



**PARK CITY MUNICIPAL CORPORATION
APPEAL PANEL MEETING
SUMMIT COUNTY, UTAH
MARSAC MUNICIPAL BUILDING
May 20, 2024**

MEMBERS IN ATTENDANCE: Adam Strachan, Esteban Nunez, Matthew Day

EX OFFICIO: Rebecca Ward, Planning Director; John Robertson, City Engineer; Mark Harrington, City Attorney; Becky Gutknecht, Public Improvements Engineer; Dave Thacker, Chief Building Official

1. ROLL CALL

Chair Adam Strachan called the meeting to order at 5:00 p.m.

2. MINUTES APPROVAL

- A. Consideration to Approve the Appeal Panel Meeting Minutes from April 30, 2024.**
- B. Consideration to Approve the Appeal Panel Meeting Minutes from May 6, 2024.**

Chair Strachan reported that he was unable to review the minutes as he was under the impression that a meeting was not to be held tonight per an email received earlier in the day from Planning Director, Rebecca Ward.

MOTION: Adam Strachan moved to CONTINUE approval of the meeting minutes until the next meeting. The motion was seconded by Matthew Day. The motion passed with the unanimous consent of the Panel.

3. PUBLIC COMMUNICATIONS

There were no public communications.

4. STAFF AND BOARD COMMUNICATIONS AND DISCLOSURES

Director Ward apologized for the confusion and stated that there was a miscommunication from an applicant's representative earlier in the day who was not aware of the meeting. In an effort to ensure that the applicant had a fair opportunity to prepare, staff recommended the matter be continued. As the day progressed, they were able to obtain the correct phone number for a different applicant's representative who was available and present. Because staff was not able to reach the Appeal Panel Members until 30 minutes earlier and because of the time and to allow

them and the Board to prepare, staff recommended the matter be continued to the earliest availability of the Panel. The other panel members agreed and were less prepared than they would have liked in order to proceed tonight.

5. REGULAR AGENDA

- A. Appeal of 844 Empire Avenue Plat Amendment Final Action** – The Appeal Panel will Review an Appeal of the Final Action Taken by the Planning Commission Denying a Plat Amendment to Remove a Plat Note for a Significant Historic Structure in the Historic Residential-1 Zoning District. PL-24-06100.

Chair Strachan opened the public hearing.

Laura Suesser wished to confirm that the Appeal Panel received the architectural drawings for the application. She did not believe they were part of the original packet and considered them to be important. She previously requested that Director Ward forward the architectural drawings to the Appeal Panel.

There were no further public comments. The public hearing was closed.

It was suggested that the Appeal Panel hear the request on June 17. It was likely to be combined with the other upcoming appeal. Director Ward stated that staff's intent was to conduct two hearings that evening.

The Appellant's legal counsel asked if the matter could be moved up since all of the evidence is already in the record and they are prepared. They do not want to wait one month since there are other approvals needed to move the project forward. He requested a meeting be held on Tuesday, May 28. Chair Strachan stated that this is only the fourth meeting of the Appeal Panel and they are still working through scheduling and other issues. It was reported by the Appellant's legal counsel that the staff member assigned to the matter was communicating with him and he was prepared and aware of tonight's meeting; however, that Planner is no longer employed by the City and there was internal miscommunication within the Planning Department.

Director Ward clarified that there are several applicant's representatives for this project and this morning, one of those applicant representatives was in the City Offices and was not aware of this meeting. As a result, staff worked to reach the applicant's counsel but the phone number provided in the email was not accurate. As a result, it took time to find the correct phone number. Because the original applicant's representative was unaware of this meeting and another was on vacation, staff was not able to solidify and confirm that there would be representation present at this meeting. For that reason, staff sent an email earlier in the day recommending that the meeting be continued.

A meeting was tentatively scheduled for June 3. Director Ward explained that tonight's meeting was publicly noticed as required. If the Appeal Panel continues the matter to June 3, further notice would not be needed. Matthew Day had a conflict but agreed to participate virtually. That was the preference of the Appellant's legal counsel.

MOTION: Chair Strachan moved to CONTINUE the matter to June 3, 2024, at 5:00 p.m. The motion was seconded by Esteban Nunez. The motion passed with the unanimous consent of the Panel.

Chair Strachan opened the public hearing on matters not on the agenda.

Todd Godfrey reported that the noticing is fine because of the way the public hearing was opened and the meeting continued.

There were no further public comments. The public hearing was closed.

6. ADJOURNMENT

MOTION: Chair Strachan moved to ADJOURN. The motion was seconded by Esteban Nunez. The motion passed with the unanimous consent of the Panel.

The meeting adjourned at approximately 5:20 p.m.

Approved 06.03.2024