



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
November 30, 2017**

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building, City Council Chambers, 445 Marsac Avenue, Park City, Utah for the purposes and at the times as described below on Thursday, November 30, 2017.

CLOSED SESSION

2:00 p.m. To Discuss Property, Personnel and Litigation

WORK SESSION

3:00 p.m. Council Questions and Comments

3:15 p.m. – Top Priority Discussion – Arts and Culture **PAGE 3**

3:45 p.m. – Top Priority Discussion – Social Equity **PAGE 22**

4:45 p.m. – Critical Priority Update – Transportation **PAGE 23**

5:30 p.m. – Discuss Proposed Amendments to Title 14, Chapter 7, Accommodation of Complete Streets, in the Park City Municipal Code **PAGE 35**

REGULAR MEETING

6:00 p.m.

I. ROLL CALL

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

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

IV. CONSENT AGENDA

1. Request to Approve the Following Special Event Temporary Alcoholic Beverage License Applications for Operation During the 2018 Sundance Film Festival: **PAGE 57**

To Be Approved	
Precious Entertainment	738 Main Street
Sundance Institute (week 1)	1895 Sidewinder

Sundance Institute (week 2)	1895 Sidewinder
Alfwear /dba Kuhl	333 Main Street
Previously Approved	
Brilliant Consulting/Stella Lounge	364 Main Street
Brilliant Consulting/Grey Goose Blue Door	449 Main Street
Brilliant Consulting/Chase Sapphire	573 Main Street
Sundance Institue/The Shop (week 1)	1167 Woodside Avenue
Sundance Institue/The Shop (week 2)	1167 Woodside Avenue

2. Request to Approve the Following Type 2 Convention Sales License (CSL) Applications for Operation During the 2018 Sundance Film Festival: **PAGE 63**

To Be Approved	
Precious Entertainment	738 Main Street
RAADD-Recording Artists Against Drunk Driving	738 Main Street
The Sunshine Company	540 Main Street
A & E Networks	540 Main Street
Previously Approved	
PMC-IndieWire	625 Main Street
Deadline Studio/Lucy Stepp	900 Main Street
Screen Vision	900 Main Street

V. NEW BUSINESS

1. Consideration to Continue an Ordinance Approving the Alice Claim Subdivision and Plat Amendment, Located South of the Intersection of King Road, Ridge Avenue, and Sampson Avenue **PAGE 68**

(A) Public Hearing (B) Continue to a Date Uncertain

2. Consideration to Continue an Ordinance Approving Ridge Avenue Plat Amendment (Alice Claim Property Swap), Located South of the Intersection of King Road, Ridge Avenue, and Sampson Avenue **PAGE 69**

(A) Public Hearing (B) Continue to a Date Uncertain

VI. ADJOURNMENT

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

Posted: See: www.parkcity.org



DATE: November 30, 2017

TO HONORABLE MAYOR AND COUNCIL

During the City Council's annual retreat in February, Council members established Arts & Culture as well as Affordability and Diverse Community Participation as Top Priorities. Staff strives to create innovative programs and plans to support Council's long-term goals and objectives. Staff is asking for Council discussion on the goals and next steps for Arts & Culture and for a new priority called Social Equity (that would combine Affordability and Diverse Community Participation into one). Staff is also seeking to get Council's 'marching orders' for these priorities, feedback on strategy recommended by staff, and consensus on direction to meet Council's priorities.

Respectfully:

Michelle Kellogg, City Recorder



City Council Staff Report

Subject: Council Top Priorities Discussion on
Arts & Culture and Social Equity
Authors: Jed Briggs, Budget Operations & Strategic Planning Manager
Departments: Budget, Debt, and Grants
Date: Nov 30, 2017
Type of Item: Administrative

Summary Recommendation

Staff recommends that City Council consider staff recommendations for the two separate Top Priorities of Arts & Culture and Social Equity, and provide feedback for staff to continue to define and implement effective initiatives.

Staff is also asking to merge the top priorities of Diverse Community Participation and Affordability into a new Social Equity priority.

Lastly, staff also recommends that Council discuss and give direction on whether these two priorities should remain, for now, as Top Priorities or should be elevated to Critical Priorities. Staff also recommends City Council discuss and give direction on the timing of changing Priorities (now vs during City Council Annual Retreat). As part of this discussion if City Council is interested in adding resources to either of these priorities, City Council may want to provide direction to staff to come back either at City Council meeting later in December or during the budget process.

Executive Summary

During the City Council's annual retreat in February, Council members established Arts & Culture as well as Affordability and Diverse Community Participation as new Top Priorities.

While staff has already been doing work in both of these areas for many years, staff strives to create innovative programs and plans to support Council's long-term goals and objectives. Staff is asking for Council discussion on the goals and next steps for Arts & Culture and for a new priority called Social Equity; this new priority would combine Affordability and Diverse Community Participation into one priority. Staff is also seeking Council's 'marching orders' for additional programs or resources for these priorities, feedback on strategy recommended by staff, and consensus on direction to meet Council's priorities.

Acronyms

PCMC	Park City Municipal Corporation
PAAB	Public Art Advisory Board
PCCC	Park City Community Church

The Opportunity

The city of Park City has long been an arts and cultural haven. Plans for an Arts & Culture District as well as a regional Arts & Culture Strategic Plan speak to the added emphasis in this area. Creating Arts & Culture as a Top Priority tells the community that we are adding focus to an area where we see great opportunity.

Social equity is ingrained in our culture and values. The City's [Long-term Strategic Plan](#) speaks to this with declarations of diversity, respect, and inclusivity. Turning Social Equity into a Critical or Top Priority would demonstrate these efforts more clearly to the community as a whole. It would also provide for the City a new filter or lens through which projects, plans, and staff reports can be viewed.

Background

The organizing principle behind identifying and defining Priorities is to create a critical path forward where everyone understands what it takes to achieve substantive progress in these areas—to bring high focus to issues the City needs to “get right” by highlighting and continually discussing them. Council reviewed and updated the priorities in their 2017 Council Retreat which act as the “marching orders” for the year, where Council would like to see a more detailed or specific plan of action. This action plan may include a new direction, plan, or resources in order to achieve Council's goals. Importantly, there are many other areas where staff spends significant time and energy, for example on community policing, that are not considered Critical or Top Priorities – yet are of great importance to the City Council and the Park City community.

The priorities also act as a filtering mechanism for City projects and initiatives to pass through before final decisions are made. Having projects or initiatives go through the process of demonstrating how they impact the priorities pushes these projects or initiatives in a new direction that helps Council to more fully realize their vision.

Critical Priorities are defined as ones where if we don't change the current trajectory of the item, the results could have significant negative impact on the community. While these are the definitions we have used since first establishing Critical Priorities and Top Priorities in a Study Session on December 2014, City Council may change these definitions. The three Critical Priorities of [Transportation](#), [Housing](#), and [Energy](#) did not change during the last Retreat, however, it was determined that the Top Priorities needed to be revised somewhat. Council added a few new Top Priorities as well and changed the name of several. In later work sessions Council has indicated which Top Priorities they wanted staff to bring back for further discussion during the year:

- [Community Engagement](#) – 4.13.17
- [Diverse Community Participation](#) – 4.13.17
- [Historic Preservation](#) - 7.13.17
- [Environmental Health](#) – 8.31.17
- [Conservation of Natural Resources](#) – 8.31.17
- [Citizen Wellbeing](#) – 9.14.17
- Arts & Culture – 11.30.17

- ~~Affordability~~ Social Equity – 11.30.17

Top Priorities

- Top Priorities are defined as topic areas in which “City Council would like to see significant progress”--areas where Council would like to see additional focus and/or resources.
- These are “marching orders” for which Council would like to have a detailed and specific action plan where significant progress can be achieved. This could be considered either adding additional focus and energy to work already taking place or a course correction from a previous plan, thus staff is looking for “new” direction.
- For every Top Priority, staff will schedule the Top Priority item into a City Council work session or study session for discussion and to review a detailed and specific action plan.
- Council’s Long-term Strategic Plan identifies Priorities and Desired Outcomes. Desired Outcomes are areas that are considered to be important to the City, but do not necessarily need a new plan of action.
- Council Priorities may include areas that are not under the operational control of the City or do not have dedicated staff working on them. Council may still identify these areas so that the City/staff may be able to provide support to another entity that does provide that service.
- Council Priorities should be reviewed annually to ensure laser focus of meeting Council’s objectives. Of course, staff wants to be able to respond to all of Council’s identified issues, but this list should be kept relatively short for the areas where Council has the upmost concern.

Alternatives for City Council to Consider

1. **Recommended Alternative:** Staff recommends Council approve the Arts & Culture goals and next steps.
2. **Recommended Alternative:** Staff recommends Council approve the Social Equity goals and next steps.
3. **Recommended Alternative:** Staff recommends Council give direction on status of Social Equity and Arts & Culture as a Council Priority.
4. **Recommended Alternative:** Staff recommends Council give direction on whether staff should explore adding resources for either the priority of Arts & Culture and/or Social Equity. Staff also recommends, should Council wish to consider adding resources to either or both priorities, Council discuss and provide direction to either return in December for further discussion or plan for a discussion of this topic during the budget process.

Arts & Culture

Arts and culture have long been a mainstay for Park City and its residents and is a primary reason why they choose to make Park City their home. Visitors flock to our small town to enjoy many of our events like the Sundance Film Festival or the Arts Festival because they offer a unique experience that's difficult to replicate, which, in turn, further diversify our economy. We provide City programs and gatherings that are meant to engage and educate the community. We pride ourselves in constructing and maintaining public art that harmonizes with our town's natural surroundings and legacy—a legacy built on mining, skiing, the Olympics, and fun and funk.

Below you'll find staff's attempt at formulating the City's goals and objectives with regards to this priority. This isn't meant to say that these are the goals for the Arts & Culture District or the regional Arts & Culture Strategic Plan; these goals and objectives explain what the City's trying to achieve in a very broad and general sense and should align with other arts and culture endeavors where appropriate.

