’). Storefront Property Facades in the Historic portion of structures listed on the Historic Sites Inventory which exceed fifty-feet (50’) in width are valid Non-Complying Structures. A Storefront Property Façade shall have a storefront entrance door for pedestrian access.

Adopted by Ord. 00-51 on 9/21/2000
Amended by Ord. 06-69 on 10/19/2006
Amended by Ord. 09-10 on 3/5/2009
Amended by Ord. 16-02 on 1/7/2016
Amended by Ord. 2016-44 on 9/15/2016

Exhibit B – LMC § 15-2.6-3 Lot and Site Requirements in HISTORIC COMMERCIAL BUSINESS (HCB)

15-2.6-3 Lot And Site Requirements

Except as may otherwise be provided in this Code, no Building Permit will be issued for a Lot unless such Lot has the Area, width, and depth as required, and Frontage on a Street shown as a private or Public Street on the Streets Master Plan, or on private easement connecting the Lot to a Street shown on the Streets Master Plan. All Development must comply with the following:

A. **LOT SIZE**. The minimum Lot Area is 1250 square feet. The minimum Lot Width is twenty-five feet (25') and Minimum Lot Depth is fifty feet (50').

B. **FRONT, REAR AND SIDE YARDS**. There are no minimum required Front, Rear, or Side Yard dimensions in the HCB District.

C. **SIDEWALK PROVISION**. Buildings must be located so as to provide an unobstructed sidewalk at least nine feet (9') wide on both Main Street and Swede Alley. The sidewalk width is measured from the front face of curb to the front of the Building. The alignment of new Building fronts with adjacent Historic fronts is encouraged. A narrower sidewalk may result from the alignment of Building fronts. The Planning and Engineering Departments may grant an exception to the minimum sidewalk width to facilitate such alignment.

D. **BALCONIES AND TEMPORARY WINTER BALCONY ENCLOSURES**.

1. No Balcony may be erected, enlarged, or altered over a public pedestrian Right-of-Way without the advance approval of the City Council. Balcony supports may not exceed eighteen inches (18") square and are allowed no closer than thirty-six inches (36") from the front face of the curb. Balconies must provide vertical clearance of not less than ten feet (10') from the sidewalk and may not be enclosed permanently. With reasonable notice, the City may require a Balcony be removed from City Property without compensating the Building Owner.
2. Temporary Winter Balcony Enclosures may only be permitted on existing balconies which are on structures which are not on the Historic Sites Inventory. Temporary Winter Balcony Enclosures are only permitted from November 15th through April 30th on balconies facing Main Street.

E. **INSURANCE REQUIRED**. No Balcony projecting over City Property may be erected, re-erected, located or relocated, or enlarged or structurally modified without first receiving approval of the City Council and submitting a certificate of insurance or a continuous bond protecting the Owner and the City against all claims for personal injuries and/or Property damage in the standard amount determined by City Council. Park City Municipal Corporation must be named in the certificate of insurance as an additional insured. A thirty (30) day obligation to provide written notice to Park City Municipal Corporation of cancellation or expiration must be included in the insurance certificate.

F. **CLEAR VIEW OF INTERSECTION**. No visual obstruction in excess of two feet (2') in height above road Grade shall be placed on any Corner Lot within the Site Distance Triangle. A reasonable number of trees may be allowed, if pruned high enough to permit automobile drivers an unobstructed view. This provision must not require changes in the Natural Grade on the Site.

G. **VERTICAL ZONING**. For HCB Zoned Storefront Property adjacent to Main Street and Heber Avenue, new Construction and Construction adding Floor Area to a Building or Lot shall have a minimum of seventy-five percent (75%) of the width of the Building façade as Storefront Property.

H. **STOREFRONT ENHANCEMENT ZONING**. The maximum width of any Storefront Property Façade abutting Main Street and Heber Avenue shall be fifty-feet (50’). Storefront Property Facades in the Historic portion of structures listed on the Historic Sites Inventory which exceed fifty-feet (50’) in width are valid Non-Complying Structures. A Storefront Property Façade shall have a storefront entrance door for pedestrian access.

Adopted by Ord. 00-51 on 9/21/2000
Amended by Ord. 06-69 on 10/19/2006
Amended by Ord. 16-01 on 1/7/2016
Amended by Ord. 16-02 on 1/7/2016

Exhibit C – LMC § 15-15 Defined Terms

15-15 Defined Terms

(…)

1.207 **PROPERTY**. Any Parcel, Lot, or tract of land, including improvements thereon, in the possession of or owned by, or recorded as the real Property of, the same Person or Persons.

A. **Property, Storefront**. A separately enclosed space, Floor Area, tenant space or unit that has a storefront window or storefront entrance that fronts on a Public Street. Storefront Property includes the entire Floor Area associated with the storefront window or storefront entrance that fronts on the Public Street. For purposes of this provision, the term "fronts on a Public Street" shall mean a separately enclosed space, Floor Area, tenant space or unit with:

1. For Vertical Zoning, a storefront window and/or storefront entrance at the adjacent Public Street, or within fifty lateral/horizontal feet (50') of the adjacent Public Street measured from the edge of pavement to the storefront window or storefront entrance; ~~and~~ or
2. For Storefront Enhancement Zoning, a storefront window and/or storefront entrance at the adjacent Public Street, or within thirty lateral/horizontal feet (30') of the adjacent Public Street measured from the edge of pavement to the storefront window or storefront entrance; and
3. A storefront window and/or storefront entrance that is not more than eight feet (8') above or below the grade of the adjacent Public Street and where such entrance is not a service or emergency entrance to the Building.

In the case of split-level, multi-level or multi-tenant Buildings with only one primary storefront entrance, only those fully enclosed spaces, Floor Areas, tenant spaces, or units that directly front on the Public Street, as set forth above, shall be designated as a "Storefront Property." The Planning Director or designee shall have the final determination of applicability.

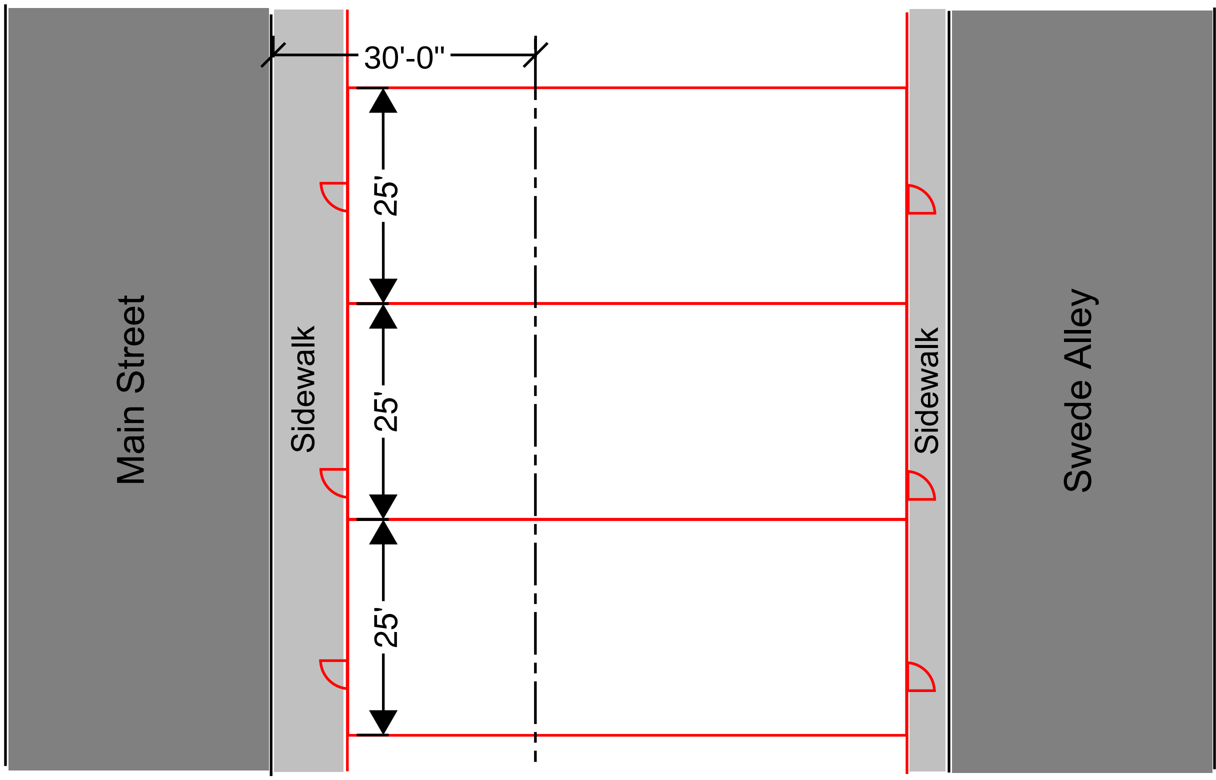
(…)

