

**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
MARCH 31, 2005**

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, March 31, 2005.

Closed Session – Executive Conference Room

3:00 p.m. Property

Work Session – City Council Chambers

3:30 p.m. Council questions/comments

3:45 p.m. Cross-country skiing

4:15 p.m. Public safety impact fees

4:45 p.m. Joint meeting with Planning Commission – General Plan

5:45 p.m. Break

Regular Meeting – City Council Chambers

6:00 p.m.

I ROLL CALL

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

III PUBLIC INPUT (any matter of City business not scheduled on agenda)

IV CONSENT AGENDA PUBLIC HEARING

Continuation of a hearing on an Ordinance approving the Silver Star Subdivision, creating four platted lots from three metes and bounds parcel located at 1825 Three Kings Drive, in the Southeast Quarter of Section 8, township 2 South, Range 4 East, Salt Lake Base and Meridian, Park City, Utah

V CONSENT AGENDA

1. Ordinance approving the Silver Star Subdivision, creating four platted lots from three metes and bounds parcel located at 1825 Three Kings Drive, in the Southeast Quarter of Section 8, township 2 South, Range 4 East, Salt Lake Base and Meridian, Park City, Utah

2. Change order to DVD Paving LLC's paving contract in an amount not to exceed \$21,183 for color concrete at the Farm parking lot

VI 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.

**PARK CITY COUNCIL AND PLANNING COMMISSION
SUMMIT COUNTY, UTAH
APRIL 1, 2005**

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will be attending a luncheon with the Planning Commission at Deer Valley Resort on Friday, April 1, 2005. No City business will be conducted

Posted: 03/28/05
See: parkcity.org

Note: This future meeting schedule is TENTATIVE and subject to change.
PARK CITY COUNCIL TENTATIVE MEETING SCHEDULE

March 2005

17 **No meeting**

31 Jan gone

Joint meeting with Planning Commission – work

Cross-country skiing – work

Public safety impact fees - work

Contract – Quinns Recreation Complex Part A– New Business

Change order for color concrete at the Farm parking lot

April 2005

7 Jan gone

Dana gone

No work session

Ordinance approving an amendment to the record of survey plat for The Lodge, located at 2900 Deer Valley Drive, Park City, Utah

Ordinance accepting certain public improvements at Empire Pass Subdivision

Continuation - Ordinance approving the Silver Star Subdivision, Park City, Utah

Continuation - Ordinance approving a plat amendment and vacation of right-of-way located at 713 Norfolk Avenue, Park City, Utah

Historical Society lease

Contract – Quinns Recreation Complex Part A– New Business

14 Jan gone

No meeting

21 Business license regulations - work

Contract – Quinns Recreation Complex Part B – New Business

Contract – Downtown Parking Structure– New Business

28

May 2005

5

7 *Clean-up Day*

12 Kay gone

19

26

30 *Memorial Day*

June 2005

2

9

14-17 *Innovations in Local Government - Sarasota*

16 **No meeting**

23 Possible America's Cities - Atlanta
30

July 2005

7
14
21
25 *Pioneer Day*
28 **No meeting**

August 2005

4
11 **No meeting**
18
25

Pending Items:

Regional bus service SLC - work
Water Service District – Grant of easement from Iron Mountain Associates
Transit Center Land Match Resolution – Gary
CDBG preliminary hearing - July

Author: Craig Sanchez
Subject: Cross Country Citizen's Group
Date: March 24, 2005
Type of Item: Informational

Summary Recommendation:

Discuss the options and policy direction of appointing a citizens group to focus on Cross Country skiing in the Park City area.

Topic:

Discuss the options of implementing a citizens group to look at the cross country concession at the Park City Golf Club and the Farm property.

Background:

In the summer of 2004 staff put out an RFP for the Cross Country ski concession for the Park City Golf Club and the farm property. One proposal was received – from Jans / White Pine Touring and they were awarded the concession. Jans / White Pine pays a monthly fee of \$2,400, from November to April to occupy the golf shop. In addition Jans / White Pine pays a land rental fee of 6% of gross track sales per season. Jans / White Pine also entered into a grooming contract with the City. The City provides 300 hours of grooming 22 kilometers at a cost of \$28,000 per season. This is paid by Jans / White Pine in monthly installments of \$5,600. In the event that the grooming operations exceed 300 hours the City receives \$83.33 an hour for grooming operations. These costs go directly to the funding of personnel and to the replacement fund for purchasing new equipment.

In February of 2005 a petition was circulated by users of the cross country track. This petition focused on two areas:

- * Dissatisfaction with the current grooming operation.
- * A request to increase the number of groomed kilometers that are currently offered in the Park City area.

Analysis

There was an informational town meeting held March 2, 2005 to discuss cross country skiing. Attending were 51 citizens, Mayor Dana Williams and Council Members Candy Erickson and Marianne Cone. The first part of the meeting focused on grooming operations.

Discussion focused on the following areas:

- Timing of grooming – is it better to groom in the evening, early morning?
- Level of Service – would grooming at different times with different equipment provide a superior groomed track?
- Possibility of creating a pool of groomers – this would allow grooming at different times during the day and evening hours.

- Training of groomers
- Frequency of grooming
- Philosophy of grooming operations.
- Attitude of staff.
- Equipment
- Education

The current grooming agreement between the City and Jans / White Pine states: Jans / White Pine agrees to provide training in the performance of grooming operations to one or more City staff members. It shall be Jans / White Pine's sole responsibility to ensure that City staff is performing grooming operations to specifications. It shall also be Jans / White Pine's sole responsibility to notify City staff when and how often to perform grooming operations.

The City and Jans / White Pine Touring have worked on several issues related to cross country skiing over the past six years. City staff and Jans / White Pine Touring have built a strong professional relationship and have put together a team that is eager to raise the bar on the current level of service to meet the expectations of our customers. Here are the changes this team has implemented:

- Consistency of grooming – grooming the 5K and 3K track Monday, Wednesday, and Friday. Staff Grooms the 14K farm on Tuesday and Thursday. Staff Grooms all 22K on Saturday and Sunday.
Staff has also changed the pattern of packing to accommodate skiers.
- Equipment – staff has put in a restaurant tax grant request to purchase a ginzga groomer with lane setter, and a renovator.
- Frequency of grooming – White Pine personnel is currently assisting in grooming operation with their snowmobile and grooming equipment.
- Implemented night time grooming.

The other topic that was discussed was: Where do we go from here?

The following list of discussion topics was generated:

- Possibility of more Kilometers of contiguous groomed track.
- Increasing the perceived importance of cross country skiing by the community.
- Funding sources for increased kilometers and improved grooming.
- Adding adjoining Kilometers focusing on the farm property.
- Better equipment such as a ginzga groomer with lane setter, and a renovator.
- Accessible higher elevation terrain.
- Research more funding sources: private, public, ski areas, lodging group, restaurant group.
- Study of the current operational model – would it be more efficient to lease the grooming equipment to the concessionaire.
- Better public relations effort, specifically to events in and around Park City, focusing on youth skiing.

- Putting in a better effort to prep the track during the off season. This would involve grading some of the trails on the farm.
- Addition of snow making.
- Addition of lights on the track.
- Creating an underpass at Meadows Drive
- New 5K loop
- Review turf issues - currently the majority of the track is packed in the rough areas of the golf course.
- Consistency on recreation programs the City subsidizes
- Easements
- Setting up a friends or task force group

Staff collected names of individuals interested in being part of a citizens group that would study these issues. Twenty three names were collected at the meeting.

As stated in City ordinance 03-06, 2-4-17 there are three alternatives for study groups. If a Cross Country Friends group is formed, it will be important for that group to communicate with the "Friends of Trails" group. Attached are policies that Council adopted in 2003 relating to the Recreation Advisory Board that gives a little more detail about the purpose of these groups.

Summary

Staff would like Council to provide direction on the appointment of a citizen's group to focus on current Cross Country operations.

Department Review:

The City Managers Office, Public Works Department, and the Recreation – Library Department have reviewed this report.

Alternatives:

A. Approve the Request:

B. Deny the Request:

Council could deny the request and keep operations as is.

C. Continue the Item:

Council could continue the item and direct staff to provide further information at a future date.

D. Do Nothing:

Council could choose to do nothing. This would have the same effect as alternative B.

Recommendation:

Consider these discussion items and provide direction in appointing a Cross Country citizens group.

RECREATION ADVISORY BOARD

Policies and Procedures

1. The RECREATION ADVISORY BOARD (BOARD) is created by Municipal Code of Park City ("Code") Section 2-4-17, attached as Exhibit A and incorporated herein. Nothing in these policies shall overrule any requirement in Section 2-4-17, as amended
2. The Board will advise City Council and staff on parks and recreation policy as requested by the City Council and consistent with the Code. The City Council will refer particular matters to the Board for discussion, public input and recommendations. The Mayor or Council liaison member will communicate the Council's referral of a matter to the Board.
3. The Board shall meet annually with the City Council as part of the Council's visioning workshop, or as otherwise directed by the Council, to receive updated city goals and direction from the City Council.
4. The Chair of the Board shall communicate regularly with the City Council Board liaison member regarding priorities of the Board as they relate to City Council goals. The City Council liaison member will typically report Board progress on matters to the City Council at least once a month. The Board will provide a quarterly progress report to the City Council during work session of a regular meeting.
5. The role of the City Council liaison will be to:
Attend regularly scheduled meetings.
Communicate back to the Board recreation issues brought to Councils attention, or acted on by City Council.
Notify Council of recreation issues brought to the Board by citizens.
Align Board priorities with Council goals.
Be a non-voting member of the Board.
6. The Board may request background information from the recreation staff, but such requests shall typically occur at meetings and information shall be requested by the Board as a whole, and all members of the Board shall receive a copy of the information. Board members will use reasonable efforts to communicate independent research material and ex parte information received from the public to the other Board members.

