



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
MARCH 5, 1998**

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building, 445 Marsac Avenue, Park City, Utah for the purposes and at the times as described below on Thursday, March 5, 1998.

A G E N D A

Closed Session - City Council Work Session Room - Main Level

4:15 p.m. Personnel

Work Session - City Council Chambers - Lower Level

4:40 p.m. Council questions and comments
5:10 p.m. GIS presentation
5:30 p.m. Review of regular meeting
 Historic District grant update
 Other meeting questions/comments

Regular Meeting - City Council Chambers - Lower Level

6:00 p.m.

I ROLL CALL

II PUBLIC INPUT

III COMMUNICATIONS FROM COUNCIL AND STAFF

IV WORK SESSION NOTES AND MINUTES OF MEETING OF FEBRUARY 5, 1998

V CONSENT AGENDA

1. Authorization to increase the Historic District grant award amount from \$10,000 to \$15,000 for residential and commercial applications

2. Authorization to purchase one unit at 1465 Park Avenue (amount not to exceed \$175,000 plus closing costs)

VI PUBLIC HEARING

Continuation of hearing on amendments to Title 12, Sign Code, of the Municipal Code of Park City, Utah

VII ADJOURNMENT

PARK CITY COUNCIL MEETING SUMMIT COUNTY, UTAH MARCH 12, 1998

PUBLIC NOTICE IS HEREBY GIVEN that the City Council **will not** hold its regularly scheduled meeting on Thursday, March 12, 1998.

Posted: 3/2/98



**PARK CITY WORK SESSION NOTES
SUMMIT COUNTY, UTAH
MARCH 5, 1998**

Present: Mayor Brad Olch; Council members Hugh Daniels, Shauna Kerr; and Chuck Klingenstein

Toby Ross, City Manager; Jan Scott, City Recorder; Frank Bell, Olympic Planning Director; Myles Rademan, Public Affairs Director; Brooks Robinson, Planner; and Bob Stephens, Administrative Services Director

Todd Haugaard, En-Geo Systems

Absent: Roger Harlan and Paul Sincok

1. Council questions and comments. Chuck Klingenstein relayed that he received a compliment on snow removal efforts this past week from a citizen. Hugh Daniels explained that he discussed an idea with the Finance Manager about informing the public about property taxes and how these funds are allocated. The example produced by Tom Bakaly may be too complicated and Mr. Daniels' original idea is some sort of a pie chart. Mr. Daniels suggested that this information be sent out or published in the paper, and there could be information for the public to participate in the budget process. The Mayor agreed that the information, as proposed, is too complicated and graphs would be better. He also liked the idea of publishing it in the paper and Chuck Klingenstein added that it could be included in the water bills. Council asked that staff consider these suggestions and come back to Council with options.

The City Recorder advised the Council that the Beijing delegation will be touring the Marsac Building on Tuesday, March 24 at 3:30 p.m. Hugh Daniels reported that the City has been invited to participate with the School District Olympic Planning Committee and he attended a meeting along with the Chamber/Bureau. He added that this group will be focusing on the students, who will be out of school during the Olympics, as opposed to facilities. The School District intends to draft a master plan. Chuck Klingenstein asked if it makes sense to have one comprehensive master plan, and Frank Bell responded that a comprehensive outline may be more appropriate which attaches itself to a wide variety of public and private boards. Mr. Bell felt it better to separate plans between entities. As Council member Harlan has previously mentioned, Mr. Klingenstein would like the kids of the community to be involved as much as possible in the Olympics. The goal of good communication, including not duplicating efforts was discussed. Myles Rademan informed the Council of a Leadership 2000 workshop.

2. GIS presentation. Brooks Robinson introduced Todd Haugaard of En-Geo Systems, formerly SmartMaps, who performed work on the General Plan. Todd Haugaard informed Council

that they have been doing a variety of work for counties, cities and the state. He pointed out that most city computer systems deal with building permits, inspections, utility billing, elections, and land records. He explained that frequently these are islands of automation. Other functions of local government involve infrastructure management for roads, traffic signs, utilities, telecommunications, parks, buildings, urban forestry, and cemeteries. Frequently, they are all independent and don't work together. Mr. Haugaard discussed mapping locations and the origination of geographic information systems. As it evolved, there were links of map features, which tied in with attribute information or a data base and most GIS systems provide tools to analyze information. He described the variety of job specific applications, including CAD, data bases, and document imaging. Mr. Haugaard illustrated applications of St. George's and UDOT's enterprise information systems, of which GIS is a part. In response to a question from the Mayor, he explained that most of the cost is data gathering and inputting. St. George has probably invested about \$400,000 over 20 years, but they have built complete power and water utility management packages, building permits, and surveying material. This only represents about \$130,000 in software costs. He added that the back-end server is approximately \$20,000 and is scalable, at \$500 per computer. Applications can be mixed and matched. There was discussion about converting data that consultant Eckhoff Watson & Preator has provided over the years. Brooks Robinson stated that forming a task force is planned to examine City priorities and providers.

2. Review of regular meeting:

1465 Park Avenue unit purchase. In response to a question from Hugh Daniels, Bob Stephens explained that leasing furniture on a short term basis seems desirable for this type of transitional housing. Additionally, if the unit is not used for interim housing for employees, it can be used for consultants visiting the City. Mr. Daniels stated that he agreed with staff's recommended option. Mr. Klingenstein added that he supports buying this unit and reimbursement to the affordable housing fund to accommodate other housing needs other than employee. He would like to explore developing the Prospector Park lot. Mr. Daniels agreed as long as it will not involve a lot of time or money. Shauna Kerr interjected that she is opposed to this and the Mayor felt there are other options and would rather wait. Ms. Kerr would prefer purchasing another Silver Meadows unit than building on the lot in Prospector; employees seem to enjoy the neighborhood. Chuck Klingenstein agreed but pointed out that some people may want single family housing as opposed to townhouses, but would be willing to support the majority of Council in purchasing a Silver Meadows unit. Mr. Stephens explained that if the City ever decided not to hold on to these units, they could be sold easily.

See regular meeting minutes.



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
MARCH 5, 1998**

I ROLL CALL

Mayor Brad Olch called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, March 5, 1998. Members in attendance were Brad Olch, Hugh Daniels, Shauna Kerr, and Chuck Klingenstein. Roger Harlan and Paul Sincock were excused. Staff present were Toby Ross, City Manager; and Alison Kuhlow, Planner.

II PUBLIC INPUT

The Mayor invited the public to comment on any matter of City business not scheduled on the agenda. Hearing none, the public input session as closed.

III COMMUNICATIONS FROM COUNCIL AND STAFF

None.

IV WORK SESSION NOTES AND MINUTES OF MEETING OF FEBRUARY 5, 1998

The Mayor requested a motion to continue until there is a quorum of members who attended that meeting. Hugh Daniels, "I move we continue this item to the next regular meeting". Shauna Kerr seconded. Motion carried.

Hugh Daniels	Aye
Roger Harlan	Absent
Shauna Kerr	Aye
Chuck Klingenstein	Aye
Paul Sincock	Absent

V CONSENT AGENDA

Chuck Klingenstein, "I move approval of the Consent Agenda as outlined". Shauna Kerr seconded. Motion carried.

Hugh Daniels	Aye
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Roger Harlan	Absent
Shauna Kerr	Aye
Chuck Klingenstein	Aye
Paul Sincok	Absent

1. Authorization to increase the Historic District grant award amount from \$10,000 to \$15,000 for residential and commercial applications - See staff report.

2. Authorization to purchase one unit at 1465 Park Avenue (amount not to exceed \$175,000 plus closing costs) - See staff report and work session notes.

VI PUBLIC HEARING

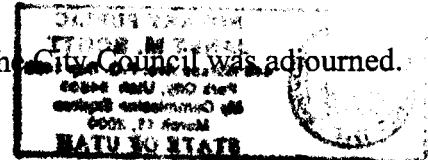
Continuation of hearing on amendments to Title 12, Sign Code, of the Municipal Code of Park City, Utah - Planner Alison Kuhlow stated that there was a public hearing held on February 19 and since that time, she has included the five options suggested by the Park City Chamber/Bureau committee. These include placing as many categories as possible in the exempt category; grandfathering existing private plazas, modifying proposed rules requiring non-conforming signs; easing proposed regulations on directory signs; and changing the height of wall signs measured from finished grades in front of buildings.

The Mayor invited the Council and public to comment. Chuck Klingenstein referred to a letter from Kim McGuire. Mr. Klingenstein relayed that he prefers one sign as opposed to two separate signs. Ms. Kuhlow explained that they can be installed next to each other and the construction sign can be taken down when appropriate, leaving the project marketing sign. Ms. Kerr asked if the staff has considered the letter. Ms. Kuhlow responded that staff has reviewed it and has received similar comments from Bill Coleman. Staff still supports installation of the sign upon the first grading permit. Mr. McGuire has suggested removal of the sign based on a percentage of the units sold, but the City has no way to track that and enforcement would be difficult. Ms. Kerr agreed that it would be impossible to monitor. There was discussion about the ability of extending the time frame for project signs. Hugh Daniels and Chuck Klingenstein stated that they supported staff's Option #3. Ms. Kuhlow indicated that she would like feedback on the five options, and explained that with regard to sign area, the staff capped 36 square feet on all building faces. The Chamber's proposal is proportional and would create a greater percentage allowed in relation to the building face; that number would not need the Community Development Director's approval. Hugh Daniels supported staff's recommendation, and Chuck Klingenstein felt it important that larger signs fit the mass, scale and character of a structure. Hugh Daniels believed that signs should be set back and Chuck Klingenstein pointed out that in terms of site line distances, there should be open area. Mr. Daniels confirmed that free-standing signs would be included in total signage calculations. He suggested that the provisions for luminous tube signs remain the same as there haven't been complaints. He would be willing to reconsider this in the future, if problems occur.

Ms. Kuhlow noted that she will make appropriate changes to the ordinance draft and this matter will be scheduled on March 19 for action.

VII ADJOURNMENT

With no further business, the regular meeting of the City Council was adjourned.



MEMORANDUM OF CLOSED SESSION

The City Council met in closed session at approximately 4:15 p.m. Members in attendance were Mayor Brad Olch, Hugh Daniels, Shauna Kerr, and Chuck Klingenstein. Roger Harlan and Paul Sincock were excused. Toby Ross, City Manager, was present. Shauna Kerr, "I move to close the meeting to discuss personnel". Chuck Klingenstein seconded. Motion carried.

Hugh Daniels	Aye
Roger Harlan	Absent
Shauna Kerr	Aye
Chuck Klingenstein	Aye
Paul Sincock	Absent



The meeting opened at approximately 4:40 p.m.

STATE OF UTAH)
 ss.
COUNTY OF SUMMIT)

CERTIFICATE OF CLOSED SESSION CITY COUNCIL OF PARK CITY, UTAH

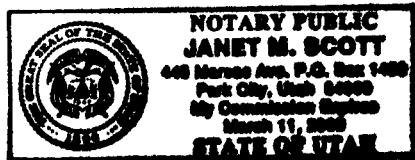
As presiding officer of the City Council of Park City, Utah, I hereby certify that the closed session meeting held by the City Council on March 5, 1998, was held pursuant to Section 52-4-5(1)(a)(I) to discuss the character, professional competence, or physical or mental health of an individual.

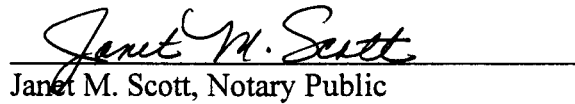
DATED this 27 day of March, 1998.



Mayor Bradley A. Olch

Subscribed and sworn before me this 21 day of March, 1998.

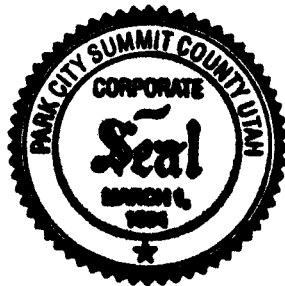




Janet M. Scott, Notary Public

The meeting for which these minutes were prepared was noticed by posting 24 hours in advance and by delivery to the news media two days prior to the meeting.

Prepared by Janet M. Scott





Janet M. Scott, City Recorder

CITY COUNCIL REPORT

DATE: March 5, 1998
DEPARTMENT: Technical Services & Planning Departments
AUTHOR: Brooks T. Robinson
TITLE: Geographic Information Systems
TYPE OF ITEM: Informational

INTRODUCTION

The Planning Department has been working with SmartMaps of North Logan to gather and compile disparate geographic data. The initial outcome is the mapping for the updated General Plan which has been completed. During the past few months, staff discussions with SmartMaps have touched on the future of a true GIS-based system for Park City. The presentation today is to provide information and suggest possibilities to the Council, other City departments, utility providers, Summit County and other interested parties. This is the first step in a dialogue on providing a GIS system for Park City.

WHAT IS GIS?

Geographic Information Systems are more than maps. It is a collection of information stored in different databases as text, photos, lines, polygons, coordinates, etc. that can be readily accessed, manipulated and analyzed. It should be easy to use and understand. All the different information needs to be tied together in a manageable system.

USES

There is a wide variety of uses of a GIS. With an accurate survey and the use of Global Positioning Systems (GPS), all parcels, points, and lines can be placed in real-world coordinates and cataloged in a database. For instance, each utility box, manhole, light pole, parking meter can be quickly shown on map with a photo and description of each one. A maintenance schedule and work order can be generated for field workers. Field inspectors can also enter in data about problems they encounter. A history of a building project from application to final inspection is easily accomplished and accessed from different departments. Photos of buildings and features can be attached to a parcel file that also has the street address, property owner, zoning and land use. Billings and other mailings can also be part of a GIS. With the information collected, stored, and updated, it is easy to generate and analyze scenarios and impacts such as the growth of bus ridership with increases in parking meters or the distribution of water with population changes.

WHERE DO WE GO FROM HERE?

The initial switch to a GIS system is expensive. SmartMaps will provide us some figures from their work with other municipalities. The more useful the system is to all departments within the

City and to utility providers and other interests, the more the costs can be shared. With this presentation, the Council will have more information to begin to formulate the policy and direction for the City on GIS should they wish to implement such a system. A working group between all interested parties can be created with little cost involved to begin the dialogue. It is not anticipated that GIS could be implemented this year or even next year. However, if the Council is interested in ultimately having a GIS program, staff would appreciate having the opportunity to get an early start on developing the program outline and estimate of costs

CITY COUNCIL STAFF REPORT

DATE: March 2, 1998
DEPARTMENT: Planning Department
AUTHOR: Derek Satchell
TITLE: Historic District Grant Program Report
TYPE OF ITEM: Discussion and Direction

SUMMARY RECOMMENDATIONS:

1. Authorize staff to increase the maximum Historic District grant award from \$10,000 to \$15,000.
 2. Authorize staff to establishing a separate general Historic District paint fund.
 3. Authorize staff to develop a revolving loan fund for acquisition and resale which targets one endangered property per grant period.
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A. Topic: Staff requests that the City Council update the current Historic District Grant program by authorizing a modest raise in the maximum grant award from \$10,000 to \$15,000. Additionally, consider several other program changes such as establishing a separate general Historic District paint fund; and creating a revolving loan fund for acquisition and resale which targets one endangered property per grant period.

B. Background: The Park City Municipal Corporation has a citywide matching grant program to assist local property owners in the restoration and rehabilitation of their recognized historic buildings. For twelve extremely successful years numerous owners have earnestly participated in the program, thereby enabling Park City to retain much of the historic character and early mining town allure that contributes to its continued success as a mountain-resort community. Public feedback of the program has been most favorable and the work speaks for itself. Staff would like to seize this fortuitous period by expanding the program in a ways that will ensure continued participation and strong economic incentives for all who take advantage of the opportunity the program provides.

C. Analysis: Money for the city's grant program comes from the lower Park Avenue and Main Street RDAs. In recent years, approximately \$100,000 to \$150,000 has been awarded in matching grants. The current maximum grant award amount is \$10,000 for both historic residential and commercial properties. This amount reflects a slight increase of \$5,000 for residential in 1995 to meet rising construction costs, etc. There is \$100,000 from each RDA (total of \$200,000) budgeted per year for historic and other matching grants. When you subtract committed matching grant funds, Park City currently has \$305,159 remaining in the lower Park Avenue/Main Street RDAs. Therefore, an increase in the maximum grant amount and establishment of a "special project" revolving loan fund will not increase the Council's current budget.

In addition to the aforementioned, Park City's historic infrastructure is, ultimately, real estate. Its economic capacity, measures of return, value as an asset, and attractiveness as an investment has fostered the Historic District Commission (during its recent HDC retreat) to request several modifications to the program. These proposed changes are perceived as effective mechanisms for stimulating greater investment in historic

properties which will benefit both the private property owner and the public sector.

The Commission believes that an increase from \$10,000 to \$15,000 in the maximum grant amount is an excellent incentive for greater participation in the program, but also the increased rehabilitation construction activity can generate additional business and property tax revenues. Another minor change would be the organization of a separate general historic District paint fund. In doing so, a typical project such as this would be easier to monitor on a cyclical basis. Thereby liberating the total grant award amount for use toward more expensive project tasks.

The Commission also expressed an interest in establishing a revolving loan fund for the acquisition and resale of endangered historic buildings. This "special project" loan in the amount of \$25,000 to \$50,000 would target one endangered building per grant period (to stabilize or fully rehabilitate), by providing complete funding for necessary preservation work that otherwise would not be possible using smaller grants awards. However, staff has indicated that this action would require further study and is currently in the process of contacting various organizations and communities that utilize a revolving fund. Both staff and the Commission are aware of the advantages of such a program, functioning as a larger more recognizable promotional opportunity for Park City's overall preservation agenda.

D. Items of Discussion

Staff requests the following items be discussed at the Work Session and encourages Council to identify any related issues which they feel have not been addressed.

(1) Raise in the maximum grant award amount to \$15,000.

Staff supports such action given the current budget.

(2) Use of grant monies for separate general Historic District paint fund.

Staff supports such action which would help to shift grant award monies from this typical project, to the larger more complex ones as outlined in the grant application.

(3) Establish "special project" revolving loan fund for acquisition and resale of endangered historic properties.

Staff supports such action and has begun a subject research. Staff would like Council's direction and input for further discussion.

E. Department Review: The proposed changes to the Historic District Grant Program as outlined in this staff report have been reviewed by the Planning Department and by the Finance Department.

RECOMMENDATION:

The Planning Department requests that the City Council authorize staff to increase the maximum grant award. Direct staff on which, if any, of the other changes that Council would like to see implemented.



DATE: March 5, 1998
DEPARTMENT: Administrative Services
AUTHOR: Robert W. Stephens
TITLE: Administrative Services Director
TYPE OF ITEM: Legislative

SUMMARY RECOMMENDATIONS:

1. Authorize staff to purchase one unit in the 1465 Park Avenue affordable housing project for \$175,000 plus closing costs.
 2. Authorize staff to enter into a leasing agreement with a furniture leasing company to furnish 1465 Park Avenue.
 3. Provide direction to staff on the purchase of an additional Silver Meadows affordable housing unit.
 4. Provide direction to staff on whether or not to investigate the use of the Prospector parcel as an affordable housing option.
-

DESCRIPTION:

A. Topic: The purchase of one unit at 1465 Park Avenue would bring the City owned affordable housing inventory to five units as PCMC currently owns and rents four Silver Meadows units. Silver Meadows units have a restriction on them that will not allow rental agreements of less than six months duration whereas the Park Ave unit would allow this.

B. Background: In the Winter of 1996 the City Council authorized the purchase of four Silver Meadows units. The last of the four units was purchased in March 1996 and all four units have been continuously rented. Three of the units have turned over tenants since purchased. In September 1997, the City sold one of the units to a City employee and used its right of first refusal to purchase another one bringing the inventory back to four rentals. If it becomes possible for an employee renting one of the units to purchase it, the City has been willing to accommodate, with the idea that the right of first refusal will eventually present us with the ability to bring the rental inventory back to four.