Value statement: Strengthen, unify, and connect artistic and cultural expression as the City grows into an arts & culture hub

Recommended Goals and Strategic Objectives for City Council to Consider:

1. **Public Art - Enrich and connect the community through visual arts in public spaces**
 - a. Maintain and preserve the public art collection
 - b. Acquire public art that aligns with the City's core values
 - c. Select public art that reflects a sense of place
 - d. Engage the community through public art
2. **Special Events - Facilitate cultural, arts, and entertainment experiences that are inclusive and meaningful**
 - a. Create vibrant event offerings that celebrate Park City's unique culture, environment and sense of place
 - b. Build inclusive experiences to connect the community
 - c. Diversify events with cultural and economic benefits
 - d. Involve and educate the community about the purpose, opportunities, and challenges of special events
 - e. Mitigate impacts of special events to our neighborhoods and community by coordinating with local and regional partners
3. **Regional Collaboration - Continually assess arts & culture elements and identify opportunities locally and regionally**
 - a. Identify and coordinate with local and regional partners, including non-profits
 - b. Create defined and measureable goals regarding arts and culture
 - c. Seek inspiration from community members and comparable cities

- d. Diversify and sustain funding sources for arts and culture
- 4. **Programs - Create opportunities that engage and inspire the community**
 - a. Provide opportunities for public discussion that deepen understanding and seed creativity
 - b. Expose the community to new ideas through a visual presentation
 - c. Facilitate educational opportunities with community partners
 - d. Create opportunities for the public to observe, support, and interact with local artists
- 5. **Economy - Diversify and enhance economy and improve the local and guest experience**
 - a. Work with artists and arts & culture non-profits to create new opportunities for inclusive workspace, housing, and jobs within the City
 - b. Create arts & culture amenities which provide additional experiences beyond snow and outdoor recreation
 - c. Develop accessible, inclusive, and unique spaces where the community can gather
 - d. Leverage private-public partnerships to elevate unique cultural experiences and capital projects
- 6. **Legacy - Cultivate the legacy of our City's cultural heritage**
 - a. Protect and defend historic buildings and structures through education, guidelines, and regulations
 - b. Proudly tell the story of the community through diverse methods
 - c. Tie public art to cultural legacy
 - d. Plan developments that compliment historic and small town nature
 - e. Cultivate local uniqueness and character (mining, skiing, Olympics, fun and funk)

Recent Accomplishments and Ongoing Programs:

- 1. **Public Art**
 - a. Updated Strategic and Project Plan for PAAB; active & engaged PAAB.
 - b. Created interior MARC artwork;
 - c. 1% for public art for municipal capital projects.
- 2. **Special Events**
 - a. Arts Festival, Triple Crown, and Silly Market contract renewed and signed.
 - b. Drafted and approved amendments to film code.
 - c. Secured service agreement with event organizer for 4th of July.
 - d. Created event environmental sustainability report card.
 - e. Updated and refine event fee reduction policy.
 - f. Created and adopted SEAC policies.
- 3. **Regional Collaboration**
 - a. Park City Summit County Arts Council Master Plan & Arts Summit
 - b. Arts & Culture community visioning
 - c. Bi-annual Special Service Contract review and award
- 4. **Programs**

- a. Library: Arte Latino, Dia de los Muertes, Eclipse in the Park, PCCC gatherings, etc.
- b. Recreation: Monthly Lunch and Learns, Dive-in Movies, Sundance Movies in the Park, Sundance Venue, Health Fair (blood drive), Anniversary Celebration
- c. Ice: Anniversary Celebration, Santa Event, Figure Skating Holiday Show, Sk8 to Elimin8 Cancer Event

5. Economy

- a. City working with the Sundance Institute and Kimball Art Center to create an arts and cultural area including office space and jobs, affordable housing and affordable work and retail space as well as elements to enhance vibrancy such as restaurant space, retail space and programming of the area.
- b. Continue to align the special service contract awards with the Council Critical and Top Priorities
- c. Provide funding and support for the PCSC Arts Council – Project ABC.
- d. Funding for public art
- e. Local Gathering Spaces: Main Street and Bob Wells plazas, Arts and Culture District, Library Field, City Park Community Center
- f. The City provides economic development grants to small businesses such as Ritual Chocolate and Soul Poles which provide unique experiences for locals and guests

Recommended Near Term Next Steps for City Council to Consider:

- 1. Account for all fixed assets, transfer of fixed assets, sale, and public-private partnerships for Arts & Culture District
- 2. RFP management and MPD application oversight for Arts & Culture District
- 3. Secure funding and create RFP for special event community survey
- 4. Install art on utility boxes
- 5. Create Brew Pub artwork
- 6. Develop a maintenance policy and updated inventory of public art
- 7. Complete China Bridge Murals
- 8. Update piano maintenance
- 9. Complete Restaurant Tax Grant Programming
- 10. Review a call for submission of art (Library)
- 11. Participate in completion of Arts & Culture Master Plan led by Park City Summit County Arts Council
- 12. Develop programming to celebrate the 2018 Winter Olympics at Ice Facility

Summary Recommendations for City Council to Consider

- 1. Recommended Alternative:** Staff recommends Council approve the Arts & Culture goals and next steps.

Pros

- a. Staff is working on major arts and culture projects currently and would like Council's direction on whether or not the goals and next steps outlined are congruent with Council's wishes.

Cons

- a. Council may want to flesh out the goals and next steps more, with more time and effort from staff.

Consequences of Selecting This Alternative

Solidifying arts and culture goals and next steps from Council will better inform and scope arts and culture current projects. It also accomplished the Council desire Council to present a mini strategic plan on this Top Priority.

Social Equity

Park City is an inclusive, diverse, and equitable community. We define diversity broadly, including but not limited to all races, ages, sexual orientations, gender identification, socio-economic backgrounds, and cultural beliefs. We strive to be a fair and balanced society where everyone can participate and has the opportunity to fulfill their potential because they have access to healthy, affordable food, transportation, quality education, and living wage jobs. We create unique ways to connect through community gatherings and a variety of communication channels. We strive to understand the needs of those who are underserved or the most vulnerable of our community. We recognize that it is our diversity that is the source of our strength and community foundation as we try to reflect that in all that we do.

Below you'll find staff and community partners' efforts at formulating the City's goals and objectives with regards to this priority. Some of these goals and objectives were taken from the other two Top Priorities: Diverse Community Participation and Affordability.

Also, in the table below you will see the current staff members involved in social equity-type of issues as it related to their job duties. While these are all full time roles, the hours shown are the hours each week this role spends in the area of social equity. It is also important to note that many other staff members from a myriad of departments are involved in these topics, including others in the following departments: Recreation, Ice, Library, Police, Transit, Sustainability, IT and Executive; however these individuals do have that involvement specifically called out in their job duties.

Name	Title	Department	Time: hours/week
Franco Libertini	Police Officer	Police	40
Collaborative partnerships with community members, school district, community partners, religious organizations and non-profits; Organize, promote and support community outreach events; Establish communication channels to achieve goals of diverse communication; Develop a version of the Citizen Academy for Spanish speaker; Community outreach to Diverse communities; Social media for Spanish speaking residents; See something/say something program; Neighborhood/Business Watch Programs, WATCH D.O.G.S. Program; Informational and safety video series; Leadership involvement initiatives; Community meeting series; Media outreach (television, radio, newspaper) and connecting resources to inform, educate, and boost participation in activities, events, and public processes throughout our community.			
TBD	Spanish Services Librarian	Library	20
Katrina Kmak	Youth & Spanish Librarian	Library	16
Purchasing materials for our Spanish speaking community. Providing programming for our Spanish speaking community. Providing programming for the Youth of our community. Purchasing materials for our Children's, Youth and Teen collection. Working a service point- and making sure that everyone, no matter their gender, gender identity, sexuality, sexual orientation, age, socio economic background, nationality, etc, has the same quality of experience and receives the same level of service when they come into the library. I feel that social equity and libraries go hand in hand, and we don't judge people when they enter the building, and we do the best we can to provide them with the services they need/desire.			
Lynn Ware Peek	Community Engagement Liaison	Community Engagement	13
• Meet with other Latino outreach leaders in Park City to coordinate efforts and information that flows to the Latino community • Promote City events in Spanish to encourage participation • Develop programs that create communication and bridge between the Latino Community and the City • Liaise between City staff and the Latino community to inform on City projects • Work with Cada Domingo show to book guests from City and to promote events • Coordinate translation of materials into Spanish • Present information in Spanish from the City (ie the parking management program) • Communicate with the Senior Center on a regular basis to inform them of upcoming meetings			
Michelle Stucker	Recreation Supervisor	Recreation	10
Oversee/tracking of fee reduction program. Ensure translation on all youth flyers. Send flyers to weekly group for distribution. Attend PC Promise subcommittee. Attend Park City Community Foundation meetings in regards to youth outreach programs. Transportation efforts for youth programs, developing routes for pick up/drop off.			
Phil Kirk	Captain	Police	10
Lynn Ware Peek/Rhoda Stauffer	Community Engagement	Housing	3
1. Community engagement between seniors and various City departments: Community Development, Sustainability, Building, Transportation Planning and City Council to bring services to the Seniors. Recent services include: • Passing out carbon monoxide detectors • Coffee with Council • Open Houses at Senior Center to explain and share plans for Community Center, the Affordable Housing project (Phase 1 Woodside Park), Lowell Avenue project, and other projects that have potential impact on this group • Transportation Planning (current and future projects) • Parking management Program 2. Regular interaction between Community Engagement Liaison and Summit County Senior Services director 3. Meet on as-needed basis with Heber City/Wasatch County Senior Center director. 4. Meetings with other City Departments which have interaction with senior population: recreation, ice, 5. Monthly visits to Senior Center by Community Engagement liaison to get feedback and updates on City projects. 6. Housing and Community Development staff/ Community engagement / Executive staff meet with group of Seniors and assisted living developers to hear ideas and explore whether the City could have a role in this effort.			
Amanda Angevine	General Manager	Ice	1
• Participate in social equity discussion • Educate staff and patrons on Fee Reduction program • Attend outreach events			
Matt Genther	Program Coordinator	Ice	1
• Coordinate translation of program information and flyers • Send program information to non-profits who distribute newsletters to the Latino community • Review and approve Fee Reduction applications • Attend outreach events • Apply for Solomon Fund grant • Create accounts and register patrons for programs through Fee Reduction* • Follow up with Fee Reduction families to collect payment* *not specific to students in fee reduction			
Jose Malendez	Transit Shift Supervisor	Transit	1
Assist with bus Time table guides, Time points and the Map, translating some of the most important information into Spanish. When service level changes I translate the PSA's into Spanish. Answer calls from Spanish speakers patrons when calling requesting bus schedules information or wanting to complain about something. Assist the management team when issues (accidents/incidents) arises with Latinos passengers and translation is needed. Participate in Ski Resorts Open Houses nights and Job fairs in case translation is necessary when people prefer to communicate in Spanish. Also translating brochures for services such as Dial-A-Ride, or any new service.			
Ken Fisher	Recreation Manager	Recreation	0.5
Department offers scholarships; no direct oversight; subcommittee with PCCC & Library discussing roles and development of city community center; working on City Park Community Center design (house senior center)			

Value statement: Recognize our diverse populations within our complete community and strive for equitable public administration of services, justice and social well-being for all. Value and appreciate our differences and embrace our common humanity and contributions as the source of the strength of our town.