Adopted by Ord. 00-25 on 3/30/2000
Amended by Ord. 02-07 on 5/23/2002
Amended by Ord. 02-38 on 9/12/2002
Amended by Ord. 04-39 on 9/23/2004
Amended by Ord. 05-01 on 1/13/2005
Amended by Ord. 06-86 on 12/21/2006
Amended by Ord. 07-25 on 4/19/2007

Amended by Ord. 07-55 on 8/30/2007
Amended by Ord. 08-07 on 3/13/2008
Amended by Ord. 09-05 on 1/22/2009
Amended by Ord. 09-09 on 2/12/2009
Amended by Ord. 09-10 on 3/5/2009
Amended by Ord. 09-14 on 4/9/2009
Amended by Ord. 09-23 on 7/9/2009
Amended by Ord. 09-40 on 11/5/2009
Amended by Ord. 11-05 on 1/27/2011
Amended by Ord. 11-12 on 3/31/2011
Amended by Ord. 12-37 on 12/20/2012
Amended by Ord. 14-57 on 11/20/2014
Amended by Ord. 15-53 on 12/17/2015
Amended by Ord. 16-02 on 1/7/2016
Amended by Ord. 16-15 on 3/24/2016
Amended by Ord. 2016-44 on 9/15/2016
Amended by Ord. 2016-48 on 10/20/2016