When staff made the original recommendation to purchase Silver Meadows units, staff did so with the idea that one could be used for "transitional housing" meaning that when a new employee was hired, the employee could use this unit while the employee searched for a more permanent housing solution. Because of the deed restrictions placed on Silver Meadows, this was not possible. The 1465 Park Avenue project would allow such a use. When the unit is not

being used for transitional housing purpose, it could be used for short term intern housing (3 to 4 months) or as extremely short term hotel use for consultants. If these strategies don't appear to be making good use of the unit, it could be placed back in the long term lease pool. Transitional housing use and other short term uses would require the City to furnish the unit. This can be done by leasing or purchasing furniture. Staff would recommend the leasing option until it can be determined whether or not short term usage is effective.

C. Analysis: The budget currently (as of February 12) has a balance of \$325,504 remaining in the Affordable Housing CIP project budget. The purchase price of the 1465 Park Avenue unit is \$175,000 plus closing costs. Additionally, staff has received notification that another Silver Meadows unit has become available and the City needs to respond as to whether or not we'd like to use our first right of refusal. The Silver Meadows unit will cost approximately \$130,000. We do have an employee who is interested in purchasing a Silver Meadows unit once her house in Coalville sells. The 1465 Park Avenue unit is an eligible use of Lower Park Avenue RDA funds if the Council so chooses. The City is considering issuing bonds for other projects in the Lower Park Avenue RDA and could use a portion of the funds to purchase the 1465 unit thereby freeing up the affordable housing CIP budget for other uses in the future. Currently, there are not adequate funds in the Lower Park Avenue RDA to purchase a 1465 Park Avenue unit.

Council and staff have looked into the purchase of property near the Marsac building and will continue to pursue.

D. Department Review: The affordable housing options outlined in this staff report have been reviewed by Meg Ryan in the Planning Division and by Tom Bakaly in the Finance Division. Comments from the departmental reviews have been incorporated into this staff report. Phyllis Robinson of Mountain Lands Housing has also been in the loop regarding the 1465 Park Avenue unit and the Silver Meadows unit.

ALTERNATIVES:

A. Authorize staff to proceed with the purchase of the 1465 Park Avenue unit in an amount not to exceed \$175,000 plus closing costs.

1. Direct staff to arrange for furnishing the unit for use as transitional housing and short housing or instruct staff not to furnish the unit and use it in a manner similar to the currently owned Silver Meadows units.
2. Direct staff to use the CIP Affordable Housing fund to purchase the unit and reimburse the CIP with RDA funds from future bond proceeds or tax increment. The RDA Board of Directors could approve such an action as part of the budget or during an RDA meeting. This is the alternative staff is recommending.

B. Deny the staff request to purchase a 1465 Park Avenue unit. If Council is not convinced that transitional housing is a sound strategy at this time, but still has a desire to increase the City's affordable housing stock, then Council could direct staff to pursue Silver Meadows options which are less costly.

C. Continue the decision to purchase the 1465 Park Avenue unit.

D. Authorize staff to proceed with acquiring a fifth Silver Meadows unit. The cost of a Silver Meadows unit is approximately \$130,000, or \$45,000 less than the 1465 Park Avenue unit.

E. Direct staff to keep the Silver Meadows number of rental units at four and not pursue the right of first refusal on the available unit.

F. Direct staff to sell one of the Silver Meadows units to partially offset the cost of acquiring the 1465 Park Avenue unit.

G. Direct staff to investigate the feasibility of the City owned Prospector parcel as an affordable housing option. This would be a follow up to the Habitat for Humanites discussion that occurred in Council work session on February 26, 1998.

SIGNIFICANT IMPACTS:

There are several units still available at 1465 Park Avenue. Island Outpost had reserved two of the units but has since withdrawn their desire to purchase them. Therefore Council should not feel a dire sense of urgency to act tonight if Council would like to continue the decision to purchase.

The decisions on what funds to use for the purchase(s) of the units may be more significant. An opportunity may exist to use the Lower Park Avenue RDA to repay the CIP for the purchase of the 1465 Park Avenue unit. Once the RDA funds get earmarked for specific projects, this option will be considerably more difficult. There are currently adequate funds in the CIP Affordable Housing fund to purchase both the 1465 Park Avenue unit and a Silver Meadows unit. If the CIP was not reimbursed by the RDA, it would use up the remaining balance and therefore eliminate almost all of the affordable housing project budget. There are on-going expenditures that total approximately \$30,000 per year that are funded from this source. These include Mortgage Assistance (\$20,000), and management costs for employee units, professional contracts, memberships, and small program grants (\$10,000). The contract work with Mountain Lands Community Housing Trust is funded out of the Housing Authority which as a fund balance of roughly \$60,000. Council would need to assess whether these are expenditures worth continuing and to appropriate money in the next fiscal year.

If Council uses RDA funds to purchase 1465 Park Avenue property, it will be at the expense of other competing projects.

The City has the first right of refusal for units at both 1465 Park Avenue and Silver Meadows. Opportunities will arise in the future to purchase units in either. Funds currently exist in the CIP to make the purchases in this Fiscal Year. Council would need to decide if it wanted to appropriate additional funds in next Fiscal Year to be able to react as additional opportunities become available even if the CIP is reimbursed by the RDA.

If the Council authorizes the purchase of an additional Silver Meadows unit for use by a PCMC employee, it reduces the number available to the public at large. The Silver Meadows units are

in much higher demand than the 1465 Park Avenue units.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION:

As stated in the Significant Impact section, the consequences of not purchasing units now is one of possibly needing to appropriate additional funds in the future. If RDA funds are not used or earmarked now, there is a good possibility that these funds will not be available in the future.

RECOMMENDATION:

Direct staff to purchase a 1465 Park Avenue unit and to furnish this unit for use as "transitional housing" and short term housing. Direct staff on which, if any, of the other alternatives that Council would like to see implemented.

CITY COUNCIL STAFF REPORT

DATE: March 5, 1998
DEPARTMENT: Planning Department
AUTHOR: Alison Kuhlow
TITLE: Revisions to Title 12, Signs, of the Park City Municipal Code
TYPE OF ITEM: Public Hearing

SUMMARY RECOMMENDATIONS:

Staff requests that the City Council conduct a Public Hearing on the proposed amendments to Title 12, Signs, of the Municipal Code give Staff input on how the Council wishes to proceed.

A. Topic:

Proposed amendments to Title 12, Signs, of the Municipal Code.

B. Background:

The City Council held a public hearing regarding the proposed changes to the Sign Code on February 19, 1998. At that time public comments were taken and Staff was given direction to revise text within the code to allow Community Development Department approval for the requests of variances, instead of Planning Commission. The Council also requested Staff to draft regulations regarding project Marketing Signs, which are currently addressed under temporary construction signs.

Since the February 19, 1998 meeting Staff has also addressed the following issues as requested by the Chamber of Commerce Sign Ordinance Review Committee.

- Place as many categories of signs as possible in the exempt from permitting category;
- Grandfather existing private plazas and allow the Community Development Director to use discretion in granting variances from the ordinance requirements to solve problems and deal with special circumstances;
- Modify proposed rules requiring non-conforming signs to conform or be removed;
- Ease proposed regulations on Directory Signs; and,
- If finish grade in front of a building is above natural grade, signs should be placed higher on the building face.

The changes are described in detail within the Analysis section of the Staff Report. The remainder of the comments incorporated within the Chamber of Commerce's memo are included within the Issues for Discussion.

Process to Date:

In October 1995, the staff initiated the proposed amendments to the Sign Code. Over the course of the last two years, a public review process was conducted at the Planning Commission level. Three public hearings were held on the subject and staff contacted all the Main Street Merchants and the business community. In April of 1996, the City Council held a work session on the proposed amendments. Directions on several items were given to staff. In May of 1996, the ordinance was tabled until high priority scale projects were completed.

Throughout the last eight months, Staff has held three Work Sessions with the City Council discussing the proposed changes to the Sign Code. The comments received were addressed and incorporated within the revisions. Copies of the previous Work Session Staff Reports are available through the Planning Department.

C. Analysis:

Objective:

The purpose of the Sign Code is to:

- 1) To set forth explicit parameters which will enhance the appearance of the community by allowing businesses to clearly identify themselves;
- 2) To encourage aesthetically pleasing signs which complement the building architecture;
- 3) To give the business community very clear direction on what is permitted; and,
- 4) Improve the health, safety and welfare of the citizens of Park City by minimizing visual clutter and clearly identifying traffic and directional signs.

The proposed amendments were initiated with these parameters in mind. After the February 19, 1998, City Council Meeting, Staff re-evaluated certain elements in the proposed code and clarified regulations. The draft before you reflects these changes.

Outlined below is a summary of the major changes made to the ordinance since this was last brought before the Council. The Chamber's Sign Ordinance Review Committee's suggestions are in italics, Staff's response is included below.

(1) Section 12-6-1 Conformance Criteria for Non-Conforming Signs

- *Modify proposed rules requiring non-conforming signs to conform or be removed.*

As a result of the Chamber's memo Staff has re-evaluated the conformance criteria for non-conforming signs. The statement requiring a sign to come into conformance with the Sign Code regulations upon the expansion or modification of a business service for which the sign was installed has been deleted. Staff does not feel it is necessary to require a business owner who has expanded their business in size, or has modified the interior, to change out the non-conforming sign. The remainder of the criteria to require a sign to conformance is:

- A) When a non-conforming sign is destroyed or damaged to an extent in excess of fifty (50) percent of the sign value.
- B) The sign is relocated in any manner.
- C) If the sign is altered structurally, or if more than fifty (50) percent of the copy as measured by the sign area is altered, except for changeable copy signs and maintenance.

(2) Section 12-8-1 Signs Exempt from Permit Requirement

- *Place as many categories of signs as possible in the exempt from permitting category.*

Staff has incorporated types of signs, such as real estate, yard sale and campaign signs into the list of signs exempt from permit. The signs would still be regulated as far as size, location and design, as stated in the Section for Temporary Signs. Vehicle Signs were moved from the Prohibited Signs to the exempt from permit section. No regulations regarding the above signs were changed.

(3) Section 12-8-1(F) Private Plazas

- *Grandfather existing private plazas and allow the Community Development Director to use discretion in granting variances from ordinance requirements to solve problems and deal with special circumstances.*

Language was added to the Private Plaza section that stated that private plazas approved prior to (date of approval) should not come into conformance with the Sign Code and Master Sign Plan requirements. Signs within a private plaza, that are not visible to a public right-of-way, are exempt from the Sign Code requirements, but are required to submit a permit to ensure the construction of the sign complies with the Building Code requirements.

(4) Section 12-9-1(C) Directory Signs

- *Ease proposed regulations on Directory Signs.*

Staff has eliminated a maximum size requirement that the directory signs, when combined could not exceed. To be consistent with the remainder of the Sign Code, the height requirement for free-standing Directory Signs was increased to seven (7) feet and the size of free-standing Directory Signs was increased to twenty (20) square feet.

(5) Section 12-9-1(N) Wall Signs and Section 12-4-7 Master Sign Plans

- *If finished grade in front of a building is above natural grade, signs should be allowed to be placed higher on the building face.*

Staff struck text referring to natural grade when referencing the height upon a building for a Wall Sign. The text now reads as follows.

For multi-tenant retail and mixed-use buildings that contain any combination of uses, including residential, office, service or retail uses, sign plans shall be designed so that signs are confined to the building surface below the finished floor elevation of the second floor or twenty (20) feet above adjacent finished grade whichever is lower.

(6) Incorporate MPDs and CUP within the zoning restriction category.

Throughout the Chamber of Commerce's suggestion sheet, they have included requests to add Master Planned Developments (MPD) and Conditional Use Permits (CUP) to the list when specifying zoning restrictions for individual sign types. MPDs and CUPs are not separate zoning districts, but specific uses within the existing district. The Zoning Map refers to the underlying district when specifying MPD approvals. Therefore, Staff has not incorporated the MPD and CUP text within the Zoning Restrictions for each sign type.

Additional Requested Items

(7) Eliminating the number of Planning Commission Approvals

The following approval has now been changed from requiring Planning Commission action to Community Development Director approval.

- Additional sign area over 36 square feet per facade, and up to 5% of the total facade area.

(8) Develop Regulations for Project Marketing Signs

This section was developed to address the use and duration of Construction Signs and Project Marketing Signs, a which could be added as a new sign type. The discussions that have been held between Staff and members of the community have brought up varying concerns regarding the regulation of these types of signs. In response to the different concerns, Staff has formulated three options and has listed them below.

Option #1: Keep the current regulations on Construction Signs and address marketing information

The current regulations are:

- Residential projects containing four (4) or more dwelling units, are allowed one project sign on the property in conjunction with a project under development or construction. Three (3) square feet of sign area is allowed for each residential unit, provided that in no event may the sign exceed twenty-four (24) square feet.
- Commercial projects containing four thousand (4,000) square feet or more of commercial floor area, are allowed one construction sign on the property in conjunction with a project under development or construction. Two (2) square feet of sign area is allowed for each one thousand (1,000) square feet of commercial area, provided that in no event may the sign exceed twenty-four (24) square feet in area.
- Signs are to list construction information, as required through the CMP, and initial real estate marketing. No prices are to be displayed.
- Sign is to be no larger than twenty-four (24) square feet.
- Location of the sign shall not be closer than twenty (20) feet to the curb line or edge of pavement.
- Height of sign shall not exceed seven (7) feet.
- **Time Limit for Construction Signs**

If a permanent sign is constructed on the site, all temporary signs must be removed. The Community Development Director may issue an extension for an additional 90 day.

Option #2 and #3 do not link the removal of temporary signs with the installation of a permanent sign for the project.

Option #2: Two separate signs and regulations for Construction Projects and Project Marketing

Option #2 proposes the following:

- Residential projects containing four (4) or more dwelling units, are allowed one project sign on the property in conjunction with a project under development or construction. Three (3) square feet of sign area is allowed for each residential unit, provided that in no event may the sign exceed twenty-four (24) square feet for the Project Marketing Sign.
- Commercial projects containing four thousand (4,000) square feet or more of commercial floor area, are allowed one construction sign on the property in conjunction with a project under development or construction. Two (2) square feet of sign area is allowed for each one thousand (1,000) square feet of commercial area, provided that in no event may the sign exceed twenty-four (24) square feet in area for the Project Marketing Sign.
- Locations of the signs shall not be closer than twenty (20) feet to the curb line or edge of pavement.
- Height of sign shall not exceed seven (7) feet.
- Construction Sign may not exceed twelve (12) square feet in area.
- Project Marketing Signs may not exceed twenty-four (24) square feet in area.
- Time Limit for the Construction Signs
The sign shall be removed within thirty (30) days from the date the last certificate of occupancy is issued. If a subsequent phase is commenced during that time, the sign may remain so long as construction continues on the project's initial construction.
- Time Limit for Project Marketing Sign
Installation of the Project Marketing Sign shall occur after the issuance of a grading permit for the project. The sign shall be removed within one year from the date of the temporary certificate of occupancy. In cases where no temporary certificate of occupancy is issued, the sign would be removed within one year of the final certificate of occupancy.

Option #3: One Sign incorporating both real estate and construction information into one divided sign, but with modified regulations from what is currently allowed.

Option #3 proposes the following:

- Location of the sign shall not be closer than twenty (20) feet to the curb line or edge of pavement.
- Height of sign shall not exceed seven (7) feet.
- The Construction Sign may not exceed thirty-six (36) square feet in area, but shall be divided to allow for twelve (12) feet of the sign area to be used to display the construction information as outlined within the CMP.
- Time Limit for Construction Sign
Installation of the Construction Sign shall occur after the issuance of a grading permit for the project. The sign shall be removed within one year of its installation. If an extension due to the length of construction is needed the Community Development Director may grant an additional time frame of six (6) months. For phased projects, when a subsequent phase has commenced, the sign may remain for an additional six (6) months so long as construction continues on the project's initial construction.

The Planning Department Staff recommends Option #3.

D. Items of Discussion

Staff needs direction on the following items be discussed at the Work Session and encourages Council to discuss any items which they feel have not been addressed.

(1) Total Sign Area per Building Face

Staff has reviewed the proposed formula and has written a comparison with the proposed calculation. Please refer to Attachment B.

(2) Reduction of Free-Standing Sign Setbacks

A setback must be maintained for the protection of the public utilities within the right-of-way. Upon Council's

directio, Staff could investigate the possibility to look at reducing the setback from twenty-five (25) feet to a smaller number.

(3) Modification to make Free-Standing Signs more visible to traffic for building or project identification.

Due to the wish to conserve open space and maintain a view corridor along Park City's rights-of-ways, Staff does not support eliminating the square footage for free-standing signs from the total sign area allowed per building face. If this was eliminated it would increase the total sign area for a site. Currently by including the square footage within the total allotment it allows the applicant to balance the look between on building and off building signs.

(4) Reclassification of Certain Luminous tube signs and window signs

Luminous tube signs are given an increased setback due to the increased visibility of illuminated signs. This increased setback does not prohibit luminous tube signs within ten feet from the window, but when they are located within ten (10) feet from the window the area of the sign is then included within the total allotment per building face. Staff can consider eliminating the window sign area from the total allotment, and the signs could still be regulated to not cover more than 30% of the window area and not to be larger than one square foot each. By not including the window sign area within the building face allotment would increase the number of signs and or size of signs on the building face.

(5) Project Marketing Signs

The regulations as described within the Analysis section of the Staff Report reflect the Council's objectives to preserve open space, provide a view corridor and enhance the City's visual aesthetics to both its residents and visitors. Staff has met with members from the real estate community. Some of their suggestions have been incorporated, but the elimination of a time limit on the Project Marketing Signs was not included within the three options provided. The Planning Department Staff recommends Option #3. Staff requests Council discussion and direction on the three options provided.

E. Department Review:

The Community Development Department has reviewed the proposed amendments. The Legal Department has reviewed the final draft and ordinance.

F. Public Input

Copies of the draft discussed at the January 22, 1998 Work Session were distributed to the Chamber of Commerce, Main Street Merchant Association, Park City Restaurant Association, Park City Board of Realtors, Park City Resort Merchant Association, Park City Lodging Association, Prospector Square Property Owners, Silver Lake Merchant Association, local sign companies and various City Departments.

Staff met with the Chamber of Commerce's focus group, on February 9, 1998, to review the proposed changes to the Sign Code. Staff has included their comments, along with the comments received at the February 19, 1998 public hearing into this staff report.

In 1996, the Planning Commission held three public hearings during their review of the Code revisions and encouraged the staff to solicit public input. Staff also met with the Main Street Merchants Association to review the proposed changes. Subsequent meetings between members of a sign committee formed by the Association and the Planning Staff took place to discuss additional changes to the Code. Staff worked with these groups to rework the proposed amendments. The Merchants generally supported the draft as presented in 1996 and in addition recommended that the staff emphasize pre-application conferences to familiarize applicants with the design standards and review process. As a result of these discussions, Staff will revise the business license brochure to include information about sign permit applications.

RECOMMENDATION:

The Planning Department requests that the City Council conduct a public hearing review the proposed changes

and give Staff input on the issues discussed above. The Planning Department Staff needs direction in order to proceed with further revisions. Staff has incorporate proposed changes from the comments received at the February 19, 1998 meeting and has incorporated them within this City Council staff report.

Exhibits

Exhibit A - Minutes from the February 19, 1998 Meeting

Exhibit B - Evaluation of the proposed Sign Area per building Face

Exhibit C - Proposed Sign Code

Amendment to Historical Society Sublease, 528 Main Street - See staff report. Shauna Kerr, "Move approval of the amendment to the sublease with the Historical Society" Chuck Klingenstein seconded. Motion unanimously carried.

VI PUBLIC HEARINGS

1. Amendments to Title 12, Sign Code, of the Municipal Code of Park City - Planner Alison Kuhlow reviewed the changes made from Council's last work session. The first is the total sign area requirements, which has been reduced per building facade from 45 square feet to 36 square feet. Regarding the regulation of flags, text has been added, and temporary signs have been addressed. In response to a question from the Mayor, Ms. Kuhlow indicated that there is a time limit of 45 days for temporary signs. She continued that Council supported temporary signs, but not banners, and suggested that corrugated plastic, which is reasonably priced, be allowed. Ms. Kuhlow stated that she has met with various community members, and the Chamber/Bureau focus groups, and requested Council direction on the issues of the committee. Staff will be incorporating many of the recommendations in the revisions for the March 5 draft, and would like input from Council after the public hearing. Issues include:

1. Placing as many categories of signage as possible in the exempt from permitting category.
2. Modifications to total sign area allotments.
3. Allow signage to be placed in the building setback.
4. Grandfather existing private plazas and allow the Community Development Director to use discretion in granting variances from ordinance requirements to solve problems and deal with special circumstances.
5. Modify proposed rules requiring non-conforming signs to conform or be removed.
6. Ease proposed regulations on directory signs.
7. Modify rules to make free-standing signs more visible to traffic for building or project identification.
8. Reclassification of certain luminous tube signs and window signs.
9. If finish grade in front of a building is above natural grade, signage should be allowed to be placed higher on the building face.

