

**PARK CITY WORK SESSION NOTES
SUMMIT COUNTY, UTAH
MARCH 27, 2003**

Present: Mayor Dana Williams; Council members Peg Bodell, Kay Calvert, Fred Jones, and Jim Hier

Tom Bakaly, City Manager; Mark Harrington, City Attorney; Patrick Putt, Planning and Zoning Administrator; and Derek Satchell, Preservation Planner.

1. Council Questions/Comments. Peg Bodell: thanked the Mayor and staff working on important environmental issues; inquired concerning protection of the 148 Main Street house and if it should be boarded up - Derek Satchell responded staff will take necessary action; requested Council members calendar May 1 for a Senior Citizen Recognition Month dinner and awards for local Seniors; reported she attended a successful affordable housing meeting last week and thanked Planner Kevin LoPiccolo, stated an update on issues, gaps, and program review will be brought forth at a future Council meeting; recommended review of the Smithsonian brochure designed to help people research their house history--intended to understand and see the value of preservation; expressed appreciation of Patrick Putt's well-written letter to Kevin Damon and requested Council be kept advised.

Fred Jones: inquired concerning the next inter-governmental session with the County and School District, Council concurred it is the City's turn to hold the meeting and requested staff set it up; commented concerning the water impact fee needs assessment and recommended a strong focus and as much effort be put on not only how to obtain more water and its source, but how to use less water on a permanent basis due to cost and environmental implications, not just a drought plan, reported one Salt Lake water district installed low flush toilets in a group of houses to see the impact and it was found the payback was a couple of years, however, noted although that was one piece what really drives the water usage is irrigation, suggested staff evaluation of how to have appealing landscaped lots that do not use the amount of water currently used. Jim Hier noted Jerry Gibbs was going to come up with a plan for revegetation of disturbed lands with drought tolerant vegetation. Fred Jones agreed with that plan, however, stated it should be broader with something done with existing lots. Planner Brooks Robinson reported he is working on a report addressing procedure to retrofit existing lawns and landscapes for water usage and cost savings, and will include timer and over-watering problems.

Kay Calvert: reported she attended a meeting today at the High School, along with staff, concerning alternative ways to engage suspended high schoolers with community service programs.

Candace Erickson: reported she attended the multi-cultural meeting, the group is growing with people joining in from Salt Lake and bringing ideas, adult ESL program and elementary school reading programs are continuing this summer, a Mother and Me program is also starting, reported members are brainstorming ideas to get greater Park City participation in the Summit County fair, possibly transportation can be arranged and ethnic type competitions i.e. salsa making included, and in return send a bus to Coalville to pick up people to attend Diversity Day here; reported she was approached again concerning the possibility of using a part of the McPolin Farm for a community or children's garden, noting this has been brought up a number of times, suggested staff review the possibility; reminded everyone the Library luncheon is scheduled for April 15, tickets are available at the Library, and this year's author is Brad Thorpe, Lions of Lucerne; reported she was pleased to fill in for Dana and performed a delightful wedding on Friday night.

Jim Hier: reported COSAC met on Tuesday, toured lands the City purchased and lands that are available, familiarizing everybody with locations and potentials.

Peg Bodell: presented Dana with a Happy Birthday song and gift.

Dana Williams: thanked everyone; reported he and Fred Jones attended the Historic Main Street Business Alliance (HMBA) meeting, there was further discussion on paid parking, several comments about program costs so staff will provide them with a full breakdown/explanation of costs including program implementation and staff time; reported he, along with Kay and Tom, met with the former Parks and Recreation Board yesterday to review the ordinance, policies and procedures coming before Council on April 3rd; announced a new music program coordinated by Mountain Town Stages begins this Saturday featuring solo performances of various singers, song writers, the program will be held all over town for the next several months.

Jerry Gibbs: reported the Summit County Commission received recycling bids yesterday and rejected all of those bids, so the recycling program for the Prospector, Thaynes, Old Town and Park Meadows areas is on hold for at least another 60 days. Stated BFI is still continuing with trash pickup.

2. Review of Regular Meeting.

1048/1051 Empire Avenue Plat - Patrick Putt reviewed the proposed record of survey plat amendment for 1048/1051 Empire Avenue, Gordon Wilson Cummins, Jr., owner, to combine lots to create one lot of record of 3,750 square feet to accommodate a non-historic duplex located on lots 19 and 20 of Block 16.

Noted this structure was initially approved with ten foot front and rear setbacks, however, constructed with an eight foot rear yard setback, which will be corrected upon the combination of lots; the Planning Commission forwards a positive recommendation; a public hearing will be held tonight; staff recommends approval.

1280 Park Avenue Plat - Patrick Putt reviewed the proposed plat amendment for 1280 Park Avenue, Tim Lee, owner, to combine two Old Town lots, and portions of two other lots into one lot for the purpose of renovating with an addition an existing historic home and create a duplex; the Planning Commission forwards a positive recommendation; a public hearing will be held tonight; staff recommends approval.

Historic Preservation Board Models and Preservation Work Program -

Proposed Options for Design Review Process: Patrick Putt reviewed the components and pros and cons of each of the following four options that were developed to address three general themes that came forth from the public hearing, specifically, 1) a strong desire for a reasonable process, accountability and timeframe, 2) a need for checks and balances to ensure a reasonable level of review and appeal of staff decisions in a timely manner, and 3) need for a stronger constituency representation of the historic district on the boards.

Option # 1 3/13/03 Proposal

- Reform HDC as an advisory board (HPAB) with new members;
- Staff takes action on all design review - appeals to Planning Commission;
- HPAB reviews grant program, provides preservation policy, and oversees program development;
- Planning Commission with additional member (architect);
- CADs go to appointed hearing officer.

Option # 2 Modified 3/13/03 Proposal

- Reform HDC as an advisory board (HPAB) with new members;
- Staff recommends action to Planning Commission as Consent Agenda item on all design review - appeals of staff action goes to City Council or Board of Adjustment;
- HPAB reviews grant program, provides preservation policy, and oversees program development;
- Increased historic district constituency on Planning Commission with additional non-voting members: architect, Main Street representative, and HPAB;
- CADs go to appointed hearing officer.

Option #3 Increased HDC Review

- HDC retained with new or re-appointed members;
- Staff recommends action to HDC on all design review - appeals to Planning Commission or Board of Appeals;
- HDC reviews grant program, provides preservation policy, and oversees program development;
- No changes to Planning Commission;
- CADs go to appointed hearing officer.

Option #4 Modify Current LMC Process

- HDC retained with new or re-appointed members;
- Staff takes action on all design review - appeals to HDC;
- HDC reviews grant program, establishes preservation policy, and oversees program development;
- Member of Planning Commission serves as a voting member on HDC - term rotates with office of Chair or Vice-Chair of Planning Commission);
- CADs go to appointed hearing officer.
- Improve communication with public and HDC on pending administrative action via website, KPCW interviews, etc.

Patrick Putt noted public input will be taken tonight; requested Council direction in support of one of these four options, or a modification or blend into one process, that staff can put into a draft ordinance and begin the Planning Commission hearing process the second meeting of April, coming back to City Council early May.

Kay Calvert inquired if staff has been able to meet and work with any of the HDC members to obtain input. Patrick Putt responded he has not spoken individually to the existing HDC members, however, in past meetings that included Jim Hier and Peg Bodell, there was a number of points raised concerning LMC Chapter 4 and preservation program suggestions. Kay Calvert pointed out the informal follow up meeting held with Parks, Recreation, Beautification Advisory Board members was very productive and some valuable input was received, recommended a similar session be held with HDC members to obtain their input. Jim Hier inquired concerning the CAD process. Patrick Putt responded there are two steps in the CAD process: 1) a determination of historical significance, whereby staff evaluates and recommends, final action is currently taken by the HDC, however, under the options, it is proposed final determination would either be made by the Planning Commission or a historic district advisory board; and 2) a CAD economic hardship determination, it is proposed under the options that staff prepares a recommendation which is forwarded to an appointed hearing officer for fact finding and determination.

Park City Historic Preservation Program Sequence of Development: Derek Satchell identified and reviewed the major components of the Sequence of Development and potential impacts to design review; the five major components consist of 1) Identification (Park City Historic District), 2) Policy (Historic Preservation Element to the General Plan), 3) Regulation (Chapter 4 of the Land Management Code), 4) Development (Historic District Design Guidelines), and 5) Maintenance (Intensive Survey).

Council members inquired concerning the survey's inclusion of historical importance of other types of architecture i.e. A-frames and structures less than 50 years old. Derek Satchell confirmed that a structure can be less than 50 years and be determined historically significant, and other types of architecture can be included in the survey parameters. Mr. Satchell also noted the City does not need an architectural survey to process CAD applications, the Identification and Policy development components are completed, and staff is working on updating LMC Chapter 4 (Regulation), Historic District Design Guidelines (Development), and Intensive Survey (Maintenance) components of the historic preservation program pursuant to the policy recently adopted by City Council. Kay Calvert noted tax records photographs were taken for the purpose of establishing value of the buildings, and inquired what would happen if the structure was modified. Derek Satchell responded if the tax photos were the sole information source there would be a problem, however, the City has the benefit of the Sanborn maps that were initially fire insurance maps outlining the footprint of every structure in the City in 1889, 1990 and 1907. Patrick Putt noted the Sanborn maps include information identifying the structure as a commercial building, an outbuilding, or a dwelling, and usually indicates roof form i.e. pitched, flat, shed, and structure scale, size, shape, configuration, number of stories. Kay Calvert inquired concerning delegation of staff review of historical cases. Derek Satchell responded delegation to other planners is rare and would occur only to address excessive workload and be under his direct and active supervision and review.

Derek Satchell stated public input will be taken tonight to obtain direction on completing or updating the remaining components. Once the LMC is revised to reflect Council direction. Council direction is still needed on whether staff should begin work on the Guidelines or the Survey after that. Kay Calvert pointed out that the Survey is relatively expensive; Derek Satchell responded that the cost of an intensive survey is \$400,000. Candace Erickson asked what information is obtained by the survey; Derek Satchell responded that the intensive level survey incorporates extensive photographic documentation of the building, all four sides, possibly the inside depending on the interior importance, some degree of a chain of title and history, may also involve a floor plan, layout and configuration depending on the structure, each building has many different tasks that need to

be done. Fred Jones pointed out that the City does not get involved with interiors or floor plans and inquired why that information would be included in the survey and what is gained; Derek Satchell responded the purpose of the intensive level survey is to acquire as much information on a building as possible, and although not all of the information is something the City would use, it is information that may satisfy the requirements of the State Historic Preservation Office, and it would be to the City's advantage to have one complete record source for this information, especially from a time savings viewpoint if you are trying to nominate the structure to the National Register; noted there are different levels or modifications of surveys that can be used, depending on the needs of the community, the most recognized type is the intensive level survey which is the most helpful. Peg Bodell noted a hybrid survey is a consideration; inquired if a Certified Local Government (CLG) grant application has been completed. Derek Satchell responded the cost of hybrid survey depends on the extent of the survey components; a CLG/State Historic Preservation matching grant has been applied for again this year, Park City received the largest grant of \$7,000 a few years ago, however, he has not heard yet what will be granted for this year, he will check with other organizations, the State, and the National Trust if other grants are available; reported that the National Trust for Historic Preservation Midwest/Plains Regional Office representative in Colorado informed him that Trust grant funds could be used in support of the Design Guidelines, however, would not be eligible for conducting or completing an architectural survey.

Work Session adjourned at 5:52 p.m.

Prepared by Cindy LoPiccolo, Deputy City Recorder

**PARK CITY COUNCIL MEETING MINUTES
SUMMIT COUNTY, UTAH
MARCH 27, 2003**

I ROLL CALL

Mayor Dana Williams called the regular meeting of the City Council to order at 6 p.m., in the City Council Chambers, 445 Marsac Avenue, Park City, Utah, on Thursday, March 27, 2003. Council members in attendance were Peg Bodell, Kay Calvert, Candace Erickson, Jim Hier and Fred Jones.

Staff present were Tom Bakaly, City Manager; Mark Harrington, City Attorney; Patrick Putt, Planning and Zoning Administrator, Derek Satchell, Preservation Planner; Matthew Twombly, Parks Planner/Trails Coordinator; Alison Butz, Special Events Manager, and Michelle Barrus, Special Events Coordinator.

II PUBLIC INPUT

The Mayor invited the public to comment on any matter of City business not scheduled on the agenda.

Kevin Damon, concerning Aerie Lot 3, stated he submitted a memo to the Mayor, City Council, and City Manager outlining his concerns and a meeting has been scheduled with Mr. Bakaly and supervisory staff this Friday.

With no further comments, the public input session was closed.

III COMMUNICATIONS FROM COUNCIL AND STAFF

Proclamation - Presentation to Children's Justice Center - Mayor Williams presented a Proclamation proclaiming the month of April as child Abuse Prevention Month in Park City, Utah, to Amy Davies, Executive Director of Wasatch-Summit County Children's Justice Center. Ms. Davies thanked the Mayor and Council for the recognition, stated the proclamation serves as an important reminder to prevent child abuse and neglect.

IV WORK SESSION NOTES AND MINUTES OF MEETING OF MARCH 6, 2003 AND MARCH 13, 2002

Motion by Council member Peg Bodell to approve the work session notes and minutes of the meetings of March 6, 2003 and March 13, 2002. Council member Kay Calvert abstained from approval of March 6, 2003 due to absence. Motion seconded by Council member Jim Hier, carried unanimously.

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conduct a public hearing, consider approval of this amendment according to the findings of fact, conclusions of law and conditions of approval outlined in the staff report.

Mayor Williams opened the public hearing and invited the public to comment. Hearing no public input, the public hearing was closed.

4. **A RESOLUTION ADOPTING THE TRAILS MASTER PLAN UPDATE AND MAP** – Trails Coordinator Matthew Twombly presented the staff report and recommendation to conduct a public hearing, consider adoption of the Trails Master Plan Update and Map by resolution. Fred Jones commented concerning entryway corridor parking; Jim Hier concurred, noted that the problem has come up several times. City Manager Tom Bakaly responded staff will organize a focus group/task force that includes representation from the Friends of the Farm, Recreation Advisory Board, and Planning Commission, return to Council with strategy, goals and objectives, and timelines; Council concurred.