EXHIBIT 2: Storefront Property Facade, Maximum Width Diagrams

Typical Existing Historic Main Street Commercial Buildings Abutting Swede Alley



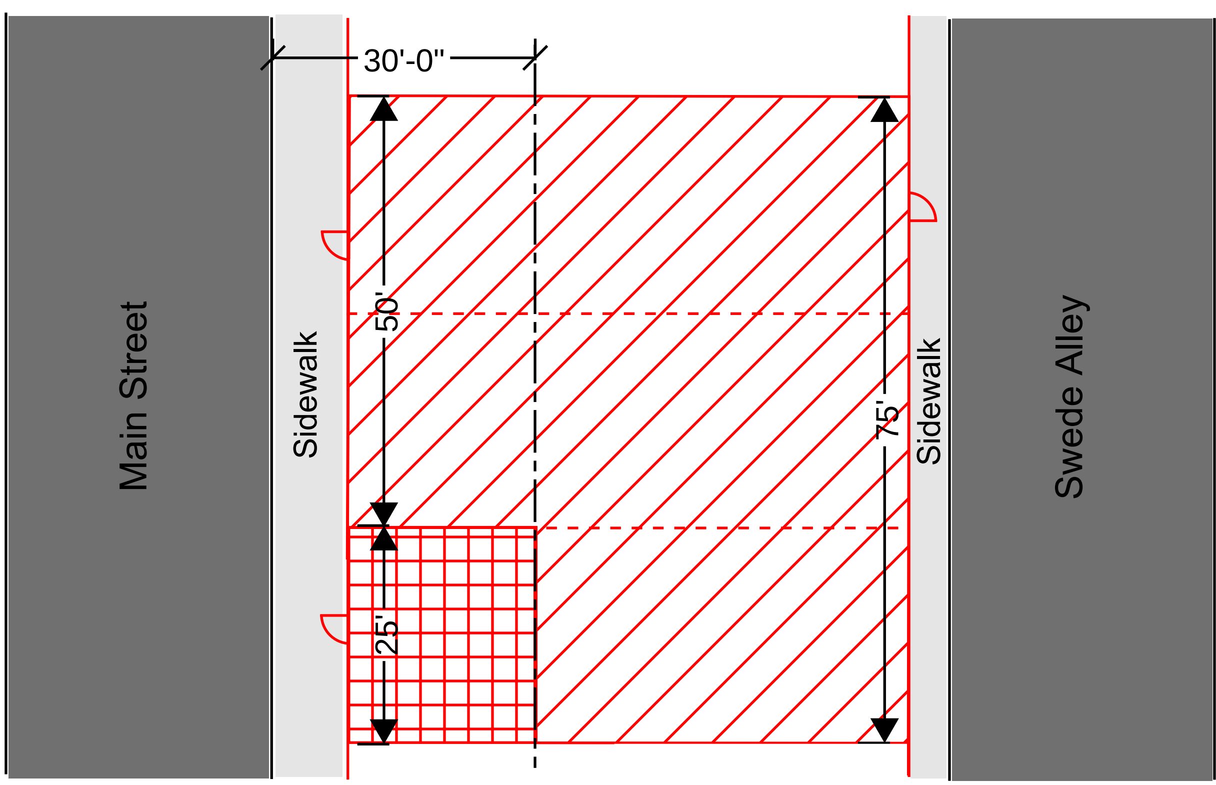
Existing Commercial Space

Existing Internal Wall

Storefront Entrance Door

Storefront Property Depth Measurement

Proposed Converted Main Street Commercial Buildings Abutting Swede Alley



Combined Commercial Space

Potential Incubator Space

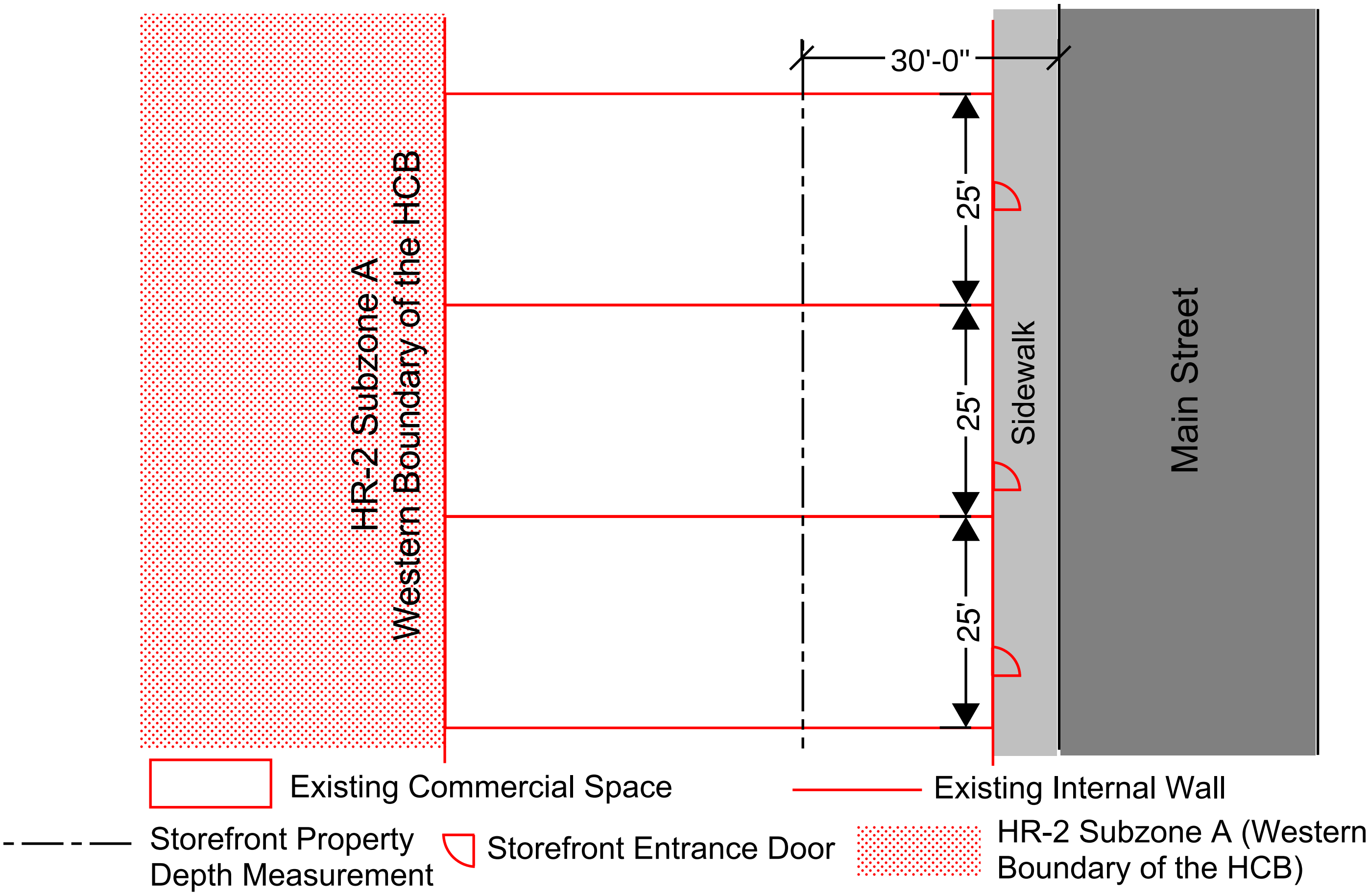
Storefront Entrance Door

Storefront Property Depth Measurement

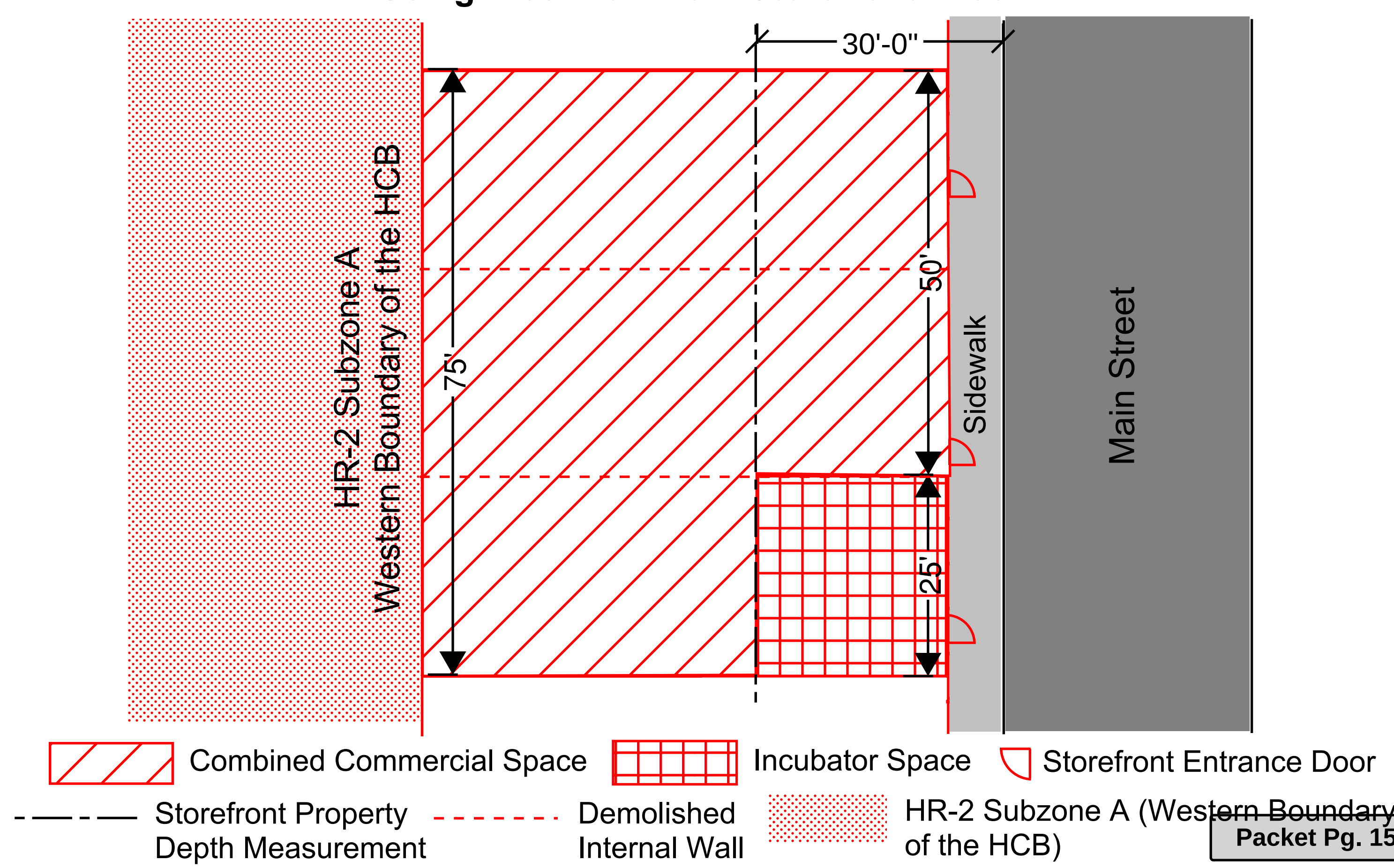
Existing Internal Wall

Demolished Internal Wall

Existing Typical Historic Main Street Commercial Buildings Abutting the Western Boundary of the Historic Commercial Business (HCB) Zoning District



Converted Main Street Commercial Buildings Abutting the Western Boundary of the Historic Commercial Business (HCB) Zoning District Using A 50' Maximum Storefront Width



Typical Historic Main Street Building Facade Widths

The rendering below was taken from the 1983 Historic District Design Guidelines. The photograph below was taken from Google Streetview. The rendering and photograph both depict the same row of buildings on Park City's Main Street. Staff has added approximate widths based on the preliminary Main Street retail linear feet survey that measured facade widths on Main Street and Heber Avenue.

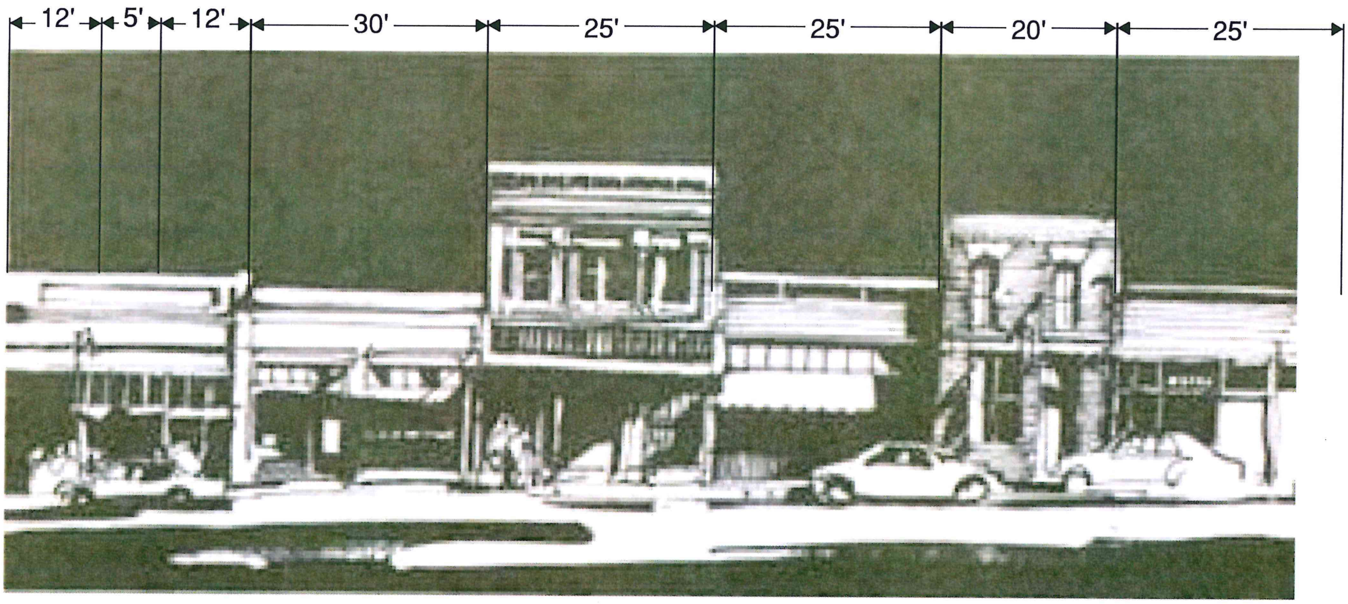


EXHIBIT 3: **General Plan Implementation – Storefront Enhancement Program Impacts**