Ms. Kuhlow added that another concern raised, which is not addressed in her staff report, is temporary construction signs and the need for marketing real estate ventures. The Mayor invited public comment.

Kim McGuire, developer, understood that the current provisions for temporary construction signs is to accommodate the delivery of laborers, supplies, and equipment. Once a permanent sign is installed, the temporary construction sign must be removed. There is also language about using the temporary sign for initial marketing, and this is really the main marketing tool for the project. Mr. McGuire pointed out that the Code doesn't provide for any type of phased project. He explained that he builds in phases and has had a temporary construction sign up for three years, and has recently been cited and told to take down the sign, which is really his marketing sign. This sign allowed them to sell what amounts to \$10 to \$15 million worth of real estate. He asked how he is going to market his last phase; the Sign Code needs to address this and he wasn't sure if it is Council's choice not to allow project marketing, which would be unreasonable. It is in everyone's best interest to have projects successful, and it is ridiculous to take a temporary sign down at the moment there is something to actually market. He emphasized that temporary construction signs for projects are decidedly different than for sale signs on residences. Ms. Kerr asked why that is different, because it would serve as a real estate sign. Mr. McGuire noted that there is more at stake. Ms. Kerr understood there is more at stake, but again asked why it is different, as it tells the potential purchaser the same message. Mr. McGuire noted that people driving through project areas want some information regarding units and pricing, and informed Ms. Kerr that temporary project signs provide the name of the project, unit configuration, pricing, and a contact. Ms. Kerr recognized that it is more of a marketing sign than a construction sign. Mr. McGuire added that the practice has been and continues to be to use the 4' x 8' temporary signs to generate interest so the units can be sold, and a good portion of the town's business is development. Paul Sincock asked what time frame is reasonable, once a developer has obtained a certificate of occupancy. Mr. McGuire responded that it is not related to the date of the certificate of occupancy, but rather a ski season marketing period from December to April. The Mayor pointed out several illegal temporary construction signs in Deer Valley, and asked if people are taking advantage of the Code. Ms. Kerr asked how long they should be there. Kim McGuire explained that the Code anticipates construction location signs, the practice has been to use this sign for marketing, and there has been no enforcement until recently about removing them. He suggested leveling the playing field for marketing and to address marketing in the Code. He reiterated that a reasonable time is a full ski season; receiving a certificate of occupancy in June is not helpful. Phasing also needs to be addressed.

Bill Coleman, Chamber/Bureau Sign Ordinance Review Committee member, agreed that phasing is a major issue and pointed out that the sign has been reduced to 4' x 6'. He suggested a percentage of occupancy, similar to the City's snow removal policy, to determine the duration of a temporary construction sign. New projects need to be marketed, the permanent signs don't do that, and it is in the local economy's best interest to make the project successful. Ms. Kerr pointed out

that single family subdivisions don't have construction signs. Mr. Coleman believed the same issues are in place and there is a subdivision sign that is allowable. However, the individual lots are not allowed to have a lot sign for delivery of supplies, which is needed. He is not as bothered about marketing for single family projects, as he is for multi-family.

Mr. Coleman referred to the committee's memorandum, which is included as an attachment to the minutes. The committee identified specific examples where problems occurred and Ms. Kuhlow has been very helpful and has chosen to incorporate a good part of their recommendations in the March 5 document. In general, the business community doesn't want clutter and unsightliness and our goals are basically the same. The Code points out that businesses are allowed to clearly identify themselves and the goods and services that are offered in a clear and distinctive manner. Keeping this in mind, the committee felt that the Sign Code was designed for Main Street, but as the town has grown, the Code has not evolved. Mr. Coleman stated that there are many properties in the GC zone fronting on major highways that could benefit from better readable signage.

With regard to Item 1, exempt signs need to comply in general and there should be a streamline method to accomplish that. He believes that sign review is not worth the Planning Commission's time and the staff is capable as long as there are guidelines. Mr. Coleman felt that limiting a sign from 45 square feet to 36 square feet, regardless of the size of the building, the zone, or the speed of the traffic is not necessarily a penalty on Main Street. However, it definitely is a penalty on larger buildings in other zones and there needs to be a formula that makes more sense. The committee recommended to deal with one square foot of sign for every front foot of business when it relates to Main Street, but have a maximum of 36 square feet, not have the 5% discretionary provision, and definitely not send it to the Planning Commission. He suggested that the permanent window signage not become a part of that calculation. Merchants feel that the tasteful window signage that the City is already requiring, doesn't add to the clutter, and again, this should be an administrative function. He felt allowing to place a sign in the building setback has merit. Bringing the sign into the setback area, allows the sign to be smaller and functional, especially monument and subdivision signs. It is recommended that they be at least nine feet from the curb and that signs be legible because they are directional.

Mr. Coleman continued that grandfathering existing plazas makes a lot of sense and Items 4 and 5 are related. The problem with the non-conforming portion of the Code, is that when a business is modified or expanded, the sign needs to be replaced. On the non-conforming side of things, the White Pine Touring sign would have to be replaced if the building burns down. This is an additional hardship to the merchant and this is a good sign, even though it is non-conforming. He urged Council to grandfather existing private plazas. There is no variance procedure in doing so, and the retro-active applications on the private plazas are over-burdensome. He added that directory signs can serve a major function in traffic flow. A free-standing directory sign can not exceed 15 feet according to this new regulation, and it is recommended that the free-standing

directory be the same size as the wall mounted sign and again the staff should be allowed to deal with these. Directory signs within projects are so small, especially in a non-pedestrian area that they are useless and it counts against existing signage. Mr Coleman added that with regard to modifying the rules to make free-standing signs more visible to traffic for building or project identification, the committee is recommending that the ten foot limitation where there are other signs, be removed and that the total building identification not be counted toward the sign area. This usually comes up in a conditional use process anyway. He added that the committee is recommending that this be measured from a finished grade as opposed to natural grade. This would increase visibility of the sign. Item 8, luminous tubes and window signs, largely affects the Main Street businesses and the committee is suggesting an exemption from permitting and allowing the staff to deal with them. Again, the sign area for the name, logo, and business description should be exempt from the definition of the total sign area and for any interior signs set back at least three feet from the window, including luminous tubes. Trying to regulate every single possibility makes a mess for the City to police. The rationale is for signs to be tasteful and recognizable. Window signage including luminous tube signage, should be dealt with in a way that is consistent with that overall philosophy.

Bill Coleman stated that these are the committee's comments which are based on a tremendous amount of work. He emphasized that there is a need for individual businesses to identify themselves as there is an incredible investment made by merchants. He reiterated his support of administrative approvals.

Dennis Hanlon, resident, stated that when he reviewed the Sign Code he found a few things that are contradictory to "real life". He referred to Chapter 7, Prohibited Signs, where a-frame signs are prohibited. This would prohibit open house signs in the real estate community. Paul Sincock also noted that it would prohibit children playing in the street signs. In Chapter 10, Temporary Signs, there is a provision that real estate signs be limited to the name of the agent or agency. He emphasized that it is common practice to also put phone numbers on the sign. Mr. Hanlon hoped that the Sign Code would be enforced and that real estate companies aren't in violation. With regard to design, Mr. Hanlon relayed that many companies are selling plastic slip-overs that look just like wood, and he would like to see this material allowed.

Elisa Miller, resident and Sign Pro employee, pointed out the abundance of illegal posters on the construction sidewalk by Chimayo's Restaurant during the Film Festival. She has never seen such a mess, and her fear is that if there is no precedence in terms of the Master Festival sign plan, there is going to be a problem when the Olympics are held. She described the commercialism and all of the posters at the Atlanta Olympic Games. There should be something in place to get people used to the Sign Code. She understood that there were three kiosks for Film Festival posters, but the Sundance people let its patrons hang posters anywhere. Ms. Miller suggested that Sundance post a \$10,000 deposit which will guarantee compliance of the regulations. Any fines or clean-up costs would be deducted from the deposit. Paul Sincock commented that this is the first time he has heard about this problem, and it was his experience at the venues that there

was much less signage, and the event was more controlled this year than ever in the past. Ms. Miller added that she saw signs on Old Town buildings. She hoped Council would think about her suggestion, and relayed that Ms. Kuhlow worked with her on other issues as well.

Steve Hooker, Historic Main Street Association and committee members, stated that serving on the committee was a good exercise as they broke everything down much like Ms. Kuhlow. The committee tried to put a "buffer" in the Code to protect existing businesses and some of the existing signage, both conforming and non-conforming. He doesn't believe that signage should be required to be changed because there is a new ordinance, however, the grandfathering clause will assist in some of the negotiation. Mr. Hooker believed that the committee's comments are very fair and make a lot of sense. He believed this is a good compromise for the City and the merchants, and the Association would support it.

The Mayor announced that the hearing will be continued on March 5. Ms. Kuhlow encouraged Council to contact her with regard to the issues brought up earlier. Hugh Daniels asked if she thought Council would be hearing something different on March 5; Ms. Kuhlow indicated that she didn't think so because the Chamber, Main Street merchants, and other associations in Park City have been contacted. His concern is giving direction before he hears all public input. Ms. Kerr stated that she wants to think about this for a while and reserve her comments. Hugh Daniels also pointed out the committee's formula, and Ms. Kuhlow noted that she is working through that recommendation. Mr. Daniels asked that examples of the proposed formula be presented at the next meeting. Mr. Kuhlow added that real estate signs don't need permits, and will make those clarifications at this point. Chuck Klingenstein could support administrative decisions, finalized by the Community Development Director. If there are problems with that process, the application could go to the Planning Department. Ms. Kuhlow responded that she could make a list of what those approvals would include for the March 5 meeting. Ms. Kerr felt there should be some conformity with sign heights so that enforcement is easier. Mr. Sincok requested a staff recommendation on the suggestion that temporary signs be removed once a certain percentage of occupancy is met on a project.

With no further comments, the Mayor closed the public hearing.

2. Continuation of hearing on amendments to Chapter 9 and 13 of the Land Management Code to strengthen and clarify existing lighting standards - See staff report and work session notes. Planner Meg Ryan stated that this is the fourth time that a public hearing has been held before the City Council. Lighting standards was a 1996 priority item of Council, and staff has been working on this ordinance for over two years. Currently, in Chapter 9, there are lighting guidelines. The purpose of this ordinance was to clarify, in the sense that it outlines what is prohibited and what is allowed. It also clarifies between commercial and residential. She continued that in earlier recommendations, there were just commercial lighting standards. Council asked that residential standards be included. The Ordinance provides regulation for any exterior lighting on commercial

Sign Area Per Building Face Analysis

Planning Department's Proposed Sign Area Calculation

The sign area, per building facade, may not exceed 5% of the building face to which the sign applies, or 36 square feet per building face or 36 square feet per building face if used in conjunction with a free-standing sign, regardless of the number of businesses occupying the building, whichever is smaller. If additional sign area is necessary, the Community Development Director may grant additional sign area, but in no case may the total sign area exceed 5% of the building face to which the sign is attached applies. When evaluating the applications requesting additional sign area, the Community Development Director will take into consideration the following criteria .

- (A) **Location.** The signs shall fit within and emphasize architectural elements of the building's facade.
- (B) **Compatibility.** The signs shall establish a visual continuity with adjacent building facades.
- (C) **Multiple Tenant Buildings.** The building must have more than one tenant.
- (D) **Street Frontage.** The amount of building facade visible from the public right-of-way.

In the past, code has allowed a maximum of 45 square feet of sign per building face. Consequently staff has encountered problems when negotiating sign size with buildings whose facades would not support 45 square feet of sign. By reducing the amount of approved square footage, negotiations by staff for sign area on smaller buildings is facilitated. As a result, the permit process will become less cumbersome and lengthy. It is important to remember that the reduction of square footage does not limit the amount of sign area that a building may have, as applicants may request up to 5% of the building facade in sign area from the Community Development Director.

Chamber of Commerce's Proposed Sign Area

If a building is thirty-six (36) feet in width, or less, the building is allotted thirty-six (36) square feet of sign area, but in no case shall the sign area exceed 5% of the total facade. In cases where the building is greater than thirty-six (36) feet in width, the sign area is equal to the linear width of the building, but in no case shall the sign area exceed 5% of the building facade. If additional sign area is necessary, the Community Development Director may grant additional sign area over the cases as stated above, but in no case may the total sign area exceed 5% of the building face to which the sign is attached applies.

The following table shows the calculations allowed/ and the maximum allowed with CDD approval.

Building Size	Chamber's Formula	Planning's Formula
16' X 23'	18 square feet/18 square feet	18 square feet/18 square feet
26' X 28'	36 square feet/36 square feet	36 square feet/36 square feet
36' x 28'	36 square feet/50 square feet	36 square feet/50 square feet
50' x 35'	50 square feet/88 square feet	36 square feet/88 square feet
75' x 35'	75 square feet/131 square feet	36 square feet/131 square feet
100' x 40'	100 square feet/200 square feet	36 square feet/200 square feet

Planning Department Formula:

Planning Department Formula																	
Building Width	Building Height																
		13	15	17	20	23	25	28	30	33	35	38	40	43	45	48	50
	8	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	10	7	8	9	10	11	13	14	15	16	18	19	20	21	23	24	25
	12	8	9	10	12	14	15	17	18	20	21	23	24	26	27	29	30
	14	9	11	12	14	16	18	19	21	23	25	26	28	30	32	33	35
	16	10	12	14	16	18	20	22	24	26	28	30	32	34	36	38	40
	18	12	14	15	18	20	23	25	27	29	32	34	36	38	41	43	45
	20	13	15	17	20	23	25	28	30	33	35	38	40	43	45	48	50
	22	14	17	19	22	25	28	30	33	36	39	41	44	47	50	52	55
	24	16	18	20	24	27	30	33	36	39	42	45	48	51	54	57	60
	26	17	20	22	26	29	33	36	39	42	46	49	52	55	59	62	65
	28	18	21	24	28	32	35	39	42	46	49	53	56	60	63	67	70
	30	20	23	26	30	34	38	41	45	49	53	56	60	64	68	71	75
	32	21	24	27	32	36	40	44	48	52	56	60	64	68	72	76	80
	34	22	26	29	34	38	43	47	51	55	60	64	68	72	77	81	85
	36	23	27	31	36	41	45	50	54	59	63	68	72	77	81	86	90
	38	25	29	32	38	43	48	52	57	62	67	71	76	81	86	90	95
	40	26	30	34	40	45	50	55	60	65	70	75	80	85	90	95	100
	45	29	34	38	45	51	56	62	68	73	79	84	90	96	101	107	113
	50	33	38	43	50	56	63	69	75	81	88	94	100	106	113	119	125
	55	36	41	47	55	62	69	76	83	89	96	103	110	117	124	131	138
	60	39	45	51	60	68	75	83	90	98	105	113	120	128	135	143	150
	65	42	49	55	65	73	81	89	98	106	114	122	130	138	146	154	163
	70	46	53	60	70	79	88	96	105	114	123	131	140	149	158	166	175
	75	49	56	64	75	84	94	103	113	122	131	141	150	159	169	178	188
	80	52	60	68	80	90	100	110	120	130	140	150	160	170	180	190	200
	85	55	64	72	85	96	106	117	128	138	149	159	170	181	191	202	213
	90	59	68	77	90	101	113	124	135	146	158	169	180	191	203	214	225
95	62	71	81	95	107	119	131	143	154	166	178	190	202	214	226	238	
100	65	75	85	100	113	125	138	150	163	175	188	200	213	225	238	250	

The above table illustrates building size scenarios and the total amount of sign area allowed per building. The numbers in bold are 5% of the building facade area and require Community Development Director approval because they are greater than thirty-six (36) square feet in total area. If the applicant does not pursue CDD approval they are limited to thirty-six (36) square feet in area.

The Chamber's formula does not affect the maximum sign area per building face as proposed by the Planning Department. The sign areas shown within the table would be allowed without any additional approval from the Community Development Director. In the Planning Department's proposal, the applicant would need to meet certain criteria before they could utilize additional sign area over thirty-six (36) square feet. The formula shown by the Chamber adjusts the point at which the applicant would need CDD approval to have sign area up to the maximum of 5%.

Chamber of Commerce Formula

	Building Height																
Building Width		13	15	17	20	23	25	28	30	33	35	38	40	43	45	48	50
	8	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	10	7	8	9	10	11	13	14	15	16	18	19	20	21	23	24	25
	12	8	9	10	12	14	15	17	18	20	21	23	24	26	27	29	30
	14	9	11	12	14	16	18	19	21	23	25	26	28	30	32	33	35
	16	10	12	14	16	18	20	22	24	26	28	30	32	34	36	36	36
	18	12	14	15	18	20	23	25	27	29	32	34	36	36	36	36	36
	20	13	15	17	20	23	25	28	30	33	35	36	36	36	36	36	36
	22	14	17	19	22	25	28	30	33	36	36	36	36	36	36	36	36
	24	16	18	20	24	27	30	33	36	36	36	36	36	36	36	36	36
	26	17	20	22	26	29	33	36	36	36	36	36	36	36	36	36	36
	28	18	21	24	28	32	35	36	36	36	36	36	36	36	36	36	36
	30	20	23	26	30	34	36	36	36	36	36	36	36	36	36	36	36
	32	21	24	27	32	36	36	36	36	36	36	36	36	36	36	36	36
	34	22	26	29	34	36	36	36	36	36	36	36	36	36	36	36	36
	36	23	27	31	36	36	36	36	36	36	36	36	36	36	36	36	36
	38	25	29	32	38	38	38	38	38	38	38	38	38	38	38	38	38
	40	26	30	34	40	40	40	40	40	40	40	40	40	40	40	40	40
	45	29	34	38	45	45	45	45	45	45	45	45	45	45	45	45	45
	50	33	38	43	50	50	50	50	50	50	50	50	50	50	50	50	50
	55	36	41	47	55	55	55	55	55	55	55	55	55	55	55	55	55
	60	39	45	51	60	60	60	60	60	60	60	60	60	60	60	60	60
	65	42	49	55	65	65	65	65	65	65	65	65	65	65	65	65	65
	70	46	53	60	70	70	70	70	70	70	70	70	70	70	70	70	70
	75	49	56	64	75	75	75	75	75	75	75	75	75	75	75	75	75
	80	52	60	68	80	80	80	80	80	80	80	80	80	80	80	80	80
	85	55	64	72	85	85	85	85	85	85	85	85	85	85	85	85	85
	90	59	68	77	90	90	90	90	90	90	90	90	90	90	90	90	90
	95	62	71	81	95	95	95	95	95	95	95	95	95	95	95	95	95
100	65	75	85	100	100	100	100	100	100	100	100	100	100	100	100	100	

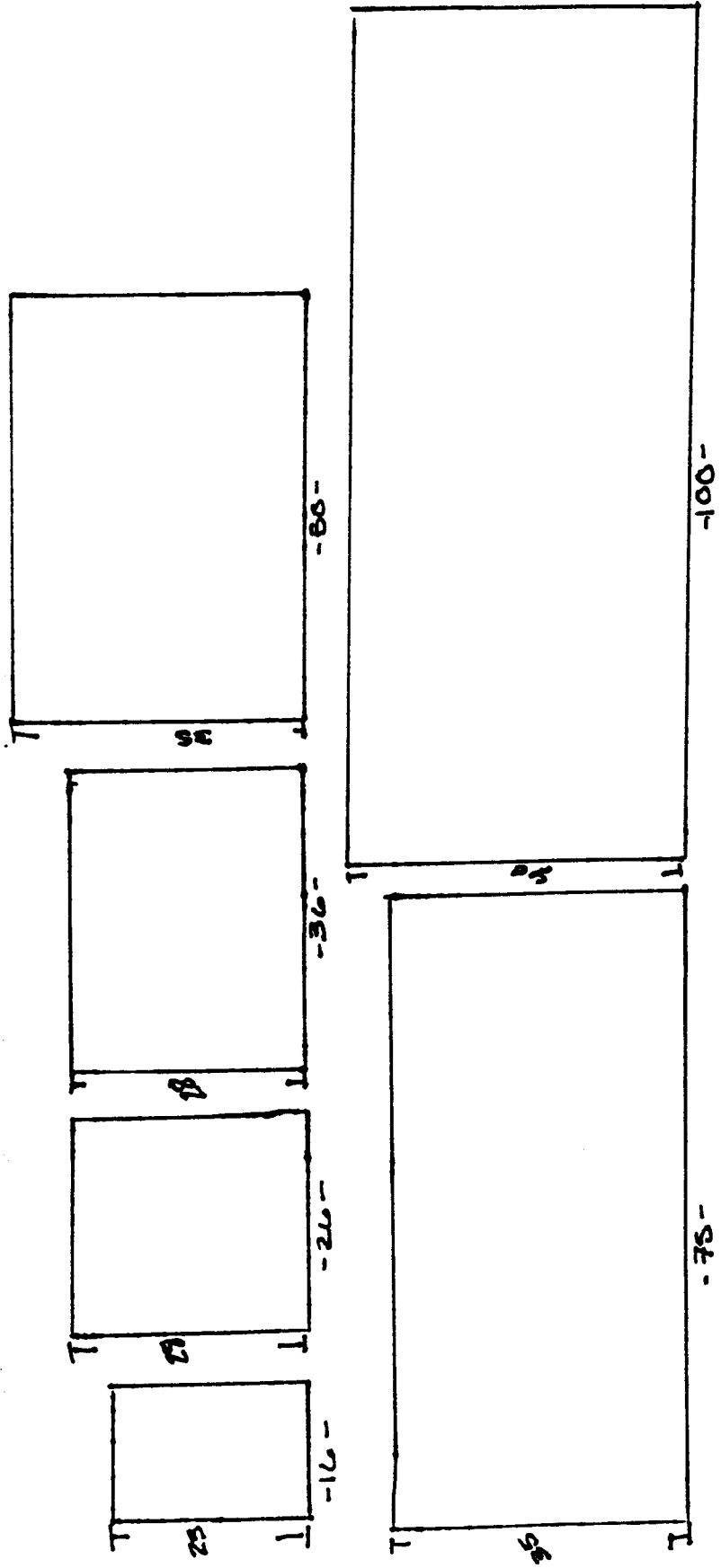
Summary:

The Chamber's formula gives more initial square feet of sign to the applicant. However, under both scenarios the applicant has the option of receiving the same additional sign area through an administrative approval, up to 5% of the area of the building face .