Recommended Goals and Strategic Objectives for City Council to Consider:

- 1. Affordability – Identify areas where the City can positively impact the cost of living**
 - a. Facilitate a range of affordable, quality housing opportunities that meet the life-cycle needs of persons at all economic levels
 - b. Support efforts for affordable, quality, and adequate childcare for all who need it
 - c. Endorse a living wage
 - d. Strive for accessibility to quality healthcare (vision, mental, dental)
 - e. Continually assess fees and taxes for all socio-economic classes
- 2. Connection – Engage and empower diverse experiences to foster an inclusive, multi-cultural and -generational community**
 - a. Create diverse opportunities
 - b. Provide gathering spaces that connect the services of the community
- 3. Enhance Communication – Determine the best channels of communication and use them to engage our community members.**
 - a. Reach audience where they are at, whether it be through digital and/or interpersonal communication
 - b. Use diverse platforms and methods to deliver and receive messaging
 - c. Enhance communication between service providers
- 4. Issue Awareness - Identify and address the multi-cultural and generational groups' concerns and interests**
 - a. Partner with a full range of community groups and stakeholders
 - b. Identify underserved and/or most vulnerable populations
 - c. Educate the entire community on issues that matter to underserved populations
- 5. Reflect Community Diversity - Encourage participation and remove barriers in process of local government and community groups**
 - a. Serve all demographics
 - b. Invite all to contribute their voice in the process
 - c. Focus on integration with varying populations

Recent Accomplishments and or Ongoing Programs:

- 1. Affordability**
 - a. Special Service Contracts with local non-profits
 - b. Recreation fee reduction program/tracking of all participants
 - c. Goal of 20% participants of underserved population in each youth recreation program in alignment w/ PCCF goal and is the percentage of free or reduced school lunch program.
 - d. Success - 20% participation in Karate (fall 2017)
 - e. Success - Enrolled 20 fee reduction households from St. Mary's sign up day

- f. Success - received 10K from Solomon Fund for transportation and revenue offset for fee reduction.
- g. Success - Free MARC admission Mon - Fri, any PCSD student = Jan - June 2017 1,271 free admission
- h. Success - Holy Cross Ministries - Swimming - \$2 fee for group of 20 participants 2 x per week, 10 weeks summer.
- i. Success - Holy Cross Ministries - Tennis - \$4 fee for group of 12 -22 participants, 1 x per week, 10 weeks of summer.
- j. Spring 2018 we will offer tennis and pickleball to TMJH at a rate of \$5 per child.

2. Connection

- a. Provide translated City Council summaries in Spanish to Cada Domingo show on KPCW.
- b. First ever bi-lingual City Council Study Session in December 2016
- c. Help book regular guests on radio program
- d. IT department established translate button in Spanish for ParkCity.org
- e. Charlas con Council (chats with council) at Aspen Villas
- f. City participation in regular meetings of organizations that serve the Latino community: PC Unidos & PC Advocates

3. Enhance Communication

- a. Ice fliers translated into Spanish; will make double sided in the future and will work to get into schools by partnering with School District.
- b. Ice/Library participated in Back to School night at McPolin
- c. Library/Ice participated in outreach event at St.Mary's, sponsored by Solomon Fund.-library also did this
- d. Library has a full-time position that will split their time between Spanish and Youth services.
- e. Library updated their informational sheet into Spanish, as well as program information.
- f. Victim Advocacy resources translated into Spanish.
- g. Spanish speaking officers and victim advocate volunteers.
- h. Language Line for translation services when no Spanish-speaking officer or volunteer is available.
- i. Recently hired a Community Outreach Officer to focus on communication with diverse populations within our community.
- j. Recreation fliers for all youth programs translated to Spanish (double sided English/Spanish)
- k. Contribute to PC Unidos Facebook Page
- l. Deliver parking presentation in Spanish to restaurant workers

4. Issue Awareness

- a. Applied for Solomon Fund grant to provide transportation for half day camps with an interest to expand transportation services if successful.
- b. Talking to Latino groups - Bright Futures, Aspen Villas, and through various outreach to hear the issues.
- c. Met with key executive directors of non-profits to get their take and suggestions on Park City's social equity efforts

- d. Van pick up from McPolin for youth programs (Thriller Dance had 4 participants)
- e. The Library is having a session during their staff development called: Diversity -- Inclusion -- Equity: Are you embracing these standards of social justice?
- f. Reading to End Racism program started at the Library this summer
- g. Meetings organized with Latino community leaders and senior staff members of Senator Hatch, Senator Lee and Representative Bishop.

5. Reflect Community Diversity

- a. The Library just celebrated Dia de los Muertos yesterday with about 40 community members.
- b. Library tried implementing a Spanish Storytime in the past 6 months, however it did not gain any traction.
- c. Library also tried computer courses in Spanish, which also did not gain traction.
- d. Library has done special storytimes in the evenings with Holy Cross Ministries, and also provided the HCM kids several movies in Spanish this past summer.
- e. The Library and the Park City Film Series do a Foreign Cinema for Kids every school year, rotating between films in Spanish and French.
- f. The Film series and the Library partnered with Basin Rec to provide an outdoor screening in Spanish at Aspen Villas this past summer. 75 attendees
- g. The Library provided free computer use and printing for those who attended a program partnered with Immigrant Legal Services this fall.
- h. Community engagement partnered with City Council on an event at Aspen Villas with food and s'mores. About 30 community members participated.
- i. Community engagement partnered with PC Unidos to organize a forum for candidates. About 50 people participated. Food and questions.
- j. Community engagement partnered with Project for Deeper Understanding to hold DACA / Immigration talk about November 16.

Recommended Next Steps for City Council to Consider:

Where the City already provides many services to diverse populations, from Seniors to Spanish speaking individuals to youth, staff recommends the creation of a Social Equity Draft Action Plan that will:

- a. Establish comprehensive goals and performance measures that span all of the departments that provide services to our diverse populations;
- b. Identify current programs and services;
- c. Gap Analysis: Identify desired programs and services
- d. Alternatives analysis: Identify options and recommendations how the gaps can be filled and the most appropriate role for the City in filling those gaps.

Staff can return to Council with a Social Equity Draft Action Plan for feedback and direction.

Some items for possible inclusion in that Draft Action Plan that have been identified by a cross departmental team that also included City Council liaison Nann Worel:

1. Affordability

- a. Promote businesses to be more inclusive.
- b. Develop affordable housing.
- c. Promote a living wage and fair wage practices (through business licenses)?
- d. Educate what a living wage is in Park City
- e. Resolution for fair wage practices.
- f. Recreation – further promote our recreation fee reduction program to qualifying families
- g. Expand fee reduction to Public Skate for families with a child qualifying for fee reduction.

2. Connection

- a. Potentially hiring additional Spanish speakers as Tech Specialists who can provide assistance with fingerprint services, crime prevention, etc. for Spanish-speaking population.
- b. Help organize candidate forum in Spanish.

3. Reflect Community Diversity

- a. Program information in PC Community Foundation's newsletter; will start submitting information to Promise Newsletter.

4. Enhance Communication

- a. Establish preferred communication methods. Help City departments and non-City organizations establish such communications.
- b. Community Outreach Officer will also focus on the City's social media messaging to reach a broader population.
- c. Produce outreach materials in Spanish and English -- for special events and other impacts.
- d. Create consortium (hub) for consistent information on the services that impact each demographic; seniors, Latino or other diverse community, youth.
- e. Have non-profits develop shared database of Latino families to be able to communicate effectively with regard to current issues, activities, and critical information.
- f. Improve the number of channels of communication. Sharing messaging with other databases and text platforms, (i.e., School District, PC Unidos, People's Health Clinic, Peace House, PC TOTS, Community Foundation, Holy Cross Ministries, Christian Center, etc.).
- g. Regular outreach at Senior Center to inform and include in construction projects and other impacts going on around them.

5. Issue Awareness

- a. Community Outreach Officer will work with diverse populations to spread awareness regarding issues related to Police.
- b. Work with executive team to hone our understanding of community issues and work to further involve the City as a source of information and

- community partner with other organizations that provide services to our diverse community populations.
- c. Future transportation for youth soccer and drop off/pick up at different apartment areas in Park City.

Summary Recommendations for City Council to Consider

- 2. Recommended Alternative:** Staff recommends Council approve the Social Equity goals and staff's recommendation to draft a Social Equity Action Plan that will identify Council goals under this priority, current activities, and the gap between what the City is doing now and Council's goals for this priority.

Pros

- a. Staff is working on social equity initiatives currently and would like Council's direction on whether or not the goals and next steps outlined are congruent with Council's wishes.

Cons

- b. Council may want to flesh out the goals and next steps more, with more time and effort from staff.

Consequences of Selecting This Alternative

Solidifying social equity goals and next steps from Council will better inform and scope current social equity initiatives. It also accomplishes the Council desire to present a mini strategic plan on this Top Priority.

Other Alternatives for City Council to Consider

Staff has been asked to bring the topic of social equity back for discussion from Council. Staff is recommending that Council add this as a new priority and have it replace Diverse Community Participation and Affordability. This will help to streamline and focus the Top Priorities and more clearly states what the City's values are with regard to inclusively, respect, and diversity.

Also, some members of Council have expressed the desire to turn this new priority into a Critical Priority to help further the goals and objectives of this topic. It has also been expressed by some Council members that more resources could be contributed to this priority as well for the same reason. As this is the first time Council is formally discussing the topic of social equity in a public meeting and since this is a request derived from Council, staff is not providing a recommendation but is looking for more clear direction from Council with regards to these alternatives first:

- 3. Recommended Alternative:** Staff recommends Council give direction on status of Social Equity as a Council Priority.

- a. **Replace the Top Priorities Affordability and Diverse Community Participation with Social Equity as a new Top Priority:**

- i. Pro: This demonstrates Council's commitment to the ideals presented in this staff report—ideals that have been championed by Council

currently and in the past. It also would consolidate a list of priorities that may be too long.