7. Closed meetings may only be held for purposes authorized by U.C.A. 54-4-5, as amended. A quorum for the transaction of business shall be a simple majority of the Board members. Minutes shall be kept at all meetings.
8. Special Task Forces for the study of particular issues may be created by the Mayor and Council. Task Forces may include members of the Board. They will typically serve for 6 months, or until they have completed the work for which they were appointed. Each Task Force shall meet goals and objectives as outlined by the Mayor and Council. The Task Force will elect a Chair to communicate with the Mayor and City Council. City Manager will approve any staff involvement in these Task Forces.
9. Special committees may be appointed by the Chair, with the advice and consent of the Mayor and City Council. These committees will deal with operational, and capital project issues. City Manager will approve any staff involvement in these committees.
10. Special "Friends" groups may be formed by Staff, with the advice and consent of the Mayor, City Council, and City Manager. These groups may include members of the Board. Staff will communicate directly with Council any Council issues brought to the group. These groups will deal with user specific programming, operational, and capital issues.
11. At its first meeting, and annually thereafter, the Board shall elect a Chair, Vice-Chair and any additional officers as necessary. The Chair shall preside at all meetings, appoint all committees with the concurrence of the Board, call special meetings, and generally perform the duties of a presiding officer. The Vice-Chair or a Board member designated by the Chair shall preside when the Chair is absent. The agenda for meetings shall be prepared and noticed by the Recreation Manager and the Chair.
12. The Board shall also act as a sounding board for new recreation policies and programs. The Board will hear initial proposals by the public for new programs and ideas, unless otherwise decided by the City Council. Prior to initiating staff time or resources on a new program or policy, the Board shall inform the City Council of the matter and request direction on how to proceed and the timing priority of the new matter.
13. The Board may provide annual policy recommendations in conjunction with the City's review of the General Plan with regard to use of City facilities and property for recreation purposes, and recommendations on recreation policies generally.

Ordinance No. 03-06

AN ORDINANCE AMENDING TITLE 2, CHAPTER 4, SECTION 17 OF THE MUNICIPAL CODE OF THE CITY OF PARK CITY, UTAH TO DISSOLVE THE PARKS, RECREATION AND BEAUTIFICATION ADVISORY BOARD AND RE-WRITE SECTION 17 IN ITS ENTIRETY TO CREATE A NEW RECREATION ADVISORY BOARD WITH NEW TERMS, MEMBERSHIP, PURPOSE, DUTIES, PROCEDURES AND SUB-COMMITTEE RESPONSIBILITIES

WHEREAS, Utah Code Annotated ("UCA") § 11-2-1 gives the City the power to designate and acquire property for playgrounds and recreational facilities and UCA § 11-2-2 gives cities the authority to organize and play sports and other recreation activities; and

WHEREAS, UCA § 10-8-84 allows the City to pass all ordinances and rules, and make all regulations, not repugnant to law, necessary for carrying into effect or discharging all powers and duties conferred by Chapter 8 of UCA Title 10 which are necessary and proper to provide for the safety and preserve the health, and promote the prosperity, improve the morals, peace and good order, comfort and convenience of the City and its inhabitants; and

WHEREAS, the City Council wishes to reconstitute its advisory board on recreation matters with new terms and responsibilities to facilitate Council communication, goals and priorities; and

WHEREAS, this board is not intended to be a supervisory and maintenance Recreation Board as defined by UCA § 11-2-3, but the board is intended to provide policy input and public communication opportunities in support of recreation programs and facilities;

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

SECTION 1. FINDINGS. The recitals above are incorporated herein as findings by the City Council, the legislative body of Park City.

SECTION 2. AMENDMENT. Title 2, Chapter 4, Section 17 of the Municipal Code of the City of Park City, Utah is hereby amended to read as follows:

2- 4-17 RECREATION ADVISORY BOARD CREATED.

There is hereby created a Recreation Advisory Board. The Board shall consist of up to seven (7) members, and one additional representative from the City Council who is a non-voting member. Members shall be residents of Park City and shall serve without compensation.

(A) TERM OF SERVICE, REMOVAL AND VACANCIES. Members of the Recreation Advisory Board shall be appointed by the Mayor with the advice and consent of the City Council. Each board member shall serve a term of three years, but shall serve until their successor is appointed. Initially, two appointments each shall be made for one and two year terms, and three appointments shall be made for three year terms. Annually thereafter, appointments shall be for three year terms. Board members shall serve not more than two full terms in succession, including initial terms. The Council shall appoint one of its members to serve as the non-voting member for a term not to exceed the member's City Council term of office. The Council may rotate its appointed member at any time. The terms shall begin on July 1 and end on June 30 of each year.

Any board member who is absent from two (2) consecutive regularly scheduled meetings, or a total of four (4) regularly scheduled meetings per calendar year may be called before the City Council and asked to resign or be removed for cause by the Council. Vacancies in the Board occasioned by removals, resignations, or otherwise, shall be filled for the unexpired term in the same manner as the original appointments. Ex-officio members may include a staff member or representative from public agencies, community organizations, or public at large. Ex-officio members serve at the invitation of the Council and have no vote.

(B) OFFICERS AND THEIR DUTIES. At its first meeting, and annually thereafter, the Board shall elect a Chairman, Vice-Chairman and any additional officers as necessary. The Chairman shall preside at all meetings, appoint all committees with the concurrence of the Board, call special meetings, and generally perform the duties of a presiding officer. The Chairman shall have the right to vote. The Vice-Chairman or a Board member designated by the Chairman shall preside when the Chairman is absent. The agenda for meetings shall be prepared by the Recreation Manager and the Chairman.

(C) PURPOSE AND DUTIES OF THE BOARD. The purpose and duties of the Park City -Recreation Board are as follows:

- (1) To advise the City Council and staff on parks and recreation policy as requested by the City Council.
- (2) To advise the City Council and staff on parks, recreation and beautification projects as requested by the City Council.
- (3) To support and promote the policies and programs of the Library and Recreation Departments.

(4) To advise and support staff on staff recommended budget priorities concerning parks, recreation and beautification projects and programs.

(5) To serve as liaison between the community and public agencies on parks, recreation and beautification issues within Park City.

(6) To stimulate, and initiate community involvement and support for City Council annual and long term goals and priorities, and all parks, recreation and beautification projects and programs.

(D) MEETINGS AND PROCEDURES. The Board may adopt rules and regulations not inconsistent with the law applicable to public bodies for governing of its meeting. Special meetings may be called at the request of the Recreation Manager or Chairman of the Board. A quorum for the transaction of business shall be a simple majority of the Board members. When vacancies occur, a simple majority of the remaining Board members shall constitute a quorum. Minutes shall be kept at all meetings. Closed meetings may only be held for purposes authorized by U.C.A. 52-4-5, as amended.

(E) COMMITTEES. Special committees for the study of particular issues be appointed by the Chairman, with the advice and consent of the Mayor and City Council, to serve until they have completed the work for which they were appointed. Each committee shall meet goals and objectives, as delineated by the Chairman, with the advice and consent of the Mayor and City Council. Recommendations of committees may be given directly to the City Council. The Chairman of the Recreation Advisory Board shall appoint a chairman for each committee. Nothing herein shall prevent the City Council from directly appointing special committees, which may include Recreation Advisory Board members. (*Ord. 03-__*; *Ord. 99-50*)

SECTION 3. DISSOLUTION OF THE EXISTING PARKS, RECREATION AND BEAUTIFICATION ADVISORY BOARD AND RELATION TO OTHER LETTERS OF INTENT, CONTRACTS, RESOLUTIONS, OR ORDINANCES. The current Parks, Recreation and Beautification Advisory Board is hereby dissolved and the terms of all current members is hereby terminated. Any and all legal references to or requirements of the Parks, Recreation and Beautification Advisory Board in any contract, letter of intent, resolution, ordinance or other document shall be assumed and under the jurisdiction of the Recreation Advisory Board.

SECTION 4. EFFECTIVE DATE. This ordinance shall become effective upon publication.

PASSED AND ADOPTED this 13th day of March, 2003.

City Council Staff Report



Author: Gary Hill
Subject: PUBLIC SAFETY IMPACT FEES
Date: March 31, 2005
Type of Item: Information & Direction

Budget, Debt, & Grants

Summary Recommendations: Council should consider information regarding the Public Safety Impact Fee and provide direction regarding a potential fee increase as shown in Table 1 of this report.

Description: Public Safety Impact Fees

Topic:
Updated Public Safety Impact Fee schedule

Background:

During last year's budget process, City Council appropriated funds to construct a new police facility at an estimated cost of \$3.5 million. Staff projected that the City had collected approximately \$2 million in public safety impact fees up to that point and that building activity would generate an additional \$1.5 million. The impact fees would be used to reimburse a sales tax revenue bond to be issued in the spring of 2005.

At the time the budget was adopted, a final location had not yet been determined. Staff was directed to complete the Police Facility Space Needs Assessment that would help to determine an appropriate location. In February of this year, Council approved a portion of the Snow Creek parcel (adjacent to the Post Office on SR 224) for the location of the new Police facility.

The City hired Rosenthal and Associates to evaluate and update the City's Impact Fee Study (including public safety fees) late last fall. The balance of this report is a summary of the preliminary findings.

Analysis:

Park City's impact fees (last updated in 1998) are based on the capital needs of the Public Safety department as outlined in the City's Capital Improvement Plan (CIP). The Police Facility Space Needs Assessment completed last spring identified several changes to the capital plan. The most significant change is the addition of a larger police facility to accommodate a revised service expectation occurring now and anticipated in the future. The new building will cost more than the facility contemplated in 1998, which will have a significant impact on the City's capital plan.

In addition, the portion of the Snow Creek Parcel that will be used for the new facility is owned by the Lower Park Avenue Redevelopment Agency (RDA), and was purchased with RDA tax increment several years ago. Because RDA law prohibits the use of RDA revenue for municipal buildings, the City will need to “purchase” or reimburse the RDA for the original cost of the parcel of land that will now be used for the Policy Facility. Staff has calculated this to be \$229,271. This land cost is an expense not anticipated in the 1998 study.