The Planning Department Staff recommends that the Council support the Planning Department's proposal due to:

- 1) ease in administration for calculating sign area of different building sizes;
- 2) additional sign area requests can be allowed, through an administrative process upon compliance with site specific criteria;
- 3) both formulas allow the same maximum sign area.

Staff has included tables which show the sign area of both formulas when applied to various building sizes.



Sign Area for Different Size Buildings

DRAFT 3/1/98

TITLE 12 - SIGN CODE

CHAPTER 1 - PURPOSE AND SCOPE

12-2-1. PURPOSES AND SCOPE. The City Council of Park City, Utah finds and declares that by controlling and standardizing signage in the community, the regulations set forth in this Title will reduce potential hazards to motorists and pedestrians; encourage signs which, by their good design, are integrated with and harmonious to the buildings and sites which they occupy; encourage sign legibility through the elimination of excessive and confusing sign displays; prevent confusion of business signs with traffic regulations; preserve and improve the appearance of the city as an *place historic, mountain and resort community* in which to live and work; *create an unique environment to attract visitors; attraction to non-residents to come to visit or trade;* allow each individual business to clearly identify itself and the goods and services which it offers in a clear and distinctive manner; safeguard and enhance property values; protect public and private investment in buildings and open space; supplement and be a part of the zoning regulations imposed by Park City; and promote the public health, safety, and general welfare of the citizens of Park City.

12-2-2. INTERPRETATION. The Planning Commission, or Historic District Commission if the sign is in the Historic District, shall have the authority and duty to interpret the provisions of this Title at the request of the Community Development Director or when a written appeal from a decision of the Community Development Department is filed with the Planning Commission or Historic District Commission for signs in the Historic District. In interpreting and applying the provisions of this Title, the sign requirements contained herein are declared to be the maximum allowable for the purpose set forth. The Community Development Department, *Historic District Commission* and/or the Planning Commission may determine *that* a smaller sign ~~would be~~ *is more* appropriate based on the size and scale of the structure(s), pedestrian traffic, *safety issues, orientation,* and neighborhood compatibility (~~See Section 12-4-1~~). The types of signs ~~allowedable~~ by this Title shall be plenary and sign types not specifically ~~allowedable~~ as set forth within this Title, shall be prohibited.

CHAPTER 2 - DEFINITIONS

12-2-1 DEFINITIONS. For purposes of this Title, the following abbreviations, terms, phrases, and words shall be defined as specified in this section:

(A) **ABANDONED SIGN.** Any sign applicable to a use which has been discontinued for a period of three (3) months.

(B) **ALTERATIONS.** Alterations as applied to a sign means change or rearrangement in the structural parts or its design, whether by extending on a side, by increasing in area or height, or in moving from one location or position to another.

© **AREA OF SIGN.** ~~The area of a sign shall include the entire area within any type of perimeter or border which may enclose the outer limits of any writing, representation, emblem, figure, or character. The area of the sign having no perimeter or border shall be computed by enclosing the entire area within a parallelogram, circle or triangle of the smallest size sufficient to cover the entire area of the sign and computing the area of the parallelogram, circle or triangle. The area of a sign face shall be computed by measurement of the smallest square, circle, rectangle, triangle, or combination thereof that will encompass the extreme limits of the writing, representation, emblem, or other display. This shall include any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed. The area calculation shall not include structural supporting framework, bracing or wall when such wall meets zoning ordinance regulations and is clearly incidental to the display itself.~~

If individual letters are mounted directly on a wall or canopy, each message shall be considered a sign. The sign area shall be the area in square feet of the smallest rectangle which encloses the sign, message or logo.

(D) **BALCONY.** A platform that projects from the wall of a building and is surrounded by a railing or balustrade.

(E) **BANNER.** A strip of cloth, plastic, paper or other material on which letters or logos are ~~a sign is~~ painted or written, hung up or carried on a crossbar, staff, string or between two poles. ~~A banner is characterized as a free flowing sign. Banners shall include signs, posters and banners and their common definitions.~~

(F) **BILLBOARD OR OFF-PREMISE SIGN.** A permanent outdoor advertising sign ~~which that~~ advertises goods, products, or services not necessarily sold on the premises on which said sign is located. ~~This includes umbrellas displaying verbiage other than the on-premise business name.~~

(G) **BUILDING FACE OR WALL.** All window and wall area of a building on one plane or elevation.

(H) **CANOPY.** A roofed structure constructed of fabric or other material placed so as to extend outward from a building providing a protective shield for doors, windows, and other openings, supported by the building and supports extended to the ground directly under the canopy or cantilevered from the building.

(I) **COMMUNITY OR CIVIC EVENT.** A public event ~~which that~~ is of interest to the community as a whole rather than the promotion of any product, political candidate, religious leader or commercial goods or services.

DISPLAY BOX. *A freestanding or wall sign enclosed in glass for the express purpose of displaying menus, current entertainment or other like items.*

(M) **FLAG.** A piece of cloth, plastic, paper or similar material, usually rectangular or triangular, attached by one edge to a staff, pole or rope as a distinctive symbol of a country, government, organization or other entity or cause. ~~All flags which contain the name or logo of an establishment, advertising copy or other miscellaneous messages shall be considered signs for purposes of this chapter.~~

(O) **HEIGHT OF SIGN.** The height of a sign is the vertical distance measured from ~~natural grade or approved final grade (which ever yields gives the visibility of the lower Sign)~~ the ground plane to the top of the Sign, including the air space between the ground and the sign. *Only when the topography is altered to adjust the ground height to the level of the public right-of-way, shall the sign be measured from final grade.*

(P) **LOW PROFILE SIGN.** ~~On-premise identification sign having a maximum height of eight (8) feet which is incorporated into a landscape planter.~~

MASTER SIGNAGE PLAN. A plan designed to show the relationship of signs for any cluster of buildings or any single building housing a number of users or in any arrangement of buildings or shops which constitute a visual entity as a whole.

(R) **MONUMENT SIGN.** ~~A free-standing Sign with an enclosed base meant to serve as a major identification Sign.~~

(S) **NAME PLATE.** Signs identifying the name, occupation, and/or professions of the occupants of the premises.

(T) **NATURAL GRADE.** The elevation of the existing surface of the land prior to commencement of construction of any improvements proposed or any previous site disturbance.

(U) **NON-CONFORMING SIGN (LEGAL).** Any advertising structure or sign which was lawfully erected and

maintained prior to such time as it came within the purview of this Code and any amendments thereto, and which fails to conform to all applicable regulations and restrictions of this Code.

OFF-PREMISE SIGN. ~~The purpose is Any Sign located off the premises, which that is used to advertise, identify and/or direct attention to a professional business, service, activity, product, campaign or attraction which is carried on, sold, offered or manufactured off the premises.~~

~~(V)-ON-PREMISE OR BUSINESS IDENTIFICATION SIGN.~~ A sign ~~which that~~ directs attention to a business, commodity, service, industry or other activity which is sold, offered, or conducted on the premises upon which the sign is located, or to which it is affixed.

PREMISE. Land and the buildings upon it.

~~(Y)-PUBLIC PROPERTY.~~ Any property owned by a governmental entity.

~~(Z)-SIGN.~~ Sign shall mean and include every advertising message, announcement, declaration, demonstration, display, illustration, insignia, surface or space erected or maintained in view of the observer thereof primarily for identification, advertisement, or promotion of the interest of any person, entity, product, or service, and visible from outdoors. The definition of a sign shall also include the sign structure, supports, lighting system, and any attachments, flags, ornaments or other features used to draw the attention of observers.

SIGN, AWNING. Any sign painted on or attached to an awning.

SIGN, CABINET. A frame covered by translucent material. The entire structure is one unit and the copy is not intended to include the individual letters.

SIGN, CAMPAIGN. A temporary sign on or off-premises, announcing, promoting, or drawing attention to any candidate(s) seeking public ~~political~~ office in a forthcoming election; or signs announcing political issues, for or against.

SIGN, CANOPY. Any sign painted or attached to a canopy.

SIGN, CHANGEABLE COPY. ~~A sign which is characterized by changeable copy, whether said Sign is free-standing or wall Sign, or whether said Sign projects from and is supported by a building. The graphical content of a sign, which that can be changed or altered through mechanical or electrical means. A sign that is characterized by graphical content that can be changed or altered through mechanical or electrical means.~~

SIGN, CONSTRUCTION. A temporary sign placed on the site identifying a new development, the contractor, builder and/or financial institution and may include a plat map and real estate information.

SIGN, DIRECTIONAL (GUIDE SIGN). Signs which serve as directional guides to recognized areas of regional importance and patronage. To clarify and define such areas of regional importance and patronage, ~~five (5) three (3) four~~ (4) types of areas are intended to be included:

- (1) Recreational and entertainment centers of recognized regional significance.
- (2) Major sports stadiums, entertainment centers or convention centers having a seating capacity in excess of ~~3,000~~ 1,000 persons.
- (3) Historical landmarks, churches, schools, community centers, hospitals and parks.

- (4) Public safety, municipal directional, parking and essential services.
- (5) ~~Temporary special events & festivals.~~

SIGN, DIRECTORY. An identification sign, ~~internally located on site the premise to direct traffic, which that contains the name of a building, complex or center and name and address of two (2) or more businesses being part of the same sign structure or interior to the building which can be seen from the outdoors.~~

SIGN, ELECTRONIC. A window, wall or other sign ~~which that~~ changes copy electronically.

SIGN, FREE-STANDING (MONUMENT). A sign ~~which that~~ is supported by one or more uprights or braces which are fastened to, or embedded in the ground or a foundation in the ground ~~and not attached to any building or wall. Free-standing Signs refer to on-premise advertising or project identification Signs for the purpose of this Code.~~

SIGN, HANGING. A sign attached underneath a canopy, awning or colonnade.

SIGN, HOURS OF OPERATION. A sign ~~which that~~ displays the hours ~~of during which the building's tenant serves the public operation,~~ this includes ~~ing~~ "open" and "closed" signs.

SIGN, MASTER IDENTIFICATION. A sign which identifies only the name and/or logo and/or address of a commercial, ~~or~~ industrial, or condominium complex the owner and tenants thereof.

SIGN, INTERNALLY ILLUMINATED. Internally Illuminated Signs include any sign face which is lit or outlined by a light source located ~~within the sign.~~

SIGN, LUMINOUS TUBE (NEON). Any sign which has characters, letters, figures, designs or outline which is illuminated by gas filled luminous tubes, such as neon, argon or florescent.

SIGN, POLE. An on-premise freestanding sign that is supported by one ~~or more~~ upright of not greater than twelve (12) inch diameter and are not attached or braced by any other structure.

SIGN, PORTABLE. Any sign that can be moved from place to place, ~~which is not permanently affixed to the ground or building, and is for the purpose of display only.~~

SIGN, PROJECTING. A sign attached to a building or other structure, ~~perpendicular to the street~~ and extending in whole or in part more than six (6) inches beyond any wall of the building or structure.

SIGN, PUBLIC NECESSITY. A sign ~~which that~~ informs the public of any danger or hazard existing on or adjacent to the premises.

SIGN, REAL ESTATE. A temporary sign advertising the sale, rental or lease of the premises or part of the premises on which the sign is displayed.

SIGN, ROOF. A sign erected or painted upon or above the roof or parapet of a building.

SIGN, SOLICITATION. Sign used to advise solicitors that they are not welcome on the property.

SIGN, SPECIAL PURPOSE. Sign of a temporary nature other than those established by a business; for the purpose of advertising a special event pertaining to drives or events of a civic, philanthropic, educational, or religious

organization.

SIGN, SPECIAL SALE. Temporary signs used to advertise a special sale on the premises.

SIGN, SUBDIVISION OR PROJECT ENTRANCE. An identification sign located at the entrance to a residential ~~subdivision or commercial development.~~

SIGN, TEMPORARY. A sign which is intended for use during a specified limited time. Temporary signs, as defined by this Code, shall include Real Estate Signs, *Yard Sign*, and *Campaign Sign* ~~and construction Project Identification Signs.~~

SIGN, UMBRELLA. A sign installed upon an umbrella that includes letters and symbols ~~which~~ that displays the name of the on-premise and/or off-premise business.

SIGN, VEHICLE. Any sign, logo or advertisement placed, painted, attached, or displayed on a vehicle advertising a company, store or service for a non-profit or for-profit business.

SIGN, WALL. A sign with messages or copy erected parallel to and attached to or painted on the outside wall of a building ~~and extending not more than six (6) inches from the wall.~~

SIGN, WINDOW. A sign installed upon or within ~~one five feet twenty three (3) feet~~ from the window, visible from the street and exceeds two (2) square feet in area, for the purpose of viewing from outside of the premises. This term does not include merchandise displays.

SIGN, YARD. A temporary sign that announces a garage sale, open house or similar event on a property.

~~(HH)~~ **THEATER MARQUEE.** A permanent structure with changeable copy letters, ~~which~~ that is used to advertise theater events.

~~(H)~~ **UMBRELLA.** A collapsible shade for protection against weather consisting of metal or fabric stretched over hinged ribs radiating from a central pole, ~~or any structure meeting the common definition of umbrella, that has letters and symbols which display the name of the on-premise business.~~

~~(KK)~~ **WALL MURAL.** ~~Murals which~~ A work of art, such as a painting applied directly to a wall that is purely decorative in nature and content, and do not include advertising by picture or verbal message ~~are exempt from sign regulation.~~

~~(MM)~~ **ZONE DISTRICT.** Refers to land use regulatory zones under the zoning ordinances of Park City.

CHAPTER 3 - PERMITS

12-3-1 PERMITS REQUIRED. No person shall erect, alter, or relocate any permanent or temporary sign within Park City without first ~~submitting a sign application and receiving approval of the~~ obtaining a Sign Permit ~~and a Building Permit~~ from the City, unless the sign is exempt under this code. Any person who hangs, posts, or installs a sign ~~which~~ that requires a permit under this code and who fails to obtain an *approved* permit before installing the sign, shall be guilty of a Class C misdemeanor and shall be fined accordingly.

12-3-2 PRE-APPLICATION CONFERENCE. A pre-application conference with the Community Development Department is encouraged in order for the applicant to become acquainted with application procedures,

design standards, and related city ordinances. Completed Sign Permit Applications are to be submitted to the *Planning Department*. The staff may assist in the preparation of the application, and shall provide information to applicants on the regulations created by this Code. ~~(See Sign Application brochure - handout available at the Planning Department)~~

12-3-3 APPLICATIONS REQUIREMENTS. ~~A complete application~~ *Applications for Sign Permits for permanent signs* must include the following:

- (A) **Building Elevations/Site Plan.** ~~A site plan building elevation drawn to scale which specifies the location of the sign structure, or drawings or photographs which show the scale of the sign in context with the scale of the building if the sign is to be mounted on the building. If the proposed sign is free-standing, Staff will require the applicant to submit a site plan specifying the sign location on the parcel with its relation to adjacent streets and buildings.~~
- (B) **Scaled Installation and Design Drawing.** Colored rendering or scaled drawing including dimensions of all sign faces, descriptions of materials to be used, manner of construction and method of attachment, and color samples.
- (C) **Master Sign Plan.** ~~A complete signage plan, also referred to as a Master Sign Plan shall be submitted to the Planning Department for any commercial building which that houses more than one use. The Master Sign Plan must be designed so that it establishes a common theme or design, uses similar construction methods, has compatible colors, lettering style, symbols, scale, and size of signs and/or identical background. This must be submitted, by the owner, prior to issuance of a permit for any one sign on the building. (See Section 12-5-3 for further information). If a Master Sign Plan has been established for the building, verification of compliance with said plan shall be submitted with the sign application.~~
- (D) **Lighting.** ~~Any exterior lighting proposed for signs shall be included in the sign application. Plans submitted shall indicate the location on the premises, and the type of illumination devices, fixtures, lamps, supports, reflectors, installation and electrical detail. All lighting shall comply with the standards as specified in the Land Management Code Section 2. A Sign permit application on the form provided by the Community Development Department.~~
- (E) **Application Forms.** ~~Submit a completed Planning Department Sign Permit Application and Building Permit Application on a form provided by to the Community Development Department. Both applications are available at the Planning Department.~~
- (F) **Fees.** ~~Payment of the appropriate fees to the Park City Municipal Corporation.~~

12-3-4 PERMIT FEES. Sign Permit Applications shall be reviewed according to a fee schedule established by resolution. See Fee Schedule at the Planning Department.

12-3-5 REVIEW PROCEDURES. Complete Sign Permit Applications will be reviewed by the *Planning Staff and Building Official, and are subject to the review of the Community Development Department Director, within ten (10) thirty (30) calendar days of upon receipt of the a complete application and application fee.* The application will be either approved, denied or returned with requested modifications. Both the Planning and Building Departments must approve the application before a permit can be issued. Either department may return the application for modifications or clarification. ~~If a permit application has not been processed within ten (10) working days, and written reasons given for the denial of the permit issued within that time, the application is deemed approved.~~

The Building Department shall inspect, as it deems necessary, Sign Applications regulated by this Code to ascertain whether the signs have been adequately installed and adequately maintained to minimize risks to the public.

The application for a permit for erection of a sign or other advertising structure in which electrical wiring and connections are to be used shall be submitted to the ~~electrical inspector~~ Building Department. The ~~electrical inspector~~ Building Department shall examine the plans and specifications with respect to all wiring and connections to determine if they comply with the electrical code of the City, and shall be approved if the plans and specifications comply with the code or denied if non-compliance with the Uniform Building Code is found.