Peg Bodell commented concerning completion of trail connections that are the responsibility of private entities other than the City, e.g. Deer Valley Loop; City Attorney Mark Harrington pointed out the City has some leeway to condition periodic Deer Valley projects for completion of the recreation pattern problem, noting there an expectation to users there should be continuance of the path or trail, and there is a pedestrian safety problem especially during the winter; Matt Twombly responded staff will continue to condition projects for completion of trail segments, review safety issues, and meet with property owners concerning those issues; Peg Bodell also noted bike parking is needed at various City locations; Matt Twombly responded he will include bike parking in such areas as Main Street, City Park, Transit Center and trailheads in the Trails Master Plan.

Mayor Williams opened the public hearing and invited the public to comment. Hearing no public input, the public hearing was closed.

VI CONSENT AGENDA

Motion by Council member Fred Jones to approve the Consent Agenda with the additions to the Trails Master Plan as discussed; seconded by Council member Candace Erickson. Motion carried unanimously.

1. **Ord. No. 03- 07 - AN ORDINANCE APPROVING THE AMENDED RECORD OF SURVEY FOR 1048 EMPIRE AVENUE AND 1052 EMPIRE AVENUE LOCATED ON LOTS 19 AND 20 OF BLOCK 16 SNYER'S ADDITION TO THE PARK CITY SURVEY, PARK CITY, UTAH - 1048/1052 Empire Avenue Record of Survey Plat Amendment**

2. Master Festival License MFL – Truth Extreme Games

3. Ord. No. 03- 08 - AN ORDINANCE APPROVING THE AMENDED RECORD OF SURVEY FOR A PLAT AMENDMENT TO COMBINE ALL OF LOT 21 AND LOT 24, PART OF LOTS 20 AND 25, OF BLOCK 57, SNYDER'S ADDITION, INTO ONE LOT OF RECORD, LOCATED AT 1280 PARK AVENUE, PARK CITY, UTAH – 1280 Park Avenue Plat Amendment

4. Res. No. 07- 03 – A RESOLUTION PROCLAIMING THE MONTH OF APRIL AS CHILD ABUSE PREVENTION MONTH IN PARK CITY, UTAH

5. Res. No. 08- 03 – A RESOLUTION ESTABLISHING A SMALL URBAN AREA BOUNDARY FOR PARK CITY, SUMMIT COUNTY, UTAH

6. Res. No. 09- 03 – A RESOLUTION ADOPTING THE TRAILS MASTER PLAN UPDATE AND MAP with additions as directed.

VII OLD BUSINESS

Proposal to initiate Planning Commission review of an amendment to the Land Management code, Title 15, Chapter 11 and 12 of the Municipal Code of the City of Park City, Utah, to dissolve the Historic District Commission (HDC); rewrite Chapters 11 and 12 to consolidate HDC functions with the Planning Commission and Planning Department; create temporary, non-voting, ex officio Historic District Advisor to the Planning Commission; replace an existing member on the Planning Commission with a new Historic District Advisor member effective February 9, 2004; create a new Historic Preservation Commission for administration of grants; and amend Chapters 1, 2, and 15, and miscellaneous individual sections as necessary to remove references to the HDC

Patrick Putt presented the staff report for updating the historic preservation program and reviewed the four possible alternatives for the design review process that were developed to address comments that came forth from prior public hearing, reviewed the components and pros and cons of each of the options, and requested Council direction for which way staff should proceed in regard to the alternatives; recommended staff be directed to draft an ordinance for Planning Commission public hearing, then staff will return with recommendation to Council for public hearing; also looking for Council direction prioritizing staff's next step, either the guidelines, or an intensive or hybrid survey.

Derek Satchell referred to his report during the work session and offered to answer any questions.

Mayor Williams invited the public to comment.

Kurt Huffaker, Utah Heritage Foundation, inquired if staff could review the concept of the appointed hearing officer for appeals processes in review of a CAD application. Pat Putt explained the current and proposed processes for CAD applications, and hearing fact finding and determination of historical significance and economic hardship. City Attorney Harrington outlined the appeal procedure, and stated a hearing officer would be appointed through an Request for Proposal process.

Gary Knudsen, resident, spoke in support of an uncomplicated, faster review and approval process, fewer meetings, no conflict of interest, and expressed opinion historical design review should not be required in the RC zone. Derek Satchell explained any construction within a two block radius of the HR-1 zone line is subject to compliance with the historic district guidelines to serve as a transition area from one zone to another.

Don Bloxom, resident, spoke in support of revision to the design review process and creation of new board, reduction of historic district design guidelines for structures off Main Street, and recommended new board members and CAD hearing officer have professional architectural or contractor licensing or expertise; inquired how many buildings have been mapped and expressed opinion cost of intensive survey was too high. Derek Satchell responded he estimates 1,000 buildings historic and non-historic buildings in the historic building and approximately 70% of those have been accounted for in some degree; noted it has been suggested that the City combine the current GIS program with some type of survey. Peg Bodell pointed out there are other buildings that are not in the historic district that need to have a significance assigned to them and be included in the survey.

Linda McReynolds, stated the National Parks Services within the Department of the Interior and the National Trust for Historic Preservation highly recommend that historic district commissions be part of the process, and expressed support of Option 4 and retaining the HDC as a historic preservation review board; agreed with Kay Calvert to obtain input from the commissioners and other citizens.

Peter Barnes, resident, spoke in opposition of the HDC, recommended limited and vague use of historical design review guidelines for new construction; recommended

one or a combination of the proposed four options be selected tonight to move the process along, more public input will be taken at the Planning Commission meetings.

John Plunkett, resident, expressed opinion the historical neighborhood is better with an HDC than without it; outlined problems as overlapping regulations and reviews, no simple clear public record of historical status, arbitrary subjective fuzzy interpretations particularly for new construction, and excessive parking requirements for narrow lots which result in a front of garages; recommended reduction of parking requirements, revision of the ordinance governing the application of the design guidelines to more narrowly address preservation v. replication v. new construction, publication of a color coded historical map, assign HDC with review of landmark applications, appeals, CAD's, and grant applications, involve citizens and public input.

Richard Peek, current HDC member, expressed opinion the public process works and a public board is important, recommended a professional mix of review committee membership, guidelines update, public process enhanced for historic structures, and staff review of new construction; stated an intensive level survey for a certain percentage of historically significant buildings, however a hybrid survey may be more appropriate for Park City's needs.

Council member Hier pointed out this review began for the purpose of expediting the process to enhance historic preservation activities and minimize staff and meeting time. He stated there has been good discussion, Mr. Plunkett's synopsis was very helpful, and he would like to move forward and recommends the Planning Commission be the review body with the HDC as a potential appellate board and doing more in the way of policy and guideline analysis and revision, which will require citizen, staff and consultant input, and include defining and categorizing landmark and other historical buildings.

Council member Fred Jones stated he prefers Option 4, wherein the HDC will take a more appellant role and do functions as suggested by Jim; stated the process should be user friendly which means the guidelines must be reviewed and updated, and when an applicant is given direction it should be an answer or information that can be relied upon without finding it necessary to redesign components of the project.

Patrick Putt suggested Council allow staff to move forward and begin preliminarily formulating an ordinance with the Option 4 process and obtain feedback from those who spoke this evening. He stated he is not suggesting a task force, but will try to incorporate Council and public input in this initial draft to submit to the Planning Commission for public hearing and debate. At the same time, staff will begin work on a program and strategy for a hybrid survey and similarly the historic district guidelines,

and bring those back to Council. Staff will also review the Planning Commission makeup to address some of those comments and determine if other constituency is needed such as an architect. Jim Hier expressed concern about a Planning Commission member being appointed to attend both Planning Commission and HDC meetings as a liaison, although understands there needs to be a connection between the two groups on issues of mutual concern.

Mayor Williams noted he was hearing a mix of Options 1 and 4, with several Council members leaning toward certain things about 4, although he was not in agreement with every single point.

Council member Erickson recommended: reform and rename the HDC to a small uneven number member board that reviews and recommends all design review actions to the PC as a consent agenda unless unusual circumstances; in the event of an appeal, the new HDC would serve as an appellate board; the new HDC board review grants, establishes preservation policy and oversees program development; increased historic district constituency on the PC; improve public communications; and ensure building inspectors are well versed with the plan and architectural components before inspection so mistakes are found and corrected at the start.

Jim Hier expressed concern with the CAD process noting there are no guidelines and what defines a hardship is extremely vague; recommended someone with expertise write a definition and review parameters for the code addressing determination of financial hardship if possible. Kay Calvert expressed concern with one person making the determination. Council concurred to direct staff to creatively come up with something.

Patrick Putt stated what he hears is that this system would not be predicated on staff action, staff would make recommendations, action would be taken by the Planning Commission, and any appeals would go to the new board; noted this process would be potentially substantially longer and inquired if that was the intent of Council as far as an expedited process.

Fred Jones stated he is in agreement with Candy's suggestions, however, recommended review of John Plunkett's idea, that a specific review and approval process is assigned to specific types of projects, possibly depending on significance of the structure, noting many would not have to go before the Planning Commission, they would be reviewed and action taken at staff level.

Patrick Putt responded his concern is a program and process must be developed that fairly applies the rules in the same manner within the same district, and we may be

holding certain people to a different or more stringent standard by virtue of what type of structure they have, differently than someone else within the same zone.

City Manager Bakaly stated what he heard was another layer. If every action is reviewed by the Planning Commission, it seems contrary to trying to simplify and reduce layers; recommended actions not go to the Planning Commission and be appealable to the new board, also have the new board be a quasi-task force that looks at policy, which is the survey and the guidelines.

Patrick Putt stated Option 4 and simplifying the design review process could be used along with addressing the nature of the Planning Commission with appointment of an architect, who would be a valuable resource in regard to design review, and possibly a specific constituency like Main Street.

Jim Hier noted one of the comments received last week was the public was not able to see what projects went through the Planning Department without a review process, which he thought was addressed in Option 2, utilization of a Planning Commission consent agenda, and that is the additional review step, not the appeal process or appellate board. Patrick Putt responded that was correct, and it is not a bad idea, however it has impact.

Kay Calvert commented citizens have commented they have had projects that took years to process. If a list was developed as suggested by John Plunkett, the City can differentiate the kinds of process that would require Planning Commission review and it would not be all projects. Peg Bodell, concurred, noting a more thorough review could be given to landmark projects and issues of significance.

City Manager Bakaly pointed out a survey must be done before a review criteria could be developed. Jim Hier stated he agreed with Option 4 with modifications to allow the Planning Department to make the action with appeals handled by the HDC or new board.

Council members concurred to direct staff to draft an ordinance with the following Option 4 process for Planning Commission review and hearing and requested the draft be provided to Council members and Mayor as soon as possible.

Option #4

- ~~HDC retained with new or reappointed members;~~
- Staff takes action on all design review – appeals to HDC;
- HDC reviews grant program, establishes preservation policy, and oversees program development;

- Member of PC serves as a voting member on HDC, term rotates with office of Chair or Vice-Chair of PC;
- CAD's go to appointed hearing Officer; and
- Improve communication with public and HDC on pending administrative action via website, KPCW interviews, etc.

Patrick Putt confirmed staff will move forward with a scrubbed version of Option 4 for the April 23 Planning Commission meeting, distribute copies to Council at the time they are distributed to the Planning Commission for Council's information and feedback as well, and provide copies to the Library, web and as many people as possible. Staff will also start on an action plan for the hybrid level survey and the guidelines.

Jim Hier requested consideration of whether or not the Planning Commission has a role and what that role might be; also requested a word search or review of all LMC chapters to confirm or amend as necessary HDC's functions in line with this particular concept for the HDC. Patrick Putt responded the Planning Commission would always have the responsibility of reviewing and taking action on steep slopes design along with other actions, and stated staff will review all LMC chapters for applicability of HDC review.

Jim Hier also requested consideration of changing board and commission appointments from January to July. City Manager Bakaly responded that can be reviewed.

Peg Bodell inquired if the HDC currently has sufficient membership to handle grants and other necessary functions. Derek Satchell responded although two commissioners have advised they would not reapply, there would still be a sufficient quorum to serve until appointments were made.

VIII ADJOURNMENT

With no further business, the regular meeting of the City Council adjourned at 9:10 p.m.

Prepared by Cindy LoPiccolo

MEMORANDUM OF CLOSED SESSION

The City Council met in closed session at 4:00 p.m. in the City Council Chambers, 445 Marsac Avenue, Park City, Utah. In attendance were Mayor Dana Williams, Council members Peg Bodell, Candace Erickson, Kay Calvert, Jim Hier, and

Page 10
City Council Meeting
March 27, 2003

Fred Jones. Staff present were Tom Bakaly, City Manager and Mark Harrington, City Attorney.

Motion by Council member Peg Bodell to close the meeting to discuss property disposition. Council member Fred Jones seconded. Motion carried unanimously.

CERTIFICATION

I hereby certify that the meeting for which these minutes were prepared was noticed by posting four days in advance and by publication in a local newspaper two days prior to the meeting.


Cindy LoPinto, Deputy City Recorder



Resolution No.

**RESOLUTION PROCLAIMING THE MONTH OF APRIL AS
CHILD ABUSE PREVENTION MONTH IN PARK CITY, UTAH**

WHEREAS, child abuse is a community problem and finding solutions depends on involvement among people throughout the community; and

WHEREAS, approximately 3 million children are reported abused and neglected in this country each year; and

WHEREAS, the effects of child abuse are felt by whole communities, and need to be addressed by the entire community; and

WHEREAS, effective child abuse prevention programs succeed because of partnerships created among social service agencies, schools, religious and civic organizations, law enforcement agencies, and the business community; and

WHEREAS, all citizens should become more aware of the negative effects of child abuse and its prevention within the community, and become involved in supporting parents to raise their children in a safe, nurturing environment;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council hereby proclaims April as Child Abuse Prevention Month in Park City, Utah and call upon the citizens, community agencies, religious organizations, medical facilities, and businesses to increase their participation in our efforts to prevent child abuse, thereby strengthening the communities in which we live.

PASSED AND ADOPTED this 27th day of March, 2003.