The Public Safety Impact Fee study has been updated to reflect the new capital plan. When including the cost of purchasing the Snow Creek Parcel from the RDA (purchase cost - \$229,271), the new impact fees will increase by an average of 37% (see Table 1 below).

COMPARATIVE IMPACT FEE PER UNIT (CY2005)				
<i>Draft - Public Safety Buildings - Police</i>				
	Current	Proposed	Increase	% Increase
Single Family Residential	\$445	\$600	\$155	35%
Multi-Family Residential	\$320	\$490	\$170	53%
Hotel	\$195	\$312	\$117	60%
Commercial	\$460	\$548	\$88	19%
Light Industrial	\$370	\$442	\$72	19%
Average				37%

Table 1 – Impact Fee per Unit

This new fee will result in a total collection of just over \$2,000,000 over the next 15 years, with an annual average collection of \$131,000 (assuming building activity remains constant) as shown in Table 2.

PROJECTED TOTAL IMPACT FEE REVENUE & IMPACT FEE PER UNIT <i>Draft - Public Safety Buildings - Police</i>						
Calendar Year	Total Fee Revenue	Associated New Development				Fee per Single Family Unit
		Residential (DU)	Hotel (rooms)	Commercial (1,000 sf)	Light Ind. (1,000 sf)	
2005	\$126,772	190	6	40	4	\$600
2006	\$131,156	190	6	40	4	\$621
2007	\$135,296	190	6	40	4	\$640
2008	\$135,296	190	6	40	4	\$640
2009	\$135,296	190	6	40	4	\$640
2010	\$135,296	190	6	40	4	\$640
2011	\$135,296	190	6	40	4	\$640
2012	\$135,296	190	6	40	4	\$640
2013	\$135,296	190	6	40	4	\$640
2014	\$135,296	190	6	40	4	\$640
2015	\$135,296	190	6	40	4	\$640
2016	\$135,296	190	6	40	4	\$640
2017	\$135,296	190	6	40	4	\$640
2018	\$135,296	190	6	40	4	\$640
2019	\$135,296	190	6	40	4	\$640
2020	\$0					\$640
2021	\$0					\$640
2022	\$0					\$640
2023	\$0					\$640
2024	\$0					\$640
2025	\$0					\$640
Projected Total	\$2,016,779	2,856	86	596	58	

Table 2 – Impact Fee Revenue

Impact fees are generally intended to offset the cost of growth-related projects for existing development and allocate it to new development. As the new police facility will be constructed to meet future needs, the proportionate cost will be offset by impact fees. Without the increased fees, a greater portion of the cost of the proposed improvements will be borne by existing development.

Staff would like Council to consider the preliminary findings of this report and provide direction regarding an increase to the Public Safety Impact Fee schedule. If Council directs staff to pursue this option, staff will return to Council with funding options for the Police Building during the budget process (discussed in the next section).

Financial Impacts

Public Safety Impact Fee collections by year-end will be approximately \$1,000,000. Revenue is lower than projected because growth has been slightly slower than the rate forecasted in 1998, specifically in the years just prior to the Olympics (Figure 1).

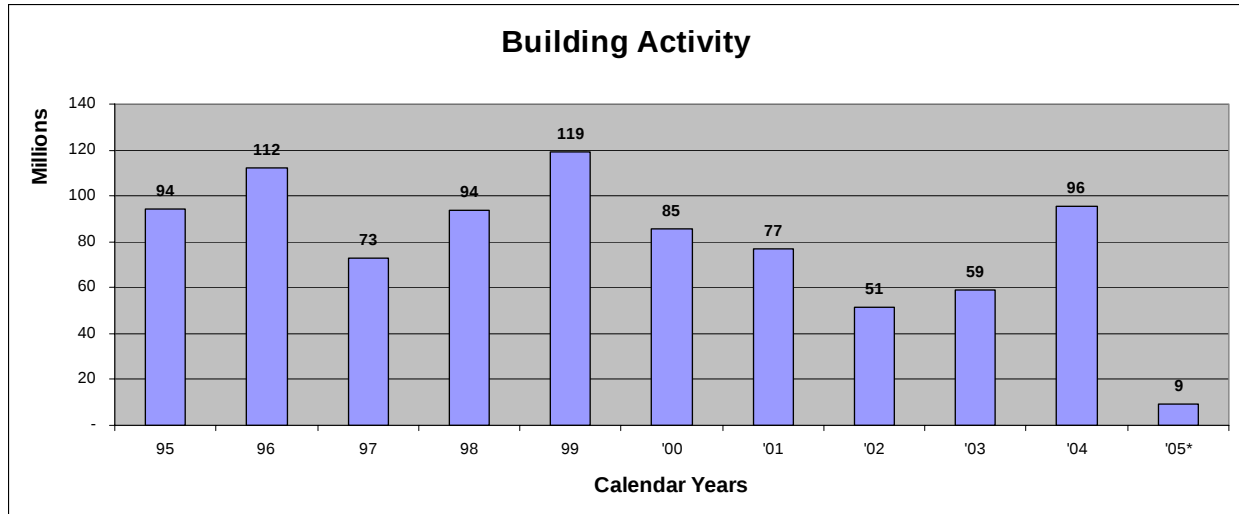


Figure 1 – Building Activity 1995-2004 (includes 2005 year to date)

With only \$1,000,000 collected, the City will need to bond for \$2.5 million to construct the Police facility as currently proposed. With present interest rates, the annual debt service payment on \$2.5 million is approximately \$230,000. If the City implements the new impact fee schedule, impact fee collections will cover \$130,000 of the annual debt payment, leaving \$100,000 to be funded by the General Fund each year (Table 3).

Police Facility Funding	
Cost of Proposed Police Facility	\$3,500,000
Existing Impact Fees	<u>\$1,000,000</u>
Remainder	\$2,500,000
Annual Debt Service for \$2.5 mil.	\$230,000
Annual Impact Fee Revenue	<u>\$130,000</u>
Remainder	\$100,000

Table 3 – Total and Annual Costs

Without a fee increase, the City will continue to collect about \$90,000 a year, leaving \$140,000 to be funded from the General Fund.

On February 10th City Council adopted a Parameters Resolution to issue a Sales Tax Revenue bond that would include \$2.5 million dollars for the Police Facility. The Parameters Resolution did not specify a date of issuance of the bonds. Consistent with City policy, Staff would like to discuss the dedication of funding for the Police Facility in the context of the rest of the City Manger's recommended budget prior to issuing the bonds.

Staff will return to City Council during the budget discussions in early May for Council direction regarding issuance of the bonds and funding for the Police Facility.

Department Review:

Budget, Debt, and Grants; the City Manager's Office; Economic Development and Capital Projects; and Public Safety.

Recommendation:

Council should consider the preliminary findings of the Public Safety Impact Fee Study and provide direction on the following:

- An increase of the current impact fee;
- Timing on the proposed sales tax bond issuance

Pending Council direction, staff will return to Council during the budget discussions in early May to discuss funding options for the Police Facility.

City Council Staff Report



Author: Patrick Putt, Planning Director
Subject: Joint Council-Planning Commission Discussion
General Plan Update & Permitting Process
Date: March 31, 2005
Type of Item: Informational

Planning Department

On March 31st, the Council and the Planning Commission will be meeting to discuss updating the Park City General Plan and reviewing the building permit process. This discussion is a follow-up the Council's yearly goals and visioning session held this past January.

General Plan Discussion

The last substantive, comprehensive rewriting of the General Plan occurred in 2001. The Planning Department suggests that it is not entirely necessary to comprehensively rewrite the General Plan; however, it is appropriate to comprehensively reexamine specific elements to evaluate whether or not these components are consistent with the Council's current community goals. Attached are the General Plan action items that should help with the discussion. Modifications to the General Plan will likely result in Land Management Code amendments to implement Council and the Planning Commission's revised policy direction.

Staff finds that the following topics/issues (*among others identified by Council and the Planning Commission*) could be considered when updating the General Plan:

1. Re-evaluation of the policies for each Planning Area/Planning Neighborhoods, with particular emphasis on the Main Street/Historic District; Lower Park Avenue; and the Resort Base Areas.
2. Main Street-resort areas sustainability strategies.
3. Consideration of establishing other specific Planning Area/Planning Neighborhoods such as the GC and LI-zoned Kearns/Bonanza/Munchkin neighborhood.
4. Redevelopment incentives for aging resort bed base.
5. Incorporation (*and further refinement of*) the Quinn's Junction Joint Planning Principles.
6. Open Space—Master Planned Development and Acquisition Strategies, as well as revised open space definitions.
7. Open Space—mid and long-term recreation strategies.
8. Traffic/Transportation/Transit Planning (*including Kimball Junction impacts*).

9. Balancing resort-related development and economic growth with community character and community growth management objectives.
10. Annexation objectives and boundaries.
11. Inter-local planning communication and cooperative planning.
12. City-owned properties.

Following Council and Planning Commission discussion and direction, Staff will return at an up-coming meeting to review a proposed work program and time-frame.

Permitting Process

Building in Park City is governed by several sets of regulations and processes, including the International Building Code; Park City Design Standards, Construction Specifications and Standards Drawings; and the Land Management Code. The Land Management Code establishes permitted uses (*uses by right which may require an administrative review process and possible building permit and/or City authorization/license*) and conditional uses (*uses which require a public hearing process prior to permitting*). There are approximately 25 types of development activities/applications addressed by the Land Management Code including master planned developments, subdivisions and plat amendments, Historic District design reviews, conditional use permits, telecommunication permits, etc. Each of the aforementioned applications has unique submittal and noticing requirements based on the nature of their use. Each has a specific process and timeframe, often determined by state statute. Similarly, the Building and Engineering Departments have several permits and permit review process based upon the nature of the proposed activity. Attached are copies of information/process handouts provided to the public which describes several of these processes.