~~12-3-7. MASTER PLANNED DEVELOPMENTS.~~ Master Planned Development (MPD) projects with buildings which house more than one use or tenant shall have their Master Sign Plan reviewed as part of the MPD review process and for no additional fee.

~~CHAPTER 4 - SIGN STANDARDS DESIGN STANDARDS.~~ [Note: "Sign Types" was moved to Chapter 5.]

All Signs must comply with the following design standards:

12-4-1 TOTAL SIGN AREA SIZE REQUIREMENTS. *The sign area, per building facade, may not exceed 5% of the building face to which the sign applies, or ~~45~~ 36 square feet per building face or 36 square feet per building face if used in conjunction with a free-standing sign, regardless of the number of businesses occupying the building, whichever is smaller. If additional sign area is necessary, the ~~Planning Commission~~ Community Development Director may grant additional sign area, but in no case may the total sign area exceed 5% of the building face to which the sign is attached applies. To grant additional sign area on applications, the ~~Planning Commission~~ Community Development Director must make findings based on the following criteria:*

- (A) **Location.** Signs should be designed to fit within and emphasize architectural elements of the building's facade.
- (B) **Compatibility.** Signs should establish a visual continuity with adjacent building facades and should be oriented to emphasize pedestrian visibility.
- (C) **Multiple Tenant Buildings.** *The building must have more than one tenant in more than one space.*
- (D) **Street Frontage.** *(Need staff direction)*
- (E) **Other.** *(Need staff direction)*

~~the total area of all permanent signs on one building face, including window signs, wall signs, projecting signs, and hanging signs, shall not exceed 45 square feet per building face or 36 square feet per building face if used in conjunction with a free-standing sign, regardless of the number of businesses occupying the building. If additional sign area is necessary, the Planning Commission may grant additional sign area, but in no case may the total sign area exceed 5% of the building face to which the sign is attached applies.~~

The total maximum area of all permanent signs on one building face, including ~~all on-premise signs~~ Window Signs, Wall Signs, projecting Signs, and hanging Signs shall not exceed 45 square feet per building face or 36 square feet per building face if used in conjunction with a free-standing sign, regardless of the number of business occupying the building shall be calculated by the following formula:

Additionally, the maximum area of all permanent Signs shall not exceed twenty (20) square feet per building face, or ten (10) square feet if used in conjunction with a free-standing or monument Sign. (Please see Section 12-5-1(a) for Free-Standing and Monument Signs). If additional signage is necessary, ~~In the case of a multi-tenant, mixed-use, or retail buildings,~~ the Planning Commission Department may grant additional signage ~~area on a for a building face with more than fifty (50) feet of linear frontage,~~ but in no case may the total signage area exceed 5% of the building face to which the sign is attached. (See Section 12-5-1(f) for specific size requirements for awning Signs, Section 12-5-1(a) for

free-standing and monument Signs; Section 12-5-1(a) for temporary Signs; Section 12-5-3(a) for project construction Signs; and Section 12-5-4(a) for portable yard Signs.) Additional signage may be permitted subject to all requirements of this code, and including the following criteria:

- (A) ~~Location.~~ The signs shall fit within and emphasize architectural elements of the building's facade.
- (B) ~~Compatibility.~~ The signs shall establish a visual continuity with adjacent building facades.
- (C) ~~Scale.~~ The signs shall be oriented toward pedestrians or vehicles in close proximity.

12-4-2 AREA OF INDIVIDUAL SIGNS. The area of a sign shall include the entire area within any type of perimeter or border ~~which that~~ may enclose the outer limits of any writing, representation, emblem, figure, or character *exclusive of the supporting framework.* ~~The area of the sign having no perimeter or border shall be computed by enclosing the entire area within a parallelogram, circle, or triangle of the smallest size sufficient to cover the entire area of the sign and computing the area of that parallelogram, circle, or triangle.~~

~~The area of the second side of a two-sided sign, i.e. hanging, projecting and free-standing signs, shall not be included when calculating signage area unless the sides diverge more than 30 degrees. Where a sign has more than two (2) faces, the total area of the third face and all additional faces shall be included in determining the area of the sign. All existing signs, whether conforming or non-conforming signs shall be counted in establishing the permitted area of size of all new signs to be allowed on the property.~~

When the sign faces of a backed sign, i.e. projecting, hanging, or free-standing signs, are parallel or within thirty (30) degrees of parallel, only one sign face is counted into the total sign area. If the sign faces are not parallel or within thirty (30) degrees of parallel, each sign face is counted into the total sign area.

12-4-3 INDIVIDUAL LETTER HEIGHT. Signs shall be limited to a maximum letter height of one (1) foot. The Community Development Department may grant an exception to the letter height, allowing ~~a total up to a~~ height of eighteen (18) inches, when such extended height would be compatible with the letter's font, the buildings architecture, and the placement of the sign upon the building.

For buildings located along the Frontage Protection Zone, a letter height exception may be granted by the Community Development Director when such building is greater than one-hundred and fifty (150) feet from the right-of-way of which the building has vehicular access. The maximum letter height in these cases shall be no greater than thirty (30) inches.

12-4-4 LOCATION ON BUILDING. Signs shall be designed so that ~~it is~~ their locations are confined to the building surface below the finished floor of the second floor or twenty (20) feet above adjacent natural grade whichever is lower. For buildings with ~~sign bands approved or existing~~ significant architectural features *that may conflict with sign locations*, the Community Development Director may grant exceptions to the second floor level signage restriction. Signage located above the finished floor elevation of the second floor shall be restricted to *the Building Identifications Sign, Windows Signs and a Directory Sign, properly located adjacent to an entrance.* Architectural details of a building often suggest a location, size, or shape for a sign.

Signage should compliment the architectural details of the building. Signs should help to establish a visual continuity with adjacent store fronts and relate directly to the store entrance. Signs must be oriented toward pedestrians or vehicles in close proximity; signs oriented for distance viewing will not be permitted. Signs shall be designed and located on the

building or on the premises in a manner that is compatible with the mass and scale of the building to which the sign applies. Signs must not obscure architectural details of the building; nor cover doors, windows, or other integral elements of the facade. Signs shall not obstruct views of nearby intersections and driveways.

12-4-5 SETBACK REQUIREMENTS. Permanent signs shall not be placed in the setback area as defined for the zone in which the sign is located. However, in the General Commercial Zone, signs may be set back ten (10) feet from the property line with the exception of those in the Frontage Protection Zone. The Community Development Department Director may decrease the setback if it is determined that the public will be better served with a sign located otherwise, due to site specific conditions such as steep terrain, integration of signage on retaining walls, heavy vegetation, or existing structures on the site or adjoining properties. (~~See Section 12-7-2(b) for specific setback requirements for temporary Signs and Section 12-7-3(b) for setback requirements for temporary construction project Signs.~~)

12-4-6 PROJECTION AND CLEARANCE. No sign may project more than 36 (thirty-six) inches from the face of a building or pole. Projecting and Hanging Signs must maintain at least 8 (eight) feet of clearance from ground level. ~~Clearance for signs projecting or hanging over landscaped areas may be reduced to 7 (seven) feet if the sign is set back at least three (3) feet from any hard surface or pavement.~~ Signs may not extend over the applicant's property line except those ~~which~~ *that* are proposed to be placed over the Main Street sidewalk. Signs may extend over City property only after review by the City Engineer and with the written approval of the Community Development Director and ~~a certificate of insurance~~ an encroachment agreement acceptable to the City Attorney.

12-4-7 MASTER SIGNAGE PLANS. Buildings or clusters of buildings, *within a project*, having more than one tenant or use, **shall provide a Master Signage Plan** for the entire structure or project *prior to any sign permit approval by the Planning Department.* The signage plan must be designed so that it establishes a common theme or design, uses similar construction methods, has compatible colors, ~~lettering, lettering style, symbols,~~ scale and size of signs and/or identical background. *All regulations as stated herein shall apply.*

Master Signage Plans for office buildings must have their primary focus on the identification of the building, and individual tenants may be identified by using small lettering on a window or door or directories. Total signage area within the plan is subject to the maximum size limitations of this Title. Signage area cannot be transferred to a single building or facade from other buildings in the project.

For multi-tenant retail and mixed-use buildings, ~~which that~~ contain any combination of uses including residential, office, service or retail uses, sign plans shall be designed so that ~~wall signage is~~ are confined to the building surface below the finished floor elevation of the second floor or twenty (20) feet above adjacent *natural finished* grade whichever is lower. ~~Signs below the finished floor elevation of the second floor~~ may be located on flat wall areas, within windows or on sign bands above windows. For buildings with pre-existing sign bands or architectural features, the Community Development Director may grant exceptions to the second floor level signage restriction (~~See Section 12-6-1~~).

Master Sign Plans shall include the location and fixture type of all exterior lighting of the proposed signs. The lighting plan shall specify wattage and bulb type to ensure compatibility with the lighting standards as stated in this *Title and other applicable City Codes Chapter.* Lighting fixtures shall be similar in style and should direct all light onto the sign surface. Spot lights and flood lights shall be prohibited.

12-4-48 SIGN MATERIALS. Exposed surfaces of signs may be constructed of metal, glass, stone, concrete, high density foam board, brick, solid wood, or cloth. Other materials may be used in the following applications:

- (A) **Face.** The face or background of a sign may be constructed of exterior grade manufactured composite board if the face of the sign is painted and the edges of the sign are framed and sealed with silicone. Plywood is

prohibited except on temporary signs where painted plywood may be used.

- (B) **Letters.** Synthetic or manufactured materials may be used for individual cut-out or cast letters in particular applications where the synthetic or manufactured nature of the material would not be obvious due to its location on the building and/or its finish. Ivory colored plastic may be used for internally illuminated letters (~~See Section 12-5-6(b)~~). Other materials may be approved by the Planning Commission at its discretion, but are otherwise prohibited. The sign materials should be compatible with the face of the building and should be colorfast and resistant to corrosion.

12-4-59 COLOR. Signs must be finished in subdued earthtone colors. Earthtones may be defined in this context to include the full spectrum of soil, clay and *metallic* colors. Spectrums of off-whites to deep browns, and light grays to black provide a wide range of acceptable colors. Brighter colors may be used provided they are imbued with brown or black tones. For example: pink imbued with brown would tend toward mauve and would be acceptable. Bright reds imbued with brown or black tones give a deeper burgundy or maroon color and may also be acceptable. Colors should compliment the color scheme of the building. A matte or flat finish is required for all painted surfaces. In no case will "day-glo", fluorescent, reflective colored materials that give the appearance of changing color or brilliant luminescent colors be permitted.

12-4-10 ILLUMINATION.

The purpose of regulating sign illumination is to prevent light trespass and provide clear illumination of signs without causing potential hazards to pedestrians and vehicles.

(A) **Externally Illuminated Signs.**

(1) **Fixtures.** *Lighting fixtures shall be simple in form and should not clutter the building. The fixtures should be partially or fully shielded as to contain the light rays to the sign.*

(2) **Light Source.** *Only certain light sources are allowed when lighting signs. The following table describes the type of light sources permitted and the maximum wattage they are permitted. Colored lights are prohibited. See section 12-4-10C for seasonal lighting.*

Type of Source (Bulb Type)	Maximum Wattage Allowed
High Pressure Sodium	55
Fluorescent	75

(B) **Internally Illuminated Signs.**

(1) **Letters.** *Internally Illuminated Signs include any sign face which is lit or outlined by a light source located within the sign.*

(a) *Individual pan-channel letters with a plastic face or individual cut-out letters (i.e. letters routed out of the face of an opaque cabinet sign) are permitted. The cut-out letters shall consist of a single line with a maximum stroke width of 1 1/2 inches. Variations in stroke width may be reviewed and approved by the Community Development Department. The plastic face or backing of the letters must be ivory colored.*

(b) *Reversed pan-channel letters with an internal light source reflecting off of the building face may also be used for "halo" or "silhouette" lighting. Internally illuminated pan-channel letters are not permitted on Free-standing Signs.*

(2) **Light Source.** *The light source for internally illuminated signs must be white.*

(3) Wattage. Wattage for internally illuminated signs shall be specified on the sign application. In the case of multi-tenant buildings, the Planning Department will regulate the voltage and type of light to keep the signs consistent.

(4) Zoning Restrictions. Individual pan-channel letters are and individual reversed pan-channel letters are prohibited within the Historic District. Signs which incorporate "halo" or "silhouette" lighting behind one sign face with the letters cut out of metal or wood sign material are allowed within the Historic District.

© Seasonal. Seasonal restrictions apply to all zones except HR-1, HR-2, HRL, SF, RM, R-1, RDM, and RD. Strings of lights that outline buildings, building architectural features and surrounding trees, shall be allowed from the 1st of November through the 15th of April only. These lights shall not flash, blink or simulate motion.

(D) Prohibited Lighting Lights which flash or move in any manner are prohibited.

(See Section 12-12-2 for further information regarding the inspection of electrical Signs.)

12-4-711 SIGN CONTENT. Signs shall be limited in content to material that is intended to be permanent (with the exception of theater or gallery marquees). It is the City's intent to facilitate traffic flow and avoid traffic hazards caused by confusing or cluttered signage. Because *individuals tourists*, who may be looking for a specific business often depend on sign text that assimilates business names as listed in telephone directories or other promotional advertisements, the name of the business, nature of the goods or services offered, and street address may be contained in the sign except that a Free-standing Sign may only identify the name of the building, project or ~~one~~ primary businesses. Statements of prices for specific items, listing of items beyond a general category of merchandise, telephone numbers, or similar information directed at the merchandise sold or service provided, rather than the identification of the business are prohibited. The use of logotypes or other symbols is appropriate in addition to the name of the business, *as long as the materials and colors used are in compliance with the regulations set forth in this Title*. Applications for signs *which* that contain misleading content or false information shall be denied.

In each instance, and under the same conditions to which this code permits any sign, a sign containing an ideological, political, or other ~~non-commercial~~ similar message and constructed to the same physical dimensions and character shall *not* be permitted.

CHAPTER 5 - UNSAFE AND UNLAWFUL SIGNS

12-510-1 ABATEMENT OR REMOVAL OF UNSAFE, DANGEROUS NON-MAINTAINED OR ABANDONED SIGNS. If, upon inspection, the Building Official determines a sign or awning permitted by the Park City Sign Code to be unsafe, unmaintained, or abandoned, the Building Official may issue a written order to the owner of the sign and occupant of the premises stating the nature of the violation and requiring them to repair or remove the sign within five (5) working days after receipt of notice from the City. In cases of emergency, the Building Official may cause the immediate removal of a dangerous or defective sign. Signs removed in this manner must present a imminent hazard to the public safety.

12-510-2 ABATEMENT AND REMOVAL OF ILLEGAL SIGNS-VIOLATIONS OF SIGN CODE. Any person who hangs, posts, or installs a sign *which* that requires a permit under this Code, and who fails to obtain a permit before installing the Sign, shall be guilty of a Class C misdemeanor and be fined accordingly.

CHAPTER 6 - NONCONFORMING SIGNS

12-106-1 REMOVAL OF CONFORMANCE CRITERIA FOR NON-CONFORMING SIGNS.

All signs, except billboards, (see below), shall conform or be removed as follows upon the happening of any of the events described below or where any of the following conditions apply, ~~the sign or signs shall be brought into compliance within which are not in conformance with this Title shall be removed by the owner or user of the sign within two (2) years from the date of this section, and a new permit shall be secured therefore, or shall be removed on which the Department gives notice to the owner that the sign is non-conforming, unless another date is agreed to pursuant to subsection (B) below. In any event, the non-conforming sign shall not be transferred to a new tenant or occupant of the premises on which the sign is erected, but shall be removed at the termination of the tenancy to which it applies.~~

- A) When a non-conforming sign is destroyed or damaged to an extent in excess of fifty (50) percent of the sign value.
- B) The sign is relocated in any manner.
- C) If the sign is altered structurally, or if more than fifty (50) percent of the copy as measured by the sign area is altered, except for changeable copy signs and maintenance.
- ~~D) If the business or service for which the non-conforming sign(s) was installed is expanded or modified. All improvements to a single business or use within any twelve (12) month period shall be treated cumulatively in the administration of this subsection.~~

12-106-2 ALTERATION OF NON-CONFORMING SIGNS. Non-conforming signs may be maintained and repaired in accordance with Section 12-12-1 of this Title, provided that the alterations and repairs are for the purpose of maintaining the sign in its original condition. Alterations to a non-conforming Sign ~~which that~~ change the size, use, content, color, lighting, or appearance of a non-conforming sign are subject to design review and approval by the Community Development Department. To be considered, substantial modifications must be proposed ~~which that~~ bring the sign closer to full compliance with the standards of this Code. ~~but~~ In no case shall a non-conforming sign be conveyed to a new tenant, and the amortization period of the sign shall not be extended. ~~Alterations of a substantial nature which bring the sign closer to full compliance with size, location, or height standards may be made, and if those modifications are substantial, the Director may start a new five (5) year amortization period from the date of the substantial modification. To be considered substantial, the modification must have brought the sign into conformance with the lighting, color, and materials standards in addition to making a major modification to height, size, or location.~~

12-106-3 REPAIR OF DAMAGED NON-CONFORMING SIGNS. No sign ~~which that~~ is not in conformance with this Code shall be repaired or restored after having been damaged to the extent of more than fifty percent (50%) of its value immediately prior to the event causing the damage or destruction. The owner of the sign or owner of the property shall have the obligation to properly remove the sign.

12-106-4 NON-CONFORMING BILLBOARDS. A non-conforming billboard may be terminated by acquiring the billboard and associated property rights through:

- (I) gift;
- (ii) purchase;
- (iii) agreement;
- (iv) exchange; or
- (V) eminent domain.

A legislative body may also remove a billboard without providing compensation if, after providing the owner with reasonable notice of proceedings and an opportunity for a hearing, the legislative body finds that:

- (A) the applicant for a permit intentionally made a false or misleading statement in his application;

- (B) the billboard is unsafe
- © the billboard is an unreasonable state of repair; or
- (D) the billboard has been abandoned for at least 12 months.

~~(B) 12-6-5 AMORTIZATION period.~~ Upon receipt of notice, the owner of any non-conforming sign may enter into an agreement with the City to bring the sign into compliance, or to remove the sign, after a reasonable period of amortization which shall not, in any event, exceed five (5) years. In the absence of such an agreement, the owner of the sign is deemed to have consented to the two year amortization period. Signs which have been in place for more than three (3) years prior to the adoption of this Code, and were non-conforming under the previous ordinance, shall not be eligible for an amortization period of more than two (2) years. Signs which have been in place for less than three (3) years prior to the effective date of this Code will be given a two (2) year amortization period, unless the owner can establish a necessity for a longer period, such as a lease agreement on the sign itself, recent improvements of substantial cost, or similar investment or commitment that makes an amortization period of longer than two (2) years necessary to avoid an economic loss. In no event will the amortization period exceed five (5) years from the date of notice that a sign is non-conforming.

12-106-5 REMOVAL OF SIGNS BY THE BUILDING OFFICIAL AND COST ACCESSED AGAINST OWNERS. The Building Official may cause the removal of an illegal sign in cases of emergency, or for failure to comply with the written orders of removal or repair under the procedures and authority of Ordinance No. 85-9 the Municipal Code of Park City Section 6-1-5, as amended.

~~(A) 12-6-6 NOTICE.~~ Notice of the non-conforming status of signs shall be given by the Department in writing. The notification shall state the location of the sign, and the modifications needed to bring it into conformance, or that the sign must be removed entirely if it cannot be made to conform. Notices may be sent by regular United States mail and notice is deemed complete upon mailing. ~~Notices may be sent by certified or registered mail, but that is not required.~~

CHAPTER 7 - PROHIBITED SIGNS

12-7-1 OFF-PREMISE SIGNS. *A permanent outdoor sign which advertises goods, products, or services not sold on the premises on which the sign is located, is prohibited.*

12-97-12 PROHIBITED SIGNS. No person shall erect, alter, maintain, or relocate any sign as specified in this Chapter in any zone:

~~**A-frame Signs.** Any portable sign or structure composed of two (2) Sign faces mounted or attached back to back in such a manner as to form a basically triangular vertical cross section through the faces.~~

- (A) **Animated Signs.** A rotating or revolving sign, or signs where all or a portion of the signs moves in some manner.
- (B) **Bench Signs.** Any outdoor bench or furniture with ~~commercial~~ any signage.