- ii. Con: Would take focus off of Affordability and Diverse Community Participation.

b. Make Social Equity a Critical Priority now:

i. Pros:

1. Council will more fully recognize something that they already believe in and embrace.
2. The level of service for social equity-type activities will get better.
3. Council will be updated once a month on Social Equity projects, plans, and initiatives.
4. Potential to add budget for staff, department, or a non-profit becomes easier.

ii. Cons:

1. This is the first time City Council is discussing this item in a public meeting.
2. It could be argued that by adding a fourth priority that the Critical Priorities will become more diluted.
3. Council may want the two new Council members to have an opportunity to participate in this discussion.
4. Council has stated in the past that they want to review adding or removing priorities during the Council Retreat.

c. Discuss Social Equity during Council Retreat:

i. Pros:

1. The City Council Retreat is only three months from now.
2. The best reason for waiting on this is that Council will have two new members coming on board to help scope and craft the strategic vision of the City. Adding a Critical Priority now does not allow them to add their voice to the process.
3. Council members have stated in the past that they want to review adding or removing priorities during the Council Retreat.

ii. Cons:

1. Council may want to move on this now because they already believe in the ideals outlined previously in the staff report.
2. Turning Social Equity into a Critical Priority now would demonstrate their commitment and would allow for more progress to be made sooner on this important topic. The level of service may remain the same until Council decides the status during the Retreat.

d. Turn Social Equity into a new category—a lens or filter for Council to judge projects, plans, and staff reports through.

- i. Pro: Council could create another category to add to the strategic planning process. Council has talked about the Critical Priorities being filters—it may make sense to have Critical Priorities and filters be two different categories. Critical Priorities are the things where Council

doesn't feel like there's a critical path forward, (e.g., plan, budget, staff time, etc.), whereas filters could be areas where Council would like projects, plan, and staff reports to be filtered through. As an example Council could have social equity, energy, and community engagement be filters for almost any project, plan, and staff report to pass through before final decisions are made on them.

- ii. Con: Creating filters and Critical Priorities may confuse the simple message of three Critical Priorities. When talking with constituents it may jumble the message of having three Critical Priorities and a list of filters as well.

e. Null Alternative: Do nothing

- a. Social equity will continue to march on like it has been in the past. There has been some focus on it, but nothing like making it a Critical Priority or Top Priority.

- 4. **Recommended Alternative:** Staff recommends Council give direction on whether staff should explore adding resources for either the priority of Social Equity. Staff also recommends, should Council wish to consider adding resources, Council discuss and provide direction to either return in December for further discussion or plan for a discussion of this topic during the budget process.

a. Add a position and a department for social equity

- i. Pro:
 - 1. Adding a resource would further the goals and objectives set out earlier in the staff report.
 - 2. The City could create a hub for all social equity-type of initiatives, plans, and activities with internal staff and external partners.
 - 3. Those who feel underserved or vulnerable would be able to use this person as a point of contact for the issues they're facing.
 - 4. The City would show its support for these types of issues.
 - 5. The City would retain control of services provided.
- ii. Con:
 - 1. This is the first time City Council is discussing this item in a public meeting and adding resources before understanding Council's main goals and priority status could be premature.
 - 2. Council may want the two new Council members to have an opportunity to participate in this discussion.
 - 3. Adding resources during the fiscal year is not considered a budgeting best practice and goes against established guidelines.
 - 4. Adding resources may take away from other priorities, goals, or objectives that Council wants funded during the budget process.
 - 5. Not clear on job description, status within the organization, and where they would be located.

b. Partner with a local non-profit to create social equity hub

- i. Pro:

1. Partnering would further the goals and objectives set out earlier in the staff report.
 2. Create a hub for all social equity-type of initiatives, plans, and activities with internal staff and external partners.
 3. Those who feel underserved or vulnerable would be able to use the non-profit as a point of contact for the issues they're facing.
 4. The identified populations may feel more at ease interacting with a non-profit rather than a government entity.
 5. The City would show its support for these types of issues.
- ii. Con:
1. Council may want the two new Council members to have an opportunity to participate in this discussion.
 2. The City would not retain direct control of services provided.
 3. Would probably require a financial contribution which should happen during the budget process.
- c. Wait until plan is more fully established**
- i. Pro: Staff can develop a Draft Social Equity Action Plan and hold a work session on it before the Council Retreat. This would allow Council to identify which services they would like the City to provide and for which services Council would like the City to partner with another organization, possibly a nonprofit.
 - ii. Con: This option would take a little longer than doing making a formal action right now.
- d. Null Alternative: Do nothing**
- b. Social equity will continue to march on like it has been in the past. There has been some focus on it, but nothing like adding resources and an action plan.

Department Review

The following departments have reviewed this staff report: Community Engagement, Community Development, Economy, Library, Legal and Executive.

Attachments

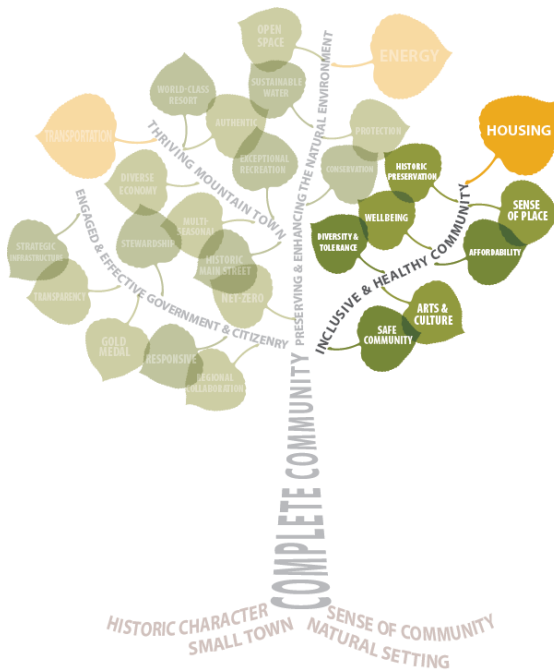
1. Arts & Culture Info Sheet and Report
2. Social Equity Info Sheet and Report

Progress Report: Q1.FY18

Our Value Statement:

Strengthen, unify, and connect artistic and cultural expression as the City grows into an arts & culture hub

LONG-TERM STRATEGIC PLAN



Goals:

- Enrich and connect the community through visual arts in public spaces
- Facilitate cultural, arts, and entertainment experiences that are inclusive and meaningful
- Continually assess arts & culture elements and identify opportunities locally and regionally
- Create opportunities that engage and inspire the community
- Diversify and enhance economy and improve the local and guest experience
- Cultivate the legacy of our City's cultural heritage

Next Steps:

- MPD application oversight for Arts & Culture District
- Secure funding and create RFP for special event community survey
- Complete Restaurant Tax Grant Programming
- Complete Arts & Culture Master Plan with regional partners

Accomplishments:

- Updated Strategic and Project Plan for PAAB.
- Created interior MARC artwork.
- Arts Festival, Triple Crown, and Silly Market contract renewed and signed.
- Drafted and approved amendments to film code.
- Secured service agreement with event organizer for 4th of July.
- Created event environmental sustainability report card.
- Updated and refine event fee reduction policy.
- Created and adopted SEAC policies.
- Arts Summit
- Arts & Culture community visioning.
- Arte Latino, Dia de los Muertos, Eclipse in the Park, MARC Health Fair (blood drive).
- The City provided economic development grants to small businesses such as Ritual Chocolate and Soul Poles which provide unique experiences for locals and guests.



Key Performance Indicator

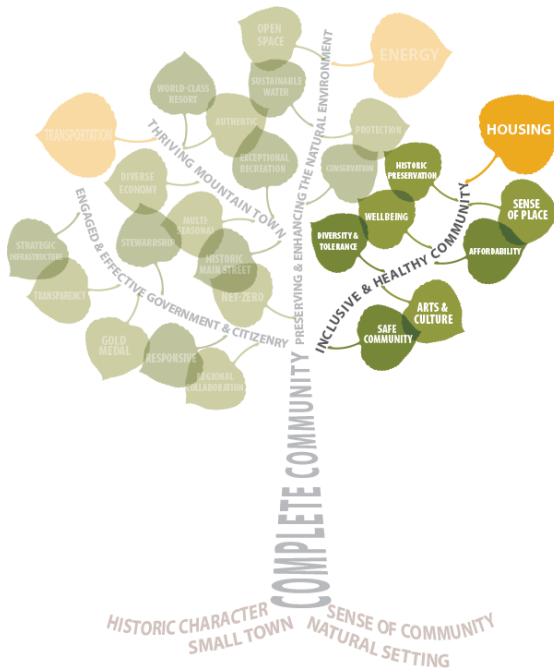
Key Performance Indicator	Percent rating positively			Comparison to other priorities	Comparison to other priorities
	2013	2015	2017		2017
City's Performance of Arts & Culture	n/a	n/a	81%	Much Higher	n/a

Progress Report: Q1.FY18

Our Value Statement:

Recognize our diverse populations within our complete community and strive for equitable public administration of services, justice and social well-being for all. Value and appreciate our differences and embrace our common humanity and contributions as the source of our town's strength.

LONG-TERM STRATEGIC PLAN



Goals:

- Identify areas where the City can positively impact the cost of living
- Engage and empower diverse experiences to foster an inclusive, multi-cultural and -generational community
- Determine the best channels of communication and use them to engage our community members
- Identify and address the multi-cultural and generational groups' concerns and interests
- Encourage participation and remove barriers in process of local government and community groups

Next Steps:

- Community Outreach Officer will focus on the City's social media messaging to reach a broader population
- Deliver parking presentation in Spanish to restaurant workers
- Regular outreach at Senior center to inform and include in construction projects and other impacts going on around them

Accomplishments:

- Recreation fee reduction program/tracking of all participants
- Received 10K from Solomon Fund for transportation and revenue offset for fee reduction
- Provide translated City Council summaries in Spanish to Cada Domingo show on KPCW
- Charlas con Council (chats with council) at Aspen Villas
- Library updated their informational sheet into Spanish, as well as program information
- Victim Advocacy resources translated into Spanish
- Language Line for translation services when no Spanish-speaking officer or volunteer is available.
- Recently hired a Community Outreach Officer to focus on communication with diverse populations within our community.
- Community engagement partnered with PC Unidos to organize a forum for candidates.
- Community engagement partners with Project for Deeper Understanding to hold DACA / Immigration talk about November 16

Key Performance Indicator
(NCS Survey)

	Percent rating positively			Comparison to other priorities	Comparison to other priorities 2017
	2013	2015	2017		
City's Performance of Diverse Community Participation	n/a	n/a	51%	Lower	n/a
City's Performance of Affordability	n/a	n/a	16%	Much Lower	Higher



DATE: November 30, 2017

TO HONORABLE MAYOR AND COUNCIL

The staff report for the Social Equity Top Priority discussion is included with the Arts & Culture Top Priority item.