PARK CITY MUNICIPAL CORPORATION

Mayor Dana Williams

Attest:

Janet M. Scott, City Recorder



Children's Justice Center

"Where small voices can be heard"

March 10, 2003

Mayor Dana Williams
PO Box 1480
Park City, UT 84060

Mayor Williams:

Each year, more than 3 million children in the United States are reported abused or neglected, according to statistics released by Prevent Child Abuse America, the nation's leading child abuse prevention organization. Approximately one million of these cases are confirmed.

Here in Utah, there were 18,517 referrals of abuse or neglect reported to Child Protective Services in fiscal year 2002. These statistics are particularly alarming in light of the fact that overall crime statistics have gone downward since 1993, while the number of children reported abused and neglected increased.

While it is important to take note of these statistics and to learn from them, it is more important to prevent abuse and neglect from happening in the first place. That is what April's observance of Child Abuse Prevention is all about.

Child Abuse Prevention Month is an opportunity to remind ourselves of our collective responsibility to prevent the abuse and neglect that robs so many of our society's children of their childhood, their sense of security and well-being, and their future. Together, we really can make a difference.

Please join us in our efforts to reduce child abuse and neglect by proclaiming April as Child Abuse Prevention Month.

Thank you,


Amy Davies
Executive Director
Wasatch-Summit County
Children's Justice Center

CITY COUNCIL REPORT

DATE: March 27, 2003
DEPARTMENT: Planning Department
AUTHOR: Derek Satchell/Patrick Putt
TITLE: Updating Historic Preservation Program
TYPE OF ITEM: Work Session

SUMMARY RECOMMENDATIONS: Staff requests that the City Council conduct a work session to discuss the overall status of the Park City Historic Preservation Program, evaluate each component of the program, and provide Staff with direction.

A. BACKGROUND

On March 13, 2003, the City Council discussed and conducted a public hearing on the proposal to disband and consolidate the function of the Historic District Commission (HDC) with the Planning Commission. Under the proposal, the HDC will be reformed as a 3-member Historic Preservation Advisory Board (HPAB) to administer grants and provide input on General Plan issues relating to historic preservation. A new member (a professional with historic preservation expertise) will be added to the Planning Commission. The intent of the proposal is to broaden the Planning Commission's expertise and allow it to expedite handling of historic district issues, while allowing the proposed HPAB and Council appointed task force(s) to implement updates to elements of the City's preservation program.

Given this proposal, in addition to the many issues and challenges facing Park City in protecting and retaining the historic visual integrity of the Historic District, the overall Historic Preservation Program is being updated. This report is in response to the current proposal, as well as to address the question of which component of the program should action be taken first (including the order in their undertaking).

B. ANALYSIS

Design Review Background and Proposed Changes to the Historic District Commission

In 1976, the Land Management Code authorized the Planning Commission as the "official body to review all matters concerning orderly development of Historic District and the preservation of its buildings and open spaces... the (Planning) Commission is authorized to function as an Historic District Board." Additionally, the Code authorized the Planning Commission to review and take action on plans for exterior remodels, demolitions and new construction within the Historic District (See Exhibit A).

When the current version of the LMC was adopted in 1983, Chapter 4 shifted the responsibility of historic preservation policy to the Historic District Commission. Additionally, under Section 4.5 (b), the LMC specified that, "All building projects within the Historic Districts shall be reviewed by the Community Development Department for

compliance with the guidelines promulgated by the Historic District Commission and adopted by City Council by resolution and ordinance. Those proposals for conditional or permitted uses which, after review by the Department are found to be in compliance, shall be approved by the Department without the necessity of Historic District Commission review or hearing" (See Exhibit B). The Code therefore did not require HDC review on all building projects in the Historic District, but review in those cases of appeal where staff could not make a determination on compliance with the Guidelines.

In 1998, the City hired a Preservation Planner having expertise in the field of architecture and historic preservation. From 1998 to the present, the number of Historic District applications needing HDC review has diminished significantly; action on various projects has become more expeditious, and the provisions of the LMC are being observed.

At the conclusion of the March 13, 2003 City Council public hearing on this matter, Council directed staff to return with several possible alternatives for consideration. These options were formulated by staff based on the common themes expressed by the public at the March 13, 2003, City Council meeting. The themes included the following: desire for an expedited review process; need for checks and balances; and greater historic district constituency. Staff has included a chart which provides a side-by-side comparison of each option and how they address the voiced themes, including the pros and cons for each (See Exhibit C). Given a recent inquiry made by the HDC as to why certain projects were not being presented to the HDC (See Exhibit D), it is likely that the Commission would favor Option #3. The alternatives prepared by staff are as follows (difference among them are listed in *Italics*):

1. Current Proposal as discussed a March 13, 2003, City Council Meeting:
 - Reform HDC as a 3-member Historic Preservation Advisory Board (HPAB);
 - Planning Staff takes action on all design review applications - appeals of staff action goes to Planning Commission;
 - HPAB reviews grant program, provides preservation policy, and oversees historic preservation program development;
 - Planning Commission w/additional member (architect);
 - Certificate of Appropriateness of Demolition (CAD) applications go to Council appointed CAD hearing Officer;
2. Modification of Current Proposal as discussed a March 13, 2003, City Council Meeting:
 - Reform HDC as a 3-member Historic Preservation Advisory Board (HPAB) ;
 - *Planning Staff recommends action to Planning Commission (as Consent Agenda item) on all design review applications - appeals of staff action goes to CC or BOA;*
 - HPAB reviews grant program, provides preservation policy, and

- oversees program development;
 - Planning Commission w/additional non-voting members (*architect, Main Street representative, and HPAB representative*);
 - Certificate of Appropriateness of Demolition (CAD) applications go to appointed CAD hearing Officer;
3. Increased Historic District Commission Design Review:
- HDC retained w/3 new or re-appointed members;
 - Planning Staff recommends action to HDC on all design review applications - appeals of HDC action goes to Planning Commission or BOA;
 - HDC reviews grant program, provides preservation policy, and oversees program development;
 - No changes to Planning Commission;
 - Certificate of Appropriateness of Demolition (CAD) applications go to appointed CAD hearing Officer;
4. Modification to Existing LMC requirements on District Design Review:
- HDC retained w/3 new or re-appointed members, *or with fewer members*;
 - Planning Staff takes action on all design review applications - appeals of staff action goes to HDC;
 - HDC reviews grant program, establishes preservation policy, and oversees program development;
 - Member of Planning Commission serves as a voting member of HDC (term rotates with office of Chair or V. Chair of PC) ;
 - *Certificate of Appropriateness of Demolition (CAD) applications go to appointed CAD hearing Officer, and*
 - *Improve communication with public and HDC on pending administrative action on projects via website, KPCW interviews, etc.*

Direction on Development on the Preservation Program

City's preservation program is a consortium of policies, mechanisms and tools in which to protect buildings in Park City having historical importance. The following is a list of the major components of the program (with definitions in *italics*):

1) IDENTIFICATION: Designated Historic District(s). *Two formally recognized area(s) in Park City containing buildings of historical importance. The contiguous district is entitled, The Main Street Historic District, as listed on the National Register on 03/07/79. The discontinuous district contains those buildings listed on the National Register (on 07/12/84) as part of the Thematic Nomination entitled, Residences of Mining Boom Era Park City.*

2) POLICY: Historic Preservation Element to the General Plan. *General policy statements, goals and objectives concerning historic preservation.*

3) REGULATION: Preservation Chapter of the Land Management Code. *General regulatory provisions pertaining to the act of historic preservation.*

4) DEVELOPMENT: Historic District Design Guidelines. *Design direction regarding modifications to existing historic buildings, and the incorporation of new development.*

5) MAINTENANCE: Architectural Survey. *Inventory of all buildings while identifying those properties which may be eligible for listing on the National Register.*

Items 1 and 2 are complete. The Historic District(s) and those types of structures that are considered to be important have already been identified. This list is continuously updated as additional buildings are listed subsequently to the National Register. The General Plan Element was recently created and adopted by City Council on May 23, 2002.

Items 3, 4, and 5 are in need of being updated in order to resolve current issues facing the program associated with policy and general operation. Those issues are:

- The appropriate level of staff's and HDC's role in design review responsibilities, duties and powers;
- The nature of alterations to existing buildings and construction of incompatible new buildings within the Historic District;
- The interpretation and application of the Historic District Design Guidelines;
- The effectiveness of existing Historic District Design Guidelines; issues concerning cohesiveness, objectivity, and application to present-day designs.
- The current Reconnaissance Survey has some errors, and the omission of additional properties that may eligible for inclusion to the National Register of Historic Places; and
- The integration of all components of the existing Historic Preservation Program.

To resolve the aforementioned issues, staff recommends that the City implement a strategy to update component items 3, 4, and 5, and ensure that the Program is routinely maintained in order to meet future preservation challenges.

Because all of the components are systematically inter-related, a specific sequence of development was followed in the initial creation of the program (See Exhibit E). As illustrated in the flowchart, Steps 1, 3, 4, and 5 were created in a sequential and

chronological order based on the direct affect upon subsequent steps. In 2002, the City adopted a Historic Preservation Element to the General Plan. The goals and objectives outlined in the Element established the commencement of the update of the overall Program. In moving forward, Staff has compiled a scope of work required for the immediate update of each remaining component. Given the pending changes to the requirements of the LMC regarding the historic preservation, it is assumed that amendments relating to process and roles will commence first. The remaining question is which remaining compoenent should be handled next: the Guideline update, or the completion of an Architectural Survey. In moving forward, staff has compiled a breakdown, scope of work required, and cost estimate for undertaking each component.

HISTORIC DISTRICT DESIGN GUIDELINES

Intent: To upgrade the existing architectural design direction regarding modifications to existing historic & contemporary buildings, and of new construction within Old Town.

Status: A complete set of design guidelines already exists, but the document is twenty years old. It is necessary to update them in order to address current developmental challenges. The Utah State Historic Preservation Office recommends re-evaluating and possibly updating design guidelines every ten years.

Recommended process: The Utah State Historic Preservation Office recommends hiring a consultant (per State professional requirements & standards) to work with a Council-selected task force and/or HPAB to complete an update of the current Guidelines. In doing so, staff can concentrate its efforts on preforming daily planning duties, while providing direction and assistance to the consultant. To ensure that the specific design concerns and needs of this community are met, a series of 'open houses' and public hearings should be held prior to amending the Guidelines.

Estimated Time-line: Because design guideline development varies depending upon the needs of a particular community, the Utah State Historic Preservation Office does not have any estimated figures as to the amount of time required to complete this process. Based on concerns raised previously by the HDC (during public retreats held in 2000), staff estimates that the Guidelines will require approximately 2-4 months to conduct public workshops with the public. Additionally, 200-500 hours of work by the consultant to complete research, development and production of the amended document.

- [400 hrs. of work/8 hrs. per day] + 4 months of meetings
- [50 days] + 4 months = 5 ½ ~ 6 months to complete Guideline update.

Estimated Cost: The common rate recognized by the Utah State Historic Preservation Office for services provided by most consultants of this nature is \$80-\$100 per hour.

- 400 hrs. of work x \$90 per hour = \$36,000

Pros:

- A Consultant and task force/HPAB could complete Guideline update within a matter of months.
- Updated Guidelines would provide clearer, more concise, user-friendly information.
- Most utilized component than Survey.
- Most direct effect on the overall efficiency of the program.
- Less expensive than Survey to update.

Cons:

- Staff could do it (although not recommended by State Office) for ½ the cost, but would likely take twice as long.
- Major delays in current review process during updating period if Staff completed the survey.
- Time-sensitive project - Photographs would need to be completed in the spring or fall to ensure complete visual access to each property.

ARCHITECTURAL SURVEY

Intent: To document every building in Old Town (including City-owned properties). Although historical information on most buildings in Old Town is readily available, it is not maintained in a completed survey format. A complete architectural survey is most helpful if a number of buildings has been demolished in the intervening years, or if a number of buildings exist that not already documented, but might be considered "historic." Approximately 80% of Old Town's historic buildings are currently recognized as historic. This information is updated as each new Determination of Significance (DOS) application comes in. In the past five years, there has been twelve (12) DOS applications and four (4) demolitions.

Status: The 1995 Reconnaissance Survey is primarily a photographic evaluation of buildings in Old Town. It is only one step in finishing a complete architectural survey, or an Intensive Level Survey (ILS) of the area. The 1995 Reconnaissance Survey is functional but outdated, has some errors, and was never formally adopted. Another more comprehensive reconnaissance survey could be completed, but would be considered redundant and contrary to the advise of the Utah State Historic Preservation Office. An ILS, involves re-photographing, mapping and conducting in-depth research on every property in Old Town. There are over 1000 buildings (historic and non-historic) in Old Town.

Recommended process: The Utah State Historic Preservation Office recommends hiring a consultant to complete an ILS (per State professional requirements & standards). In doing so, staff can concentrate its efforts on performing daily planning duties, while providing direction and assistance to the consultant. Given the large number of building needing to be surveyed, the Utah State Historic Preservation Office recommends phasing the project over a three-to-four year period.

Estimated Time-line: The Utah State Historic Preservation Office estimates 20-35 hours to research and fill out forms for each building. Although the 1995 Reconnaissance Survey can provide some information, it would not have an effect on the amount of time and work required to execute the ILS. In order to finish the job within a reasonable time-frame, the project would need to be phased.

- ☐ 1000 bldgs. in Old Town/3 phases = 334 bldgs. surveyed per phase
- ☐ 334 bldgs x 25 hrs. of work per bldg = 8,350 hrs of work
- ☐ 8,350 hrs./8 hr. per day = 1,044 days
- ☐ 1,044/365 per year = 2.8 or 3 years to complete one phase
- ☐ 3 phases x 3 yrs per phase = 9 yrs to complete an ILS survey.

Estimated Cost: The Utah State Historic Preservation Office's assessment to complete an ILS is \$350 to \$500 per building. Although some buildings may not be "historic," the necessary paperwork supporting a finding is still required.

- ☐ 334 bldgs. per phase x \$425 per bldg. = \$141,950 per phase
- ☐ \$141,950 per phase/3 years per phase = \$47,317 per year.
- ☐ \$47,317 per year x 9 years = \$425,853 total cost of ILS survey.

Pros:

- Full account for all buildings in Old Town.
- A Consultant could complete it in phases over a period of two to three years.
- ILS would identify additional buildings that are eligible but not currently listed on the National Register.
- ILS would be a single source of detailed information on each property.
- Save staff time in executing recommendations on Determination of Historical Significance applications.