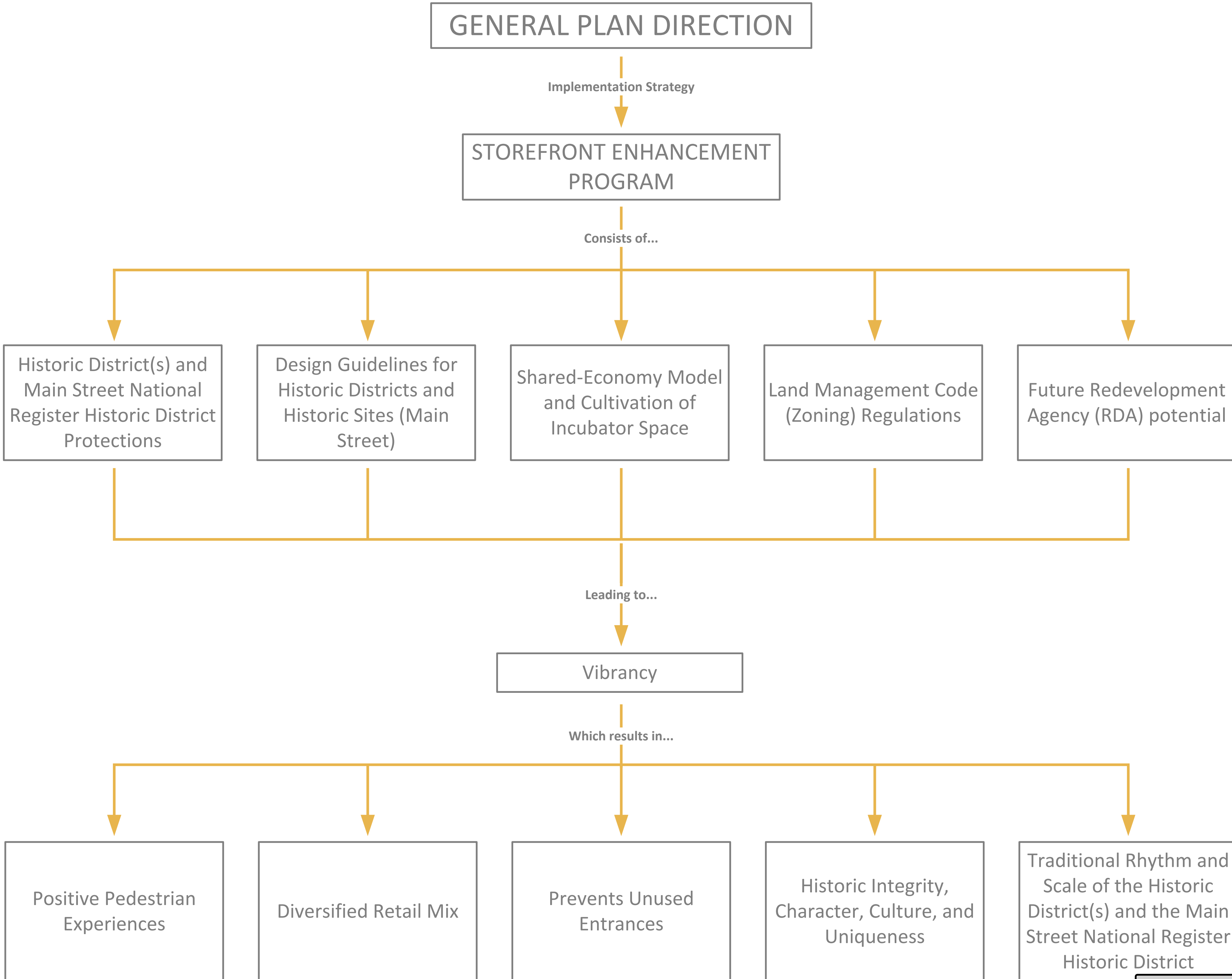


EXHIBIT 4: Historic Commercial Business (HCB) Boundaries

Historic Sites in the HCB Zone

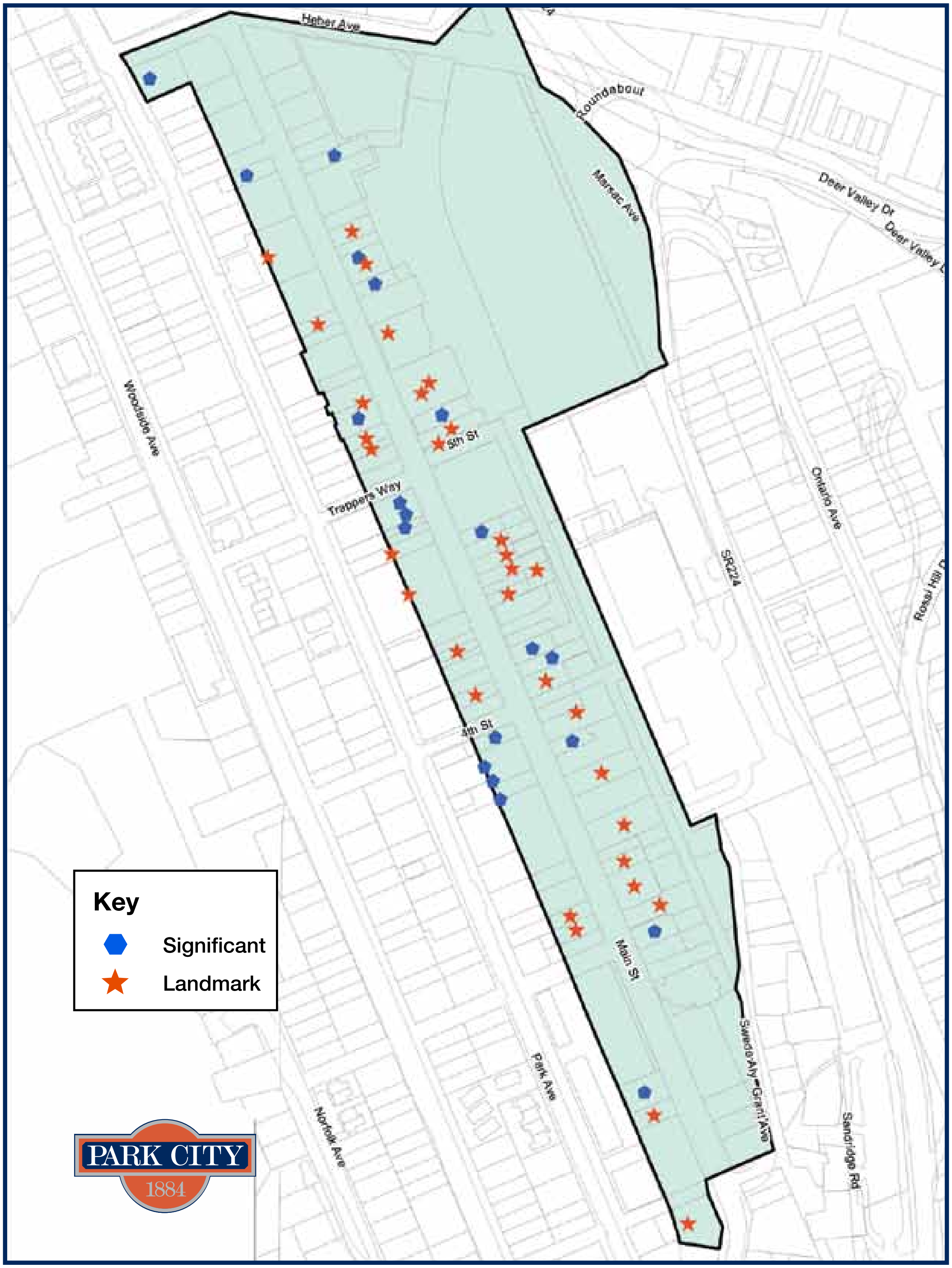


EXHIBIT 5: Historic Recreation Commercial(HRC) Boundaries

Historic Sites in the HR-C Zone

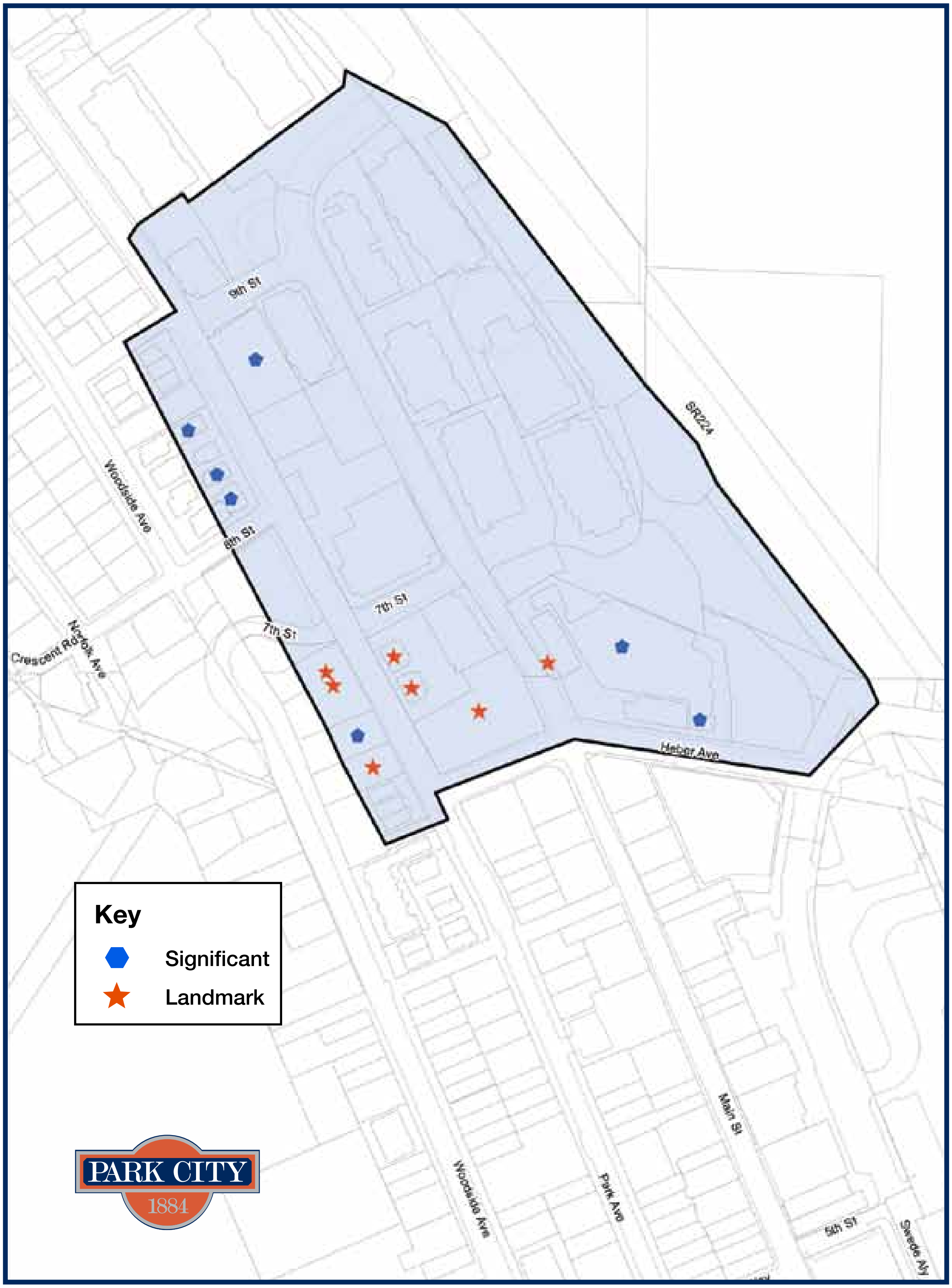


EXHIBIT 6: Main Street National Register District Boundaries

Main Street National Register Historic District

DATE: April 13, 2017

TO HONORABLE MAYOR AND COUNCIL

The site known as 1003 Woodside Avenue consists of Lot 1 and Lot 2 of Block 9, Section 16 of Snyders Addition to Park City. The property owner requests to combine his property into one (1) lot of record. The non-historic structure sits over Lots 1 and 2. The entire site contains a total area of 3,750 square feet.

Respectfully:

Makena Hawley, Planner I

PARK CITY 1884 PLANNING DEPARTMENT

City Council Staff Report

Subject:	**1003 Woodside Avenue**
Author:	**Makena Hawley, City Planner**
Project Number:	**PL-17-03473**
Date:	**April 13, 2017**
Type of Item:	**Legislative – Plat Amendment**

Summary Recommendations

Staff recommends the City Council hold a public hearing for the 1003 Woodside Avenue Plat Amendment located at the same address and consider approving the request based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the draft ordinance.

Description

Applicant:	Terence Scheckter, represented by Marshall King
Location:	1003 Woodside Avenue
Zoning:	Historic Residential-1 (HR-1)
Adjacent Land Uses:	Residential
Reason for Review:	Plat Amendments require Planning Commission review and City Council review and action.

Executive Summary/Proposal

The site known as 1003 Woodside Avenue consists of Lot 1 and Lot 2 of Block 9, Section 16 of Snyders Addition to Park City. The property owner requests to combine his property into one (1) lot of record. The non-historic structure sits over Lots 1 and 2. The entire site contains a total area of 3,750 square feet. Planning Commission made specific recommendations based on the fact that there is an A-frame which was built in 1967 on the property.

Background

On February 10, 2017, the City received a Plat Amendment application for 1003 Woodside Avenue Plat Amendment; the application was deemed complete on February 16, 2016. The property is located at the same address. The property is in the Historic Residential (HR-1) District. The subject property consists of all of Lot 1 and Lot 2 of Block 9, Snyder's Addition to Park City. The property was built in 1967; no building permit could be found for the structure and is not a historic structure.

The applicant desires to unify the property into one lot of record to ultimately demolish the existing house and construct a new single family residence. The applicant has not yet submitted an HDDR application for a new proposed structure.

On March 22, 2017, the Planning Commission reviewed the requested plat amendment and held a public hearing. The Commission forwarded a positive recommendation to the City Council with the addition of a Finding of Fact and a Condition of Approval.

The Finding of Fact included:

> #16. The existing house was built in 1967.

The Condition of Approval included:

> #9. Planning Commission requires Staff provide an additional review of the existing home at 1003 Woodside Avenue of Section 15-11-10 (A) -3 and if necessary recommend HPB review due to the possibility that the existing home may possess local or regional history, architecture, engineering, or cultural associated with (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.

The Planning Commission brought up the point that the existing house is 50 years old and requested additional review of the home's historic status; whether it is in the category of a Contributory Site or a Significant Site. The Planning Commission added the final Condition of Approval for this reason as well and the Planning Department will further research the Contributory status of the structure. The vote for a positive recommendation was unanimous (6-0). (See Exhibit F - March 22, 2017 Planning Commission Meeting Minutes.).

Public Comment was provided by Cheryl Soshnik, who resides next door. Ms. Soshnik voiced concern about the age of the house and the intention of the home being demolished. Ms. Soshnik found the house to contribute to the ski era history of Park City and that the delicate mix of mining era, ski era and new homes created a unique and loving neighborhood.

The A-frame at 1003 Woodside was constructed in 1967. Currently, Park City's Historic Sites Inventory spans from the Settlement & Mining Era (1868-1893), through the Mature Mining Era (1894-1930) and concludes with the Mining Decline & Emergence of Recreation Industry (1931-1962). The Contributing Structures are buildings that capture portions of the mining era but do not necessarily hold the status as a Significant site would. Contributing Structures still embrace the history of Park City of the post mining era and the emergence of recreation. In addition Contributing Site owners are able to apply for historic grant funding with the appropriate analysis and agreement of façade easements. In order for staff to consider the historic designation of resources, such as this A-frame, built after 1962, the Planning Department would need to designate the next era of our history—the Ski Era—as historically significant to Park City's development.

The Planning Department will conduct a full analysis on the site and make a determination under the current Land Management Code before the recordation of the plat. If the structure is found to be a Contributory Structure this <u>does not</u> preclude the building from demolition.

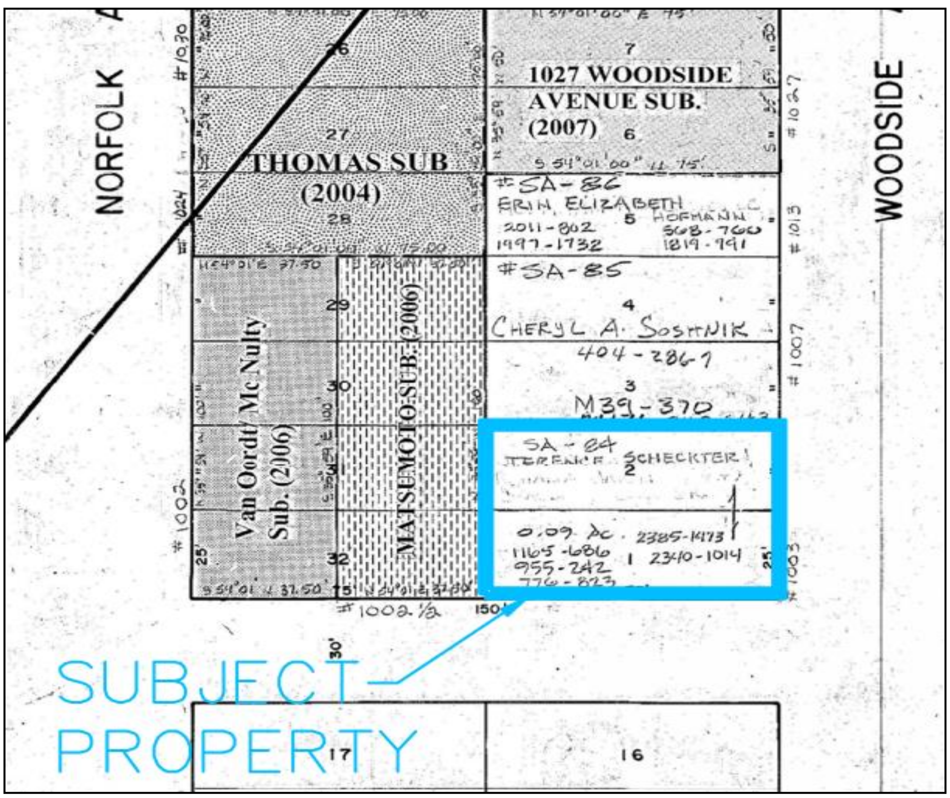
Purpose

The purpose of the HR-1 District is to:

A. preserve present land Uses and character of the Historic residential Areas of Park City,
B. encourage the preservation of Historic Structures,
C. encourage construction of Historically Compatible Structures that contribute to the character and scale of the Historic District and maintain existing residential neighborhoods,
D. encourage single family Development on combinations of 25' x 75' Historic Lots,
E. define Development parameters that are consistent with the General Plan policies for the Historic core, and
F. establish Development review criteria for new Development on Steep Slopes which mitigate impacts to mass and scale and the environment.