Among staff's top priorities is to comprehensively and accurately review all development applications for compliance with City regulations and manage any required process involving the public. Unlike the private sector whose customer is the client, the staff's customers include the Council and the boards and commissions, applicants, adjacent neighborhoods, and the general community. Balancing the needs of these (sometimes competing interests) is achieved by consistent application of the required codes and attention to the required process. Staff has established a set of Performance Measures to evaluate the service and timeframes associated with planning and permit processes. Copies of the Planning, Building, and Engineering Departments' Performance Measures are attached.

Staff will be giving Council a presentation on the permit review process at Thursday's work session as part of its annually-required International Building Code certification/on-going education training and in response to possible citizen confusion about the difference between permitted uses and discretionary approval. The presentation will start with an overview of the steps involved in filing for a permit, interdepartmental review procedures, and checklists developed by staff to assist applicants through the

process. Staff is also working on developing a more efficient Historic District design review checklist to steam line the review process.

Following the presentation, there will be a demonstration of the City's permit tracking software which will show how the permit process is monitored from application filing to permit approval.

Attachment: General Plan Action/Policies Summary

Separate Attachment:

1. Department Performance Measures
2. Planning, Building, and Engineering Department Customer Service
Comments for Previous 6 Months
3. Process Information Guides
4. Building Permit Application Checklist

GENERAL PLAN ACTIONS

(pages from General Plan document)

COMMUNITY CHARACTER ELEMENT

Actions

Historic Core	15
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- To prevent strip development along highways and arterials, concentrate new commercial development tightly around strategic intersections through the use of development regulations.
- Entertain a broad range of development patterns when reviewing annexation petitions, provided that the petitions are consistent with the open space and other development goals of the General Plan and other City policies.
- Require new streets and transportation systems that adequately serve annexed areas and do not adversely impact existing neighborhoods.

Actions

Historic Core

- Institute a City policy to maintain and concentrate City offices in downtown when land availability or the retrofitting of existing facilities allow.
- Encourage the Main Street Post Office to remain.
- Identify key retail uses (especially those that are not heavily dependent on quick automobile access) that attract residents from throughout the City and encourage interaction among residents. Amend the zoning ordinance to encourage such uses in the historic core.
- Prohibit auto-oriented features, such as drive-up windows, on commercial uses in the historic core.
- Concentrate such traditional, smaller downtown commercial uses as restaurants, bookstores, retail shops, and professional offices in the historic district. Allow larger-scale regional commercial uses and those that depend heavily on easy auto access to locate outside the core area.
- Augment existing design regulations with height and bulk limits that will help retain the character of the core area. Avoid overwhelming the core with buildings that are too large or tall for their sites, or in relation to adjacent structures.
- Consider context-based and other design standards related to the average size, scale, and bulk of other structures within a specified distance of a new building site.

- Review off-street parking requirements for new buildings, changes in use, and expansions to make sure the requirements are compatible with maintaining the historic character of downtown.
- Build on the successful historic renovation grant program. Offer rehabilitation design assistance and grants for renovation of strategically located non-historic buildings.
- Continue to promote such amenities as landscaping, street furniture, stairways to adjacent streets, and similar improvements to maintain the downtown's attractive atmosphere.
- Use street design techniques to encourage slower traffic speeds and a more intimate pedestrian-oriented scale.
- Promote walkways along Swede Alley and pedestrian connections to Main Street. Enhance the urban design of Swede Alley to keep it viable as a pedestrian access while allowing it to function as a service street for the commercial uses adjacent to it.
- Allow expansion of existing residential structures, if such expansion can be made compatible with the integrity of historic structures and the surrounding neighborhood. Similarly, allow the addition of garages to historic structures if the addition can be done in a compatible fashion.
- Limit the intensity of uses at transition locations, where residential and commercial uses meet. Limit the expansion of commercial uses further into residential neighborhoods.
- Encourage residential development that will provide affordable housing opportunities for residents, consistent with the community's housing, transportation, and historic preservation objectives.

Developing Area

- Limit the size of new homes in relation to their lots using floor-to-lot area ratios or other methods so that they do not dominate their lots or impact neighboring homes in terms of views or access to sunlight.
- Promote the use of such building materials as wood siding, rock accents, earth tones, and metal roofs that have historic precedents in a mountain community context.

- Vary building setbacks from the street to avoid giving neighborhoods a suburban feeling.
- Minimize architectural styles and signage that are clearly not in keeping with the mountain resort character of the community.
- Require new commercial developments outside existing projects to prepare site and building plans that are site-based and in context. Examples include mining-related, ranching-related, and mountain/skiing-related structures.
- Minimize parking expanses between the street and the front facades of buildings. Require landscaped entries that connect with streets to provide easy, safe pedestrian access.
- Buffer commercial development from adjacent residential neighborhoods, but maintain pedestrian access by requiring linkages from the neighborhoods where feasible and appropriate.
- Control the intensity and direction of commercial lighting, so that it does not illuminate adjacent residential developments and reduces, to the maximum extent feasible, impacts on the night sky.
- Consider size limits (e.g., no building larger than 15,000 square feet) on commercial retail developments such as hardware, general merchandise, consumer electronics, and similar uses. Allow larger retail structures--such as supermarkets that serve primarily local residents--only in specified circumstances.
- In all new developments, require walks or year-round trails that connect with adjacent areas and encourage private pathways and trail systems to connect with public trail systems. Retrofit areas now lacking sidewalks.
- Limit the new construction of drive-up windows in commercial areas.
- Require adequate, well-engineered streets that minimize the impact on the environment by avoiding excessive grading and cutting of hillsides. To avoid unnecessary pedestrian/vehicular conflicts in the future, consider the functional aspects of neighborhoods as part of the transportation planning process.
- Analyze the unique natural habitat and open space potential of individual sites as development proposals are reviewed and as opportunities become available. Meet overall community objectives for visual, passive, and active functions in acquired open space sites.

- Review the effectiveness of the Sensitive Lands Ordinance from an open space perspective; recommend appropriate amendments.
- Identify desirable open space areas to meet community objectives. Establish mechanisms for acquisition including, but not limited to, bonding and outright purchase.
- Utilize dedication requirements and development exactions when appropriate to ensure that new development provides enough neighborhood, community, and regional open space to meet the needs of new residents.
- As funds become available, acquire critical unbuilt areas on visually prominent features, such as hillsides and ridges, where development approval has already been granted.
- Install signs at the major entries to announce that the visitor has entered Park City. Landscape highway medians and roadside areas in strategic locations as a prominent, tangible signal of Park City's commitment to an attractive environment.
- On development near City entries, enact special controls regarding setbacks, landscaping, building mass, and character.

Joint Planning Area

- In annexation agreements within the Joint Planning Area, secure significant, usable, and accessible open space.
- Develop incentives for achieving the maximum amount of open space, consistent with the priorities in the Open Space and Land Use Elements.
- Require development patterns that result in large, contiguous parcels of usable open space. Make open space internally functional and visually connected to other planned and existing open space areas.
- On the periphery of developments, explore the use of large single-family conservancy lots that would enhance the impression of open space while allowing some development.
- Acquire key parcels containing critical environmental areas, wildlife habitat, important vistas, or desired public access. Explore dedicated funding for open space acquisition.

- Require new development to build pathway and trail systems that connect to existing public trails and open space. Protect access to public lands adjacent to new development.
- Pursue more detailed intergovernmental working relationships and agreements with Summit and Wasatch Counties. Develop consensus, if possible, on appropriate development patterns in areas immediately adjacent to the City. Ensure the continued application of a phased development program.
- Offer additional density incentives for preserving usable open space and other community amenities that exceeds the minimum required by the Land Management Code and annexation policies.
- Require new street systems to be designed in a manner that avoids adversely disrupting existing neighborhoods.

- Consider all riparian areas as priorities for protection, and ensure riparian conservation areas at least 50 feet in width on each side of streams and wetlands.
- Regulate the use of unnatural landscape materials or landscape alterations not indigenous to the area, e.g., large lawns in front of mountain homes, or water features in prominent sagebrush areas.
- Require that annexations contribute to the open space concepts and intent of the Land Use Element. Support plans within the Counties and annexation areas that provide advantageous open space and recreation components.
- Implement an acquisition program that will utilize open space impact fees, existing tax revenues, and potential new fee or tax revenues to create a dedicated open space acquisition fund. Such funds would be used to acquire critical open space properties not otherwise preserved through application of the Land Management Code or contributions to open space preservation. Acquisition could take the form of purchase of development rights, fee simple title, conservation easements, purchase options, or other methods of land use control.
- Establish a transfer of development rights (TDR) system to implement open space preservation goals.

Actions

Short-Term Actions

- Revise the Land Management Code to redefine and set priorities for types of open space consistent with this plan.
- Modify the Land Management Code and annexation policies to require that development areas under the Master Planned Development Ordinance set aside a significant portion of the overall acreage as permanent and contiguous open space, including, but not limited to trails, and passive and active recreation areas. Such open space would be in addition to land within the planning area considered unbuildable under the Sensitive Lands Regulations. Do not give open space credit for driveways, decks, or yards immediately adjacent to single-family structures. In the case of large residential lots exceeding ten acres in size, credit may be considered for privately owned open space in excess of five acres provided the land is restricted for open space uses. Open space calculations for commercial and multi-family uses shall be calculated as per the requirements in the Land Management Code.