Cons:

- Vastly more expensive than Guidelines to update.
- Less utilized than Guidelines.
- Less effect on the overall efficiency of the program.
- Staff could do it (although not recommended by State Office) for ½ the cost, but would take twice as long.
- Major delays in current review process if Staff completed the survey.
- Pending changes to LMC could place burden of researching historical significance on applicant.

The execution of the Guidelines and the Survey simultaneously is not recommended, given the negative implications it would have on staff's workload, and the budgetary impact of such an expensive task. On March 19, 2003, the HDC voted to forward a recommendation to City Council that action be taken to complete an update of the Guidelines and Survey, respectively (See Exhibit F).

D. NOTICE

Notice of this hearing was posted and legally noticed on March 24, 2003, as part of the public hearing process. Additionally, the HDC was informed of this meeting during the

Staff/Commissioners' Communication portion of their March 17, 2003 meeting. Numerous individuals (including members of the HDC) have telephoned Staff in objection to the proposed changes to the LMC regarding the HDC.

E. DEPARTMENT REVIEW

The Planning Department, Legal Department, and City Manager have reviewed this request.

ALTERNATIVES

- A. Give direction to move forward with one of the proposed Options (or combination thereof), and direction to commencement the re-write of the Historic District Design Guidelines prior to starting work on the Architectural Survey.
- B. Give direction to move forward with of the proposed Options (or combination thereof), and direction to commencement the Architectural Survey prior to the re-write of the Historic District Design Guidelines.
- C. Continue the item and request further evaluation from the Staff.

SIGNIFICANT IMPACTS:

The continued success of the Historic Preservation Program, and the assurance that projects being reviewed are being handled in the most appropriate and expedited manner.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION:

If the historic district design review process is not resolved, and the Guidelines and/or Survey is not updated, the Historic Preservation Program is subject to further complications.

F. RECOMMENDATION:

Staff recommends that the City Council consider the four (4) options presented herein (including direction on commencing work on the Guidelines and/or Survey), discuss the matter as a work session item, conduct a public hearing and consider public input, and provide Staff with direction.

Exhibits

- Exhibit A - LMC , Chapter II - Park City Historic District (dated 1976)
- Exhibit B - LMC , Chapter IV - Historic District Commission, and Preservation of Historic Buildings and Sites (dated 1983).
- Exhibit C - Proposed Design Review Options Table
- Exhibit D - Historic District Commission Meeting Minutes (dated 01/13/03)
- Exhibit E - Preservation Program Sequence of Development Table
- Exhibit F - Historic District Commission memo (dated 03/19/03)

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CHAPTER II. PARK CITY HISTORIC DISTRICT

1. PURPOSE OF THE HISTORIC DISTRICT. Park City is one of the few mining towns in the History of Utah that has survived to enjoy renewed economic vitality. The original part of Park City still contains many of the old frame and brick buildings that are characteristic of its colorful 19th and early 20th century mining town history. The physical scale, architectural character, and appropriate use of the structures within the original part of Park City are considered to be of a great historical and cultural significance to the citizens of Park City and the state of Utah. Therefore, in order that the original area of Park City and the structures and land uses within that area may not be injuriously altered, to promote the public welfare, and to provide for the enhancement and orderly development of this area (thereby contributing to the social, cultural and economic welfare of the citizens of Park City by developing an awareness of its historical heritage, preserving the original appearance of buildings and public spaces and appropriate land uses therein), there is hereby created a Park City Historic District (hereafter referred to as "Historic District").
2. RESPONSIBLE AGENCY. The Park City Planning Commission (hereafter referred to as the "Commission") is hereby designated as the official body to review all matters concerning the orderly development of the Historic District and the preservation of its buildings and open spaces, and take appropriate action as may be necessary and as may be authorized by other sections of this chapter. The Commission is authorized to function as an Historic District Board; it shall establish guidelines and graphic material sufficient to illustrate the historic character, scale and style of structures within the Historic District and make this information available to all interested citizens, shall review and act upon all proposals or plans for the exterior remodeling or demolition of existing structures within the Historic District, or construction of new structures, business signs, outdoor lighting, or other major elements within public view.
3. DESCRIPTION OF THE HISTORIC DISTRICT. The Physical boundaries of the Historic District are illustrated on a map entitled Zone District Map which is hereby made a part of this Code.
4. GENERAL CRITERIA FOR DETERMINATION OF HISTORIC DISTRICTS - NATIONAL TRUST FOR HISTORIC PRESERVATION. The following criteria as proposed by the National Trust for Historic Preservation for determination of historic districts are hereby adopted as general guidelines for the Historic District.

Districts, sites, buildings, structures, and objects of national, state and local importance are of historic significance if they possess integrity of location, design, setting, materials, workmanship, feeling and association, and;

- (a) That are associated with events that contribution to the broad patterns of
- (b) that are associated with the lives of in history; or

EXHIBIT A - LMC, CHAPTER 2
(DATED 1976)

1983
LMC

To protect and enhance the City's attraction to tourists and visitors;

To identify as early as possible and resolve conflicts between the preservation of cultural resources and alternative land uses;

To safeguard the heritage of the City by providing for the protection of landmarks representing significant elements of its history, and to promote interest in preservation;

To promote the private and public use of landmarks and the landmark districts for the education, prosperity, and general welfare of the people;

To make recommendations to the City Council on policies and ordinances that may encourage preservation.

PERMIT ISSUANCE, PROJECT APPROVAL:

The Community Development Department shall review, approve, or deny, all applications for building permits which permit seeks to build, locate, demolish, construct, remodel, alter or modify any facade on any structure or building or other visible element including but not limited to signs, lighting fixtures, and fences located with the Park City Historic District.

All building projects within the Historic Districts shall be reviewed by the Community Development Department for compliance with the guidelines promulgated by the Historic District Commission and adopted by the City Council by resolution or ordinance. Those proposals for conditional or permitted uses which, after review by the Department are found to be in compliance shall be approved by the Department without the necessity of Historic District Commission review or hearing. In those cases where the Department finds the proposal is not in compliance, or where it is unable to make a determination at all, the proposal is submitted for review by the Historic District Commission, which shall either approve, approve with conditions, or disapprove the proposal. The Historic District Commission shall state specific reasons for disapproval so the applicant has an opportunity to address those concerns. At any time in the review process, the applicant may request the Department to deny the application and take an appeal to the Historic District Commission. Actions of the Historic District Commission are subject to review by the City Council in the manner described in Chapter 1.

in reviewing applications for building
Community Development Department (or Council)
shall approve each application if it is
structure, construction, remodeling

EXHIBIT B - LMC, CHAPTER 4
(DATED 1983)

PROPOSED OPTIONS FOR DESIGN REVIEW PROCESS

Option #1 3/13/03 Proposal

- Reform HDC as an advisory board (HPAB) with new members;
- Staff takes action on all design review - appeals to PC;
- HPAB reviews grant program, provides preservation policy, & oversees program development;
- PC w/additional member (architect);
- CADs go to appointed hearing officer;

Pros (+) and Cons (-)

- + Expedited process.
- + P.C. benefit of architect on-board
- + Task force friendly.
- Limited checks/balances.
- Significant LMC changes requiring time, etc.

Option #2 Modified 3/13/03 Proposal

- Reform HDC as an advisory board (HPAB) w/ new members;
- Staff recommends action to PC (as Consent Agenda item) on all design review - appeals of staff action goes to CC or BOA;
- HPAB reviews grant program, provides preservation policy, and oversees program development;
- Increased historic district constituency on PC w/additional non-voting members (*architect, Main Street representative, and HPAB*);
- CADs go to appointed hearing officer;

Pros (+) and Cons (-)

- + Better checks/balances.
- + H.P. rep on PC.
- + Task force friendly.
- Longer PC mtgs. & agendas.
- Quorum issues/approval without H.P. reps.
- Significant LMC changes requiring time, etc.
- Trouble filling vacancies.

Option #3 Increased HDC Review

- HDC retained w/ new or re-appointed members;
- Staff makes recommendations action to HDC on all design review - appeals to PC or BOA;
- HDC reviews grant program, provides preservation policy, and oversees program development;
- No changes to PC;
- CADs go to appointed hearing officer.

Pros (+) and Cons (-)

- + Better checks/balances.
- + Task force friendly.
- Inconsistent interpretation of Guidelines.
- Slower process.
- Significant LMC changes requiring time, etc.
- Trouble filling vacancies.
- Need for additional Staff.

Option #4 Modify Current LMC Process

- HDC retained w/ new or re-appointed members;
- Staff takes action on all design review - appeals to HDC;
- HDC reviews grant program, establishes preservation policy, and oversees program development;
- Member of PC serves as a voting member on HDC (term rotates with office of Chair or V. Chair of PC);
- CADs go to appointed hearing Officer; and
- Improve communication with public and HDC on pending administrative action via website, KPCW interviews, etc.

Pros (+) and Cons (-)

- + Better checks/balances
- + Consistent interpretation of Guidelines.
- + Task force friendly.
- + Proven faster process.
- + Less political fallout.
- + Fewer LMC changes.
- Trouble filling vacancies.

**HISTORIC DISTRICT COMMISSION
MINUTES OF JANUARY 13, 2003
PAGE 3**

**EXHIBIT D - HISTORIC DISTRICT COMMISSION
MEETING MINUTES (01/13/03)**

Commissioner Fey asked what criteria determined whether or not a project was brought before the HDC for review. She expressed her displeasure that the HDC had not been given an opportunity to review the design for the structure at 201 Heber Avenue. Commissioner Fey stated that expediency for the applicant was not, in her opinion, an appropriate reason for a design not to be reviewed by the HDC. Further, given the number of meetings that had been cancelled over the last three months, there had been time for the HDC to review the project. Planner Satchell offered to make copies and distribute the criteria that was found in the LMC Chapter 11 to the Commissioners.

HISTORIC DISTRICT COMMISSION
MINUTES OF JANUARY 13, 2003
PAGE 4

He continued that if Staff can make a finding that an application meets the Historic District Design Guidelines, HDC review is unnecessary and Staff can approve the project administratively. Reasons for a project to be reviewed by the HDC include the following situations:

- the applicant and Staff cannot agree;
- the design does not meet the Guidelines;
- the applicant is a Grant recipient.

Planner Satchell said Staff approvals could be appealed in the same manner as Commission approvals. He encouraged the Commissioners to do so if they felt any given project did not meet the Guidelines. Commissioner Hurd asked how difficult it would be to send an e-mail to the HDC each time an application was received. That way, Commission members could ask Planner Satchell questions about current proposals. If they were dissatisfied with the design, it could be called up. Planner Satchell stated that approach had been tried previously, but was not an efficient way to manage agendas and noticing requirements.

Commissioner Fey said when applications for highly visible, historic structures are received, the HDC should review them. Planner Satchell said the Commission would need to specifically identify which structures fit that description. He explained that when a project is approved administratively, a notice is mailed to adjoining property owners giving them 14 days in which to comment. After that time if no comments are received, the project moves forward. Planner Satchell suggested that giving notice to the HDC at the same time as the property owners might be appropriate. There was a brief general discussion among the Commissioners about the inappropriateness of the Swede Alley trash compactor building design and the lack of HDC input solicited during its construction. Commissioner Fey felt the HDC was not being utilized as routinely as was appropriate. Planner Satchell said he would relay that concern to the Community Development Director.

ACTION ITEMS

136 Heber Avenue, Gateway Center-Outdoor display of art

Planner Satchell announced that the applicant, Denise Walz of Midnight Sun Jewelry, had requested this item be continued to the next meeting when she could be in attendance. Further, she expressed her lack of agreement with condition of approval #'s 2 and 8. Condition 2 stipulates the sculpture is regarded as a permanent piece; condition #8 specifies the head of the sculpture shall be fixed so as not to move.

Motion: Commissioner Hurd moved to continue the project to the next available meeting. Commissioner Fey seconded the motion.

PARK CITY HISTORIC PRESERVATION PROGRAM

Sequence of Development

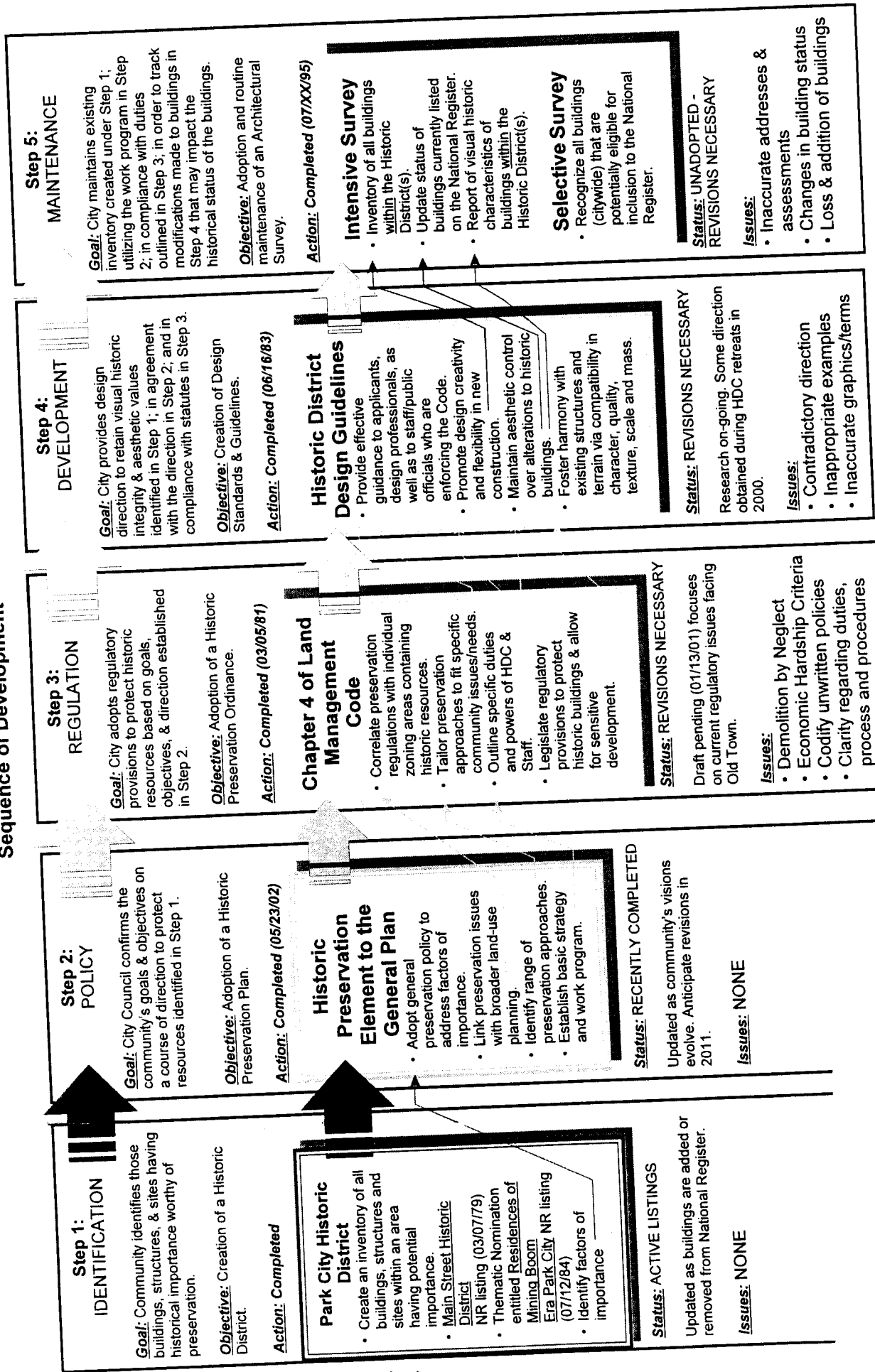


EXHIBIT E - PRESERVATION PROGRAM SEQUENCE OF DEVELOPMENT TABLE

Memo

To: Patrick Putt, Planning & Zoning Administrator
Tom Bakaly, City Manager
From: Derek Satchell, Preservation Planner *DS*
Date: March 19, 2003
Subject: **Formal Recommendation to City Council regarding the
Park City Historic Preservation Program**