- © **Electronic Message Signs.** A permanent free-standing roof, wall, or other Sign which changes copy electronically using switches and electric lamps. Automatic changing signs, such as ~~public service~~ announcements, time, temperature and date signage are prohibited. ~~Municipal governmental~~ public safety, ~~and~~ municipal directional ~~and informational~~ signs are exempt.
- (D) **Flashing Signs or Lights.** Any sign ~~which that~~ contains an intermittent or flashing light source, or which includes the illusion of intermittent or flashing light by means of animation, or an externally mounted intermittent light source. Flashing light sources are prohibited.
- (E) **Home Occupation Signs.** Business Identification Sign for a home occupation.

~~Illuminated awnings.~~ Illuminated (back-lit), Translucent, awnings are not considered appropriate in Park City and are prohibited.
- (F) **Inflatable Signs or Displays.** Any inflatable object used for signage or promotional purposes.
- ~~(I) **Subdivision Sign Residential Free-standing and Monument Signs.** Any sign which that serves to identify the name of a subdivision or single family residential project. Please refer to Section 12-7-4 for regulations on Subdivision Development Temporary Signage.~~
- (G) **Mobile or Portable Signs.** A sign not permanently attached to the ground or building, except for Public Necessity Signs and temporary signs as allowed by this Code
- (H) **Portable Signs.** Any sign that can be moved from place to place, is not permanently affixed to the ground or building, and is for the purpose of display only is prohibited. Temporary Open House Signs for real estate are permitted but must comply with the regulations as stated in Section 12-10-2(D).
- (I) **Roof Signs.** Any Signs erected partly or wholly on or over the roof of a building, including ground signs that rest on or overlap a roof. Signs mounted anywhere on a mansard roof are not allowed.
- (J) **Wind Signs.** Any propeller, whirling, or similar device ~~which that~~ is designed to flutter, rotate, or display other movement under the influence of the wind. This shall include "gasoline flags", or banners.
- ~~(M) **Vehicle Signs.** Roof or antenna mounted signs on automobiles, except for student driver signs. Vehicle Signs painted, vinyl or magnetically attached to the sides of vehicles or the vehicle's windows are allowed, as long as the vehicle is in use or parked in a bonafide parking space. Vehicle Signs may not be illuminated.~~
- (K) **Video Signs.** Animated visual messages ~~which that~~ are projected on a screen.

CHAPTER 8 - ~~CRITERIA FOR NON-REGULATED SIGNS~~

12-8-1 SIGNS EXEMPT FROM PERMIT REQUIREMENT. The following signs are not subject to a permit requirement. ~~if the following standards are met.~~ They shall be regulated by the following size and placement standards and shall not be included when calculating permitted sign area for any parcel, use or development. Building permits may be required for the installation of these signs even though they are exempt from design review and regulation.

- (A) **Addressing Numbers.** Addressing numbers may be no higher than twelve (12) inches. When placed on

commercial buildings, they may be taken into account in the review of the signage plan, and counted as signage area if part of the overall signage area for the building.

~~**Flags, symbols, or insignias.** The flag of the United States, the state of Utah flag, other flags or insignias of governmental entities or agencies and decorative flags may be displayed, and not counted as signage. However, these types of flags are subject to the same standards as found in Section 12-5-1(S).~~

- (B) **Campaign Signs.** Campaign Signs are exempt from obtaining permits as long as the sign is in compliance with the regulations as stated in Section 12-10-2(B).
- (C) **Hours of Operation Sign.** One "hours of operation" sign is allowed per entryway. Each sign may not exceed one square foot in area. The sign may not be illuminated.
- (D) **Interior Signs.** Non-illuminated signs ~~which that~~ are on the interior of buildings set back at least *three (3) feet five (5) feet set back* at least two (2) square feet in area from any window are not regulated at all. Illuminated interior signs setback at least ten feet are not regulated for design but a building permit is required *for electrical and installation details. All signs placed within the regulated area will be included within the total sign area calculation per building facade. Please refer to Section 12-9-2(O) for Window Sign requirements, and Section 12-9-2(I) for Luminous Tube Sign requirements.*
- (E) **Nameplates (residential).** One nameplate sign for each single family residence, ~~which that~~ shall not exceed one square foot in area. If lighted, a building permit is required.
- (F) **Private Plazas.** Private pedestrian walkways may have signs on privately owned walls or plazas that are so located as to be oriented to the plaza and not to public streets are not regulated, however building permits shall be required for mounting and wiring. *Private Plazas as part of a Master Planned Development must have an approved Master Sign Plan. Private Plazas approved prior to (date of approval) do not need come into conformance with the Sign Code and Master Sign Plan requirements.*
- (G) **Private Recreational Facilities.** Signs located inside open air recreational facilities ~~which that~~ are not oriented to public streets, e. g. Directional Signs in ski resorts and golf courses are not regulated.
- (H) **Public Necessity Signs.** Public Necessity Signs such as bus stop, no parking and street name signs installed by or with permission of Park City Municipal Corporation are exempt from permit requirements. Approval of the Public Works Director and Community Development Director is required in order to insure safe placement and prevent unsightly or distracting sign placement.
- (I) **Real Estate Signs.** Real Estate Signs are exempt from obtaining permits as long as the sign is in compliance with the regulations as stated in Section 12-10-2(D).
- (J) **Solicitation Signs.** One "no solicitors" sign, not to exceed one square foot, is allowed per major entrance to any building or apartment complex.
- (K) **Special Events Fliers.** Fliers or posters advertising special events may be displayed on the inside of windows of businesses, provided all window signage does not exceed 30% of window area and the owner of the business approves of the placement. Such posters may be displayed for up to one week prior to an event, and must be removed within 48 hours after the event. Posters or fliers may not be tacked up to the exterior of any building

or to telephone/utility poles or distributed by placement on parked automobiles or on door steps, etc.

- (L) **Special Sale Signs.** Merchants may advertise special sales with temporary paper signs on the inside of windows provided that all window signage does not cover more than ~~fifty percent (50%)~~ thirty percent (30%) of the window area. Special sale signs may be displayed two (2) weeks at a time, five (5) times a year. ~~Please see Section 12-7-2 for Temporary Signs.~~
- (M) **Trespassing Signs.** "No trespassing" signs may be posted on doors, windows or other property entrances, or on fence or property lines. They may not exceed one square foot in area, and may not be illuminated.
- (N) **Vacancy Signs.** Vacancy Signs are allowed only for those buildings ~~which that~~ are permitted and licensed for nightly rentals within the HR-1, HR-2, HCB, HRC, GC and RC zones. Vacancy Signs may be a maximum of two (2) square feet. If illuminated, approval from the Community Development Department and a building permit ~~is~~ are required. ~~Neon Luminous tube signs~~ are prohibited.
- (O) **Vehicle Signs.** Vehicle Signs *painted, vinyl or magnetically attached to the sides of vehicles or the vehicle's windows are allowed, as long as the vehicle is in use or parked in a bonafide parking space.* Roof or antenna mounted signs on automobiles are prohibited, except for student driver signs.
- (P) **Yard Signs.** *Yard Signs are exempt from obtaining permits as long as the sign is in compliance with the regulations as stated in Section 12-10-2(G).*

CHAPTER 9 - PERMITTED SIGN REGULATIONS

12-9-1 ON-PREMISE SIGNS. *On-Premise signs as used in this Title shall mean the primary purpose is to advertise, identify and/or direct attention to a profession, business service, activity, product, campaign, or attraction which that is carried out, sold, offered or manufactured in or upon the premise.*

12-59-12 TYPES OF SIGNS ALLOWED. *In addition to the following regulations, all signs must be in compliance with all other provisions of this Title. types of signs are allowed subject to Planning staff review based upon the regulations set forth in this code:*

(A) **Awning and Canopy Signs**

(1) **Size.** *Only A maximum of 20% of the canvas area on any one face of an awning may be used for signage area regardless of the size of the building facade to which the sign applies not to exceed that which would be allowed otherwise.*

(2) **Height Limit.** Awnings must have a minimum clearance of eight (8) feet to the frame and seven (7) feet to the bottom of the valance.

(3) **Number of Signs.** Not applicable

(4) **Setback and Orientation.** Awnings must be located in a traditional manner above doors, windows, or

walkways, provided said walkways lead to a bona fide entrance, if they are compatible with the architecture of the building, and follow relevant design guideline criteria. All other locations are prohibited. Free-standing Awning Signs are prohibited.

They Awnings may project a maximum of 36 inches from the face of the building except when used as entrance canopies, in which case awnings may extend to the setback lines. Awnings are ~~permitted~~ *calculated as part of the total as signage area for the building. The design must provided they* blend with the architecture of the building and ~~do~~ should not obscure details of the building. Awnings should serve as an accent to the building's design but should not be the dominant architectural feature. Awnings are counted as signage area if they have lettering or other graphics conveying a commercial message or name of a business or product sold in the building to which the awning is attached.

(5) Zoning Restrictions. Awning Signs are permitted in all commercial zoning districts.

(6) Content. Sign content shall be limited to the tenant name or the nature of the goods or services provided.

(7) Design. *Awnings in the Historic District are encouraged to resemble the typical awning found during the mining area.* Only fire resistant canvas will be permitted. Material should be high quality, colorfast and sunfade resistant. Vinyl or plastic materials are not ~~considered~~ permitted in Park City. Awning colors are generally limited to a single field color with a single contrasting color for lettering and logos. However, if the awning is striped in a traditional manner, either with vertical stripes along the entire awning or horizontal stripes along the valance, two field colors may be used. Corporate colors may be used only if they are finished in subdued earthtone colors. ~~For a more complete description of the permitted colors please see Section 12-4-5 of this Code.~~

(8) Illumination. Illuminated (back-lit) translucent awnings or translucent letters on opaque backgrounds are prohibited. Canvas awnings illuminated in the traditional manner with high pressure sodium or florescent lighting are permitted.

(B) Changeable Copy Signs. Manual Changeable Copy signs are permitted, provided they comply with the following regulations. Electronic Changeable Copy Signs are prohibited.

(1) Size. All other size requirements set forth in this Code must be adhered to.

(2) Height Limit. Sign plans shall be designed so that the signage area is confined to the building surface below the finished floor elevation of the second floor or twenty (20) feet above adjacent natural grade, whichever is lower.

(3) Number of Signs. The maximum number of Changeable Copy signs for a commercial or non-profit business is one (1).

(4) Setback and Orientation. Changeable Copy Signs shall be placed so as to utilize existing architectural features of a building without obscuring them. The sign shall be orientated toward pedestrians or vehicles within close proximity.

(5) Zoning Restrictions. Changeable Copy Signs are allowed in all commercial zoning districts.

(6) Content. Changeable copy signs may only be used in conjunction with gas station pricing, theaters, entertainment, educational facilities, non-profit art galleries, or similar exhibit facilities.

(7) Design. The sign materials should be compatible with the face of the building and should be colorfast and resistant to erosion. *The individual letters shall be uniform in size and color. Letters shall be enclosed within a case with a transparent face. The individual letter shall not exceed eight (8) inches in height.*

(8) Illumination. *Illumination of Changeable Copy Signs shall be enclosed in the case, down directed toward the letters.*

© ~~**Directional or Guide Signs.**~~

(1) Size. ~~Directional or Guide Signs which that give direction to recognized areas of regional importance and patronage may be a maximum of sixteen (16) square feet.~~

(2) Height Limit. ~~Directional or Guide Signs shall be no more than eight (8) feet in height when measured from natural grade.~~

(3) Number of Signs. ~~The number of Directional or Guide Signs shall be determined appropriate by the Community Development Director and/or the Public Works Director.~~

(4) Setback and Orientation. ~~Setback and orientation shall be determined appropriate by the Community Development Director.~~

(5) Zoning Restrictions. ~~Directional or Guide Signs are permitted in all Zoning Districts.~~

(6) Content. ~~Directional or Guide Signs serve to identify recreational and entertainment centers of recognized regional significance; major sports stadiums, entertainment centers or convention centers having a seating capacity in excess of 3,000 persons; historical landmarks; public safety; municipal directional, parking and essential services.~~

(7) Design. ~~Design shall be compatible with other Directional and Guide Sign in order to establish a consistent standard which citizens and visitors can recognize.~~

(8) Illumination. ~~Illumination of Directional or Guide Signs is prohibited.~~

© **Directory Sign**. Directory Signs shall be permitted to provide information for *commercial* multi-tenant projects; ~~either commercial or residential.~~

(1) Size. Wall mounted Directory Signs shall adhere to all other size requirements as set forth in this Code. ~~twenty (20) square feet~~ Free-standing Directory Signs may have a maximum of ~~thirty-six fifteen (15) twenty~~ (20) square feet of sign area to serve as a directory for the project. Each phase of an expandable condominium or other phased project shall be considered a part of the initial phase for signage purposes if the project is joined by a common conditional use permit, zoning approval or management structure such as a condominium homeowners' association.

(2) Height Limit. The height of the Directory Sign shall not exceed ~~six (6) seven (7) feet, and shall be directed towards pedestrians.~~

(3) Number of Signs. The combined area of all Directory Signs on a project may not exceed twenty (20) square feet in area.

(4) Setback and Orientation. Signs shall be located in the common area of the project and oriented toward a central pedestrian path, *entrance* or common parking area. *Free-standing* Directory Signs must maintain the setback requirements for the zone in which they are located.

(5) Zoning Restrictions. Directory Signs are allowed in all zoning districts, provided they are identifying multi-tenant projects, either commercial or residential.

(6) Content. The contents of ~~such~~ commercial Directory Signs shall be limited to the name of the multi-tenant structure, its street address, and the names and unit numbers of the tenants of the project. *Directory Signs in a residential complex shall identify the building and unit numbers*. Directory Signs may not be oriented for off-site viewing. No telephone numbers, rental information, or sales information shall be permitted on the Directory Sign.

(7) Design. Directory Signs shall be simple in form and shall be compatible with the architectural elements and materials of the multi-tenant project.

(8) Illumination. *Lighting of the Directory Sign is permitted. Lighting shall be down directed towards the text.*

(D) Display Boxes *Display boxes will be included in the total sign area for a building facade. Display boxes may contain an establishment's current menu, current entertainment information and merchandise.*

(1) Size. *The maximum size shall be six (6) square feet and shall be included in the calculation of the total building sign area.*

(2) Height Limit. *The height of a display box shall be oriented towards pedestrian viewers.*

(3) Number of Signs. *Not Applicable*

(4) Setback and Orientation. *Displays boxes shall be oriented towards pedestrian viewers. Wall mounted display boxes shall not extend from the building over public property.*

(5) Zoning Restrictions. *Display Boxes are allowed in all commercial zoning districts.*

(6) Content. *This Display Box may be used for changeable copy signs provided the sign remains inside the mounted display box. The display box shall also contain merchandise which is typical and representative of products for sale in the business premises and shall not be used to display wares of another business located elsewhere or merchandise not available in the store to which the display case applies.*

(7) Design. *The size and scale shall be appropriate to the surroundings and shall be designed and fabricated so as to be compatible with the surrounding architecture. Free-standing display boxes shall be designed and constructed to withstand wind and may be located only on private property. Display boxes must be constructed to coordinate with the building design, must contain a clear face which would protect the menu/event display from the weather and must not extend over public property.*

(8) Illumination. *Lighting of the display box is permitted within the display case. Lighting shall be down*

directed towards the items displayed.

- (E) **Entrance/Exit Signs** *Entrance and exit signs are not included into the total sign area allowed for a structure. Entrance and exit signs are for the facilitation of traffic onto and off the site.*

- (1) **Size.** Entrance/Exit Signs shall be limited to a maximum of three (3) square feet per side.
- (2) **Height Limit.** Entrance/Exit Signs shall be no higher than five (5) feet above the ground at the top of the sign.
- (3) **Number of Signs.** Two Entrance/Exit Signs are allowed at each approved driveway opening for commercial uses and multi-tenant dwellings.
- (4) **Setback and Orientation.** Entrance/Exit Signs shall not be placed in the City right-of-way.
- (5) **Zoning Restrictions.** Entrance/Exit Signs are permitted in all commercial and multi-family residential zoning districts.
- (6) **Content.** The Content shall be limited to "Entrance" or "Exit".
- (7) **Design.** Entrance/Exit Signs shall be simple in form and shall be compatible with the architectural elements of the commercial or multi-family project.
- (8) **Illumination.** *Illumination of Entrance/Exit Sign is permitted, provided that the lighting complies with Section 12-4-10.*

- (F) **Flags.** *The regulations stated below regarding flags shall apply to all zones in the City except for Single Family zones..*

(1) **Size.** *The maximum size of any one flag shall be 24 square feet if visible from a public right-of-way. Flags used in conjunction with telecommunication facilities may request a larger flag size due to the increase allowable height of the flag poles used. The increase flag size requires approval by the Community Development Director.*

(2) **Height Limit.** *Flag poles may not exceed the maximum height of the nearest building or 25 feet measured from natural or final grade, whichever yields the smaller pole. Flag poles, in association with a telecommunication facility may not exceed the height as specified for the zone in which it is located.*

(3) **Number of Flags.** *No more than three free-standing flag poles per property may be shown at any time if these Flags are visible from a public right-of-way. Properties with right-of-way frontage greater than 100 yards may be allowed an additional three flags per additional 100 yards of street frontage. Flag poles are restricted to only flying one flag per pole.*

No more than eight (8) building mounted flags per property may be shown at any time if these Flags are visible from a public right-of-way.

(4) **Setback and Orientation.** *Free-standing flag poles shall not be placed in the setback area as designed for the zone in which ~~it is~~ the flags are located.*

(5) Zoning Restrictions. Flags are allowed in all zoning districts. ~~Decorative flags are not considered as signage and require a permit in all zoning districts, except those districts residential in nature.~~

(6) Content. All flags which contain the name or logo of an establishment or advertising copy shall be considered signs for purposes of this Chapter. The Flag of the United States, the state of Utah, other flags or insignias of governmental entities, or decorative flags are not considered signs for purposes of maximum allowable square footage calculation, but are subject to the restrictions of this section.

(7) Design. It is recommended that the flagpoles be black, brown, dark green or bronze. *The flag poles shall utilize noise reduction methods. Flags shall be kept in good repair.* ~~may contain internal halyards.~~ Design of the U.S. flag should be consistent with the Federal Flag Code, 36 U.S.C. Section 173-8 as amended.

(8) Illumination. Flags may be illuminated ~~so that~~ *provided that the lighting complies with Section 12-4-10.* Lighting proposed for the flags shall be included in the sign application.

(G) Free-standing Sign ~~Municipal, public safety and municipal Directional Signs are exempt from these requirements.~~

(1) Size. Free-Standing Signs shall be limited to a maximum of ~~thirty-six (36)~~ twenty (20) square feet in area, unless there are other approved signs on the building, in which case this maximum shall be reduced to ten (10) square feet. ~~Unless the building to which the sign applies has no other signage, in which case a forty-five (45) square foot sign is allowed. However, in no case may the area of a free-standing sign exceed a total of one (1) square foot in three (3) feet of frontage occupied by the business or enterprise or 5% (five percent) of the building facade area to which the sign applies.~~

(2) Height limit. Free-standing may not exceed a height of ~~ten (10) six (6)~~ seven (7) feet. ~~Exception: Free-standing Monument signs with solid or included bases may not exceed a height limit of five (5) feet.~~

(3) Number of Signs. Businesses, projects or parcels are limited to one (1) Free-Standing Sign. ~~Except that properties with more than 1000 (one thousand) feet of continuous frontage and: If the property with has more than one entrance and frontage on more than one street one additional sign may be permitted for directional proposes only. The directional sign shall not exceed three (3) feet in area. The combined square footage of all Free-Standing Signs shall not exceed the maximum square footage allowed. Provided that the combined square footage of all free-standing signs does not exceed 72 (seventy-two) square feet (two 36 square foot signs). Where there is frontage on more than one street, each frontage is treated independently. Signage area may not be transferred from one frontage to another.~~

(4) Setback and Orientation. Free-Standing Signs shall not be placed in the setback area as defined for the zone in which the sign is located. However, in the General Commercial Zone, signs ~~may~~ *must* be set back ten (10) feet from the property line.