- Require petitions for new annexations to include technical information suggesting methods and practices to preserve or enhance wildlife and wild lands and offset the impacts of proposed development as much as possible.
- Amend annexation policies to allow increased density as a negotiating tool or incentive to developers to advance the objectives or exceed the goals of the Land Use Element.
- Require site analysis for major new projects indicating soil type, soil and slope stability characteristics, groundwater conditions, and erosion control for proposed construction and improvements. Require the analysis to indicate erosion control both for the construction phase and for long-term storm water runoff quality.
- Implement a standard that defines “designated vantage points” in a non-encroachment policy for development on mountain ridge lines in newly annexed areas. Each project involving development on or around ridges would be reviewed with appropriate and prohibited building sites indicated.
- To secure orderly development and avoid scattered building that fragments open space, institute phased development requirements in annexation agreements. Amend the Land Management Code to require new developments to build pathways and trail systems that connect to existing and planned public trails and open space.
- Identify important in-town locations that present opportunities for natural open space, public art, or pocket parks. Pursue acquisition or control of these parcels.
- To protect the visual quality of entry corridors, designate as “frontage protection zones” those areas adjacent to roads and highways that enter the City. Amend the Land Management Code to provide a substantial landscape area for frontage protection zones in new annexations. Generate design guidelines for the entry corridors and City entry points.
- Make sure that an aggressive trails development program is implemented. Pursue programs to encourage alternative methods of transportation other than the automobile.

Mid-Term Actions

- Pursue state legislation for flexibility in local funding to acquire and protect open space, including a dedicated open space real estate transfer tax at the state level or as a local option. This approach would allow tax revenue from real estate sales to be earmarked for an open space reserve fund.

- Develop a “deeded development rights” system that implements the open space objectives of the Land Use Element.
- Periodically evaluate the feasibility and necessity of a bond issue for the specific purpose of acquiring key open space parcels.
- Pursue land acquisitions (including dedications, purchases, or long-term leases) of tracts suitable for active recreation.
- Work with and support Summit and Wasatch Counties to ensure that the recreation needs of County residents are being met.
- Review the effectiveness of the Sensitive Lands Regulations from an open space perspective and make appropriate amendments.

Long-Term Actions

- Pursue key property acquisitions, purchase options, and open space easements to ensure that significant open spaces are maintained. Acquire critical undeveloped areas on visually prominent features, such as hillsides and ridge lines where development approval has already been granted.
- Develop a Park City open space reserve fund for open space acquisitions.

Through TDR, a community provides for the preservation of low-density land uses, open spaces, and other sensitive features in designated “sending” (non-development) areas. Development rights are transferred to other designated properties where development is more appropriate, called “receiving” areas. (TDR is distinguished from the shifting of permissible densities within the boundaries of a single-ownership parcel, known as “clustered development.”)

A TDR system encourages low-density land uses by establishing an off-site market for the sale of unused development rights. Under this concept, a landowner in a “sending” area transfers development rights to another landowner or person who can develop in a “receiving” area. The land in the “sending” area is legally restricted from development after the transfer occurs. The “receiving” area landowner is then allowed to augment his development rights in excess of otherwise permissible limits. Incentives can be created by granting additional development rights to “sending” area landowners, as an inducement to participate in the program.

The Growth Management Element, therefore, includes this policy:

- Park City should establish, in conjunction with Wasatch and Summit Counties, a transfer of development rights (TDR) system to implement open space preservation goals.

Actions

Land Management Code Admendment Actions

- Review the City’s zoning regulations as they relate to height, setbacks, and allowed area of structures in all districts within the historic core. Propose amendments to ensure compatibility of new structures with historic and existing buildings.
- Review and recommend adjustments to the zoning regulations to ensure compatibility of lot coverage, density, and scale as new construction occurs adjacent to, and within the vicinity of, existing buildings.
- Review and revise the Land Management Code's parking requirements to address the real demand created by proposed uses. Devise a system to monitor changes in use in a structure to make sure there is adequate parking throughout the life of a structure or project.

- Review and revise the LMC to accurately reflect realistic expectations of density and land uses that can actually be built within the various zoning districts. Give a property owner a realistic expectation of density and uses, rather than allowing intensity to be governed by parking and the building envelope.
- Review and revise the zoning and design standards along the entry corridors to eliminate the potential for strip commercial development.
- Establish standards and/or impact fees that ensure new development pays its own way and that result in a logical and efficient extension of public services. New development may not necessarily be permitted to move forward unless or until the minimum standards are met. Minimum standards should include:
 - Parks, recreation, and library services;
 - School capacity;
 - Fire and police protection;
 - Water rights, sources, and distribution;
 - Transportation capacity;
 - Storm drainage;
 - Environmental quality; and
 - Sewer capacity.
- Revise the phasing requirements to ensure the logical and compact extension of City services. Require trail and open space amenities concurrent with the first phase of a project.
- Require site- and project-specific construction staging and mitigation plans for all construction sites. Develop criteria for construction and mitigation of off-site impacts for single-family residential, multi-family residential, and commercial projects and projects in the historic district. The criteria shall include, but not be limited to:
 - Construction staging;
 - Limits of disturbance;
 - Parking of construction vehicles;
 - Maintenance of pedestrian ways and trails during construction;
 - Batch plants;
 - Stockpiling of materials; and
 - Recycling of construction waste.
- Require a security to be posted, if necessary, upon which fines can be levied for violations of the construction mitigation plan.
- Revise and expand the existing construction regulations to address hours, days, and seasons of construction, if necessary.

- Commit to enforce current regulations regarding hours of construction more strictly.
- Establish special standards to regulate construction activity in the months preceding and during the 2002 Winter Olympics.

Refined Annexation Actions

- Revise the existing annexation boundary to reflect recent legislative changes.
- Modify and strengthen the Interlocal Joint Planning Agreement between Summit County and Park City. Work with Wasatch County to develop a similar agreement reflecting Park City's annexation policies. Address development approval processes and annexation procedures, in order to achieve common objectives for land use planning and urban development.
- Revise the existing annexation policies to incorporate additional guidelines and density bonus criteria for owners who intend that development occur on their property after it is annexed. Such guidelines and criteria should be evaluated before annexation is considered. They should address at least the following items:
 - (1) Water rights and water service adequate to meet any anticipated water needs within the proposed annexation. Density bonuses may be considered for water rights or service exceeding the demand generated by the proposed development within the annexation.
 - (2) The establishment of a timing and phasing program for all annexations consistent with the Land Use Plan, or to achieve other City objectives.
 - (3) The establishment of classifications and priorities for various types of desired open space including, but not limited to, trails, meadows, wetlands, ski runs, golf courses, wildlife habitat, undisturbed hillsides, geographic landmarks, highly visible ridge lines, neighborhood and community parks, and active and passive recreational areas. There shall be a preference for public or private land that will be kept in open space in perpetuity. Density bonuses may be considered for open space dedications in excess of the established minimum amounts. However, it is not intended that yards less than five acres in size or driveways be calculated as required open space. Private open space on large lots greater than five acres or privately owned open space held in common ownership contiguous with other open space may be considered as part of an open space requirement if the land is restricted for open space use in perpetuity.

- (4) An increase in residential density and other development when desirable community facilities, affordable housing, and other amenities are proposed in excess of the minimum requirement. Density bonuses should be considered for proposals that enhance the City's entry corridors, locate development in desired receiving areas, and reduce the cost of municipal services.
- (5) A requirement that rent- and price-controlled affordable, employee housing or alternatives to such housing, acceptable to the City, be provided as part of any residential or commercial development. The type, amount, and location of housing will be established at the time of annexation, based on the specific annexation proposal and the anticipated employee generation resulting from the project.
- Encourage and facilitate annexations that are primarily for open space, or where the landowner has limited development expectations. Exempt such annexations from those guidelines and criteria (cited above) that the City determines should not be applied. Consider annexing land beyond the annexation boundary to promote protection of open space and control over the design of recreational areas.
- Depending on the location and the development proposal, consider requiring annexation petitions to present studies, acceptable to the City, assessing the impacts of the projects and proposed uses. Such impacts include, but are not limited to: (a) fiscal impacts, (b) environmental impacts, (c) traffic and transit impacts, (d) visual impacts, and (e) impacts on local neighborhood, community, and regional compatibility.

Transfer of Development Rights Actions

- Identify those Planning Areas and parcels that would be suitable for participation in a TDR system.
- Research and analyze the characteristics of density and potential program dynamics anticipated with the TDR system.
- Establish operating expectations related to staff and fiscal requirements for implementation of a TDR system.

- Convenient pedestrian and bicycle connections to transit stops – As all transit passengers are also pedestrian (on one or both ends of their trip), safe and convenient pedestrian and bicycle facilities shall be provided to each transit stop.
- Site design that serves both auto and transit users – Rather than using parking lots to separate commercial uses from adjacent arterial streets (and transit stops), commercial developers shall be strongly encouraged to prepare site plans to cluster the commercial uses near major intersections. This encourages transit use by allowing a more convenient travel path from the bus stop, and also encourages increased walking between buildings.
- Mixed land uses – Zoning designations shall be reviewed to identify opportunities to provide neighborhood-serving commercial uses with convenient walking or bicycling distance from residential areas. This strategy reduces auto use while providing increased opportunities for transit and pedestrian activity.
- Drive-up windows are generally inappropriate outside of certain commercial areas and should be discouraged, or prohibited except in those areas.
- Development in commercial areas shall be pedestrian-friendly.
- A variety of landscaping and other compatible land uses shall be encouraged within road rights-of-way where feasible.

Parking Policies

- Due to the high “peaking” characteristic of parking demands during winter and summer and the high cost of providing additional parking in the Old Town area, it is not financially feasible to provide a space for *all* vehicles during the very busiest periods. Rather, a system of high-frequency transit shuttles serving outlying parking areas shall be developed.
- Reduce the peak winter commercial demand for parking in the Old Town area.

Actions

Roadway Improvements

- The Transportation Element of the General Plan and the Streets Master Plan shall be reviewed annually and updated as necessary.