Analysis

The proposed Plat Amendment creates one (1) lot of record from the existing two (2) lots. The Plat Amendment removes one (1) interior lot line going through the existing structure. The proposed Plat Amendment combines the property into one (1) lot measuring 3,750 square feet. The site contains two (2) whole Old Town lots, identified as Lot 1 and Lot 2, of Block 9, Snyder's Addition to Park City. See county map below:



A single-family dwelling is an allowed use in the HR-1 District. The minimum lot area for a single-family dwelling is 1,875 square feet. The proposed lot meets the minimum lot area for single-family dwellings as well as a duplex which would be a conditional use in the Hr-1 District. The proposed lot width is fifty feet (50). The minimum lot width required in the HR-1 District is twenty-five feet (25'); the proposed lot meets the minimum lot width requirement. The following table shows applicable Land Management Code (LMC) development parameters in the HR-1 District:

Required	Existing	Permitted
Lot size	3,750 SF	1,875 square feet minimum ***Complies***
Allowed Footprint	880 SF	1,519 square feet, maximum. ***Complies***
Front/rear yard setbacks	23 feet front yard (Woodside), 15 feet rear yard	10 feet, for total of 20 feet ***Complies***
Side yard setbacks	9 feet (north), 2 feet (south)	5 feet, minimum for total of 10 feet. Does not comply. Because no evidence has been found on past building permits, the ***structure has not been deemed legal non-complying. However, the plat amendment will not affect the noncompliance.***

Any new construction will be required to comply with setbacks, height, building footprint, and the Historic District Design Guidelines.

The submitted site plan reveals that there are several small encroachments onto City Right of Way, including two small portions of rock retaining walls along the front and north side of the property and a portion of wood slat fence and railroad ties on the north side of the property. Staff has made the applicant aware of these encroachments and the applicable means of resolving them. The applicant is planning to demolish the home and the encroachments before the signing of the plat which would alleviate the issues with the encroachments. In the case that the encroachments are not removed by the time the mylar is ready for signatures, Conditions of Approval # 4 and #5 has been added to require that encroachments across property lines must be addressed prior to plat recordation and shall either be removed or recorded encroachment agreements shall be provided.

The City Engineer will also require the applicant to grant a ten foot (10') public snow storage easement along the front (Woodside Avenue) as well as a five foot (5') public snow storage easement along the side (10^{th} street) property lines to address street frontages, per Condition of Approval #3. A 5 foot wide utility easement may be required along Woodside Avenue if the existing storm drain is found to be crossing the property.

The Building Department is requiring Condition of Approval #6 to provide modified 13-D sprinklers for new construction by the Chief Building Official at the time of review of the building permit submittal.

Good Cause
Staff finds good cause for this Plat Amendment as the interior lot lines running through the existing structure will be removed and existing encroachments will be resolved. Public snow storage and utility easements are provided on the lots. Combining the Lots will allow the property owner to move forward with future construction on their lot.

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. Issues raised were limited to the encroachments for the extensions over property lines on City ROW. These issues have been addressed with conditions of approval.

Notice
On March 2, 2017 the property was posted and notice was mailed to property owners within 300 feet. Legal notice was also published in the Park Record on March 4, 2017 according to requirements of the Land Management Code.

Public Input
No public input has been received by the time of this report.

Alternatives
- The City Council may approve the 1003 Woodside Avenue Plat Amendment as conditioned or amended; or
- The City Council may deny the 1003 Woodside Avenue Plat Amendment and direct staff to make Findings for this decision; or
- The City Council may continue the discussion on the 1003 Woodside Avenue Plat Amendment.
- The City Council may remand the item back to the Planning Commission for specific discussion on topics and/or findings.

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

Consequences of not taking recommended action
Consequences of not taking the Planning Department's recommendation are that the Site would remain as is and the existing structure would sit over the interior lot line. The site would continue to consist of two lots.

Summary Recommendation
Staff recommends the City Council hold a public hearing for the 1003 Woodside Avenue Plat Amendment located at the same address and consider approving the requested application 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 – Survey with Existing Conditions
Exhibit C – County Tax Map
Exhibit D – Aerial Photographs
Exhibit E– Site Photographs

Exhibit A – Draft Ordinance
Ordinance No. 2017-17

AN ORDINANCE APPROVING THE 1003 WODSIDE AVENUE PLAT AMENDMENT LOCATED AT 1003 WOODSIDE AVENUE, PARK CITY, UTAH.

WHEREAS, the owners of the property located at 1003 Woodside Avenue have petitioned the City Council for approval of the Plat Amendment; and

WHEREAS, on March 4, 2017, the property was properly noticed and posted in the Park Record; and

WHEREAS, on March 2, 2017, proper legal notice was sent to all affected property owners and the property was posted according the requirements of the Land Management Code; and

WHEREAS, the Planning Commission held a public hearing on March 22, 2017, to receive input on plat amendment; and

WHEREAS, the Planning Commission, on March 22. 2017, forwarded a positive recommendation to the City Council; and,

WHEREAS, on April 13, 2017 the City Council held a public hearing to receive input on the plat amendment; and

WHEREAS, it is in the best interest of Park City, Utah to approve the 1003 Woodside Avenue Plat Amendment.

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

SECTION 1. APPROVAL. The 1003 Woodside Avenue Plat Amendment, as shown in Attachment 1, is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The property is located at 1003 Woodside Avenue.
2. The property is in the Historic Residential (HR-1) District.
3. The subject property consists of Lot 1 and Lot 2, Block 9 of Snyders Addition to Park City. The proposed plat amendment creates one (1) lot of record.
4. The Plat Amendment removes one (1) lot line going through the existing structure.
5. The proposed Plat Amendment combines the property into one (1) lot measuring 3,750 square feet.
6. A single-family dwelling is an allowed use in the District.

7. The minimum lot area for a single-family dwelling is 1,875 square feet. The proposed lots meet the minimum lot area for single-family dwellings as well as for a duplex which is a conditional use in the HR-1 District.
8. The proposed lot width is width is 50 feet along Woodside Avenue.
9. The minimum lot width required is twenty-five feet (25’). The proposed lot meets the minimum lot width requirement.
10. The maximum building footprint allowed based on proposed lot size of 3,750 square feet is 1,519 square feet. The existing house equates to a footprint of approximately 880 square feet.
11. The minimum front/rear yard setbacks are ten feet (10’); the minimum total front/rear yard setbacks are twenty feet (20’). The existing house has a front yard setback of 23 feet and a 15 foot rear yard setback.
12. The minimum side yard setbacks are five feet (5’). The existing structure does not meet the north side yard setback. The structure does not comply. Because no evidence has been found on past building permits, the structure has not been deemed legal non-complying. However, the plat amendment will not affect the noncompliance .The south side yard setback is met utilizing 9 feet to the property line.
13. The plat amendment will not affect the noncompliance.
14. There is a stone retaining wall along the northwest front property line that encroaches into the City Right of Way. There are also stone retaining walls, railroad ties and a slat wood fence along the south side yard property line encroaching into the City Right of Way.
15. All findings within the Analysis section and the recitals above are incorporated herein as findings of fact.
16. The existing house was built in 1967.

Conclusions of Law:

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

Conditions of Approval:

1. The City Planner, City Attorney, and City Engineer will review and approve the final form and content of the plat for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant will record the plat at the County within one year from the date of City Council approval. If recordation has not occurred within one (1) years’ time, this approval for the plat will be void, unless a request for an extension is made in writing prior to the expiration date and an extension is granted by the City Council.