Free-Standing Signs may be aligned either perpendicular or parallel to the road provided that signs perpendicular to the road are finished on both sides, and that signs parallel to the road maintain a setback of at least twenty-five (25) feet from the curb or edge of pavement. With the exception of those in the Frontage Protection Zone, the Community Development Director may decrease this setback if it is determined that a particular road alignment or traffic conditions would facilitate adequate visibility of the sign for street or pedestrian traffic.

(5) Zoning restrictions. Free-Standing Signs may be allowed in the commercial zones GC, and RC. Free-Standing Signs located in the Frontage Protection Zone or the HBC Zone require a Conditional Use Permit. ~~In the HCB Zone only with Conditional Use approval from the Planning Commission (Section 12-3-6).~~ Free-standing signs are permitted in all other zones except that in the Hr-1, HRL, HRC and RD zones, they are permitted only as part of subdivision of 50 (fifty) lots or more or master planned developments, subject to the provisions of Section 12-4-1(k).

(6) Content. ~~Because it is the City's intent to facilitate traffic flow and avoid traffic hazards caused by confusing or cluttered signage, and because tourists, who may be looking for a specific business often depend on Sign text that assimilates business names as listed in telephone directories or other promotional advertisements,~~ Free-standing Signs are permitted for the purpose of identifying the name of the a building, project or one primary business only.

(7) Design. Free-Standing Signs with a solid or enclosed base are permitted. Signs supported by at least two (2) poles without enclosed bases are also permitted provided that the exposed pole's height does not constitute more than 50% of the Sign's overall height (i.e., the height of the open area beneath a sign cannot exceed 50% of the Sign's total height).

(8) Illumination. ~~Please refer to Section 12-4-6 of this Title. Lighting of Free-Standing Signs is permitted, provided that the lighting complies with Section 12-4-10. However, internally illuminated pan-channel letters are not permitted on Free-standing Signs. Any exterior lighting proposed for the signs shall be included in the sign application.~~

(H) Hanging and Projecting Signs.

(1) Size. No single Hanging or Projecting Sign may exceed twelve (12) square feet in area. A Hanging Sign may be placed on a building or underneath an approved canopy, awning, or colonnade, as long as it does not project more than thirty-six (36) inches from the face of the building to which it is attached. *Sign brackets incorporating design elements that are descriptive or informative of the business use shall be included as part of the sign area.*

(2) Height Limit. Hanging and Projecting Signs must have at least eight (8) feet of ground clearance unless reduced according to the projection and clearance provisions of Section 12-6-3, ~~and cannot be higher than the building to which they are attached.~~

(3) Number of Signs. There is no number of maximum hanging signs per building face. The total square footage of signage area shall not exceed the maximum square footage allowed per building face.

(4) Setback and Orientation. Hanging and Projecting Signs may not project more than thirty-six (36) inches from the face of the building to which it is attached. They may not extend beyond the applicant's property, except those which are proposed to be placed over the Main Street sidewalks. Signs may extend over City property only after review by the City Engineer and with the written approval of the Community Development Director and an encroachment agreement acceptable to the City Attorney. *Hanging and Projecting Signs must have a minimum of six (6) feet of separation between each sign similar in nature.*

(5) Zoning Restrictions. Hanging and Projecting Signs are permitted within all commercial zoning districts.

(6) Content. Sign content shall be limited to the tenant name and the nature of the goods or services provided.

(7) Design. Exposed surfaces of signs may be constructed of metal and/or solid wood. The sign materials should be compatible with the face of the building and should be colorfast and resistant to corrosion.

(8) Illumination. *Lighting of Hanging/Projecting Signs is permitted, provided that the lighting complies with Section 12-4-10. Any exterior lighting proposed for the signs shall be included in the sign application.*

(I) Luminous Tube Signs (Neon). *Neon Luminous Tubes (LT)* used to draw attention to a business or building in any manner, including (but not limited to) neon text, or logos are considered signage and shall be regulated according to the provisions of this code as follows.

(1) Size. All other size requirements set forth in this Code must be adhered to.

(2) Height Limit. ~~Neon~~ LT Signs shall be limited to the ground floor elevation.

(3) Number of Signs. Not Applicable

(4) Setback and Orientation. ~~Neon~~ LT Signage must be located within a building and displayed through a window rather than being attached to the exterior of the building. If ~~the a neon~~ LT Signage are located within ~~ten (10) twenty (20)~~ feet of the front window, visible from the street and exceeds two (2) square feet in area, it is considered as signage area and must have a permit and will be included in the total sign area for the building. ~~Neon~~ LT Signs located ten (10) feet back from the window ~~is are~~ considered interior lighting and ~~is are~~ not regulated. ~~The Neon Sign must be designed to be compatible with the space in which it is located, and have a sense of balance and proportion.~~

(5) Zoning Restrictions. ~~Neon~~ LT Signs may be used only in the HCB, HRC, and GC zones. ~~Neon~~ LT Signs are prohibited in all other zones.

(6) Content. ~~LT Neon~~ signage may include letters graphics and symbols displaying the name of the on-premise business.

The following are prohibited in ~~neon~~ LT Signs: open/closed Signs; vacancy/no vacancy signs, product brand names, message/sales promotion. ~~Neon~~ LT Signs may not flash, move, alternate, or show animation. The outlining of a building's architectural features is prohibited. In certain cases, open/closed Directional Signs for drive-through, may be permitted to facilitate traffic circulation and control traffic congestion.

(7) Design. The following historic colors are permitted in the Historic District in primary shades only: red, yellow, white, blue, green. All others are prohibited. Other colors are permitted in the RC and GC zones, but are subject to the design standards of this title Chapter 4.

(8) Illumination. ~~Neon~~ LT Signs within themselves are illuminated. No other additional illumination is permitted.

(J) Menu/Event Sign.

(1) Size. The maximum size shall be *two* square feet and shall be included in the calculation of the total building signage area *unless enclosed within a display box which is included in the calculation of the building sign area*.

(2) Height Limit. Height of a Menu/~~Event Display~~ Sign shall be oriented towards pedestrian viewers, *with a maximum height of six feet (6')*.

(3) Number of Signs. One Menu/~~Event Display~~ Sign is permitted per *restaurant, per building tenant elevation*.

(4) Setback and Orientation. Displays for menus ~~and events~~ may be located on the inside of a window for a restaurant or inside a wall mounted or free-standing display box.

(5) Zoning Restrictions. Menu/~~Event Display~~ Signs are allowed in all commercial zoning districts.

(6) Content. This display may be used for changeable copy signage provided the signage remains inside the mounted menu box or inside the window frame.

(7) Design. *All wall mounted or free standing menu boxes shall be reviewed within the context of the Historic District Design Guidelines. Free-standing display boxes shall be designed and constructed to withstand wind and may be located only on private property. If a Display boxes is used, it must be constructed to coordinate with the building design, must contain a clear face which would protect the menu/event display from the weather and must not extend over public property.*

(8) Illumination. Lighting of the menu or event display is permitted within the display. *Lighting shall be down directed towards the text. Any lighting proposed for the display boxes shall be included in the sign application. Light fixtures must be simple in form and mounted so they do not obscure building ornamentation. The light fixtures should emphasize the contiguity of the building surface and should not clutter the building in an unorganized manner. Spot lights and flood lights shall be directed only at the sign surface. No exposed light sources are allowed, and all light sources must be shaded to contain light rays to the sign. Colored lighting is prohibited.*

(K) Projecting Signs. *See Hanging Signs* Projecting Signs are permitted provided that the signs meet the following provisions:

(1) Size. ~~No single Projecting Sign may exceed 18 (eighteen) 8 (eight) square feet in area.~~

(2) Height Limit. Projecting Signs must have at least eight (8) feet of ground clearance unless reduced according to the projection and clearance provisions of Section 12-6-3, and cannot be higher than the building to which they are attached.

(3) Number of Signs. ~~There is no number of maximum projecting signs per building face. The total square footage of signage area shall not exceed the maximum square footage allowed per building face.~~

(4) Setback and Orientation. Projecting Signs may not project more than thirty-six (36) inches from the face of the building to which it is attached. They may not extend beyond the applicant's property, except those which are proposed to be placed over the Main Street sidewalks. Signs may extend over City property only after review by the City Engineer with the written approval of the Community Development Director and an certificate of insurance encroachment agreement acceptable to the City Attorney.

~~(5) Zoning Restrictions. Projecting Signs are permitted in the commercial zoning districts.~~

~~(6) Content. Sign content shall be limited to the tenant name or the nature of the goods or services provided.~~

~~(7) Design. Exposed surfaces of signs may be constructed of metal and/or solid wood. The sign materials should be compatible with the face of the building and should be colorfast and resistant to corrosion.~~

~~(8) Illumination. Any exterior lighting proposed for the signs shall be included in the sign application. Light fixtures must be simple in form and mounted so they do not obscure building ornamentation. The light fixtures should emphasize the contiguity of the building surface and should not clutter the building in an unorganized manner. Spot lights and flood lights shall be directed only at the sign surface. No exposed light sources are allowed, and all light sources must be shaded to contain light rays to the sign. Colored lighting is prohibited.~~

~~(M) Public Necessity Sign. Public Necessity Signs such as "Bus Stop", "No Parking" and street name~~

~~(1) Size. Public Necessity Signs may be a maximum of twelve (12) square feet in area.~~

~~(2) Height Limit. Maximum of eight (8) feet in height when measured from natural grade.~~

~~(3) Number of Signs. Not applicable~~

~~(4) Setback and Orientation. Setback and orientation is determined appropriate by the Community Development Department.~~

~~(5) Zoning Restrictions. Public Necessity Signs must be approved by the Public Works Director and the Community Development Director, if the sign is to remain in place for more than five working days.~~

~~(6) Content. These signs shall contain no advertising of any kind. This shall not apply to signs erected by the City, state highway department, franchised utilities, or their contractors.~~

~~(7) Design. Design shall be compatible with other Public Necessity Signs in order to establish a consistent standard of which citizens and visitors can recognize.~~

~~(8) Illumination. Illumination of Public Necessity Signs is prohibited.~~

(L) Subdivision Signs.

(1) Size. Subdivision Signs are limited to a maximum of ten (10) square feet per sign.

(2) Height Limit. Subdivision Signs may not exceed a height of seven (7) feet.

(3) Number of Signs. Subdivisions are limited to one (1) Subdivision Sign.

(4) Setback and Orientation. Subdivision Signs shall not be placed in the setback area as defined for the zone in which the sign is located.

Subdivision Signs may be aligned either perpendicular or parallel to the road provided that the signs perpendicular to the road are finished on both sides and that signs parallel to the road maintain a setback of at least twenty-five (25) feet from the curb or edge of pavement.

(5) Zoning Restrictions. Subdivision Signs are permitted in all other zones except in the HR-1, HR-2, HRL, HRC, and RD zones. Subdivision Signs are only permitted as part of subdivisions of fifty (50) lots or more or master planned developments.

(6) Content. The sign shall contain only the name of the subdivision.

(7) Design. Subdivision Signs shall be designed with natural materials, including rock and stone.

(8) Illumination. Illumination of subdivision Signs is prohibited.

(M) **Umbrella Sign.** ~~Unless approved as a Conditional Use Permit, Umbrellas shall meet the following requirements:~~

(1) Size. Signage on umbrellas ~~is~~ are limited to a height of no more than 5" letters and graphics. Only the area of the umbrella containing the signage, as opposed to the entire area of the umbrella, shall be considered, for purposes of calculation, the maximum allowable square footage.

(2) Height Limit. Not applicable

(3) Number of Signs. Not applicable

(4) Setback and Orientation. Umbrellas shall be located on private property.

(5) Zoning Restrictions. Umbrella signs are permitted in all commercial zoning districts.

(6) Content. Umbrellas may only contain ~~are counted as signage area if they have~~ lettering or other graphics displaying the name and/or logo of the on-premise business.

(7) Design. Materials should be high quality vinyl, nylon, canvas or other similar material in order to withstand the weather and climate changes. Umbrella colors are generally limited to a single field color with a single contrasting color for lettering and logos. However, if the umbrella is striped, two colors may be used. Corporate colors may be used, only if they are finished in subdued earthtone colors. For a more complete description of the permitted colors please see Section 12-4-5 of this Code.

(8) Illumination. Illumination of Umbrella Signs is prohibited.

(N) **Wall Signs.** Wall Signs may be placed upon a building provided that they meet the following conditions of approval.

(1) Size. The size of the wall signs shall not exceed the maximum square footage allowed per building facade.

(2) Height Limit. Sign plans shall be designed so that the signage are confined to the building surface below the finished floor elevation of the second floor or twenty (20) feet above adjacent natural finished grade whichever is lower.

(3) Number of Signs. There is no maximum number of wall signs specified per building face. *However, in a multi-tenant building the primary focus of sign area shall be for Building Identification.* The total square footage of signage area shall not exceed the maximum square footage of signage area allowed per building face.

(4) Setback and Orientation. Wall signs shall be placed so as to utilize existing architectural features of a building without obscuring them. Wall sign shall be orientated toward pedestrians or vehicles within close proximity.

(5) Zoning Restrictions. Wall Signs are permitted in all zones.

(6) Content. Wall Signs may identify the name of a building, project of primary business. Wall Signs may also identify the nature of the goods or services offered and/or the street address.

(7) Design. The Sign materials should be compatible with the face of the building and should be colorfast and resistant to erosion.

(8) Illumination. *Lighting of Wall Signs is permitted, provided that the lighting complies with Section 12-4-10. Any exterior lighting proposed for the signs shall be included in the sign application. . Please refer to Section 12-4-6 of this Title.*

(O) Window Signs. Window Signs are permitted provided they meet the following criteria.

(1) Size. Permanent Window Signs shall be no more than one (1) square foot *each* and thirty percent (30%) of the total transparent area of the window.

(2) Height Limit. Window Signs are limited to the ~~ground~~ main floor level of the building. *Window Signs are permitted upon second storey windows within the Historic District.*

(3) Number of Signs. Not Applicable

(4) Setback and Orientation. Window Signs may be placed in or upon any window ~~provided that on windows below the elevation of the second floor level provided that the total square footage of signage area does not exceed thirty percent (30%) of the total transparent area of the window is obscured.~~ *Window Signs include any signs within twenty (20) three feet (3') of the front window, visible from the street and exceeds two (2) square feet in area. except that in multi-tenant buildings, window Signs shall be restricted to windows below the second floor level. (See Section 12-5-3) Windows on or above the elevation of the second floor level shall be limited to not more than two rows of lettering identifying the business with characters not exceeding six (6) inches in height.*

(5) Zoning Restrictions. Window Signs are permitted in all zoning districts.

(6) Content. Window Signs may identify the name of the tenant or the nature of the goods sold.

(7) Design. The Window Sign must be permanently attached to the window face by either using vinyls, etching or other similar attachment methods. The vinyl color should be compatible with the building face., *White ivory* or cream lettering is preferred.

- (8) Illumination. Illumination of Window Signs are prohibited.

CHAPTER 10 - TEMPORARY SIGNS

12-710-1 POLICY. It is the policy of the City as outlined in this Section to restrict the use of temporary signage. Temporary signage ~~is are~~ often poorly constructed, poorly maintained, and located in a manner that obscures traffic Signs, views of intersections of public and private streets and driveways and tends to depreciate the scenic beauty and quality of life of the community by creating visual clutter. Temporary signage ~~has~~ a place in the community for specialized purposes, such as announcing properties for sale or lease, construction activities, temporary sales, or making political or ideological statements. Temporary signage ~~is are~~ permitted for those and similar purposes subject to the regulations of this Chapter.

12-710-2 TYPES OF TEMPORARY SIGNS. Temporary Signs are those signs which are installed on a property with the intent of displaying them continuously for more than twenty-four (24) hours, but ~~which that~~ are not a part of a permanent land use on the property, and are not intended to be displayed for more than one year. *Real Estate Signs, Construction Signs, Special Purpose Signs, Yard Signs, and Campaign Signs* ~~Temporary signs include signs announcing properties for sale, lease or rent, and campaign signs and other similar signs of a non-commercial nature.~~ Temporary signs are permitted subject to the following regulations on placement and location.

- (A) Business Name or Tenant Change Signs. Due to a change in business name or tenant, a temporary sign is permitted as per the following regulations.

(1) Size. Business Name or Tenant Change Signs shall not exceed twenty-four (24) square feet of area on the exposed sign face, and shall not exceed the sign area per building face when included within the sign area calculation for all permanent signs.

(2) Height Limit. All requirements as stated in this Chapter shall apply.

(3) Number of Signs. Only one temporary wall sign is permitted on any one parcel of property. Additional window sign area may also be use, but may not exceed the total sign area allowed per building face.

(4) Setback and Orientation. Temporary signs are permitted in any zone, provided that they comply with all size and setback requirements for the permanent signs of similar nature.

(5) Zoning Restrictions. Business Identification Signs are allowed in all zoning districts.

(6) Content. The content of Business Identification Signs shall be limited to the text of the business name.

(7) Design. Temporary Business Identification Signs shall be mounted on hardware of wood, painted metal or other similar material. Sign mounting shall comply with the Uniform Sign Code's standards for installation.

(8) Illumination. Illumination of Temporary Business Signs is prohibited.

- (B) Campaign Signs. Campaign Signs do not require a Sign Permit, as issued by the Planning Department, but shall comply with the following regulations.

(1) Size. Campaign Signs shall not exceed three (3) square feet of area on the exposed sign face.

(2) Height Limit. No portion of the sign shall extend more than ~~six (6)~~ four (4) feet above natural grade or finished grade, whichever yields the lower sign. Mounting devices may extend above the sign by not more than six (6) inches.

(3) Number of Signs. Only one temporary sign is permitted on any one parcel of property, except that for sixty (60) days preceding a general or special election, up to three (3) election-related temporary signs may be placed on any one parcel of property, all of which must comply with the size, color, and placement standards of this Code.

(4) Setback and Orientation. Temporary signs are permitted in any zone, provided that they are located a minimum of twenty (20) feet back from the edge of the curb, or edge of pavement where there is no curb, of the street on which the sign fronts. If this twenty (20) foot distance would be within a structure, the sign may be within three (3) feet of the front of the structure. Signs must be parallel to the street on which the building fronts, and placed in front of the front facade with the building as a backdrop. Signs may not be positioned in the side yard. Signs may be displayed through windows or other glass areas subject to the restrictions of Section 12-8-1(I) and 12-8-1(m). On vacant lots, where there is no structure, the sign shall maintain the twenty (20) foot setback from the street.

(5) Zoning Restrictions. Campaign Signs are allowed in all zoning districts.

(6) Content. The content of Campaign Signs shall be limited to the text associated with the election candidate or issue.

(7) Design. Campaign Signs shall be mounted on hardware of wood or painted metal, no part of which shall be greater than four inches by four inches (4" x 4') in cross section. Mounting hardware shall be painted or stained in earthtones. No message may be written on the mounting hardware, so that the entire message area of the sign is contained on the sign face itself.

(8) Illumination. Illumination of Campaign Signs is prohibited.

© Construction Signs ~~TEMPORARY SIGNAGE FOR CONSTRUCTION PROJECTS.~~ Because of the unique need to identify construction projects clearly for material suppliers, deliveries, and construction workers, and to allow for initial marketing, temporary construction project entry Signs are permitted subject to the following regulations:

Temporary construction ~~Construction~~ Signs are to be ~~may not be installed upon prior to granting of conditional use permits by the City for the project the Sign pertains to and or upon prior to the issuance of footing and foundation permits on permitted uses which do not require conditional use approval. On conditional uses, if the footing and foundation permits have not been taken out within six (6) months of the erection of the Sign, the Sign must be removed until permits are issued. Temporary project Signs must be removed within thirty (30) days from the date the last certificate of occupancy is given on the site. If a subsequent phase is commenced during that time, the Sign may remain so long as construction continues on the project's initial construction. If a permanent Sign is constructed on the site, all temporary signage must be removed. When a project is owned by one party and units are being marketed, but the time limit is beyond the 30 days after a certificate of occupancy is issued, the Community Development Director may authorize the temporary placement of a Sign which is subject to the limitations of this section, except that it may be displayed for a period of 90 days. This Sign would be in lieu of standard real estate Signs. Until a Sign Permit is approved by the Community~~

Development Department and issued by the Building Department. ~~The sign may then be displayed no more than one year from the date of issuance. Project Identification Signs are permitted subject to the following regulations:~~

(1) Size. Residential projects containing four (4) or more dwelling units, are allowed one project sign on the property in conjunction with a project under development or construction. Three (3) square feet of signage area is allowed for each residential unit, provided that in no event may the sign exceed ~~thirty-two (32)~~ twenty four (24) square feet in area.