- Within other planning criteria, improve the safety and capacity of the State Highway 248/Bonanza Drive/Deer Valley Drive access route between Quinn's Junction and Old Town/Deer Valley/Resort Center. This corridor will become increasingly important to maintaining adequate traffic conditions as possible roundabouts, congestion, and new traffic signals reduce the ability of State Highway 224 to serve Park City. A very high level of design and aesthetic quality is appropriate.
- Increase the management of the roadway system through communication technologies. Establish “real-time” communication program for traffic congestion, including low-wattage radio and mobile intelligent traffic signing.
- Review the capacity constraints of Bonanza Drive and develop design solutions to improve the vehicular and pedestrian movement through this area.
- Effect the following intersection improvements:
 - Park Avenue/Deer Valley Drive: Construct 2nd Southbound Left Turn Lane if gains in efficiency outweigh adverse aesthetic impacts and the impact on pedestrian convenience.
 - Park Avenue/Kearns: Construct 2nd Southbound Left Turn Lane if gains in efficiency outweigh adverse aesthetic impacts and the impact on pedestrian convenience.
 - Deer Valley Drive/Marsac: Construct Modern Roundabout
 - Deer Valley Drive/Swede Alley: Channelize
- Modify roadways between Old Town and the Resort Center to provide a direct route for transit vehicles that avoids Park Avenue/Empire/Deer Valley Drive intersection.
- When development occurs in the region along U.S.40 east of Deer Valley, plan for road connections to U.S.40 and its frontage road and prohibit road connections to Deer Valley.
- When development occurs in the Round Valley Area, plan for road connections to U.S. 40 and S.R. 248 and prohibit road connections to Park Meadows.
- Implement a City-wide traffic calming program, establishing standards for traffic calming techniques and graduated phasing of measures. Enforcement and sign-improvements should be considered for all residential streets with speeding problems. Proactive engineering strategies including traffic calming should be considered for residential streets carrying over 1,000 vehicles per

day, experiencing a speeding problem that cannot be resolved through other measures, or where a majority of residents indicate a desire for physical modification.

- Investigate signal pre-emption technology for emergency response vehicles.
- Continue our pro-active cooperation with the Utah Department of Transportation on the review of all projects affecting State Routes 224 and 248 and on any projects affecting that portion of U.S. 40 and its frontage roads in the vicinity of Park City. Consider taking jurisdictional control of State roads within the City limits.
- Slow the traffic on Marsac within the Old Town area by utilizing enforcement and calming techniques.
- Continue to implement road and street repairs and upgrades within Old Town while not widening Old Town streets, in general.
- Street systems should be intentionally designed to allow convenient pedestrian/bicycle access from nearby trails, public facilities, and commercial centers, as well as to allow convenient service by transit vehicles. Include appropriate control signs for trail/road intersections.
- Monitor traffic volumes and conditions and install traffic signals when warranted at the following intersections: Bonanza/Ironhorse, Park Avenue/Ironhorse, Highway 224/Snowcreek Drive.
- Modern roundabouts should be considered as an alternative to signalization, or to improve capacity of intersections.

Roadway Transit Improvements

The following modifications to the Park City roadway system are recommended to improve transit operations, and pedestrian access to transit stops:

- Modify Park Avenue between Heber Avenue and Empire Drive to better serve as a pedestrian/bicycle corridor. Through the elimination of some on-street parking and selective narrowing of travel lanes, additional street space should be provided for pedestrian facilities, transit stops, and landscaping. The street design, however, should ensure that emergency vehicles are not unduly delayed.

- Sign right turn lanes at signalized intersections as “bus jump-queue” lanes where appropriate, in order to provide a travel time savings to transit passengers.
- Implement street modifications to provide a direct travel route between Old Town and the Park City Resort base area. This will improve the convenience of transit service, while improving the operation of the Deer Valley Drive/ Park Avenue/Empire Drive intersection by reducing the number of bus movements.
- Formalize bus routes inside Park City's developed areas and within annexation areas. Provide bus turnouts and appropriate intersection radii on these routes.

Parking Improvements

- Develop and monitor parking programs in the Old Town area to encourage improved utilization of parking spaces.
- Meet the highest peaks in demand through shared use of existing parking, served by shuttles.
- Use Park City Mountain Resort and Deer Valley parking as overflow parking during peak winter evenings, served by high-frequency transit shuttle.
- Consider removing some parking on Main Street. Use this space to expand pedestrian areas, and to provide dedicated truck loading space.
- Remove some parking on Park Avenue to provide for expanded sidewalks, while maintaining adequate parking for area residents.
- Revise parking codes to encourage use of alternative transportation modes. In addition to the existing minimum parking requirements, maximum allowable parking limits should also be imposed to discourage excess parking that needlessly encourages auto use while reducing the urban design quality of new developments. Reductions in minimum parking requirements should also be allowed for shared use between nearby commercial and public uses, and for the provision of bicycle parking facilities.

Transit Improvements

- Apply advanced technologies and flexible service concepts to maximize the convenience of transit services.

- Provide comfortable and convenient bus shelters and other amenities for transit passengers subject to funding being available.
- Maximize the role of the private sector in the provision of new transit services outside of Park City.
- Redesign fixed-route services to focus on major travel corridors, connecting commercial, recreational, residential and intermodal activity centers, including the following: Old Town, Prospector Square, Resort Center, Deer Valley Ski Area, the Park Avenue Corridor, Quinn's Junction, The Canyons, and Kimball Junction. Encourage or facilitate service on State Highway 224 outside of Park City if there is adequate operating subsidy from other public and/or private organizations along the service corridor.
- Consider Flex Route services to serve residential neighborhoods throughout Park City if financially feasible and operationally efficient. These routes will include scheduled service to bus stops, and will also serve individual homes on request. A fare shall be charged for deviation requests.
- Consider the creation of express transit routes which would avoid residential streets.
- Facilitate the provision of express commuter and skier service to downtown Salt Lake City, with UTA or through a competitive contracting arrangement with a private transportation firm if financially feasible.
- Facilitate the development of commuter services to Kamas, Coalville, and Heber City subject to appropriate interlocal agreements having been reached.. These services should be implemented gradually, in such a manner that operating costs can be completely recouped from passenger fares.
- Consider a high-frequency service between Old Town and the Resort Center during peak seasons, to reduce traffic congestion and parking demands in Old Town.
- Provide convenient, attractive and enjoyable facilities compatible in design with surrounding uses that encourage use of non-auto travel modes, maximize the efficiency of transit services, and bolster the economy of the community.
 - *Old Town Transit Facility (approximately 2,500 interior square feet) with five bus bays maximum serving local fixed and flex routes, providing drop-off space for tour buses, providing shuttle services, providing bus information, and providing amenities for pedestrians and bicyclists. Facility shall be designed in scale and architecture in such a manner as to be compatible with adjacent historic buildings.*

- Consider an alternate transit facility, possible near 224 or 248 or elsewhere, if appropriate.

Pedestrian/Bicycle Improvements

- Maximize the potential use of non-motorized travel modes through provision of convenient, safe, and attractive facilities connecting all important activity centers.
- Consider the expansion of pedestrian facilities on Main Street through elimination of parking in key locations and/or the installation of “bump-outs” in the sidewalks.
- Complete the stairs renovation program.
- Construct an attractive auto/bike/pedestrian crossing of Kearns Boulevard (State Highway 248), in the vicinity of Comstock Drive, to reduce any safety hazard and to eliminate the substantial effect of the highway as a barrier to non-motorized travel.
- Consider the construction of an attractive bicycle/pedestrian underpass of State Highway 224, located between Kearns Boulevard and Holiday Ranch Loop Road, in order to eliminate the highway as a barrier to non-motorized travel.
- Require the installation of bicycle racks at all public, commercial and recreational facilities.
- Develop pedestrian connections from activity centers to transit facilities.
- The Trails Master Plan shall be reviewed annually and updated as needed.

City Council Staff Report



Author: Kirsten Whetstone
Subject: Silver Star Subdivision
Date: March 31, 2005
Type of Item: Subdivision plat

PLANNING DEPARTMENT

RECOMMENDATION: Staff recommends the City Council conduct a public hearing, consider any input, and consider approving the Silver Star Subdivision plat according to the findings of fact, conclusions of law and conditions of approval as stated in the Ordinance.

DESCRIPTION

Project Name: Silver Star Subdivision plat
Applicant: Rory Murphy for Paladin, LLC
Location: 1825 Three Kings Drive
Zone: RD (Residential Development), RDM (Residential Development Medium Density), SF (Single Family)

BACKGROUND

The applicant is requesting approval of a subdivision plat to create 4 platted lots of record for the approved Spiro Tunnel Master Planned Development. Final Planning Commission approval of the Spiro Tunnel MPD and CUP was granted on October 27, 2004. On March 23, 2005 the Planning Commission conducted a public hearing and forwarded a positive recommendation to approve the Silver Star Subdivision plat.

ANALYSIS

On January 19, 2005 an application for a final subdivision plat was submitted to the Planning Department. The property is located within three zoning districts, namely the Residential Development (RD), the Residential Medium Density Development (RDM), and the Single Family (SF) districts. The proposed subdivision plat creates 4 lots of record that correspond with the four sub areas of the approved Spiro Tunnel Master Planned Development. The proposed lots comply with the LMC regarding lot sizes, arrangement, general dimensions, and access requirements. The lots are consistent with the approved Spiro Tunnel MPD site plan and building layout. The MPD allows setbacks from interior property lines to be zero, provided all IBC and fire code requirements are met. All perimeter setbacks are consistent with the approved MPD, which required 25' setbacks around the perimeter of the MPD.

There are existing utilities and easements on the property that are memorialized on the subdivision plat. The proposed plat dedicates additional easements for public improvements, as well as cross access easements for shared driveways, access,

emergency access and utilities. Access to the lots is from Three Kings Drive with access to Lot 3 provided across Lot 2 with a platted access easement.

The subdivision plat creates the following lots:

Lot One is 4.88 acres and provides a platted lot for the condominiums and townhouses approved as Area A of the Spiro Tunnel MPD.