During their regularly scheduled Historic District Commission (HDC) meeting on March 17, 2003, the Commissioners forwarded a formal recommendation to Council regarding future development of the City's Historic Preservation Program. The recommendations are as follows:

- 1) Recommendation that City Council obtain an outside professional consultant to review and update the existing Historic District Design Guidelines.

Moved: Commissioner Wright
2nd: Commissioner Peek
Vote: Unanimous (5-0)

- 2) Recommendation that City Council explore the feasibility and costs associated with executing an Intensive-level Architectural Survey by an outside professional consultant.

Moved: Commissioner Peek
2nd: Commissioner White
Vote: Majority (4-0); Commissioner Wright abstained.

Additional comment was made by the Commission after taking action on both recommendations regarding the urgency and priority in updating the Guidelines.

CITY COUNCIL STAFF REPORT

DATE: March 27, 2003
DEPARTMENT: Planning Department
TITLE: 1048/1052 Empire Ave. Record of Survey Plat Amendment
TYPE OF ITEM: Legislative

RECOMMENDATION: Staff recommends that the City Council review the proposed record of survey plat amendment, conduct a public hearing and consider approving it according to the findings of fact, conclusions of law and conditions of approval outlined in this staff report.

Project Statistics

Owner:	Gordon Wilson Cummins Jr.
Location:	1048/1052 Empire Avenue
Proposal:	Record of Survey Plat Amendment
Zoning:	Historic Residential (HR-1)
Adjacent Land Uses:	Residential
Planner:	Ray Milliner

Background

The duplex at 1048/1052 Empire Avenue is a non-historic duplex located in the HR-1 zone. The building is located on lots 19 and 20 of Block 16 of the Snyder's Addition to the Park City Survey. The structure was reviewed and approved by the Historic District Commission on April 2, 1990 and a building permit for the structure was issued on April 24, 1991. The building was approved with 10 foot front and rear setbacks, however, it was constructed with an 8 foot rear yard setback. Each unit is approximately 2,086 square feet for a total building area of approximately 4,172 square feet. The lot combination will create a lot of 3,750 square feet.

Analysis

The property is zoned HR-1, Historic Residential. Upon review of the submitted materials by the applicant staff discovered that the rear of the building (including the foundation) encroaches 2 feet into the rear yard setback. Staff reviewed the LMC provisions for the HR-1 zone as they pertained to the property in 1990 and determined that the minimum rear yard setback requirement at that time was 10 feet. The HDC approval file and the approved building plans were reviewed, and it was confirmed that the building was approved with a 10 foot rear yard setback. However, staff finds that because there is no construction/expansion plan accompanying the record of survey and the matter only affects the nature of ownership on the property, the proposal is consistent with condominium conversion requirements. Staff proposes to address the setback issue by means of specific findings of fact and conditions of approval (see findings of fact #6 and #7 and condition of approval #2) which acknowledge the present setback and prohibit any expansion of the structure without first remedying the setback. The Planning Commission reviewed this application at the March 12, 2003 meeting. No public input was received. The Planning Commission forwarded a positive

recommendation on this application based on the Findings of Facts, Conclusions of Law & Conditions of Approval set forth in this report.

Notice

Notice of this hearing was sent to property owners within 300' on February 11, 2003. On March 4, 2003, staff received a telephone call from an adjacent property owner who expressed frustrations regarding the manner in which the building was initially constructed and its compliance with landscaping and parking regulations. The matter was referred to the Code Enforcement Officer in the Building Department.

Department Review

The Community Development Department has reviewed this request. The City Engineer and City Attorney's Office will review the record of survey plat prior to recording. The request was discussed at a Staff Review Meeting on January 28, 2003, where representatives from City Staff were in attendance and found it to be in reasonable conformance with all current requisite City development codes.

Recommendation

Staff recommends that the City Council review the proposed record of survey plat amendment, conduct a public hearing and consider approving it according to the findings of fact, conclusions of law and conditions of approval outlined below:

Findings of Fact

1. The property is located in the HR-1 District.
2. The Planning Commission reviewed this application on March 12, 2003. The Commission forwarded a positive recommendation to the City Council based on the Findings of Facts, Conclusions of Law & Conditions of Approval set forth herein.
3. The new lot will consist of 3,750 square feet.
4. There is a non-historic duplex structure on the site that was originally constructed across lot lines.
5. The existing building has approximately 4,172 square feet of floor area.
6. The Land Management Code requires setbacks of ten feet in the front and rear and five feet on the sides for a structure on a lot of this size.
7. The existing building encroaches approximately two (2) feet into the rear yard setback for a setback of 8 feet.
8. There is no construction or expansion plan accompanying this application.
9. The plat will convert the existing duplex into two condominium units.
10. Summit County Treasurer records indicate that the applicant is current with all required property taxes.
11. The Land Management Code requires four parking spaces for a building of this type.
12. There are four parking spaces on the property and/or immediately adjacent to the front garage doors.
13. The condominium plat will allow the applicant to sell each unit separately.
14. The proposed action does not require the applicant to provide additional parking.

Conclusions of Law

1. There is good cause for this record of survey plat amendment.

2. The record of survey plat amendment is consistent with the Park City Land Management Code and applicable State law regarding record of survey plat amendments.
3. The proposed record of survey plat amendment will not materially injure either the public or any person.
4. The proposed use is consistent with the Park City General Plan.

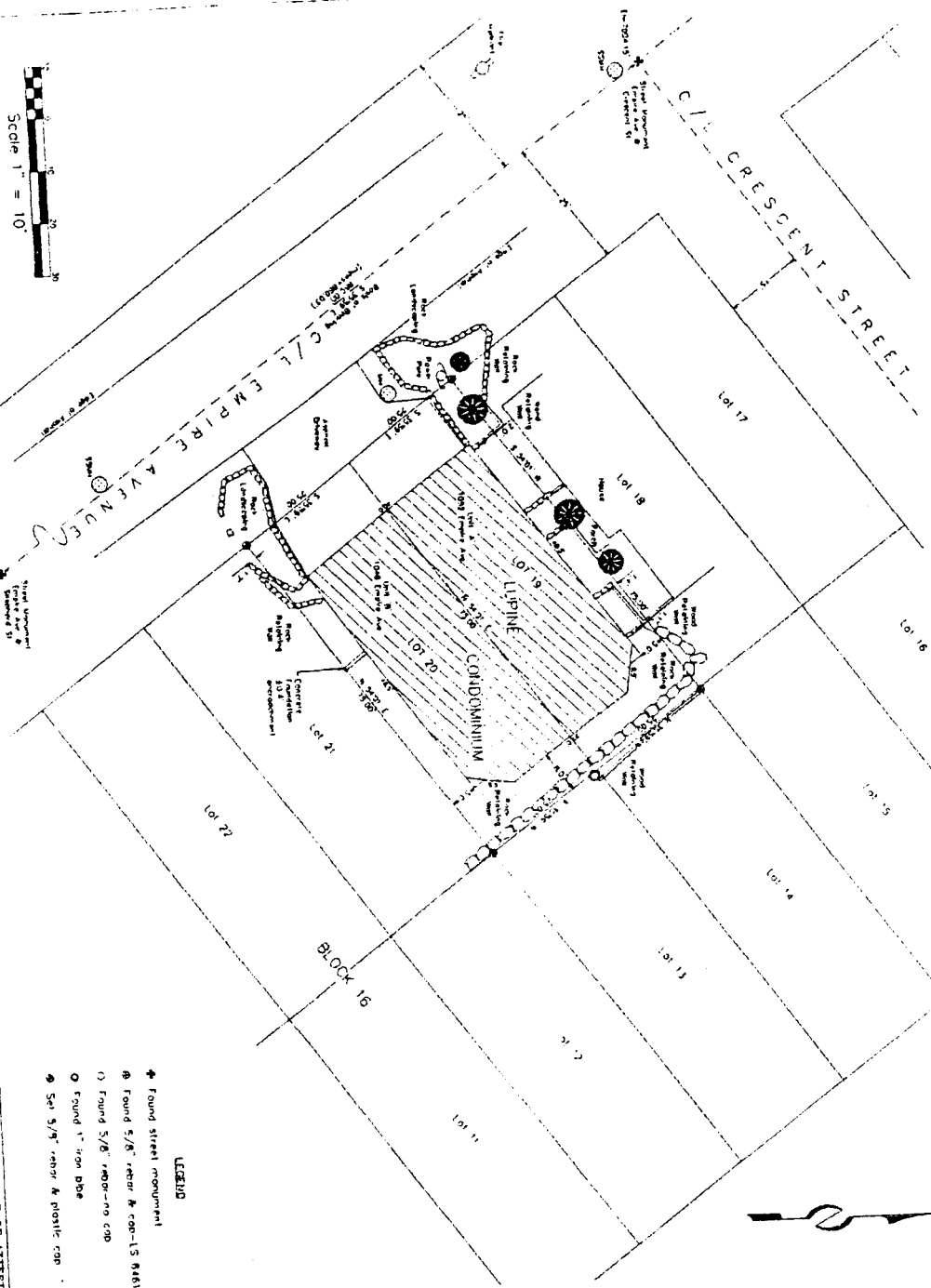
Conditions of Approval:

1. City Attorney and City Engineer review and approval of the final form and content of the plat for compliance with the Land Management Code and conditions of approval is a condition precedent to recording the plat.
2. No plans for expansion of the existing structure shall be approved by the Community Development Department until such time as the rear yard setback issue is resolved.
3. A note shall be added to the plat prohibiting accessory apartments and lockout units in both units.
4. The applicant will record the plat amendment at the County within one year from the date of City Council approval. If recordation has not occurred within one year's time, this approval will be void.

EXHIBITS

- Exhibit A - Proposed Plat
- Exhibit B - Approved Site Plan from April 2, 1990
- Exhibit C - Draft Ordinance

RECORD OF SURVEY MAP **Lupine Condominium** A UTAH CONDOMINIUM PROJECT LOCATED IN THE NORTHWEST QUARTER OF SECTION 16, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE & MERIDIAN PARK CITY, SUMMIT COUNTY, UTAH



NOTES

1. Plans and dimensions shown on this plat were compiled from architectural drawings prepared by Great American Design, Salt Lake City, Utah and approved by the Utah State Surveyor.
2. The Lupine Condominium is a project of the Utah Condominium Act, Chapter 10, Utah Code Annotated, 1953, as amended.
3. The Lupine Condominium is a project of the Utah Condominium Act, Chapter 10, Utah Code Annotated, 1953, as amended.
4. The address of the project is 1000 S. 1000 E., Salt Lake City, Utah.
5. An elevation of 1000 feet was assigned to the project.
6. Interior dimensions shown are to finished surfaces.

LEGAL DESCRIPTION

All of Lots 19 & 20, Block 16, Survey's Addition to Park City according to the official plat thereof, dated Feb. 15, 1912, on file and of record in the office of the Summit County Clerk.

ACKNOWLEDGEMENT

On this _____ day of _____, 2000, Gordon Cummins, personally, appeared before me, the undersigned Notary Public, in and for the State of Utah, and being by me duly sworn, did say that he is the owner of the above described property, and that the foregoing Declaration was signed freely and voluntarily for the purpose therein mentioned.

My commission expires _____

RESIDING IN _____ COUNTY, _____

OWNER'S DEDICATION

I, J.D. Gentry, do hereby certify that I am a Registered Land Surveyor and that I hold Certificate to 359005, on file in the office of the State of Utah, and that by the authority of the owner, I have caused to be made under the authority of the Utah Condominium Project in accordance with the provisions of Section 57-B-1(4) of the Utah Condominium Ownership Act.

SURVEYOR'S CERTIFICATE

I, J.D. Gentry, do hereby certify that I am a Registered Land Surveyor and that I hold Certificate to 359005, on file in the office of the State of Utah, and that by the authority of the owner, I have caused to be made under the authority of the Utah Condominium Project in accordance with the provisions of Section 57-B-1(4) of the Utah Condominium Ownership Act.

COUNCIL APPROVAL AND ACCEPTANCE

Approved and accepted by the Park City Council on _____ day of _____, 2000 A.D.

By _____ Mayor

RECORDED

State of Utah, County of Summit, and the City of Park City, Utah.

Date _____

Page _____

Recorded _____

Alpine Survey, Inc.
 19 Prospect Dr.
 Park City, Utah 84050

STANDARD BASIN SEWER IMPROVEMENT DISTRICT
 1900 S. 1000 E.
 2000 A.D.