Commercial projects containing four thousand (4,000) square feet or more of commercial floor area, are allowed one construction sign on the property in conjunction with a project under development or construction. Two (2) square feet of signage area is allowed for each one thousand (1,000) square feet of commercial floor area, provided that in no event may the sign exceed twenty four (24) square feet in area.

(2) Height Limit. Construction Signs may not exceed ~~ten (10)~~ eight (8) feet in vertical height from the ground at the point where the sign is located. Signs mounted on a construction barricade or fence may not extend above the height of the barricade or fence.

(3) Number of Signs. One (1) Construction Sign is permitted per project access point.

(4) Setback and Orientation. Temporary signage on construction sites may not be closer than twenty (20) feet to the curb line, or edge of pavement if there is no curb, of the street on which the project fronts, which is the street providing access to the project. If that twenty (20) foot setback places the sign within the construction limits of disturbance, the sign may be placed closer to the street, but not more than ten (10) feet outside of the construction limits of the disturbance. In the HCB Zone, and the Prospector Commercial Subdivision, and other areas ~~which that~~ have been approved or zoned with no setback or sideyard requirements, the sign may be located on the construction barricade or fence surrounding the site, even if that places the sign within the public right-of-way. No portion of the sign may extend above the barricade or fence.

Construction Signs must be located in a manner that does not obstruct the view, for normal passenger vehicles, of adjoining streets from the driveway of the site to the adjoining street.

Where there are conditions such as heavy vegetation on the property, or extremely steep terrain that make the sign placement standards of this Title impractical because the sign is not visible from the street, the Community Development Director, ~~or some member of that department, so authorized,~~ may grant an exception ~~of to~~ the sign setback standards, but not the size or street orientation standards. In no event may Construction Signs, subject to the setback requirements, be placed within the public right-of-way.

(5) Zoning Restrictions. ~~Temporary construction~~ Construction Signs are permitted in all zoning districts. ~~Project Identification Signs are to be may not be installed upon prior to the granting of conditional use permits by the City for the project the sign pertains to. and or upon Construction Signs may not be installed prior to the issuance of footing and foundation permits on permitted uses which do not require conditional use approval. On conditional uses, if the footing and foundation permits have not been taken out within six (6) months of the erection of the sign, the sign must be removed until permits are issued. Temporary Construction Signs must be removed within thirty (30) days from the date the last certificate of occupancy is given on the site. If a subsequent phase is commenced during that time, the sign may remain so long as construction continues on the~~

project's initial construction. If a permanent sign is constructed on the site, all temporary signage must be removed. ~~When a project is owned by one party and units are being marketed, but the time limit is beyond the 30 days after a certificate of occupancy is issued, the Community Development Director may authorize the temporary placement of a sign which is subject to the limitations of this section, except that it may be displayed for a period of 90 days. This sign would be in lieu of standard Real Estate Signs.~~

(6) Content. A Construction Sign may identify a new development, the contractor, builder and/or financial institution and may include a plat map and real estate information. *A Construction Sign may not contain sale prices.*

(7) Design. ~~Temporary and yard Construction Signs, excluding construction project entry signs, shall be mounted on hardware of wood or painted metal, no part of which shall be greater than four inches by four inches (4" x 4") in cross section. Construction Construction Signs, because of their larger size and the increased risk of disruption nearby, shall be mounted on at least two (2) four inch by four inch (4" x 4") posts with back bracing, or such other means that comply with the Uniform Sign Code's standards for installation. Mounting hardware shall be painted or stained in earth tones. No message may be written on the mounting hardware, so that the entire message area of the sign is contained on the sign face itself.~~

(8) Illumination. Illumination of Construction Signs is prohibited.

(D) Real Estate Signs *Real Estate Signs do not require a Sign Permit, as issued by the Planning Department, but shall comply with the following regulations.*

(1) Size. *Real Estate Signs shall not exceed three (3) square feet of area on the exposed sign face.*

(2) Height Limit. *No portion of the sign shall extend more than six (6) feet above natural grade or finished grade, whichever yields the lower sign. Mounting devices may extend above the sign by not more than six (6) inches.*

(3) Number of Signs. *Only one temporary sign is permitted on any one parcel of property and must comply with the size, color, and placement standards of this Code.*

(4) Setback and Orientation. *Temporary signs are permitted in any zone, provided that they are located a minimum of twenty (20) feet back from the edge of the curb, or edge of pavement where there is no curb, of the street on which the sign fronts. If this twenty (20) foot distance would be within a structure, the sign may be within three (3) feet of the front of the structure. Signs must be parallel to the street on which the building fronts, and placed in front of the front facade with the building as a backdrop. Signs may not be positioned in the side yard. Signs may be displayed through windows or other glass areas subject to the restrictions of Section 12-8-1(l) and 12-8-1(m). On vacant lots, where there is no structure, the sign shall maintain the twenty (20) foot setback from the street.*

Real Estate Signs in conjunction with an open house shall be displayed only immediately prior to and during the open house and shall be removed at sundown.

(5) Zoning Restrictions. *Real Estate Signs are allowed in all zoning districts.*

(6) Content. *Real Estate Signs shall be limited to the name of the agent and/or agency. Prices are prohibited*

on Real Estate Signs.

(7) Design. Real Estate Signs shall be mounted on hardware of wood or painted metal, no part of which shall be greater than four inches by four inches (4" x 4') in cross section. Mounting hardware shall be painted or stained in earthtones. No message may be written on the mounting hardware, so that the entire message area of the sign is contained on the sign face itself.

(8) Illumination. Illumination of Real Estate Signs is prohibited.

(E) Special Purpose Signs. Signs promoting events sponsored by civic, charitable, educational, or other non-profit organizations may be erected on private property up to two (2) weeks in advance of the event being promoted. These signs shall be removed within three (3) days following the conclusion of the event.

(1) Size. Special Purpose Signs shall not exceed three (3) square feet of area on the exposed sign face.

(2) Height Limit. No portion of the sign shall extend more than six (6) feet above natural grade or finished grade, whichever yields the lower sign. Mounting devices may extend above the sign by not more than six (6) inches.

(3) Number of Signs. A maximum of three (3) Special Purpose Signs is permitted on any one parcel of property and must comply with the size, color, and placement standards of this Code.

(4) Setback and Orientation. Temporary signs are permitted in any zone, provided that they are located a minimum of twenty (20) feet back from the edge of the curb, or edge of pavement where there is no curb, of the street on which the sign fronts. If this twenty (20) foot distance would be within a structure, the sign may be within three (3) feet of the front of the structure. Signs must be parallel to the street on which the building fronts, and placed in front of the front facade with the building as a backdrop. Signs may not be positioned in the side yard. Signs may be displayed through windows or other glass areas subject to the restrictions of Section 12-8-1(I) and 12-8-1(m). On vacant lots, where there is no structure, the sign shall maintain the twenty (20) foot setback from the street.

(5) Zoning Restrictions. Special Purpose Signs are allowed in all zoning districts.

(6) Content. Special Purpose Signs shall limit their content to the address and the name and date of the event.

(7) Design. Special Purpose Signs shall be mounted on hardware of wood or painted metal, no part of which shall be greater than four inches by four inches (4" x 4') in cross section. Mounting hardware shall be painted or stained in earthtones. No message may be written on the mounting hardware, so that the entire message area of the sign is contained on the sign face itself.

(8) Illumination. Illumination of Special Purpose Signs is prohibited.

(F) Yard Signs Yard Signs shall be displayed only immediately prior to and during the yard sale or garage sale, and shall be removed at sundown if located within public rights-of-ways to avoid creating a hazard to the public using the streets and sidewalks. Yard Signs may not be displayed for more than forty-eight (48) hours continuously. Signs not removed after forty-eight (48) hours of display are deemed refuse. The owner or erector

of the sign is subject to a fee per sign removal charge in an amount set forth by resolution if the sign is removed by the City as refuse. In addition, the owner or erector shall be guilty of a Class "B" misdemeanor of littering. *Yard Signs do not require a Sign Permit, as issued by the Planning Department, but shall comply with the following regulations.*

- (1) Size. *Yard Signs* shall not exceed three (3) square feet of area on the exposed sign face.
- (2) Height Limit. No portion of the sign shall extend more than *six (6)* feet above natural grade or finished grade, whichever yields the lower sign. Mounting devices may extend above the sign by not more than six (6) inches.
- (3) Number of Signs. Only one temporary sign is permitted on any one parcel of property and must comply with the size, color, and placement standards of this Code.
- (4) Setback and Orientation. Temporary signs are permitted in any zone, provided that they are located a minimum of twenty (20) feet back from the edge of the curb, or edge of pavement where there is no curb, of the street on which the sign fronts. If this twenty (20) foot distance would be within a structure, the sign may be within three (3) feet of the front of the structure. Signs must be parallel to the street on which the building fronts, and placed in front of the front facade with the building as a backdrop. Signs may not be positioned in the side yard. Signs may be displayed through windows or other glass areas subject to the restrictions of Section 12-8-1(I) and 12-8-1(m). On vacant lots, where there is no structure, the sign shall maintain the twenty (20) foot setback from the street.
- (5) Zoning Restrictions. *Yard Signs* are allowed in all zoning districts.
- (6) Content. *Yard Signs shall limit their content to the address and hours of the sale.*
- (7) Design. *Yard Signs shall be mounted on hardware of wood or painted metal, no part of which shall be greater than four inches by four inches (4" x 4') in cross section. Mounting hardware shall be painted or stained in earthtones. No message may be written on the mounting hardware, so that the entire message area of the sign is contained on the sign face itself.*
- (8) Illumination. *Illumination of Yard Signs is prohibited.*

CHAPTER 11 - BANNERS

12-11-1 BANNER OVER PUBLIC PROPERTY.

- (A) ~~Administration.~~ The City Manager is authorized to administer the placement of banners over public property.
- (B) ~~Approval.~~ Approval of all applications to display banners over public property shall be given by the City Manager only if all conditions in this section are met.
- © ~~Terms and Conditions.~~ In order to receive approval to display a sign or banner over public property, the applicant shall meet the following terms and conditions:

~~(1) The banner or sign shall only inform the community of an upcoming community event. A banner may be approved by meeting at least two of the following criteria:~~

~~(a) the event is open to the public to view and/or participate;~~

~~(b) the event supports the resort nature of Park City;~~

~~© the event is governmental; or~~

~~(d) the event has an approved Master Festival License.~~

~~(2) The banner may only be displayed immediately prior to and during a community event which it advertises, and in no case shall the banner be displayed for less than five (5) days, more than ten (10) days, or more than two (2) weekends.~~

~~(3) Banners shall only be displayed at site(s) approved by the City Manager.~~

~~(4) Reservation of dates for a banner site may be made up to three (3) months prior to the date of display. Site(s) are generally reserved on a first-come, first-serve basis; however, preference may be given for recurring annual events, historically or traditionally tied to a specific date, holiday or season. Additionally, a request to advertise the recurrence of the same event or same type of event within any one calendar year (IE., plays or class registrations) may be honored if no request for the banner site for an un-repeated scheduling is received.~~

~~(5) All banners over public property shall be hung by City personnel, and must meet the following specifications:~~

~~(a) Maximum banner size over public property (Park Avenue location) shall not exceed four (4) feet by thirty (30) feet and the minimum size shall not be less than three and one-half (3.5) feet by twenty-four (24) feet. Banners not over the Park Avenue location shall not exceed the above-mentioned maximum size, and must be approved by the Planning Director.~~

~~(b) Day-glo, or fluorescent colors shall not be allowed.~~

~~© Banners shall be constructed of durable canvas or similar type weather resistant fabric.~~

~~(d) Banners must be slit to reduce wind resistance.~~

~~(e) Banners must be reinforced with rope within a casing at the bottom and the top of both banner edges.~~

~~(f) Each corner of the banner must have a grommet and a lead of 1/4" rope from each corner, no less than four (4) feet long.~~

~~(g) Banners must have a minimum of seven (7) grommets (including the two corner grommets) across the top edge, which *that* allows the banner to be attached to a cable.~~

~~(h) An additional one hundred and fifty (150) feet of 1/4" rope is required to hang each banner, and shall be provided to the Public Works Department by the applicant or sponsor of the banner.~~

~~(6) The primary purpose of banners which extend over public property shall be to advertise and inform the public of upcoming community events. No more than twenty-five per cent (25%) of each side of the banner space shall be used for the name or logo of a commercial sponsor.~~

~~(7) Prices or fees charged for the event shall not be displayed.~~

~~(8) Banners shall be hung or displayed in a manner that does not interfere with or impede traffic or interfere with or obscure traffic signs or control devices.~~

~~(9) The owner of a banner shall agree to assume full liability and indemnify the City for any damage to persons or property arising from the display of the banner by the City.~~

~~(10) If the banner is not picked up from the Public Works Department by the applicant or sponsor within ten (10) days after it has been taken down, the banner shall become the property of the City and will be disposed of.~~

~~(11) Banners should be received by the Public Works Department one week prior to the date of scheduled display.~~

~~(12) The City is not responsible for any damage that may occur to the banner from any cause.~~

~~(D) Fee. A fee shall be payable to the City when the banner is dropped off at the Public Works Department before its reservation commences to cover manpower costs associated with installation and removal of the banner. Said fee shall be set by resolution.~~

12-11-1 BANNERS ON CITY LIGHT STANDARDS. The City Planning Department is authorized to administer the placement of banners on City light standards. Approval of all applications to display banners on City light standards, along Main Street and Empire Avenue, shall be given by the Planning Department only if all conditions in this section are met.

(A) **Applications.** Applications shall be presented to the Planning Department in sufficient time to allow the determination of eligibility of the Sponsor, design review, fabrication of the banners and verification of the scheduling of their period of display. Sponsors will pay for the artwork, banner production, installation and dismantling of the banners.

Sponsors shall accept that the display period is contingent upon a workable arrangement within the overall schedule of other City banners as well as prior commitments to other outside Sponsors. Prior commitments may preclude the desired display period of an otherwise acceptable Sponsor's banner. Park City acknowledges that a Sponsor's interest and ability to participate may be contingent upon a minimum period which would warrant the expense of the fabrication of the banners. The display period will be based on a first-come basis.

(B) **Size.** The Main Street banners shall be 29" X 72"; unless otherwise approved by the Parks staff. Banners along Empire Avenue shall be 24" x 36".

- © **Number of Banners.** The number of banners to be hung for winter and summer shall be 55 along Main Street and 30 along Empire Avenue. Five additional banners must be submitted for replacement.
- (D) **Content.** Banners displayed in the Park City Main Street or Empire Avenue area shall be either: (a) those sponsored by, designed for and commissioned by, fabricated for, and installed by the direction of the Planning Department and Parks staff, or (b) those sponsored by outside entities (Sponsors) that meet the terms and conditions set forth in this section.
- (1) The eligible sponsor must be a non-commercial, non-profit entity whose primary purpose is the offering of cultural, educational, or entertainment enrichment to the community.
- (2) The design of banners must be presented to the Planning Department, or a designated committee thereof, for review and approval. Artwork should be of sufficient size and show actual colors and banner material in sufficient detail to adequately represent the proposed final product. Artwork should be approved at least two months prior to hanging date. A written permit will be issued by the Planning and Parks staff. Fabrication and colors are to be within color guidelines of the Planning Department and Historic District. The design must be on both sides, or as otherwise approved by the Parks Department.
- (E) **Design of Banners.** Fabrication of the banners must meet the minimum standards adopted by the Park Staff, or a designated committee of Park City Municipal Corporation. Fabric must be of a durable material to withstand snow and heavy winds. One and one half inch (1 ½") brass grommets should be installed on both bottom corners.
- Banners must be sewn for mounting on existing brackets. A three and one half to four inch (3 ½" to 4") by 29 inch wide sleeve, or 24" inch sleeve for Empire Avenue banners, at the top of the banner is required to hang the banners on brackets. A sample will be provided by the Parks Department. Sponsors are required to contact the Parks Department for review of their proposal for compliance with the actual specifications.
- (F) **Installation and Removal.** Banners should be received by the Parks Department one week prior to the date of scheduled display. All banners on City light standards shall be hung by City personnel. The dates for the banners to be installed and dismantled will be arranged by the Sponsor and the Parks staff. If the banner is not picked up from the Parks Department by the applicant or sponsor within ten days after it has been taken down, the banner shall become the property of the City and will be disposed of.
- The owner of a banner shall agree to assume full liability and indemnify the City for any damage to persons or property arising from the display of the banner by the City. The City is not responsible for any damage that may occur to the banner from any cause.
- (G) **Fee.** A fee shall be paid to the city when the application is presented to the Parks Department before the applicant's reservation commences to cover costs associated with the installation and removal of the banners. This fee shall be established by the Fee Resolution. Checks shall be made payable to the Park City Leisure Services department and submitted with the application.

CHAPTER 12 - MASTER FESTIVAL SIGN PLAN

Any person desiring permission to display temporary banners and signs related to an event on various dates at one

location shall submit plans along with the application for a Master Festival License, which is issued by the City. Parameters and requirements are stated within the Master Festival License Application and shall be reviewed by the Planning Department prior to the issuance of a permit.

~~**12-12-1 REQUIREMENTS.** Any person desiring permission to display banners and signs related to the event on various dates at one location may submit an application for a Master Festival Sign Plan. The application shall be processed through the Planning Department and shall require the following.~~

- ~~(A) **Site Plan.** A site plan drawn to scale which specifies the location of the signs, or drawings or photographs which show the scale of the sign in context with the scale of the building if the sign is to be mounted on the building.~~
- ~~(B) **Scaled Installation and Design Drawing.** Colored rendering or scaled drawing including dimensions of all sign faces, descriptions of materials to be used, manner of construction and method of attachment, and color samples.~~
- ~~(C) **Lighting.** Any exterior lighting proposed for signs shall be included in the application.~~
- ~~(D) **Application Forms.** Submit a completed Planning Department Master Festival Sign Plan Application and Building Permit Application to the Community Development Department.~~
- ~~(E) **Fees.** Payment of the appropriate fees to the Park City Municipal Corporation.~~

~~**12-12-2 MASTER SPONSOR BANNERS.** Once a Master Festival Sign Plan has been approved, and during the term of such plan, each sponsor banner which is to be displayed pursuant to such plan must be authorized by a Planning Department Sign Permit. At the time of submission of such permit application, a scaled rendering of the proposed banner and its location must be submitted, together with such information as the Community Development Department deems necessary.~~

~~**12-12-3 KIOSKS.** The intended use of the kiosks is to hold posted materials, fliers, handouts, schedules, etc., that pertain to activities that occur during the festival. The use of the kiosks is to allow an area to post materials related to the festival, instead of posting the materials on buildings, which is prohibited by City Code. Structural details for the kiosks are to be submitted with the Master Festival Sign Plan.~~

CHAPTER 13 - APPEALS

~~**12-12-1 APPEALS.** Any applicant who believes a denial was is not justified, has the right to appeal to the Planning Commission or, if the property is in a Historic District, to the Historic District Commission, and to appear at the next regularly scheduled meeting for which proper notice can be given and agenda time is available. Intention to take an appeal to the Commission shall be filed with the Community Development Director in writing within three (3) ten (10) business days following the denial of the permit by the Planning Department.~~

Applicants may have any action of the Planning or Historic District Commissions reviewed by the City Council by petitioning in writing ~~for a hearing before that body~~ within ten (10) business days following Planning Commission or Historic District Commission action on the Sign Permit. Actions of the Commission are subject to appeal and review

according to the procedures set forth in the Land Management Code, Chapter 1.

CHAPTER 13 - VIOLATION OF TITLE

12-13-1 PENALTY. Violation of this Title is a Class "C" misdemeanor.