Lot Two is 4.8 acres and provides a platted lot for the Plaza buildings, historic buildings, and support commercial buildings, and surface parking approved as Area B of the MPD.

Lot Three is 8.64 acres and provides a platted lot for the cottage style units approved as Area C of the MPD.

Lot Four is 1.64 acres and provides a platted lot for an existing historic building and future single family lot approved with the MPD on the "Donile parcel".

The lots and lot arrangement, square footages, dimensions, access, and dedicated easements are consistent with the Land Management Code, Section 15.7.3-3, Subdivisions –General Lot Design Requirements. All site development parameters, including densities, setbacks, heights, land uses, parking requirements, building types, building orientation, etc. are stated in the Spiro Tunnel MPD Development agreement.

The existing historic structures on the property are being restored according to an approved Historic Restoration Plan, approved by the City at the time of the Spiro Tunnel MPD approval.

No remnant lots are created by this subdivision and the plat complies with all applicable LMC requirements of Chapter 7- Subdivisions and is consistent with the site plan approved at the time of the Spiro Tunnel MPD.

The plat is subject to the conditions and parameters of the Spiro Tunnel MPD Development Agreement as ratified by the Planning Commission on February 23, 2005. Individual sale of any dwelling unit, with the exception of the single family house on Lot 4, requires approval and recordation of a condominium record of survey plat.

NOTICE

The property was posted and notice was mailed to property owners within 300'. Legal notice was also published in the Park Record. One phone call was received from a Three Kings Condominium owner who has concerns about the amount of development occurring in Park City in light of the water shortages.

DEPARTMENT REVIEW

This request was reviewed by the interdepartmental review team on February 15, 2005. No additional issues have been raised. The City Attorney and City Engineer will review the plat for form and compliance with the LMC and State Law prior to recording.

RECOMMENDATION

Staff recommends the Planning Commission review the proposed Silver Star subdivision plat, conduct a public hearing and consider forwarding a positive recommendation to the City Council to approve the subdivision plat according to the findings of fact, conclusions of law, and conditions of approval outlined in the attached Ordinance.

EXHIBITS

Exhibit A – Proposed Silver Star subdivision plat

Exhibit B – Spiro Tunnel MPD site plan

AN ORDINANCE APPROVING THE SILVER STAR SUBDIVISION CREATING FOUR PLATTED LOTS FROM THREE METES AND BOUNDS PARCELS LOCATED AT 1825 THREE KINGS DRIVE, IN THE SOUTHEAST QUARTER OF SECTION 8, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN PARK CITY, UTAH.

WHEREAS, the owners of the property at 1825 Three Kings Drive petitioned the City Council for approval of a subdivision plat; and

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

WHEREAS, proper legal notice was sent to all affected property owners; and

WHEREAS, the Planning Commission held a public hearing on March 23, 2005, to receive input on the proposed subdivision plat, and;

WHEREAS, the Planning Commission, on March 23, 2005, forwarded a positive recommendation to the City Council; and

WHEREAS, on March 31, 2005, the City Council held a public hearing and approved the proposed subdivision plat; and

WHEREAS, it is in the best interest of Park City, Utah to approve the subdivision plat.

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

SECTION 1. APPROVAL. The subdivision plat as shown in Exhibit A is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The property is located in the RD, RDM, and SF zoning districts and is addressed at 1825 Three Kings Drive.
2. The property is subject to the Spiro Tunnel Master Planned Development and Conditional Use Permit approved by the Planning Commission on October 27, 2004, and memorialized by the Spiro Tunnel MPD Development Agreement which was ratified by the Planning Commission on February 23, 2005.
3. The final subdivision plat creates 4 lots of record. Lot One is 4.88 acres and provides a platted lot for the condominiums and townhouses and associated parking approved as Area A of the Spiro Tunnel MPD. Lot Two is 4.8 acres and provides a platted lot for the Plaza buildings, historic buildings, and support commercial buildings, and surface parking approved as Area B of the MPD. Lot

Three is 8.64 acres and provides a platted lot for the cottage style units approved as Area C of the MPD. Lot Four is 1.64 acres and provides a platted lot for an existing historic building and future single family lot approved with the MPD on the "Donile parcel".

4. Lots 1, 2, and 4 have frontage on Three Kings Drive. Lot 3 does not have frontage on a public street. Access to all lots is from Three Kings Drive with a platted access easement for Lot 3 across Lot 2.
5. No remnant lots will be created as a result of this subdivision.
6. Several historic structures are located on this property. Restoration of these structures is a condition of the Spiro Tunnel MPD approval.
7. There are existing utilities and access drives on the property, as well as the need for shared access and utility easements within the subdivision. All existing and proposed utilities, access drives, sidewalks, trails, public plazas, and circulation areas for emergency vehicles shall be located within approved easements to be reviewed and approved by the City Engineer prior to plat recordation.
8. Three Kings Drive is a neighborhood street where parking, snow storage and construction staging can be problematic.
9. The Spiro Tunnel MPD approval identified a general building pad location for both the relocated historic home and the future new single family house on Lot 4.

Conclusions of Law:

1. There is good cause for this final subdivision plat.
2. The final subdivision plat is consistent with the Park City Land Management Code, the General Plan, and applicable State law regarding subdivision plats.
3. Neither the public nor any person will be materially injured by the proposed final subdivision plat.
4. Approval of this final subdivision plat, 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. City Attorney and City Engineer review and approval of the final form and content of the final subdivision plat for compliance with State law, the Land Management Code and conditions of approval is a condition precedent to recording the plat.
2. The applicant will record the final subdivision plat at Summit County within one year of the date of City Council approval. If recordation has not occurred within one year's time, this approval and the plat will be void.
3. Approval of a construction mitigation plan is a condition precedent to the issuance of building permits for the Spiro Tunnel MPD development.
4. A financial guarantee for public improvements in a form acceptable to the City Attorney and in an amount acceptable to the City Engineer shall be in place prior to plat recordation or issuance of building permits.
5. An access easement for the benefit of Lot 3 across Lot 2 shall be dedicated on the final plat, consistent with the Spiro Tunnel MPD site plan.
6. Non-exclusive snow storage easements, typically 10' wide, may be required along Three Kings Drive. A final determination as to the location of these

- easements, consistent with LMC Chapter 7- Subdivisions will be made by the City Engineer prior to plat recordation.
7. This subdivision plat is subject to the conditions and parameters of the Spiro Tunnel Master Planned Development Agreement ratified by the Planning Commission on February 23, 2005.
 8. The Chief Building Official prior to issuance of any building permits must grant a final assessment and approval of the final fire protection plan.
 9. The City Engineer shall review the final subdivision plat prior to recordation to ensure that all access and utility easements are properly dedicated for all future and existing water lines, tunnels, trails, driveways, access ways, sidewalks, emergency access, and other utilities as may be required by utility providers and that such easements are consistent with the Spiro Tunnel MPD Development Agreement, site plan, and final utility plans.
 10. The Snyderville Basin Water Reclamation District shall sign the subdivision plat prior to plat recordation.
 11. Sale of any individual dwelling unit, with the exception of the single family house on Lot 4, requires approval and recordation of a condominium record of survey plat.
 12. General building pad locations for the existing historic house and for the future new single family house on Lot 4 shall be indicated on the plat , consistent with the approved Spiro Tunnel MPD, as a condition precedent to plat recordation.

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

PASSED AND ADOPTED this 31st day of March, 2005.