3. A ten foot (10’) wide public snow storage easement along the front (Woodside Avenue) as well as a five foot (5’) public snow storage easement along the side (10th street) property lines to address street frontages will be required..
4. A five foot (5’) wide utility easement may be required along Woodside Avenue if the existing storm drain is found to be crossing the property.
5. Prior to plat recordation, the property owner shall resolve the encroachment of the stone retaining walls over the front (east) property line into the City Right-of-Way (ROW) by either removing the retaining walls or entering into a recorded agreement with the City Engineer.
6. Prior to plat recordation, the property owner shall resolve the encroachment of the stone retaining walls, the railroad ties, and the slat wood fence over the side (north) property line into the City Right-of-Way (ROW) by either removing them or entering into a recorded agreement with the City Engineer.
7. Modified 13-D sprinklers will be required for new construction by the Chief Building Official at the time of review of the building permit submittal and shall be noted on the final Mylar prior to recordation.
8. New construction shall comply with Land Management Code Section 15-2.2 regarding setbacks, building height, building envelope, building footprint, etc. and historic district guidelines.
9. Planning Commission requires Staff provide an additional review of the existing home at 1003 Woodside Avenue of Section 15-11-10 (A) -3 and if necessary recommend HPB review due to the possibility that the existing home may possess local or regional history, architecture, engineering, or cultural associated with (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.
10. The Planning Department will conduct a full analysis on the site and make a determination under the current Land Management Code before the recordation of the plat.

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

PASSED AND ADOPTED this 13th day of April, 2017.

PARK CITY MUNICIPAL CORPORATION

____
Jack Thomas, MAYOR

ATTEST:

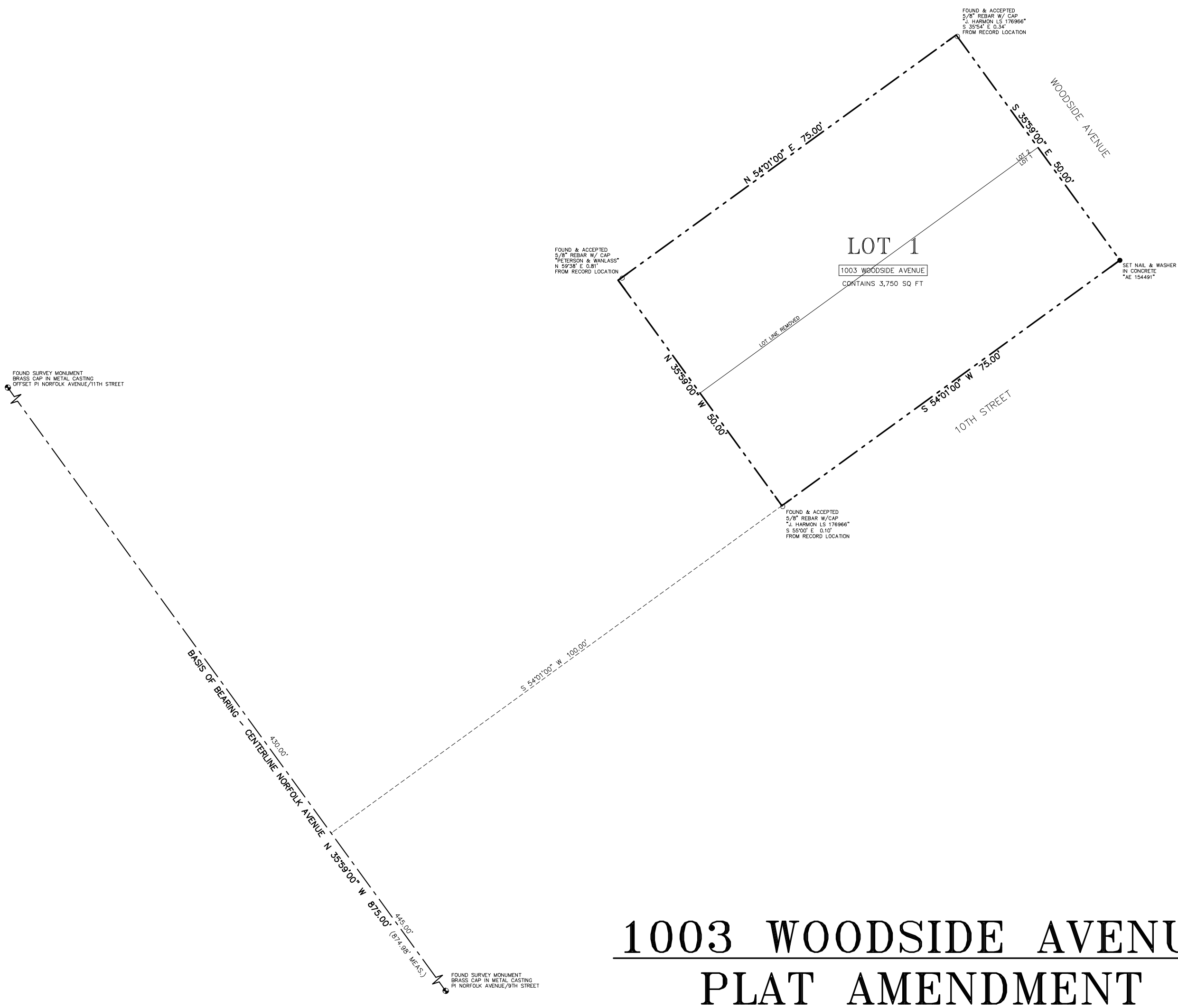
City Recorder

APPROVED AS TO FORM:

Mark Harrington, City Attorney

Attachment 1 – Proposed Plat

Exhibit A – Proposed Plat (Attachment 1)



SURVEYOR'S CERTIFICATE

I, Martin A. Morrison, certify that I am a Registered Land Surveyor and that I hold Certificate No. 4938739, as prescribed by the laws of the State of Utah, and that by authority of the owners, this Subdivision Plat map of 1003 WOODSIDE AVENUE PLAT AMENDMENT has been reviewed under my direction, and that the same has been or will be monumented on the ground as shown on this plat. I further certify that the information on this plat is accurate.

BOUNDARY DESCRIPTION

Lots 1 and 2, Block 9, Snyder's Addition to Park City, according to the official plat thereof on file and of record in the Summit County Recorder's Office.

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS that Terence Scheckter, the undersigned owner of the herein described tract of land, to be known hereafter as 1003 WOODSIDE AVENUE PLAT AMENDMENT, does hereby certify that he has caused this Plat Amendment to be prepared, and does hereby consent to the recordation of this Plat.

In witness whereof, the undersigned set his hand this _____ day, of ____________, 2017.

____
Terence Scheckter

State of _________________:
ss:
County of ________________:

ACKNOWLEDGMENT

On this _____ day of _______________________, 2017, Terence Scheckter personally appeared before me, the undersigned Notary Public, in and for said state and county. Having been duly sworn, Terence Scheckter acknowledged to me that he is the owner of the herein described tract of land, and that he signed the above Owner's Dedication and Consent to Record freely and voluntarily.

____
Notary Public

A Notary Public commissioned in ______________________

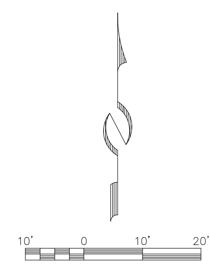
____
Printed Name

Residing in: _________________

My commission expires: ______________________

NOTE

1. This Plat Amendment is subject to the Conditions of Approval in Ordinance 2017—______



1003 WOODSIDE AVENUE PLAT AMENDMENT

BLOCK 9, SNYDER'S ADDITION
LOCATED IN THE NORTH HALF OF SECTION 16
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH

2/10/17 JOB NO.: 1-12-16 FILE: X:\SnydersAddition\dwg\srv\plat2016\011216.dwg

(435) 649-9467 Alliance Engineering Inc CONSULTING ENGINEERS LAND PLANNERS SURVEYORS 323 Main Street P.O. Box 2664 Park City, Utah 84060-2664	**SNYDERVILLE BASIN WATER RECLAMATION DISTRICT** REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS ______ DAY OF __________, 2017 BY ________________ S.B.W.R.D.	**PLANNING COMMISSION** APPROVED BY THE PARK CITY PLANNING COMMISSION THIS ____ DAY OF _____, 2017 BY ________________ CHAIR	**ENGINEER'S CERTIFICATE** I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS _____ DAY OF __________, 2017 BY ________________ PARK CITY ENGINEER	**APPROVAL AS TO FORM** APPROVED AS TO FORM THIS _____ DAY OF __________, 2017 BY ________________ PARK CITY ATTORNEY	**COUNCIL APPROVAL AND ACCEPTANCE** APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS ____ DAY OF _____, 2017 BY ________________ MAYOR	**CERTIFICATE OF ATTEST** I CERTIFY THIS SUBDIVISION PLAT MAP WAS APPROVED BY PARK CITY COUNCIL THIS ____ DAY OF _____, 2017 BY ________________ PARK CITY RECORDER	**RECORDED** STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF ______________________________ DATE _______ TIME _______ ENTRY NO. __________ ______ FEE ______________________ RECORDER