PLANNING COMMISSION
 APPROVED BY THE PLANNING COMMISSION
 DATE _____

ENGINEER'S CERTIFICATE
 I and J.D. Gentry, 1000 S. 1000 E.,
 2000 A.D.

APPROVAL AS TO FORM
 APPROVED AS TO FORM
 DATE _____

CERTIFICATE OF ATTEST
 I, _____, County Clerk of Summit County, Utah, do hereby certify that the foregoing is a true and correct copy of the original as the same appears of record in my office.

COUNCIL APPROVAL AND ACCEPTANCE
 Approved and accepted by the Park City Council on _____ day of _____, 2000 A.D.

By _____ Mayor

RECORDED
 State of Utah, County of Summit, and the City of Park City, Utah.

Date _____

Page _____

Recorded _____

RECORD OF SURVEY MAP
Lupine Condominium
 A UTAH CONDOMINIUM PROJECT
 LOCATED IN THE NORTHWEST QUARTER OF SECTION 16,
 TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE & MERIDIAN
 PARK CITY, SUMMIT COUNTY, UTAH

NOTES

1. Plans and dimensions shown on this plat were compiled from architectural drawings prepared by Great American Designs, Salt Lake City, Utah, and by project architects in the field under conditions more or less of convenience.
2. The Division of Condominiums of the State of Utah, Salt Lake City, Utah, has approved the plans and dimensions shown on this plat for recording.
3. The Lupine Condominium is composed of 16 units, 12 of which are shown on this plat.
4. The address of the project is 1000 S. 1000 E., Park City, Utah.
5. An exception of the project was assigned to the Street Department of the City of Park City, Utah, for the purpose of recording the project.
6. Interior dimensions shown are in forward surfaces.

COMMON AREA
 UNIT COMMON AREA
 & CONDOMINIUM UNIT

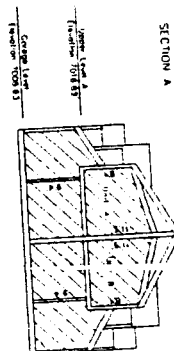
UNIT SCHEDULE TABLE

Unit	Unit 1	Unit 2
Upper Level	604 sq. ft.	604 sq. ft.
Lower Level	78 sq. ft.	78 sq. ft.
Common Area	112 sq. ft.	112 sq. ft.
Condo Fee	112 sq. ft.	112 sq. ft.
Total	212 sq. ft.	212 sq. ft.

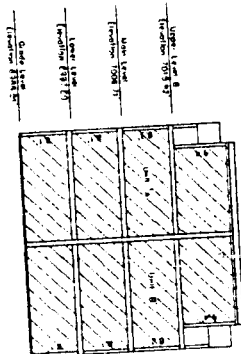
Scale 1" = 10' 0"

Alpine Survey, Inc.
 19 Prospector Dr.
 Park City, Utah 84060
 (435) 655-8016

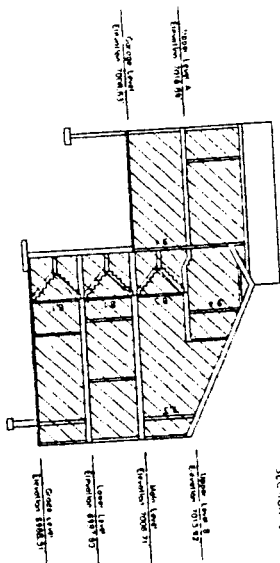
SECTION A



SECTION B



SECTION C



RECORDED
 STATE OF UTAH COUNTY OF SUMMIT AND FILED
 AT THE REQUEST OF _____ BOOK _____ PAGE _____
 DATE _____ YEAR _____ RECORD # _____
 TIT _____

LOTS
BLOCK
PARK C

DUPLEX RESIDENCE

MAIN FLOOR ELEV. 102.33
UPPER FLOOR 111.25
LOWER LEVEL FLOOR 93.25
GRADE LEVEL FLOOR 84.17

GARAGES

FLOOR ELEV. 103.0

COVERED
PARKING
9x18

COVERED
PARKING
9x18

PORCH

PORCH

10'
REAR SETBACK

5'

75'

N 54° 01' W
554.01' W

N 54° 01' E
75'

10'
FRONT SETBACK

N 35° 59' W. 50'
DRIVEWAY

EDGE OF EXISTING ASPHALT

EMPIRE AVENUE

103.87

102.53

51

Ordinance No. 03-

**AN ORDINANCE APPROVING THE AMENDED RECORD OF SURVEY
FOR 1048 & 1052 EMPIRE AVENUE LOCATED ON LOTS
19 AND 20 OF BLOCK 16 SNYDER'S ADDITION TO THE
PARK CITY SURVEY, PARK CITY, UTAH**

WHEREAS, the owner, Gordon Wilson Cummins Jr., of the property at 1048 & 1052 Empire Avenue, Park City, Utah, have petitioned the City Council for approval for an amendment to the final Record of Survey; and

WHEREAS, proper notice was sent and the property posted according to requirements of the Land Management Code and state law; and

WHEREAS, on March 12, 2003 the Planning Commission held a public hearing to receive public input on the proposed amendment to the Record of Survey and forwarded a positive recommendation of approval to the City Council; and

WHEREAS, a financial guarantee for all public improvements is necessary to ensure completion of these improvements and to protect the public from liability and physical harm if these improvements are not completed by the developer or owner.

WHEREAS, the proposed amendment to the Record of Survey allows the owner to convert common area to private area;

WHEREAS, it is in the best interest of Park City, Utah to approve the amended Record of Survey;

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

SECTION 1. FINDINGS OF FACT. The above recitals are hereby incorporated as findings of fact.

1. The property is located in the HR-1 District.
2. The Planning Commission reviewed this application on March 12, 2003. The Commission forwarded a positive recommendation to the City Council based on the Findings of Facts, Conclusions of Law & Conditions of Approval set forth herein.
3. The new lot will consist of 3,750 square feet.
4. There is a non-historic duplex structure on the site that was originally constructed across lot lines.
5. The existing building has approximately 4,172 square feet of floor area.

6. The Land Management Code requires setbacks of ten feet in the front and rear and five feet on the sides for a structure on a lot of this size.
7. The existing building encroaches approximately two (2) feet into the rear yard setback for a setback of 8 feet.
8. There is no construction or expansion plan accompanying this application.
9. The plat will convert the existing duplex into two condominium units.
10. Summit County Treasurer records indicate that the applicant is current with all required property taxes.
11. The Land Management Code requires four parking spaces for a building of this type.
12. There are four parking spaces on the property and/or immediately adjacent to the front garage doors.
13. The condominium plat will allow the applicant to sell each unit separately.
14. The proposed action does not require the applicant to provide additional parking.

SECTION 2. CONCLUSIONS OF LAW. The City Council hereby concludes that there is good cause for the above-mentioned subdivision plat and that neither the public nor any person will be materially injured by the proposed subdivision plat.

1. There is good cause for this record of survey plat amendment.
2. The record of survey plat amendment is consistent with the Park City Land Management Code and applicable State law regarding record of survey plat amendments.
3. The proposed record of survey plat amendment will not materially injure either the public or any person.
4. The proposed use is consistent with the Park City General Plan.

SECTION 3. RECORD OF SURVEY. The subdivision plat, known as the 1048 & 1052 Empire Avenue, is hereby approved as shown on Exhibit A, with the following conditions:

1. City Attorney and City Engineer review and approval of the final form and content of the plat for compliance with the Land Management Code and conditions of approval is a condition precedent to recording the plat.
2. No plans for expansion of the existing structure shall be approved by the Community Development Department until such time as the rear yard setback issue is resolved.
3. A note shall be added to the plat prohibiting accessory apartments and lockout units in both units.
4. The applicant will record the plat amendment at the County within one year from the date of City Council approval. If recordation has not occurred within one year's time, this approval will be void.

publication. **SECTION 4. EFFECTIVE DATE.** This Ordinance shall take effect upon

PASSED AND ADOPTED this 27th day of March, 2003

PARK CITY MUNICIPAL CORPORATION

Mayor Dana Williams

Attest:

Janet M. Scott, City Recorder

Approved as to form:

Mark D. Harrington, City Attorney

DATE: March 27, 2003
DEPARTMENT: Special Events and Facilities
AUTHOR: Michelle Barrus
TITLE: Truth Extreme Games
TYPE OF ITEM: Master Festival License Application

SUMMARY RECOMMENDATIONS: Review the Master Festival License application, conduct a public hearing, and consider approving the license for the Truth Extreme Games, as conditioned, on Saturday, June 7, 2003.

A. **TOPIC**
Review of the Master Festival License Application, submitted by Park City Recreation & Mercury Broadcasting, for the Truth Extreme Games on Saturday, June 7, 2003.

B. **BACKGROUND**
The Park City Recreation & Mercury Broadcasting wish to hold a public event on City Property for the Truth Extreme Games. This will take place at the Skate Park located in City Park on Saturday, June 7, 2003. The event begins at 11:00am with skateboarding and In-line skating as well as concessions, and amplified music. The event will conclude at 4:00pm.

As part of this application, the Park City Recreation & Mercury Broadcasting has requested the Council review their request for a full fee waiver. The Municipal Code allows the Council to waive all or a portion of fees based upon certain criteria.

C. **ANALYSIS**
The City Council, per the Municipal Code, reviews all new applications for Master Festival Licenses and shall either approve, approve with conditions or deny the applications. The Truth Extreme Games is being reviewed as a Master Festival due to the use of amplified music adjacent to a residential neighborhood and because the event is taking place on City property.

The organizers are expecting a crowd of 250 to attend this event. Due to the size of the anticipated crowd and the duration of the event, adequate parking is available in City Park and Mawhinney lot.

The event will not require building permits. Additional police and transportation services will not be requested or necessary for this event.

Fee Waiver Request

Section 4-8-9 of the Municipal Code provides applicants for Master Festival and Special Event Licenses with criteria to request a waiver for all or a portion of associated fees. The Section further states that fee waiver requests for all new applications be reviewed and approved or denied by the City Council. Eligibility for a full or partial fee waiver shall be determined pursuant to the following criteria, none of which shall be individually controlling. The Park City Recreation & Mercury Broadcasting has requested a full

waiver of all fees associated with the Truth Extreme Games. Please see text in italics for the Park City Recreation & Mecury Broadcasting's response to the criteria.

- A. For-profit or non-profit status of the Applicant;
The Park City Recreation is a non-profit organization and Mecury Broadcasting is a for profit organization.
- B. Whether the event will charge admission fees;
There is no general admission fee.
- C. Whether the event is youth-oriented;
This event is geared towards youth .
- D. The duration of the event;
The event will be held on Saturday, June 7, 2003, from 11:00 am until 4:00pm at the Skateboard Park in City Park.
- E. Whether and to what extent the City is likely to receive positive tax benefits by virtue of the event;
There will most likely not be a positive tax benefit from this event.
- F. The degree of City services involved and whether City costs are likely to be recovered by other revenue opportunities arising from the event;
The Truth Extreme Games will require minimal City services.
- G. The season of occurrence; and
The event will take place during the Summer.
- H. Demonstration of hardship by the Applicant.
The applicant is a non-profit .

Included within the recommendation of approval of the event, Staff has added a finding regarding the approval of a full fee waiver per the request.

ALTERNATIVES

- A. Approve the Master Festival License, as conditioned by staff, allowing the Truth Extreme Games on June 7, 2003.
- B. Modify the parameters of the event, and approve the Master Festival License, allowing the Truth Extreme Games on June 7, 2003.
- C. Deny the Master Festival License, thereby preventing the Truth Extreme Games on June 7, 2003.
- D. The City Council may continue the hearing for more information and discussion.

RECOMMENDATION:

Staff recommends the City Council conduct a public hearing and approve a Master Festival for the Truth Extreme Games on June 7, 2003 based on the following Findings of Fact, Conclusions of Law and Conditions of Approval.

Findings of Fact:

1. Truth Extreme Games will be held in City Park at the Skateboard Park on Saturday, June 7, 2003. The events will include live music, concessions, and skateboarding and in-line skating competitions. The event will run from 11:00am and will conclude at 4:00pm.
2. Parking for the anticipated crowd size throughout the duration of the event can be accommodated within City Park and the Mawhinney Lot. The conduct of Truth Extreme Games will not substantially interrupt or prevent the safe and

orderly movement of public transportation or other vehicular and pedestrian traffic in the area of its Venue.

3. The event is oriented towards families and youth. The events associated with Truth Extreme Games will not require the diversion of so great a number of police, fire, or other essential public employees from their normal duties as to prevent reasonable police, fire, or other public services protection to the remainder of the City.
4. The event will be held entirely in the Skateboard Park which ensure that the concentration of persons, vehicles, or animals will not unduly interfere with the movement of police, fire, ambulance, and other emergency vehicles on the streets or with the provision of other public health or safety services.
5. No other Master Festival License has been approved for June 7, 2003. Truth Extreme Games will not substantially interfere with any other Special Event or Master Festival for which a license has already been granted or with the provision of City services in support of other such events or governmental functions.
6. The organizer is providing adequate insurance for the event.
7. The size of the crowd and nature of the event will not create an imminent possibility of violent disorderly conduct likely to endanger public safety or cause significant property damage.
8. The applicant has been working with City Staff and applicable departments to address all event concerns. The Applicant demonstrates an ability and willingness to conduct the event pursuant to the terms and conditions of this Chapter and has not failed to conduct a previously authorized event in accordance with the law or the terms of a license, or both.
9. The applicant shows significant cause for a full fee waiver of the \$100 Special Events Application fee.

Conclusions of Law:

1. The application is consistent with the requirements of the Park City Municipal Code, Title 4, Chapter 8.

Conditions of Approval:

1. The applicant shall comply with all Summit County Health Department requirements for sanitation and food vendors.
2. All music and activities shall be end by 4:00 pm.
3. The Applicant will work with Staff in order to ensure that any safety, health, or sanitation equipment, and services or facilities reasonably necessary to ensure that the event will be conducted with due regard for safety are provided and paid for by the Applicant.
4. The Applicant shall provide to the Special Events Manager proof of liability insurance as may be required by the Special Events Manager or the City Attorney's Office, and shall further name Park City Municipal Corporation as an additional insured if necessary.
5. The amplification within the Skate Park shall occur only between 11:00am and 4:00pm. All music shall be directed to the south of the park and sound levels shall be monitored to reduce the impact to adjacent residences.