Respectfully:

Jed Briggs, Budget Operations Manager



DATE: November 30, 2017

TO HONORABLE MAYOR AND COUNCIL

Following a mid-year review of the 2014 City Council Priorities, "Transportation" and "Housing" were escalated to "Critical Priorities", which are issues that could have a significant negative impact on our community if not addressed expeditiously. As such, Council has directed staff to provide monthly updates to the Council and community on the overall Transportation Program, specifically the accelerated implementation of the 2011 "TTMP" and action elements from other related transportation plans/studies.

While staff has been before Council on numerous occasions over the last several months, it has been some time since staff has presented an overall programmatic update that includes updates on local and regionally significant transportation projects, transportations program, and finally, the direction of the short and long range transportation planning efforts.

Respectfully:

Alfred Knotts, Transportation Planning Manager

City Council Staff Report



Subject: Critical Priority Update – Overall Transportation Program Update
Author: Alfred Knotts, Transportation Planning Manager
Julia Collins, Senior Transportation Planner
Matthew Hartnett, Associate Transportation Planner
Department: Transportation Planning
Date: November 30, 2017
Type of Item: Work Session – Informational

Summary Recommendation

Staff recommends Council receive and accept a Critical Priority update on the overall Transportation Program.

Executive Summary

While staff has been before Council on numerous occasions over the last several months, it has been some time since staff has presented an overall programmatic update that includes updates on local and regionally significant transportation projects, transportation program, and finally, the direction of the short and long range transportation planning efforts.

Acronyms

GPCTMA – Greater Park City Transportation Management Association
HPCA – Historic Park City Alliance
LPA - Locally Preferred Alternative
PCSD – Park City School District
SR – State Route
SRTDP - Short Range Transit Development Plan
TTMP – Traffic and Transportation Master Plan
TDM – Transportation Demand Management
UDOT – Utah Department of Transportation
UHP - Utah Highway Patrol

Background

Following a mid-year review of the 2014 City Council Priorities, “Transportation” and “Housing” were escalated to “Critical Priorities”, which are issues that could have a significant negative impact on our community if not addressed expeditiously to change the current trajectory. As such, Council has directed staff to provide monthly updates to the Council and community on the overall Transportation Program, specifically the accelerated implementation of the 2011 “TTMP” and action elements from other related transportation plans/studies.

Analysis

Current Transportation Projects

SR-248 Corridor Improvement Project Update

Scope Overview: The general goal SR 248 Corridor Improvement Project is intended to reduce existing and future congestion, improve air quality, improve aesthetics, enhance safety, and improve school access on the SR 248 corridor from US 40 to SR 224.

Update – This project is currently in the preliminary engineering/environmental analysis phase.

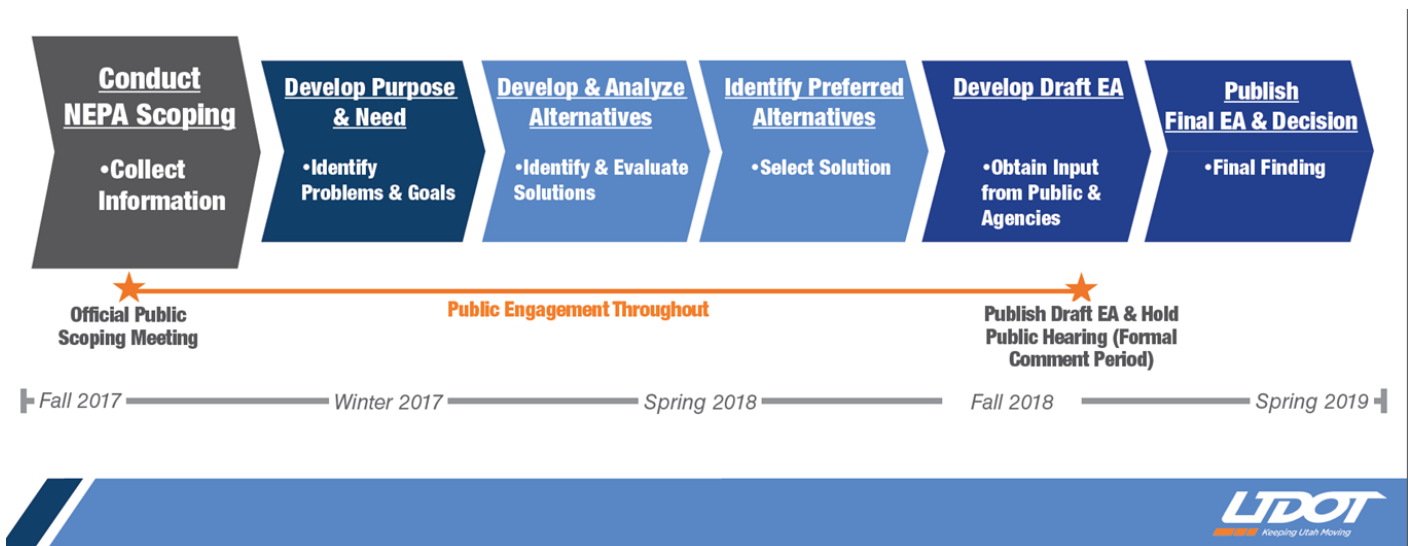
detailed schedule for this phase is provided below. A NEPA Public Scoping meeting was held on November 14, 2017 at the Treasure Mountain Junior High School and attended by approximately 100 people. The public comments on the scope of the project will be received from November 14th through December 29, 2018. At the conclusion of the scoping comment period, UDOT and Park City will utilize this information to develop the Purpose and Need of the Project as well as detailed goals and objectives which will lead into the development of a reasonable range of alternatives, including the No Build/No Project, to be considered by the public and decision making bodies. The draft and final EA are scheduled for circulation June 2018 and November 2018, respectively. Following the selection and approval of a preferred alternative final design would commence shortly thereafter.

More information on this project can be found at the following website:

<http://www.udot.utah.gov/SR248improved/>

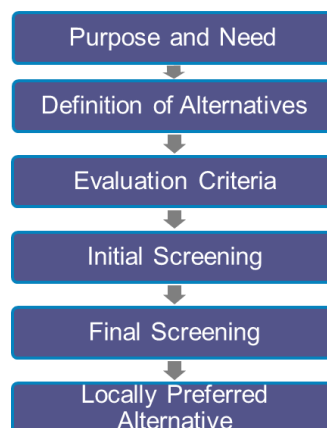
Public comment be submitted by submitting an email to the following address:

sr248improved@utah.gov



180/SR 224 “Valley to Mountain” Alternatives Analysis

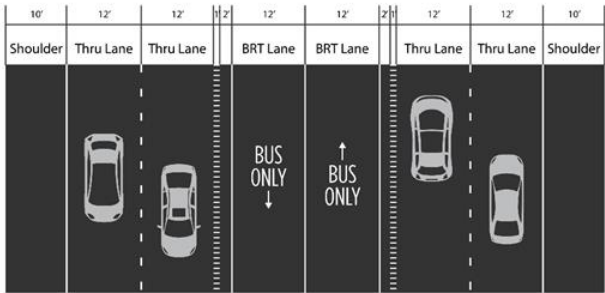
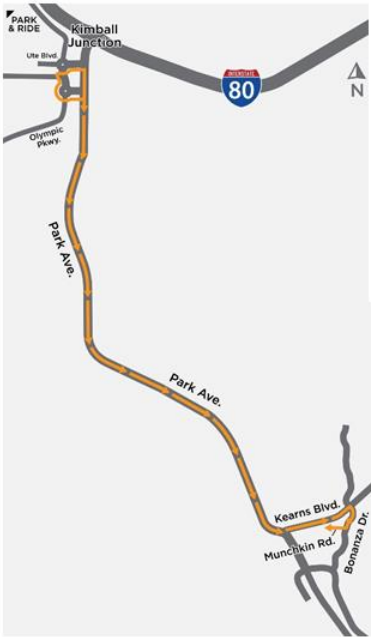
Scope Overview: Park City, Summit County, UDOT, and UTA are conducting an Alternatives Analysis (AA) which will develop and evaluate feasible and appropriate mass transit modes and associated alignments from the I-80/SR 224 interchange south to the SR 224/SR 248 junction. As part of this effort a high level transit analysis will also be completed from the mouth of Parley’s Canyon to Kimball Junction.



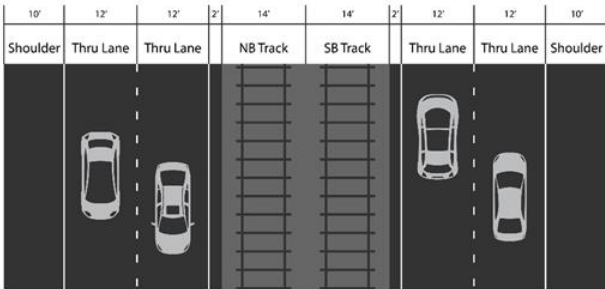
Update: This project is following the Federal Transit Administration’s AA Process which is the planning phase. Through this process project partners have developed the Purpose and Need state

with project goals, developed wide variety of transit technologies/modes, conducted Level 1 qualitative screening for technology, conducted Level 2 quantitative screening for technology and alignment. As part of Level 2 screening defined three alignment footprints within the SR 224 corridor (center running BRT and LRT/rapid streetcar, side running both sides BRT only, side running west side only BRT and LRT/rapid streetcar) including conceptual engineering and typical sections.