Exhibit B – Survey with Existing Conditions

SURVEYOR'S CERTIFICATE

REGISTERED LAND SURVEYOR No.4938739 MARTIN A. MORRISON State of Utah

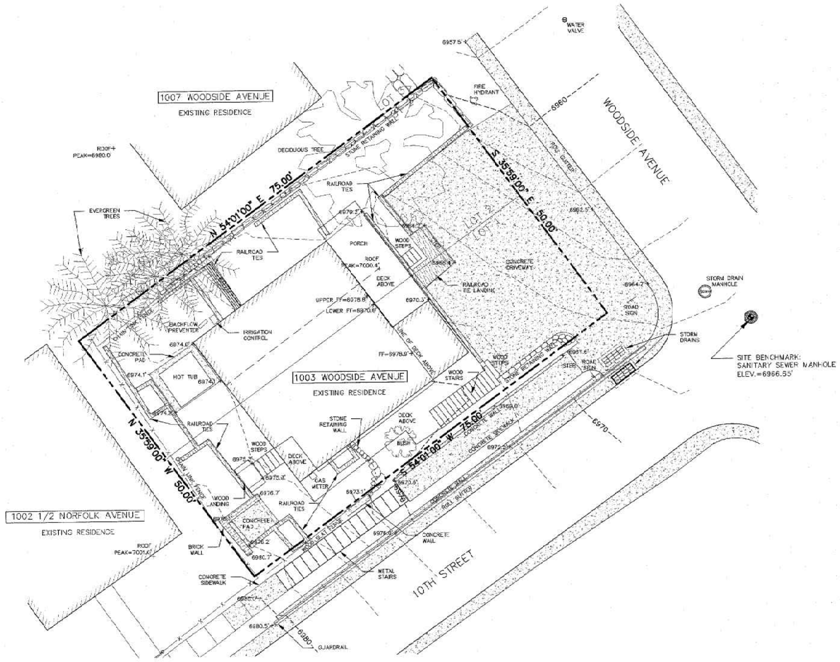
I, Martin A. Morrison, do hereby certify that I am a registered land surveyor and that I hold certification no. 4938739 as prescribed under the laws of the State of Utah. I further certify that a topographic survey has been made under my direction of the lands shown and described hereon. I further certify that this topographic survey is a correct representation of the land surveyed at the time the field work was completed and is in compliance with generally accepted industry standards for accuracy.

Martin A. Morrison

1-9-'17

NOTES

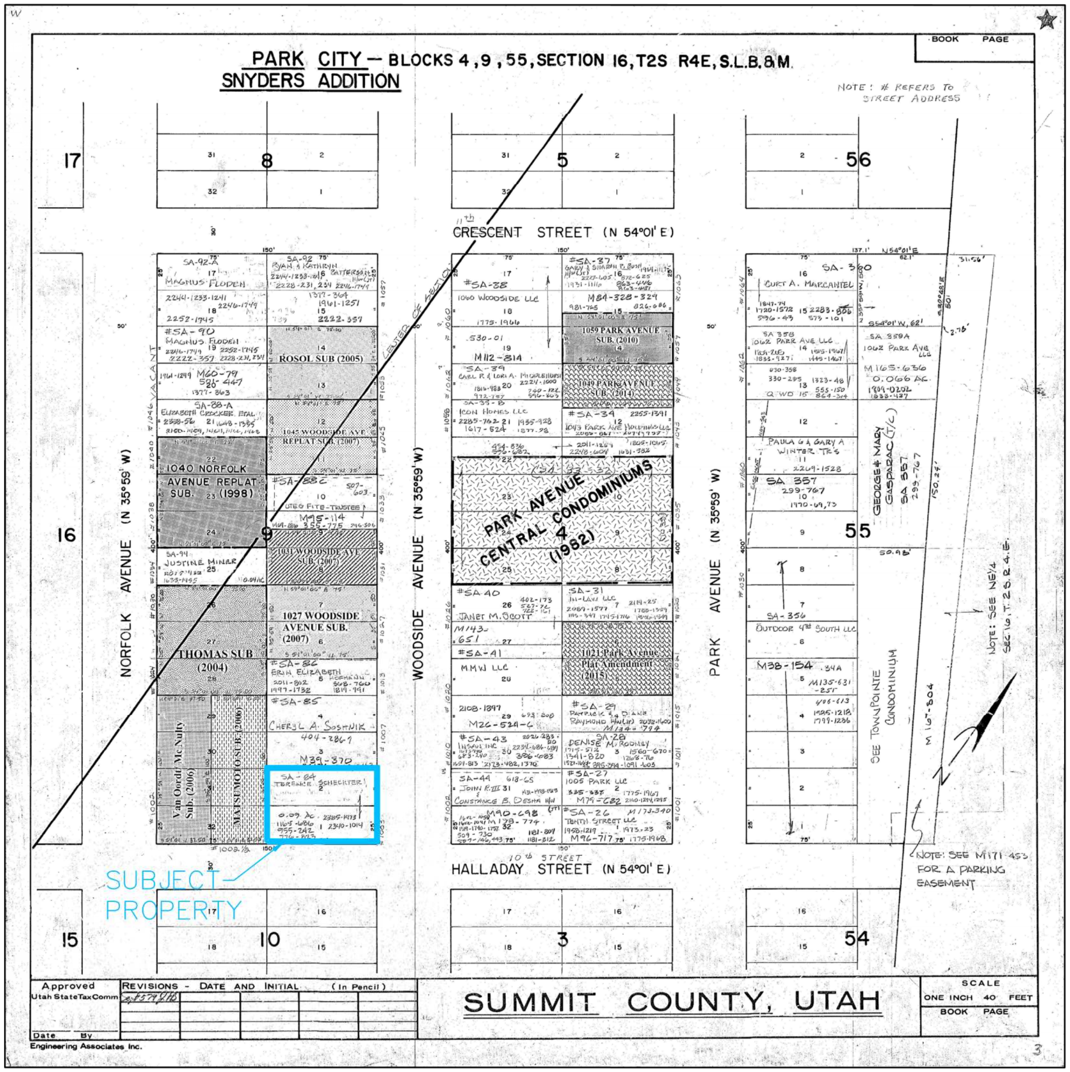
1. Site Benchmark: Sanitary Sewer Manhole
   Elevation=6966.65'
2. The architect is responsible for verifying building setbacks, zoning requirements and building heights.
3. This topographic map is based on a field survey completed on December 14, 2016.
4. Property corners were found.

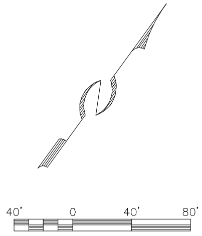


10' 0 10' 20'

(435) 649-9467 Alliance Engineering Inc CONSULTING ENGINEERS LAND PLANNERS SURVEYORS 323 Main Street P.O. Box 2664 Park City, Utah 84060-2664	STAFF: MARSHALL KING MARTY MORRISON RYAN BETZ DATE: 1/9/17	EXISTING CONDITIONS & TOPOGRAPHIC MAP 1003 WOODSIDE AVENUE SNYDER'S ADDITION, BLOCK 9 FOR: TERENCE SCHECKTER JOB NO.: 1-12-16 FILE: X:\SnydersAddition\dwg\srv\topo2016\011216.dwg	SHEET 1 OF 1

Exhibit C – County Tax Map





(435) 649-9467 Alliance Engineering Inc. CONSULTING ENGINEERS LAND PLANNERS SURVEYORS 323 Main Street P.O. Box 2664 Park City, Utah 84060-2664	STAFF: MARSHALL KING RYAN BETZ DATE: 1/23/17	OWNERSHIP MAP 1003 WOODSIDE AVENUE BLOCK 9, SNYDER'S ADDITION FOR: TERRENCE SCHECKTER JOB NO.: 1-12-16 FILE: X:\SnydersAddition\dwg\Exhibits\1003 Woodside-ownership.dwg	SHEET 1 OF 1

Exhibit D – Aerial Photographs

Alliance Engineering Inc. (435) 649-9467 CONSULTING ENGINEERS LAND PLANNERS SURVEYORS 323 Main Street P.O. Box 2664 Park City, Utah 84060-2664	STAFF: MARSHALL KING RYAN BETZ DATE: 1/23/17	AERIAL PHOTOGRAPH 1003 WOODSIDE AVENUE BLOCK 9, SNYDER'S ADDITION FOR: TERRENCE SCHECKTER JOB NO.: 1-12-16 FILE: X:\SnydersAddition\dwg\Exhibits\1003 Woodside-ortho.dwg	SHEET 1 OF 1

Exhibit E– Site Photographs

1003 Woodside Avenue – looking northwesterly

1003 Woodside Avenue – looking southwesterly

1003 Woodside Avenue – looking southerly

1003 Woodside Avenue – looking northeasterly