PARK CITY

1884

MASTER FESTIVAL/SPECIAL EVENT LICENSE

Type of License: ☐ Special Event ☒ Master Festival
Event Name: Truth Extreme Games
Event Date(s): June 7, 2003
Event Location: City Park, Skateboard Park
Licensee: Park City Recreation and Mecury Broadcasting
Contact Person: Ken Fisher
Approved By: ☐ Special Events Manager ☒ City Council of Park City
Approval Date: March 27, 2003

The City Council has approved the Master Festival License for the Truth Extreme Games to be held on June 7, 2003. This Master Festival License has been issued under the authority described within the Park City Municipal Code Section 4-8-4(B) based on the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. Truth Extreme Games will be held in City Park at the Skateboard Park on Saturday, June 7, 2003. The events will include live music, concessions, and skateboarding and in-line skating competitions. The event will run from 11:00am and will conclude at 4:00pm.
2. Parking for the anticipated crowd size throughout the duration of the event can be accommodated within City Park and the Mawhinney Lot. The conduct of Truth Extreme Games will not substantially interrupt or prevent the safe and orderly movement of public transportation or other vehicular and pedestrian traffic in the area of its Venue.
3. The event is oriented towards families and youth. The events associated with Truth Extreme Games will not require the diversion of so great a number of police, fire, or other essential public employees from their normal duties as to prevent reasonable police, fire, or other public services protection to the remainder of the City.
4. The event will be held entirely in the Skateboard Park which ensure that the concentration of persons, vehicles, or animals will not unduly interfere with the movement of police, fire, ambulance, and other emergency vehicles on the streets or with the provision of other public health or safety services.
5. No other Master Festival License has been approved for June 7, 2003. Truth Extreme Games will not substantially interfere with any other Special Event or Master Festival for which a license has already been granted or with the provision of City services in support of other such events or governmental functions.
6. The organizer is providing adequate insurance for the event.

7. The size of the crowd and nature of the event will not create an imminent possibility of violent disorderly conduct likely to endanger public safety or cause significant property damage.
8. The applicant has been working with City Staff and applicable departments to address all event concerns. The Applicant demonstrates an ability and willingness to conduct the event pursuant to the terms and conditions of this Chapter and has not failed to conduct a previously authorized event in accordance with the law or the terms of a license, or both.
9. The applicant shows significant cause for a full fee waiver.

Conclusions of Law:

1. The application is consistent with the requirements of the Park City Municipal Code, Title 4, Chapter 8.

Conditions of Approval:

1. The applicant shall comply with all Summit County Health Department requirements for sanitation and food vendors.
2. All music and activities shall be end by 4:00 pm.
3. The Applicant will work with Staff in order to ensure that any safety, health, or sanitation equipment, and services or facilities reasonably necessary to ensure that the event will be conducted with due regard for safety are provided and paid for by the Applicant.
4. The Applicant shall provide to the Special Events Manager proof of liability insurance as may be required by the Special Events Manager or the City Attorney's Office, and shall further name Park City Municipal Corporation as an additional insured if necessary.
5. The amplification within the Skate Park shall occur only between 11:00am and 4:00pm. All music shall be directed to the south of the park and sound levels shall be monitored to reduce the impact to adjacent residences.

PASSED AND APPROVED this 27th day of March, 2003.

PARK CITY MUNICIPAL CORPORATION

Mayor Dana Williams

Attest:

Janet M. Scott, City Recorder

Approved as to form:

Mark D. Harrington, City Attorney

CITY COUNCIL STAFF REPORT

DATE: March 27, 2003
DEPARTMENT: Planning Department
TITLE: 1280 Park Avenue Plat Amendment
TYPE OF ITEM: Legislative

SUMMARY RECOMMENDATIONS: Staff recommends that the City Council review the proposed plat amendment, conduct a public hearing and consider approving it according to the findings of fact, conclusions of law and conditions of approval outlined in this staff report.

DESCRIPTION

Project Name: 1280 Park Avenue Plat Amendment
Project Planner: Ray Milliner
Applicant: Tim Lee
Owner of Property: Tim Lee
Location: 1280 Park Avenue
Zone: Historic Residential Medium Density (HRM)

BACKGROUND

In March of 2002, the applicant submitted an application for a plat amendment at 1280 Park Avenue. The application is to combine two Old Town lots, and portions of two others into one lot. The purpose being: to renovate (with an addition) an existing historic home, and create a duplex. It is proposed that one of the units will have access off of Sullivan Road, however all utilities will be accessed from Park Avenue. Originally, the applicant requested that the property be subdivided into two lots of record upon which he could construct a new single family home and renovate the existing historic home. However, Lot B proposed at 2,341 square feet, was below the 2,812 square foot minimum lot size for a single family dwelling (see Section 15-2.4-4(A) of the LMC). Subsequently, the applicant filed an application with the Board of Adjustment requesting a variance to reduce the amount of square footage required for a single-family home on Lot B. On August 6, 2002 the Board of Adjustment denied that request.

ANALYSIS

The application as proposed will combine two lots of record and portions of two others into one lot of record in the HRM zone. The applicant proposes to construct a duplex on the lot upon receipt of the proper building permits and approvals from the Planning Commission. Section 15-2.4-4(A) of the LMC allows for a duplex on a lot in the HRM district provided it is at least 3,750 square feet in size. The property is 5,154 square feet. Utilities, including sewer, water, gas, and electricity for both units of the duplex will originate from Park Avenue, as service is not available from Sullivan Road. Access for the units is proposed to come from Park Avenue for the front unit, and Sullivan Road for the rear unit. Pursuant to LMC section 15-2.4-9, any access from Sullivan Road requires a Conditional Use Permit from the Planning Commission prior to the issue of a building permit. Additionally, all proposed renovations and construction on the lot would require that the applicant submit a Historic District Design review application.

Staff has reviewed the application as it relates to the subdivision requirements in Chapter 15-7.3-3 of the Land Management Code, and found that as proposed, the application meets the requirements therein. Section 15-2.4-4 of the LMC requires a minimum lot width of 37.5 feet measured 15 feet from the front lot line; the proposed lot will have a width of 37.5 feet measured from both the Park Avenue line and the Sullivan Road locations.

In the HRM zone, no maximum square footage is established for a duplex structure, as the size of a building is determined by its ability to meet setbacks and height requirements. The setbacks for a structure as proposed in this application are 15 feet in the front, 10 feet in the rear, and 5 feet on the sides. The maximum height for a structure in the HRM zone is 27 feet above existing grade. Prior to the issue of a building permit, staff will review the plans for the structure to ensure compliance with these requirements.

The lot is located within flood zone AE as determined by the Federal Emergency Management Agency Flood Insurance Rate Map Community Panel Number 490139 0005 B, and the applicant will need to take precautions to protect the structure from flood waters.

This application was reviewed by the Planning Commission on March 12, 2003. No public input was received. The Planning Commission forwarded a positive recommendation to City Council based on the Findings of Fact, Conclusions of Law, and Conditions of approval set forth below.

RECOMMENDATION:

Staff recommends that the City Council review the proposed plat amendment, conduct a public hearing and consider approving it according to the findings of fact, conclusions of law and conditions of approval outlined in this staff report.

Findings of Fact

1. The property at 1280 Park Avenue is located in the Historic Residential Medium Density (HRM) zone.
2. The Planning Commission reviewed this application on March 12, 2003. The Commission forwarded a positive recommendation to the City Council based on the Findings of Fact, Conclusions of Law, and Conditions of Approval.
3. There is an existing historic residence on the property.
4. Duplex structures are allowed in the HRM zone.
5. The minimum lot size for a duplex structure in the HRM zone is 3,750 square feet.
6. If combined into one lot, the property at 1280 Park Avenue would be 5,154 square feet in size, sufficient square footage to accommodate a duplex structure.
7. The LMC requires a minimum lot width of 37.5 feet measured 15 feet from the front lot line.
8. The proposed lot will have a width of 37.5 feet measured 15 feet from the front lot line.
9. The proposed lot is located within zone AE of the FEMA Flood Insurance Rate Map.
10. The applicant received a Historic District Grant from the City to aid in the renovation of the existing historic residence.
11. The applicant has proposed a plat amendment to combine two old town lots and portions of two others into one lot.
12. The property has frontage onto Park Avenue and limited access onto Sullivan Road.
13. There is no fire hydrant or suitable water main in Sullivan Road to serve a house on Sullivan Road at this location with fire protection.
14. All utility services are proposed to originate from Park Avenue.
15. The facts discussed in the background and analysis sections are incorporated herein.

Conclusions of Law

1. There is good cause for this plat amendment.
2. The amended plat is consistent with the Park City Land Management Code and applicable State law regarding plat amendments.
3. Neither the public nor any person will be materially injured by the proposed amended plat.

Conditions of Approval:

1. City Attorney and City Engineer review and approval of the final form and content of the plat for compliance with the Land Management Code and conditions of approval is a condition precedent to recording the plat.
2. If any access to any structure on the property is proposed off of Sullivan Road, the applicant shall submit an application for a Conditional Use Permit from the Planning Commission pursuant to Section 15-2.4-9 of the Land Management Code.
3. No building permits shall be issued prior to the final recordation of the plat at the County Recorder's Office.
4. The applicant will record the plat amendment at the County within one year from the date of City Council approval. If recordation has not occurred within one year's time, this approval and the plat will be void.

Exhibits

- Exhibit A - Proposed Plat Amendment
- Exhibit B - Letter From Applicant
- Exhibit C - Draft Ordinance

Feb 5, 2002

CMC

Planning Staff

RE: Lot line adjustment
1280 Park Ave.

Written Statement

I am applying for a lot line adjustment so
I can remodel the historic property and
provide a utility easement for the lot on
the back.



Tim LEE

RECEIVED
DATE
TIME

Ordinance No. 03-

**AN ORDINANCE APPROVING THE AMENDED RECORD OF SURVEY
FOR A PLAT AMENDMENT TO COMBINE ALL OF LOT 21 AND LOT
24 PART OF LOTS 20 AND 25 OF BLOCK 57, SNYDER'S ADDITION
INTO ONE LOT OF RECORD LOCATED AT 1280 PARK AVENUE,
PARK CITY, UTAH**

WHEREAS, the owner, Tim Lee, of the property at 1280 Park Avenue, Park City, Utah have petitioned the City Council for approval for an amendment to the final Park City Record of Survey; and

WHEREAS, proper notice was sent and the property posted according to requirements of the Land Management Code and state law; and

WHEREAS, on March 12, 2003, the Planning Commission held a public hearing to receive public input on the proposed amendment to the Park City Record of Survey and forwarded a positive recommendation of approval to the City Council; and

WHEREAS, a financial guarantee for all public improvements is necessary to ensure completion of these improvements and to protect the public from liability and physical harm if these improvements are not completed by the developer or owner.

WHEREAS, the proposed amendment to the Snyder's Addition allows the owner to combine all of Lot 21 and Lots 25 and portions of Lots 20 and 25 of Block 57, into one lot of record;

WHEREAS, it is in the best interest of Park City, Utah to approve the amended Record of Survey;

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

SECTION 1. FINDINGS OF FACT. The above recitals are hereby incorporated as findings of fact.

1. The property at 1280 Park Avenue is located in the Historic Residential Medium Density (HRM) zone.
2. The Planning Commission reviewed this application on March 12, 2003. The Commission forwarded a positive recommendation to the City Council based on the Findings of Fact, Conclusions of Law, and Conditions of Approval.
3. There is an existing historic residence on the property.
4. Duplex structures are allowed in the HRM zone.

5. The minimum lot size for a duplex structure in the HRM zone is 3,750 square feet.
6. If combined into one lot, the property at 1280 Park Avenue would be 5,154 square feet in size, sufficient square footage to accommodate a duplex structure.
7. The LMC requires a minimum lot width of 37.5 feet measured 15 feet from the front lot line.
8. The proposed lot will have a width of 37.5 feet measured 15 feet from the front lot line.
9. The proposed lot is located within zone AE of the FEMA Flood Insurance Rate Map.
10. The applicant received a Historic District Grant from the City to aid in the renovation of the existing historic residence.
11. The applicant has proposed a plat amendment to combine two old town lots and portions of two others into one lot.
12. The property has frontage onto Park Avenue and limited access onto Sullivan Road.
13. There is no fire hydrant or suitable water main in Sullivan Road to serve a house on Sullivan Road at this location with fire protection.
14. All utility services are proposed to originate from Park Avenue.
15. The facts discussed in the background and analysis sections are incorporated herein.

SECTION 2. CONCLUSIONS OF LAW. The City Council hereby concludes that there is good cause for the above-mentioned subdivision plat and that neither the public nor any person will be materially injured by the proposed subdivision plat.

1. There is good cause for this plat amendment.
2. The amended plat is consistent with the Park City Land Management Code and applicable State law regarding plat amendments.
3. Neither the public nor any person will be materially injured by the proposed amended plat.
4. The proposed use is consistent with the Park City General Plan.

SECTION 3. RECORD OF SURVEY. The subdivision plat, known as 1280 Park Avenue, Block 57, Snyder's Addition, is hereby approved as shown on Exhibit A, with the following conditions:

1. City Attorney and City Engineer review and approval of the final form and content of the plat for compliance with the Land Management Code and conditions of approval is a condition precedent to recording the plat.
2. If any access to any structure on the property is proposed off of Sullivan Road, the applicant shall submit an application for a Conditional Use Permit from the Planning Commission pursuant to Section 15-2.4-9 of the Land Management Code.
3. No building permits shall be issued prior to the final recordation of the plat at the County Recorder's Office.

4. The applicant will record the plat amendment at the County within one year from the date of City Council approval. If recordation has not occurred within one year's time, this approval and the plat will be void.