Alignment 1: Center Running

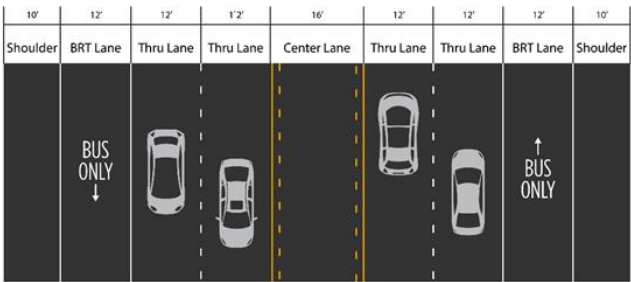
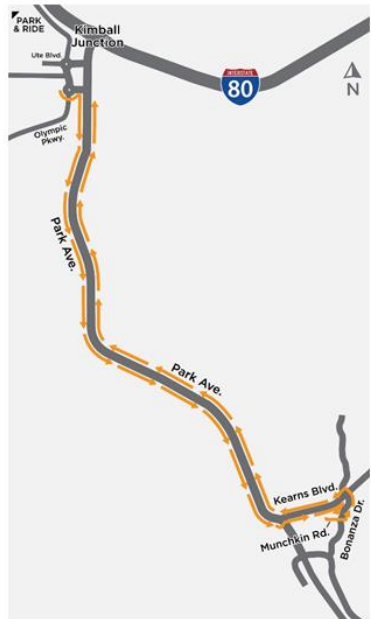


BRT



LRT

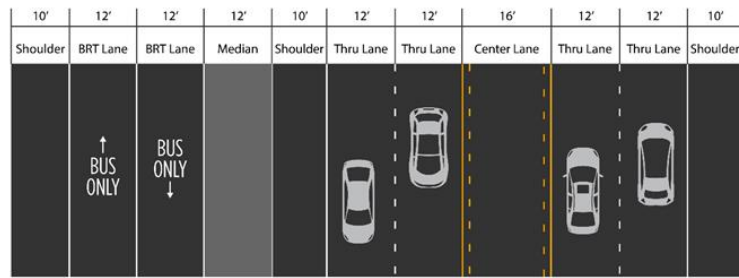
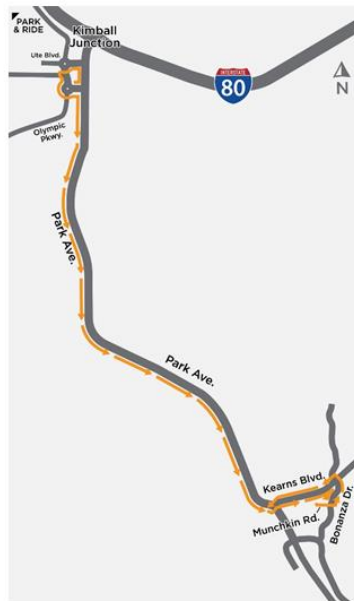
Alignment 2: Side Running, Both Sides of SR-224



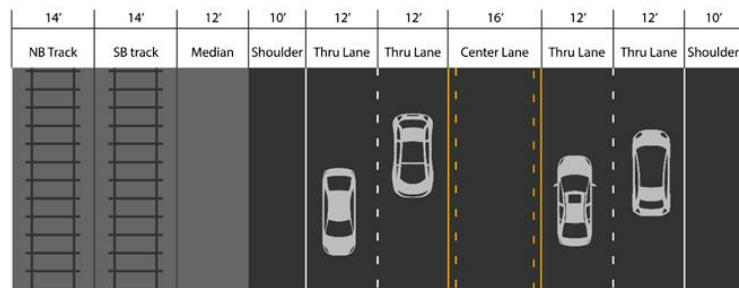
BRT

* For this alignment option, only BRT was considered to minimize impacts to the surrounding environment

Alignment 3: Side Running, West Side of SR-224



BRT



LRT

ALTERNATIVES SUMMARY

Alternative	Cost	Preliminary Traffic Effect	Preliminary Environmental Effect
Alternative 1: Center-Running Bus Rapid Transit	\$9		
Alternative 1: Center-Running Streetcar or LRT	\$\$\$		
Alternative 2: Side Running, Both Bus Rapid Transit	\$		
Alternative 3: Side-Running Bus Rapid Transit	\$9		
Alternative 3: Side-Running Streetcar or LRT	\$\$\$		

To date two online public meetings have been held, one at Level 1 screening and the other at Level 2 screening. Other key tasks completed in support of the Level 1 and Level 2 screening processes included a financial/funding strategy for technology, high level environmental impact analysis for key resources and right-of-way requirements based on three alignment footprints/technology options, developed capital and operating costs, analyzed cost/benefit, preliminary ridership analysis, high level traffic impact analysis at the SR 224/248 intersection.

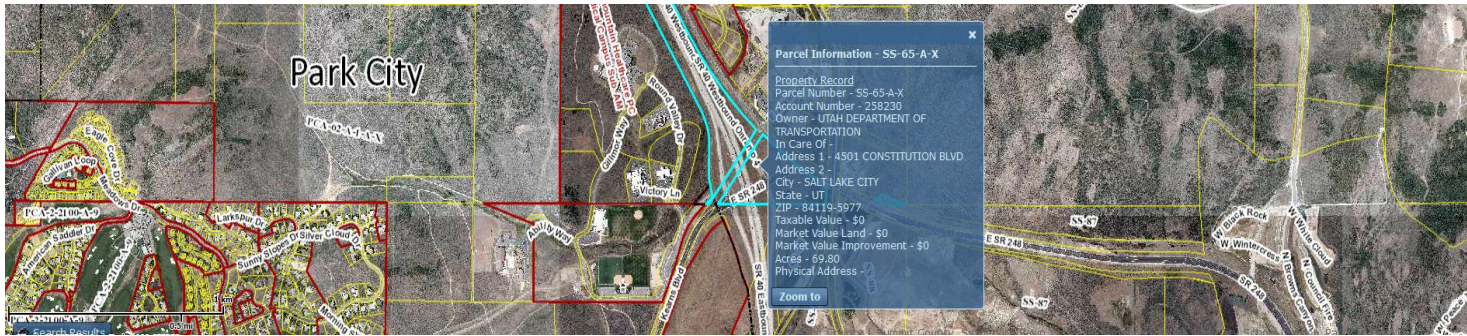
A project open house is scheduled for December 5, 2017 in Library Community Room from 5 pm – 7 pm and the public comment period closes on December 12, 2017. Following the conclusion of the public comment period the AA City and County staff and consultant team will evaluate and consider public comment before arriving at a recommended Locally Preferred Alternative (LPA). Staff will return to Council in the next few months for Council to consider adoption of the AA and associated LPA.

More information on this project can be found at the following website
<http://valleytomountainstudy.com/>

US 40/SR 248 Park and Ride

Scope Overview: Staff is in the process of drafting a RFP for to formulate and evaluate alternatives related to the construction a Park and Ride lot on a UDOT owned parcel at the junction of US 40/SR 248 as well as potential access improvements to the existing Richardson Flat Park and Ride lot.

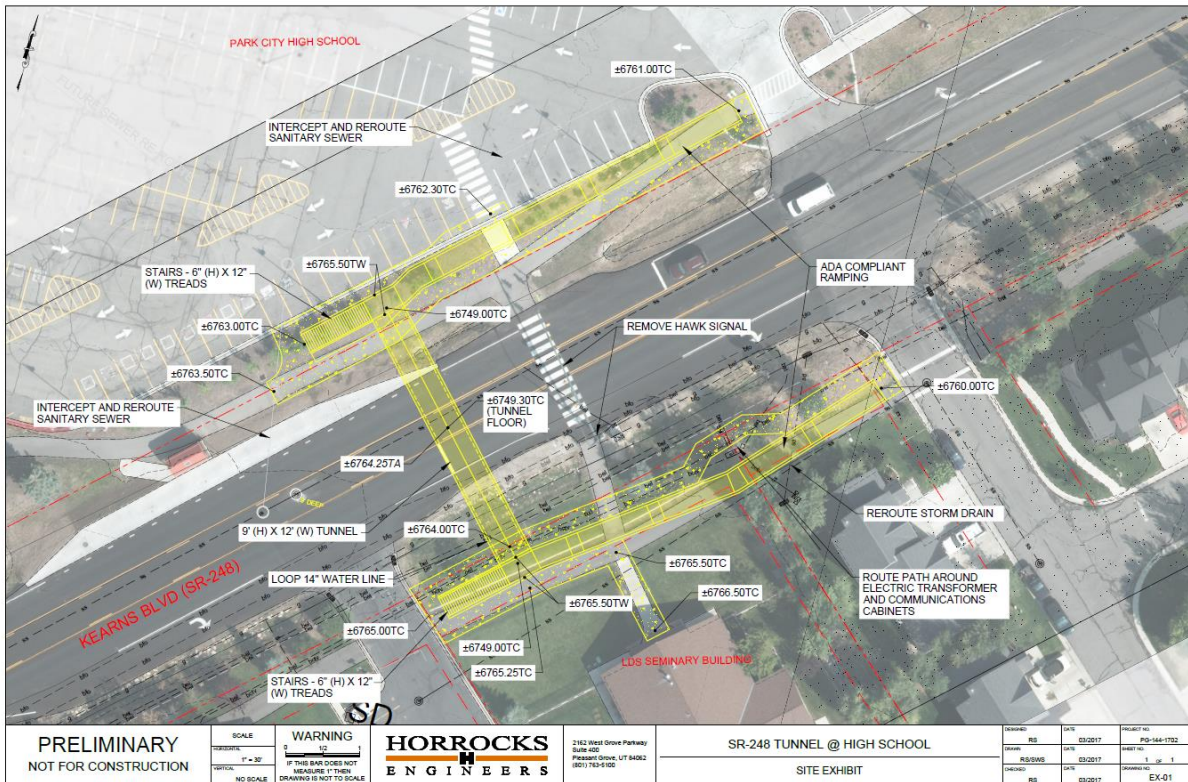
Update: The soon to be released RFP will focus on the preliminary engineering and environmental/permitting phase with design up to 30% as to evaluate constraints and identify any fatal flaws. Final design will commence following identification of a preferred alternative(s).



SR 248 Pedestrian Safety Improvement Project

Scope Overview: Staff is in the process of drafting a RFP to formulate and evaluate alternatives to improve the existing at grade pedestrian crossing on SR 248 that provides access to and from the Park City School District Kearns Campus. This effort will include the evaluation of both at and below grade crossing improvements. Staff is proposing to initiate this work independent of the larger SR 248 Corridor Improvement Project as to complete this project in advance of that project.

Update: The soon to be released RFP will focus on the preliminary engineering and environmental/permitting phase with design up to 10% as to evaluate constraints and identify any fatal flaws. 30 % and final design will commence following identification of a preferred alternative(s). Staff will be presenting this approach and scope to the Park City School District Board on December 5th prior to issuance of any RFP



Note: 10% design developed to evaluate and determine any fatal flaws and high level cost estimate.

Transit Shelter Improvement Project

Scope Overview: Staff is proposing to construct new and improved transit shelters to improve safety, increase visibility, and improve passenger comfort with ultimate goal of increasing transit ridership. This would include reconstruction of existing shelters and construction of new shelters at locations where shelters are not currently provided. Staff is also proposing a more aesthetically pleasing shelter design that is more reflective of Park City's alpine environment. Staff gave a presentation to the Public Art Advisory Board on November 13th to ensure public art is included early in the project

Update: This project is in the design and permitting phase. Engineering services still need to be procured and public engagement conducted on the shelter design and priority locations.

Bonanza Park Intermodal Transit Hub

Scope: Staff is in the process of developing a RFP specific to transportation improvements associated with the Bonanza Park Arts and Culture District including but not limited to the Bonanza Park Intermodal Hub and parking structure, access and circulation improvements, Munchkin Drive design, and adjacent intersection design.