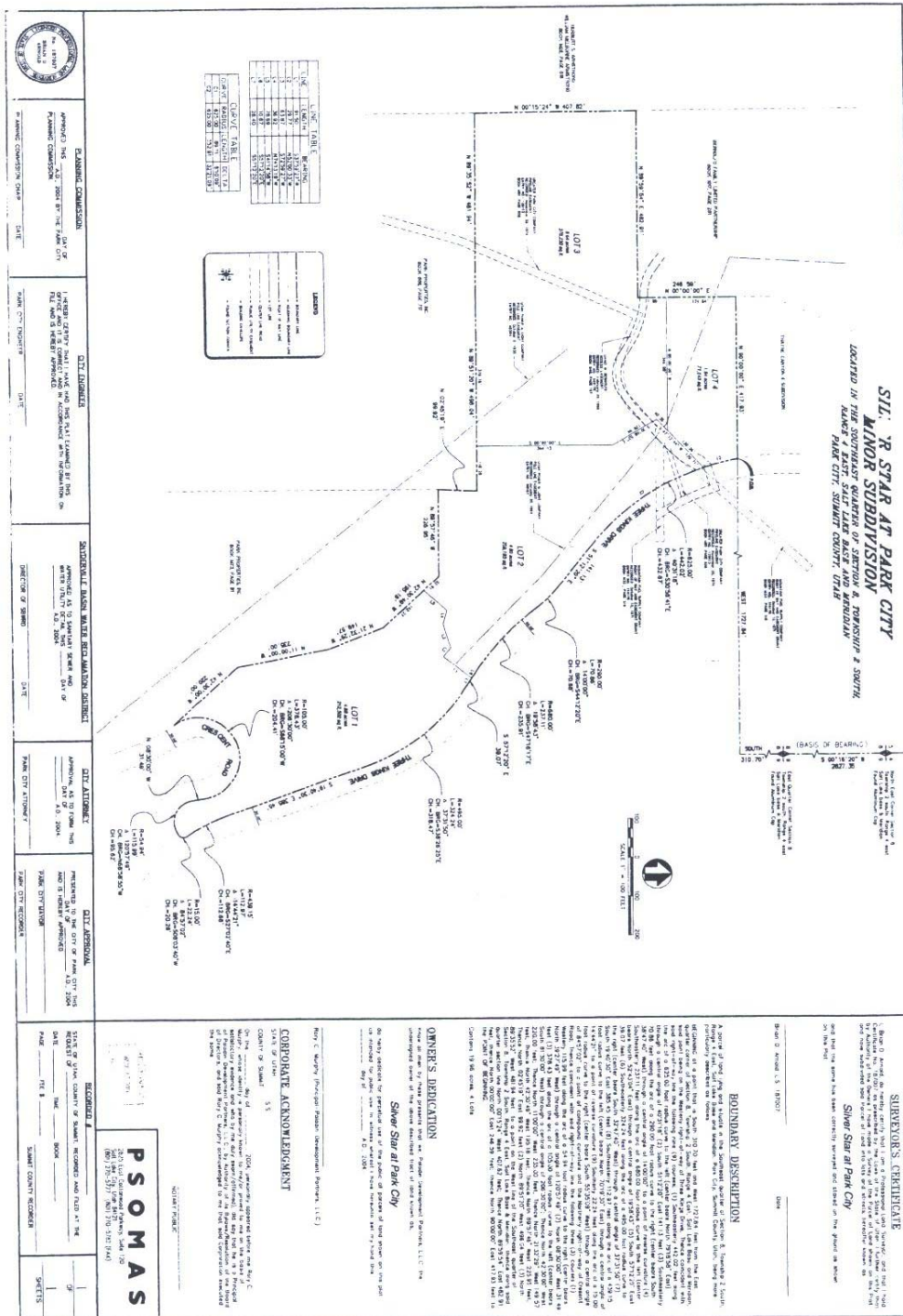


Exhibit A- Silver Star Subdivision plat

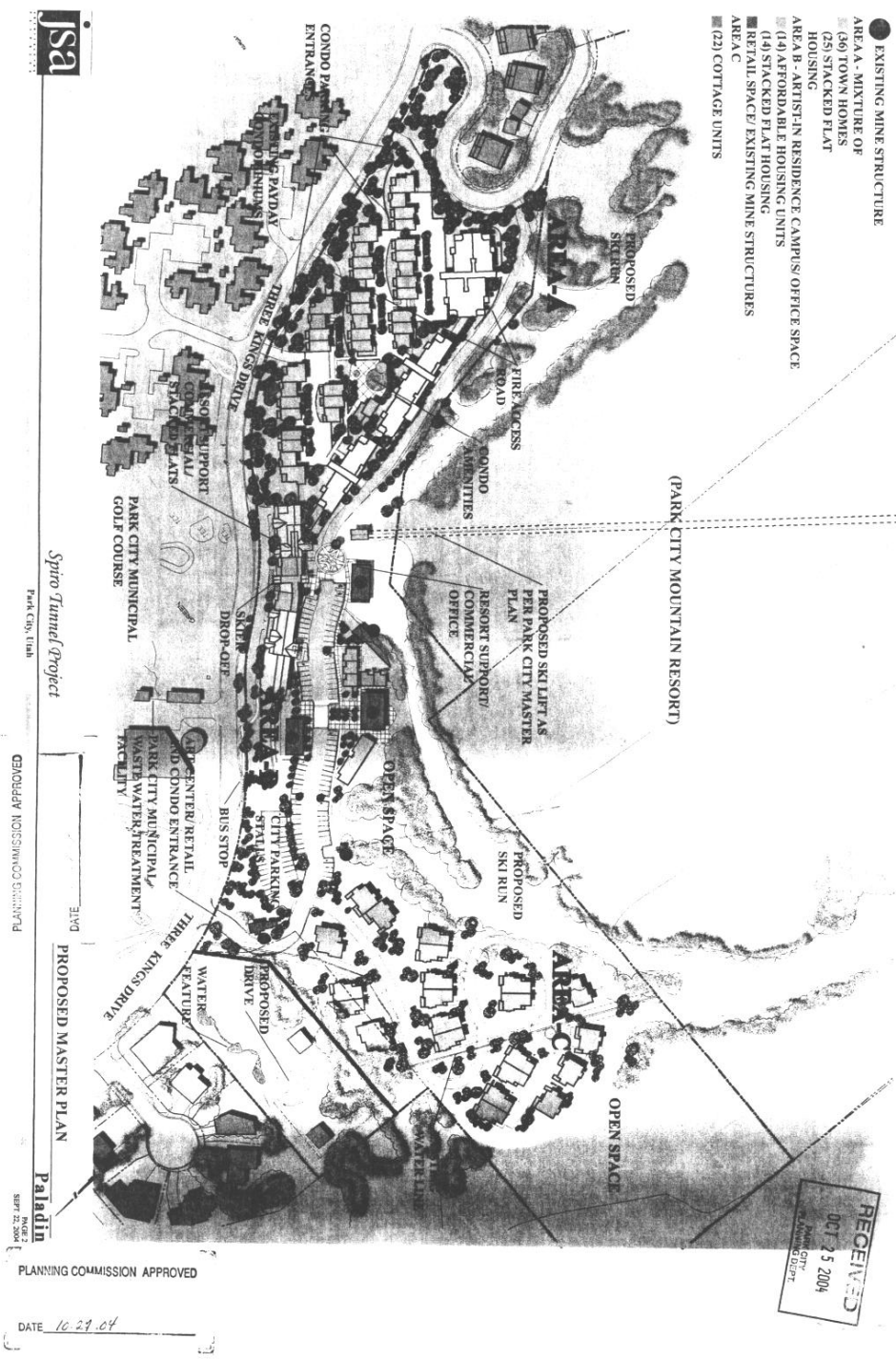


Exhibit B- Spiro Tunnel MPD site plan

City Council Staff Report



Author: Matthew A. Twombly
Subject: McPolin Farm Trail-head
Parking Lot Change Order
For Colored Concrete
Date: March 31, 2005
Type of Item: Administrative:
Construction Contract Change Order

**ECONOMIC
DEVELOPMENT AND
CAPITAL PROJECTS**

Summary Recommendation:

Review the alternatives and based on Council action, authorize the City Manager to enter into a change order for the construction contract for the Farm Trail-head Parking Lot project in a form approved by the City Attorneys Office with D.R.D. Paving L.L.C., in the amount of Twenty One Thousand One Hundred Eighty Three Dollars (\$21,183.00).

Description:

Topic: McPolin Farm Trail-head Parking Lot

Background:

On September 9, 2004, the City Council directed staff to proceed with the Construction Contract with D.R.D. Paving L.L.C., in the amount of One Hundred Eight Thousand Eight Hundred Sixty Three and 42/100 Dollars (\$108,863.42). The project was started, but not completed last construction season due to the weather. During the Council Visioning held in January, the Council directed staff to look into paving the parking lot with colored asphalt and the associated costs for the change.

After investigation into colored asphalt, it was determined that there are no local plants that produce such a product. Staff and the contractor determined that concrete with an integral color was the only reasonable alternative to this request.

Analysis:

D.R.D. Paving L.L.C. proposed a price to delete the asphalt paving and substitute the colored concrete in its place for only the parking area (5,870 square feet). The price to provide 5" colored concrete in lieu of the 4" asphalt paving for the parking lot (not including the driveway) is \$12,167.00. The price to install colored concrete in lieu of asphalt paving for the parking and driveway (8,972 square feet) is \$21,183.00.

The City Council can opt to install colored concrete at the parking area only, the parking and the driveway, or proceed with the asphalt as called out in the plans (Please see Alternatives listed below). Staff has some concern with having the driveway constructed with colored concrete, due to the utilities located within the S.R.224 Right of Way under the colored concrete. The utility companies may at some time install new lines, or dig up existing lines within the R.O.W. The contractors will repair the damage

from the utility work, although the burden to coordinate the repair of the driveway with matching colored concrete will fall on City staff.

All the concrete curb and gutter for the project has been installed with plain concrete. This may or may not be a concern, where asphalt initially contrasts with the curb and gutter. The integral color is assumed to be an “earth tone” or brown in color. It is also assumed that staff would direct the contractor to try and match the surrounding soil color. Integral colors vary from color chips in the product catalogs and vary between each batch of concrete. Colored concrete also tends to be lower in quality than non-colored concrete. Asphalt remains the easiest to repair and maintain if installed correctly.

As part of the design, there will also be berms of varying heights to help block the view of the parking lot. Some of the parking lot will remain visible even after the berms are constructed.

Department Review:

City Manager, City Engineer, Economic Development and Capital Projects, and Special Events and Facilities departments have reviewed and all comments have been incorporated into the report.

Alternatives:

Approve the Request:

Authorize the City Manager to enter into a construction contract change order in a form approved by the City Attorneys Office with D.R.D. Paving L.L.C., in the amount of Twenty One Thousand One Hundred Eighty Three Dollars (\$21,183.00).

Modify the Request:

The City Council may choose to only install colored concrete at the parking area and not at the driveway in the amount of Twelve Thousand One Hundred Sixty Seven Dollars (\$12,167.00). This would alleviate the concern regarding utilities.

Deny the Request:

The trail-head parking project would continue as planned with asphalt paving.

Continuance:

Delaying a decision would delay the completion the project.

Do Nothing:

The trail-head parking project would continue as planned with asphalt paving.

Significant Impacts:

The total budget for all improvements for the Farm Capital Improvement Account is approximately \$271,000. The cost to complete the trail-head parking project as currently planned without the colored concrete is approximately \$20,000. Staff had budgeted \$127,000 out of the Farm Phase II Capital Improvement Account for the trail-

head parking lot project. The total construction cost of the parking lot as planned is \$121,000 (Original contract amount of \$109,000. and \$12,000 in design and engineering).

The request of \$21,183.00 would cut into remaining funds scheduled for other capital improvements at the Farm, such as the driveway and ADA access between the tunnel and the Shed; and the paved trail connection up to the Farm trail.

Consequences of not taking the recommended action:

Delaying a decision would delay the completion of the project.

Recommendation:

Review the alternatives and based on Council action, authorize the City Manager to enter into a change order for the construction contract for the Farm Trail-head Parking Lot project in a form approved by the City Attorneys Office with D.R.D. Paving L.L.C., in the amount of Twenty One Thousand One Hundred Eighty Three Dollars (\$21,183.00).