SECTION 4. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 27th day of March, 2003

PARK CITY MUNICIPAL CORPORATION

Mayor Dana Williams

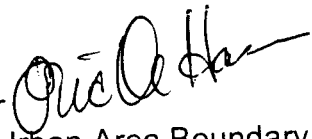
Attest:

Janet M. Scott, City Recorder

Approved as to form:

Mark D. Harrington, City Attorney

CITY COUNCIL REPORT

DATE: March 27, 2003
DEPARTMENT: Community Development
AUTHOR: Eric DeHaan, P.E., City Engineer 
TITLE: Resolution Establishing a Small Urban Area Boundary for Park City
TYPE OF ITEM: Administrative

SUMMARY RECOMMENDATIONS: The Council should approve the resolution establishing a Small Urban Area Boundary for Park City.

DESCRIPTION:

A. Topic: The Utah Department of Transportation (UDOT) provides about \$1.8 million in Small Urban Funding per year for transportation projects within Small Urban Areas. Approving this Resolution will enable Park City to pursue funding for future collector-road projects.

B. Background:

Small Urban Areas have between 5,000 and 50,000 people and must meet certain Census Bureau criteria. Park City has been identified as meeting these criteria, along with about a dozen other Utah cities or areas including Vernal, Cedar City, St. George, Price, Brigham City, Hurricane, Logan, and the Summit Park/Pinebrook area of Summit County. Boundaries can be drawn a couple of ways and the local jurisdiction needs to approve the precise boundary of the Small Urban Area. In our case it would be our City limits plus any additional areas required to "smooth out" the boundary for good planning. UDOT feels that our existing City limits are probably OK as a boundary due to the ridgelines and "moat" of open space generally surrounding us.

UDOT has approved the form of the Resolution and its attached map.

C. Analysis: Although Park City is in no way guaranteed any future funding, some of our likely future road projects such as the reconstruction of Upper Park Avenue may be eligible. Analyst Gary Hill has agreed to work with UDOT to monitor the program.

There is a sub-committee currently chaired by Joe Melling, former City Manager of Cedar City (apparently now retired but still volunteering to chair the sub-committee.) The sub-committee makes funding recommendations to the UDOT Joint Highway Committee, which then sends its recommendations to the full Transportation Commission. UDOT states the typical project is about \$1 million and the Small Urban Areas more or less wait their turn, so Park City will probably have to wait a few years.

Projects must be transportation-related. Upgrading poor rural roads to serve as new collectors to developing areas is the traditional project in Utah. Pavement management programs and possibly transit programs may also be eligible. UDOT suggests we establish a dialogue with Joe Melling to start formulating our project(s).

D. Department Review: This action has been reviewed by the City Engineer and the Office of Capital Management and Budget.

ALTERNATIVES:

A. Approve the Resolution: This is Staff's recommendation.

B. Continue the Resolution: If the Council needs more information the item can be continued with direction to Staff for more research.

SIGNIFICANT IMPACTS: Passing the Resolution will enable the City Staff to pursue an additional source of funding for collector road projects. This will advance the Council's objective of Budget Review with a potential alternative revenue source. Executive Department Analyst Gary Hill may need to attend meetings around the state to monitor Park City's future funding requests. City Engineer Eric DeHaan will continue to meet with UDOT to identify eligible street projects.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION: Small Urban Area Transportation funding would not be available to Park City.

RECOMMENDATION: The Council should approve the resolution establishing a Small Urban Area Boundary for Park City.

solution No. _____

RESOLUTION ESTABLISHING A SMALL URBAN AREA BOUNDARY
FOR PARK CITY, SUMMIT COUNTY, UTAH

WHEREAS, Small Urban Transportation Funding has been established by the Utah Department of Transportation (UDOT) for purposes of funding transportation projects in small urban areas (SUAs); and

WHEREAS, the funds are set aside from Utah's apportionment of federal Surface Transportation Program "Any Area" funds and are apportioned within the State based on the population of the SUAs; and

WHEREAS, approximately \$1.8 million was available for Small Urban Funding in 2001; and

WHEREAS, Park City and UDOT enjoy a professional and cooperative relationship with regard to transportation planning; and

WHEREAS, UDOT requires a clearly-mapped SUA boundary to be approved by Park City in order for the Joint Highway Committee of UDOT to consider Park City's eligibility for Small Urban Transportation Funding;

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

1. The Small Urban Area Boundary for Park City shall be the City Limits of Park City, as shown on Exhibit A (attached).

PASSED AND ADOPTED this 27th day of March, 2003.

PARK CITY MUNICIPAL CORPORATION

Mayor Dana Williams

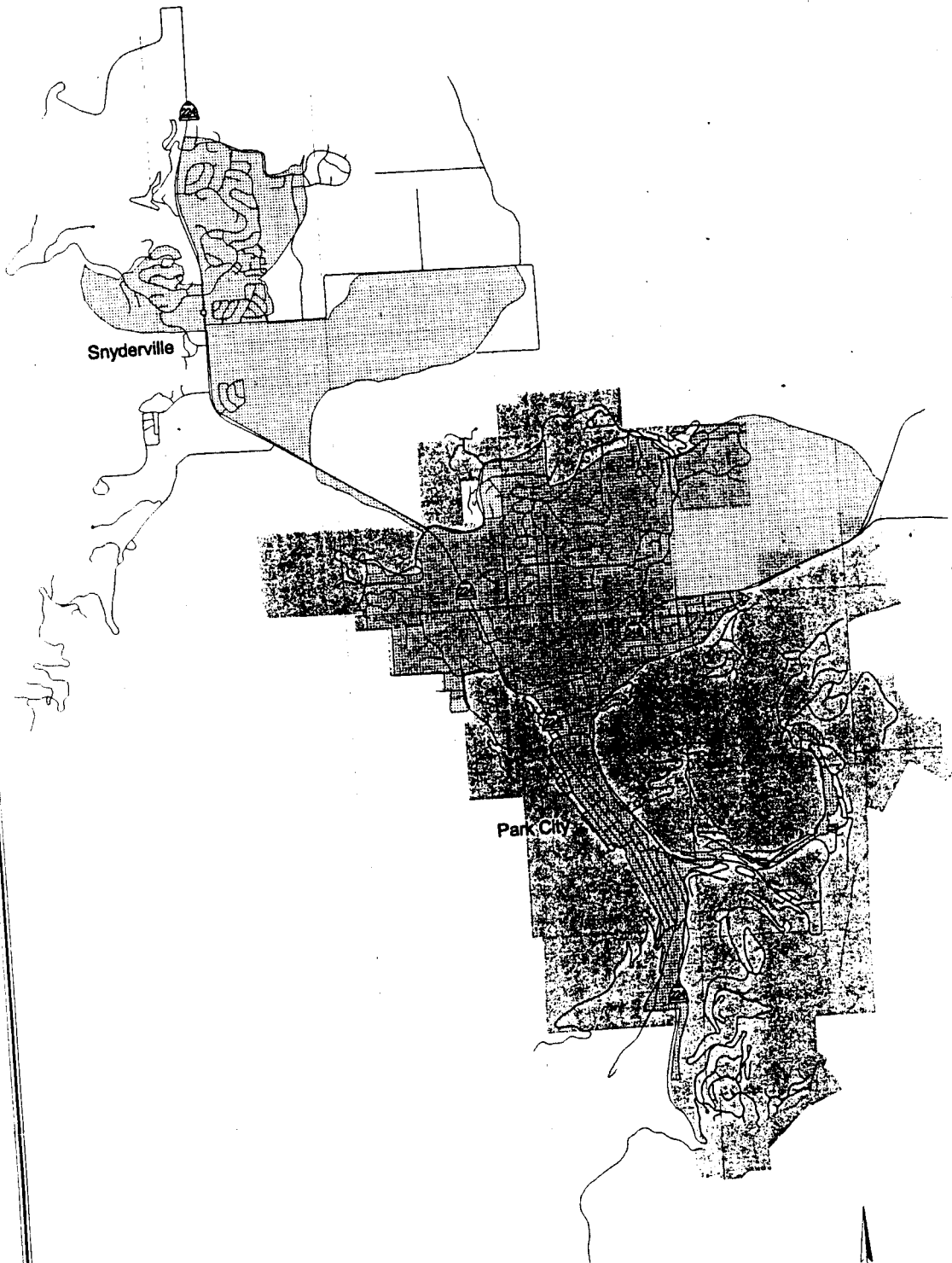
Attest:

Janet M. Scott, City Recorder

Approved as to Form:

Mark D. Harrington, City Attorney

Park City
Urban Cluster Census 2000
Exhibit A - Small Urban Area Boundary



Urban Boundary



City Boundary



draft 9/2002

Resolution No. _____

**RESOLUTION ESTABLISHING A SMALL URBAN AREA BOUNDARY
FOR PARK CITY, SUMMIT COUNTY, UTAH**

WHEREAS, Small Urban Transportation Funding has been established by the Utah Department of Transportation (UDOT) for purposes of funding transportation projects in small urban areas (SUAs); and

WHEREAS, the funds are set aside from Utah's apportionment of federal Surface Transportation Program "Any Area" funds and are apportioned within the State based on the population of the SUAs; and

WHEREAS, approximately \$1.8 million was available for Small Urban Funding in 2001; and

WHEREAS, Park City and UDOT enjoy a professional and cooperative relationship with regard to transportation planning; and

WHEREAS, UDOT requires a clearly-mapped SUA boundary to be approved by Park City in order for the Joint Highway Committee of UDOT to consider Park City's eligibility for Small Urban Transportation Funding;

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

1. The Small Urban Area Boundary for Park City shall be the City Limits of Park City, as shown on Exhibit A (attached).

PASSED AND ADOPTED this 27th day of March, 2003.

PARK CITY MUNICIPAL CORPORATION

Mayor Dana Williams

Attest:

Janet M. Scott, City Recorder

Approved as to Form:

Mark D. Harrington, City Attorney

DATE: March 27, 2003
DEPARTMENT: Executive
AUTHOR: Matt Twombly *MAT*
TITLE: Trails Master Plan Update
TYPE OF ITEM: Legislative

SUMMARY RECOMMENDATION: Staff recommends that the City Council review the Draft Trails Master Plan, Conduct a public hearing and adopt the Trails Master Plan Update and Map by resolution as outlined in this report and document submitted separately.

DESCRIPTION:

A. Topic: Resolution Adopting the Trails Master Plan Update and Map.

B. Background: The Trails Master Plan was first developed as part of the Park City Parks and Recreation Master Plan in 1982. The Trails Master Plan Update document was adopted by Resolution of the City Council in 1992 and the Trails Master Plan Map was adopted by Resolution in 1993. Over the past ten years the Trails Master Plan has enabled the preservation and implementation of critical public trail easements and capital improvements in the development of all subdivisions since its adoption. On April 5, 2001, City Council adopted a resolution creating an interim policy for planning and developing trails in Park City, based on the recommendations of the Parks, Recreation and Beautification Board and Trails Subcommittee in order to revise the Trails Master Plan after the Olympics.

The Draft Trails Master Plan Update and Map presented before you is an updated version of the previous plan with some new initiatives, a more colorful format, an inventory of existing trails in and adjacent to the City Boundaries. The new initiatives mainly involve trail-head parking within the City based on the Council's Goals and Trails Subcommittee recommendations.

C. Analysis: As the Park City area continues to develop and grow there is an increasing need and demand for recreational hiking and biking trails, trail-head parking, neighborhood trails and connections, sidewalks, bicycle lanes, signs and maps. There is a desire in the community to better identify, develop, and preserve pedestrian and bicycle access as the land becomes developed. The Trails Master Plan Update and Map is a planning tool or resource to help accomplish the needs and desires of the community for recreation, help support the transportation and transit systems, and provide viable alternative transportation systems and public access.

The Draft Trails Master Plan Update is a reference document to be used by decision makers, City departments, and the public to facilitate the development of a public recreation and alternative transportation system. The Plan is not intended to set forth strict standards, but to present sound guidelines for the location, policies, type and construction of trails and other non-motorized capital improvements.

The Draft Trails Master Plan Map has been updated to more accurately display existing trails in the Park City area , possible future trail connections and trail-head parking areas. Where trails are shown on private property, easements will need to be obtained through the development process or through negotiations with the landowners.

Trail-head parking has been a top priority for the Trails Subcommittee and Council. The Plan contains the Trail-head Administrative Development Policy and Work Plan, which identify existing sites, as well as, sites to be reviewed in the near future, such as the Entryway Corridor, Spiro Trail and Daly Canyon. The Map also shows the existing and proposed trail-heads.

D. Department Review: This staff report and/or concepts contained in the report have been reviewed by the City Manager's Office. The Trails Master Plan Update has been reviewed by the Trails Subcommittee, although no formal recommendation has been made. The Trails Master Plan Update was reviewed by the Planning Commission on February 12. The Planning Commission conducted a public hearing and passed a positive recommendation for the City Council to adopt the Trails Master Plan Update and Map.

ALTERNATIVES:

A. Hold a public hearing and adopt a Resolution Adopting the Trails Master Plan Update and Map. This is staff's recommendation.

B. Hold a public hearing and Continue the Item.

C. Continue the Item.

D. Do nothing.

SIGNIFICANT IMPACTS: The adoption of the Trails Master Plan Update and Map will not cause any significant impacts.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION: Council may wish to continue the public hearing to gain more input, or if the Council needs more time to review the document prior to adoption by resolution.

RECOMMENDATION: The City Council should review the Draft Trails Master Plan Update and Map, Conduct a public hearing and adopt the Trails Master Plan Update and Map by resolution.

Resolution No. -03

A RESOLUTION ADOPTING THE TRAILS MASTER PLAN UPDATE AND MAP.

WHEREAS, trails and trail-head development are a top priority for City Council;

WHEREAS, City Council adopted a resolution creating an interim policy for planning and developing trails in Park City, on April 5, 2001 based on the recommendations of the Parks, Recreation and Beautification Board and Trails Subcommittee to revise the Trails Master Plan after the Olympics; and

WHEREAS, public hearings have been held before the Planning Commission on February 12, 2003 and the City Council on March 27, 2003; and

WHEREAS, the Planning Commission, Planning Department, City Manager and Trails Coordinator recommend adoption, recognizing the importance of public trails in Park City;

NOW THEREFORE, be it resolved by the City Council of Park City as follows:

The Trails Master Plan Update and Map is adopted in its entirety.

This Resolution shall become effective upon adoption by the City Council of Park City. Dated this 27th day of March 2003.

PARK CITY MUNICIPAL CORPORATION

Mayor Dana Williams

Attest:

Janet M. Scott, City Recorder

Approved as to form:

Mark D. Harrington, City Attorney