Update: The RFP to be issued for this project will focus on the conceptual design and layout followed by preliminary engineering and final design with public engagement throughout.

Deer Valley Drive Bicycle and Pedestrian Improvements

Scope Overview: The overarching goal of the project is to compare alternatives and refine a preferred alternative that will improve bicycle and pedestrian facilities for north/south bound access along the SR-224/Deer Valley Drive corridor from Bonanza Drive to the Marsac Ave roundabout. A secondary goal of this project is to partner with Utah Department of Transportation (UDOT) who owns, maintains and operates the corridor on a restriping opportunity in the spring 2018 to incorporate safety, speed management and design elements within the right-of-way (ROW).

Update: Staff in partnership with UDOT has procured Fehr & Peers to lead the alternative a

provide technical expertise. The project has assembled an interdisciplinary team consisting of UDOT Region 2 traffic operations and PCMC staff members from Engineering, Sustainability/Trails, Planning and Transportation Planning. To date the project is in preliminary stages of drafting high-level conceptual layouts for a range of probable alternatives and gathering existing baseline data, which will lead to conducting a fatal flaw screening followed by an opportunities and constraints analysis to understand the impacts and benefits to all transportation user groups. In the upcoming months the project will include community engagement and council updates resulting in a preferred alternative concept with high level cost estimates, UDOT restriping plan and recommendations on the next steps for implementation.

Transportation Programs

Active Transportation Plan

Scope Overview: The project will provide an active transportation network for all of Summit County that provides a comprehensive approach to bicycle and pedestrian connectivity across agency borders and best practices for design treatments and funding estimates..

Update: The Transportation Master Plan led by Summit County Regional Transportation Department is in the initial scoping phase. A project kickoff meeting with regional stakeholders was held on November 16, 2017. The project team is evaluating existing data, planning and policy documents that will inform the plan's analyses and evaluate the local and regional transportation needs. Park City Municipal as part of the broader consortium of regional funding partners that includes UDOT, MAG, UTA and Park City Municipal will play a role as a stakeholder and will look to include recommendations in future Transportation master plans.

Due to the nexus active transportation has with e-bikes combined with first/last mile solutions as an integral part of the multi-modal approach to Park City's transportation system, the Transportation Planning Department will now be responsible for active transportation planning, projects and operations.

Complete Streets Ordinance

Scope Overview: The Park City 2014 General Plan outlines that all transportation modes, especially multi-modal options including, but not limited to pedestrians, bicyclists, motorists, and transit users are accommodated within the transportation system. The adoption of a complete streets ordinance will formalize a process and guide decision makers in consistently designing, planning, and constructing streets to accommodate all anticipated users of all transportation modes, ages and abilities.

Update: Over the past couple of months, staff has assembled an internal Complete Streets Committee to draft an ordinance that addresses complete streets for planning, design, construction, operations and maintenance projects. Additionally this Committee's mission includes striving for innovative and continuous ways to promote active transportation and multi-modal options throughout the community. The Committee includes staff representatives from Streets, Utilities/Water, Transit, Transportation Planning, Engineering and Planning Departments. The Committee is presenting the draft ordinance to Council in early December and will include additional steps for continued implementation.

Transportation Demand Management Program

Scope Overview: The goal of the Park City Transportation Demand Management Program is to increase capacity within the existing transportation system without constructing significant capacity increasing capital projects. This is accomplished by managing demand, reducing VMT, and mode shifting. The TDM program is encompassing of the following subprograms:

- Greater Park City Transportation Management Association
- Affordable Housing and Transit Oriented Development
- Parking Management/Smart Parking/Intercept Parking
- Employee Incentives/Employee Shuttles

- Guaranteed Ride Home Program
- E-bike Share Program
- Winter Peak Day and Event Traffic Mitigation and Active Management
- Advanced and Real Time Traveler Information – Next Bus, Variable Message Signs, transportation apps (Park City, UTA, Travelwise/Ride Matching, UDOT traffic and weather app.)

The TDM plan recently received an Achievement Award by the Utah Chapter of the American Planning Association in the Project/Study/Master Plan category.

Update: Park City's TDM Plan was adopted in September 2016 (<http://www.parkcity.org/Home/ShowDocument?id=32722>) with implementation commencing immediately thereafter. The strategic programs identified in the plan will continue to be implemented as well as maintained. Adjustments to the program will occur as necessary and warranted based on effectiveness monitoring and cost, including cost benefit.

Event and Winter 2017-2018 Traffic Management

Scope Overview: Consistent with existing policies and plans, Transportation Planning, Parking, Transit, Streets, Police, and Sustainability have implemented aggressive transportation demand management strategies over the last two winters and standard operating procedures for Tier 3 events which have proven to be effective in managing peak day traffic and associated congestion. Additionally, staff has continued to coordinate with the resorts and other private sector partners through City and County sponsored Greater Park City Transportation Management Association (GPCTMA).

Update: A GPCTMA meeting was held on November 20, 2017 to discuss and solidify 2017/2018 ski and snowboard season strategies which will include the following:

- Pre-peak day monitoring
- Peak day key deployment of officers intersection
- Variable Message Sign directing to offsite parking
- Text Alerts
- Park City Mountain and Deer Valley active parking management
- Robust transit operations
- Joint Park City Mountain/Deer Valley employee shuttle
- Social media alerts and peak day KPCW traffic reports

Throughout the winter ski season, staff will continue ongoing coordination with UDOT staff, County staff, UHP, representatives from Deer Valley and Park City Mountain, and other members of the GPCTMA.

Intelligent Transportation Systems/Innovation Program

Scope Overview: Currently, Park City does not have a dedicated ITS plan however, ITS projects and strategies have been implemented on a project by project basis which include Smart Parking Transit Priority Signal, and Variable Message Signs, and transportation apps. Staff proposes to include an ITS specific element within the upcoming update to the 2011 Traffic and Transportation Master Plan (discussed in more detail below). Staff also proposes to focus this section on existing proven ITS technology as well as on innovation in transportation. Staff anticipates the Innovation Program will include but not be limited to the following:

- Comprehensive Transportation apps and updates
- Autonomous car technology and infrastructure
- On-Demand Response Microtransit/Personal Rapid Transit
- Alternative fuel technology and infrastructure
- Congestion pricing
- Aerial technology
- Car share systems
- Innovative road maintenance/smart roads

- Innovative Project Delivery and Procurement

Update: This program is both in the planning and implementation phases as the ITS and Innovation Programs are ongoing and iterative programs similar to the TDM program.

Long Range Transportation Plan

Scope Overview: As referenced above, Transportation Planning is proposing to update the 2011 TTMP over the next year. While the 2011 TTMP has served the City well the plan is outdated and does not include elements of a comprehensive transportation plan. Staff proposes updating the plan to include the following elements.

- Community Visioning
- Updated Goals and Policies and
- Regional Trends and Performance Measures/Metrics
- Transportation and Land Use Connections and Scenario Planning
- Long Range Modeling and Demand Forecasting
- Existing and Planned Transportation System
- ITS/Innovation Pilot Programs
- Funding and Implementation Strategy – Fiscally Constrained and Unconstrained System
- Transportation Program Public Engagement Plan

The intent of the plan is develop a comprehensive list of projects related to capital, rehabilitation, and transit improvements that will be prioritized over a 25-30 year planning horizon. Once complete, the L RTP will guide transportation improvements in carry forward the vision of creating an innovative multimodal transportation system that appeals to both residents and visitors and serves existing and future mobility needs, while improving the environmental and socioeconomic health of Park City.

The current TTMP was formally adopted by City Council on October 6, 2011 and can be found at the link below:

<http://52.26.130.11/Home/ShowDocument?id=8296>

Update: The existing TTMP is in the implementation phase while the 2017 update is not yet been initiated. An RFP for this effort is currently under development and schedule for release in mid-December. This effort will also include the establishment and monitoring protocols for transportation related performance measures/metrics.

Park City Transit Program

Scope Overview: The Park City Transit program is one of the key components of the overall Park City Transportation Program and consists of the following services:

- Kamas Commuter and Kimball Link
- Kimball Junction Circulator
- Quinn's Junction Dial-a-ride
- Citywide routes
- Snyderville Basin routes
- PC/SLC Connect

Update: The Transportation Planning and Transit teams as well as Summit County have been moving aggressively on implementing increased and expanded transit services. New services include the Kimball Circulator, Kamas Commuter, PC/SLC service expansion, and the Electric Express. In addition to the new services, temporary Park and Ride lots have been constructed adjacent to the Kimball Junction Transit Center and in Kamas to serve the Kamas Commuter. Lastly, the overhead charging station is currently under construction at the Old Town Transit Center to provide reliable power necessary to effectively and efficiently operate the Electric Express.

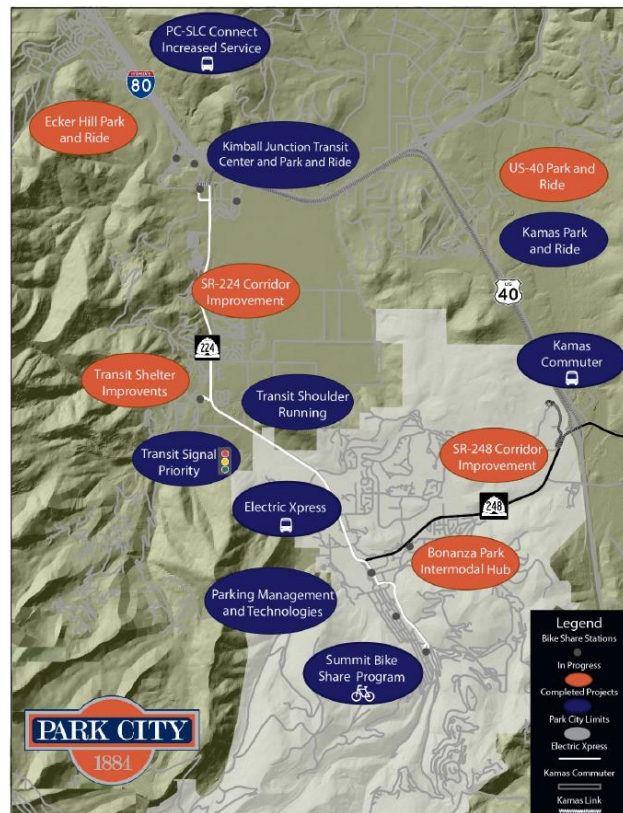
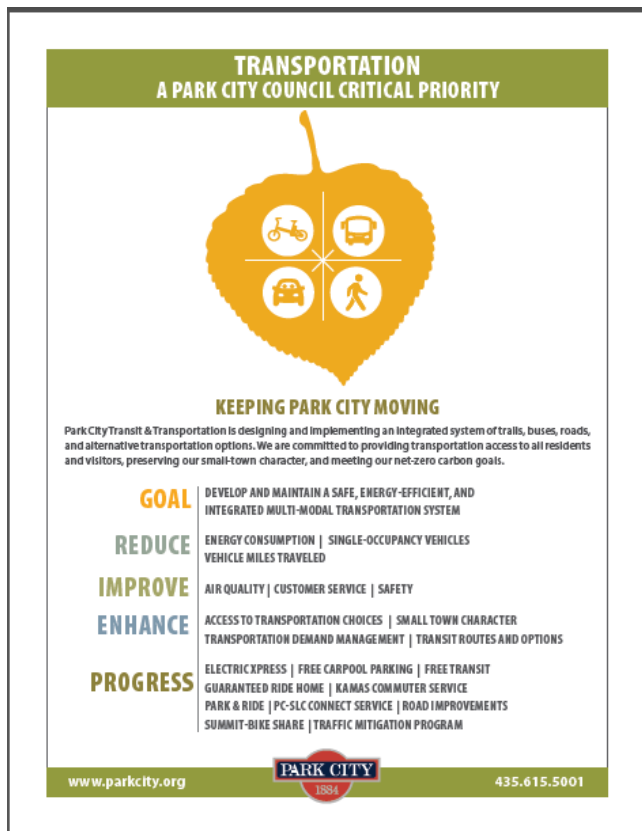
Over the next several years, Transportation Planning and Transit staff will be conducting ongoing evaluations of routes, ridership, and service areas consistent with recommendations outlined in the 2015 Short Range Transit Development Plan. The overarching recommendation within this plan is to move away from inefficient and costly neighborhood routes to “hub and spoke” and Microtransit model that utilizes smaller vehicles to serve as feeder routes to the spine routes such as the Electric Express. It should be noted that while this model may require more transfers this model is intended to increase system wide efficiencies while reducing operating cost as to increase service in areas that are not currently served by transit.

A copy of SRTDP can be found at the following link:
<http://www.parkcity.org/Home/ShowDocument?id=44571>

Public Engagement

Scope Overview: Given Council and the communities identification of transportation as a Critical Priority, Transportation Planning, Transit, and Parking staff have made a commitment to ongoing increased and enhanced public engagement

Update: Per Council's request staff has developed concise and informative transportation program infographic that provides high level information related to the City and County's strategy to address short and long term transportation goals which is provided below.



Additionally, December is website “clean-up” month therefore Transportation Planning, Transit, and Parking staff will reviewing and evaluating the existing transportation related pages on the City website to update outdated information, included new project related information, and improve the overall effectiveness of the website. As noted above in the SR 248 and SR 224 project updates, staff has also moved to developing project specific interactive websites to improve accessibility and opportunities for public comment and feedback. Lastly, Transportation Planning and Public Engagement staff has scheduled numerous presentations with the following organizations to provide ongoing information to the

broader private sector and nonprofit partners:

- Chamber Board of Directors
- PCSD
- PC Rotary
- Senior Center
- Board of Relators
- Sunrise Rotary
- Lodging and Restaurant Association
- HPCA
- Kimball Business Association

Next Step

Over the course of the next few months staff will be returning to Council on a regular basis to discuss specifics and request actions on the individual programs, projects, and plans outlined in this report.



DATE: November 30, 2017

TO HONORABLE MAYOR AND COUNCIL

The complete street ordinance will carry out the intentions of the 2014 General Plan and formalize a process for planning, designing, construction, operations, and maintenance of Park City transportation facilities within the right-of-way so that they consider the accommodation of users of all transportation modes, ages and abilities. Accommodation of complete streets incorporates community values identified in the 2014 General Plan by considering multi-modal transportation, adjacent land uses, the environment, street aesthetics, historic and natural resources as well as safety and mobility in transportation facilities. This ordinance will guide decision makers in consistently planning, designing and constructing transportation facilities to develop a complete street network while balancing the needs of all anticipated users. The draft ordinance is included in Exhibit A.

Respectfully:

Julia Collins, Senior Transportation Planner



City Council Staff Report

Subject: Discuss Proposed Amendments to Title 14, Chapter 7, Accommodation of Complete Streets in the Park City Municipal Code

Author: Alfred Knotts, Transportation Planning Manager
Julia Collins, Senior Transportation Planner
Matthew Hartnett, Associate Transportation Planner
Matt Cassel, City Engineer
Bruce Erickson, Planning Director
Blake Foncesbeck, Transit and Public Works Director
Roger McClain, Public Utilities Engineering Manager
Troy Daley, Streets Manager

Department: Transportation Planning
Date: November 30, 2017
Type of Item: Work Session

Summary Recommendation

The purpose of this Work Session is to update City Council on the current draft of the accommodation of complete streets ordinance. City Council should have a preliminary discussion on the purpose of the code amendments for the accommodation of complete streets and provide feedback and direction where indicated.

Executive Summary

The complete street ordinance will carry out the intentions of the 2014 General Plan and formalize a process for planning, designing, construction, operations, and maintenance of Park City transportation facilities within the right-of-way so that they consider the accommodation of users of all transportation modes, ages and abilities. Accommodation of complete streets incorporates community values identified in the 2014 General Plan by considering multi-modal transportation, adjacent land uses, the environment, street aesthetics, historic and natural resources as well as safety and mobility in transportation facilities. This ordinance will guide decision makers in consistently planning, designing and constructing transportation facilities to develop a complete street network while balancing the needs of all anticipated users. The draft ordinance is included in Exhibit A.

Acronyms

CIP	Capital Improvement Program
FHWA	U.S. Department of Transportation Federal Highway Administration
SOV	Single Occupancy Vehicles
TAP	Transportation Alternative Program
TDM	Transportation Demand Management
TTMP	2011 Traffic and Transportation Master Plan
VMT	Vehicle Miles Traveled

Background

Transportation Planning, Planning, Engineering, and Transit staff, as well Summit County staff, has worked collaboratively to develop a comprehensive approach to transportation system planning and implementation. Over the last year, numerous new and expanded transportation services and programs have been implemented that are aimed at reducing Vehicle Miles Traveled (VMT) and Single Occupancy Vehicles (SOV's). These programs are aimed at increasing mode split to promoting transit and active transportation modes and all relate to transportation system demand management (TDM). Staff is proposing implementing the General Plan by adopting a Complete Streets ordinance. This ordinance will be another tool in the toolbox for Park City's transportation system as it will promote multi-modal options for the community.

The 2014 General Plan in the Small Town section, has established a comprehensive vision, goals and objectives for Complete Streets, which states:

"The purpose of Complete Streets is to ensure that streets are designed to enable safe access for all users. In order for a street to be considered a complete street, pedestrians, bicyclists, motorists, and transit riders of all ages and abilities should be able to safely move along and across the street. In less populated areas of Park City, a complete street may look quite different from a complete street in a more heavily traveled or denser part of the City. Nevertheless, both should be designed to balance safety and convenience."

The 2014 General Plan continues to provide direction as it relates to livable communities and visitors to Park City (see Exhibit A):

"Complete Streets play an important role in livable communities, where all people regardless of age, ability or mode of transportation feel safe and welcome on the roadways. Park City is a tourist destination that offers an abundance of year-round outdoor activities. The streets are essential to the visitor experience and should prioritize recreational opportunities and easy access to the various amenities. Many visitors come looking to escape their typical city commute and find great pleasure and relaxation from enjoying a car free vacation. Complete Streets provide more opportunities for guests, residents and workers to get out of the car and take in the resort community at a slower pace."

The 2011 Traffic Transportation Master Plan (TTMP) is also consistent in looking to accommodate Complete Streets. The following related goals are located within the 2011 TTMP:

GOAL 1. Park City will have a multimodal transportation system with complete streets and balanced availability of pedestrian, bicycle, transit and auto travel.

GOAL 5. Mobility and accessibility in Park City will be as good or better than today while achieving a net reduction in the amount that each person drives a car.

The 2014 General Plan outlines additional "Implementation Strategies" that related to Complete Streets as contained in the "Small Town" element of the General Plan which state the following:

3.12 Implement the Complete Streets strategy of the Traffic and Transportation Master Plan and the Walkability Study.

3.A Streets, pedestrian paths and bike paths should contribute to a system of fully connected and interesting routes to all destinations. Their design should encourage pedestrian and bicycle use by being small and spatially defined by buildings, trees, signs and lighting and by discouraging high –speed traffic.

3.4 Create safe bike/pedestrian pathways between all public spaces within the City limits.

3.5 Identify needed connectivity of roads, sidewalks, and trail systems to decrease vehicle miles traveled and increase direct pedestrian/bicycle routes to neighborhood amenities, as identified in individual neighborhood plans.

3.13 Seek alternatives to widening of existing streets and highways.

The aforementioned goals and strategies demonstrate that this requested action and associated complete street ordinance is consistent with the goals and strategies of the 2011 TTMP and 2014 General Plan.

The Opportunity

Staff is proposing an ordinance that provides Council with an opportunity to implement the vision and goals for Complete Streets as identified through the adopted 2014 General Plan and 2011 TTMP. Staff developed an internal committee with the purpose of drafting an ordinance to address complete streets for transportation facilities, street design, planning, design, construction, operations and maintenance projects. The committee includes staff representatives from Streets, Utilities/Water, Transit, Transportation Planning, Engineering and Planning Departments. The first task for the committee is finalizing the draft ordinance and the next steps for implementation. Additionally this Committee's will continue to strive for innovative and continuous ways to promote active transportation, transit and other multi-modal options throughout the community. The internal committee will convene bi-annually to continue the collaboration of transportation projects and promotion of complete streets. If exceptions to the ordinance or specific projects are to be evaluated, an official Complete Streets Committee may convene as necessary.

The committee drafted the elements of the ordinance as outlined in the 2014 General Plan, Volume II, page 24-25. The figure below shows both the recommended element from the 2014 General Plan and how it relates to the proposed draft Complete Streets Ordinance.

Section VII in the 2014 General Plan, Complete Street Elements		Proposed Accommodation of Complete Streets Ordinance
1.	A community vision for how and why the community wants to complete its streets	The community vision has been established in the TTMP and General Plan which is captured in section 14-7-1 of the ordinance that outlines, accommodation of all modes incorporates community values as identified in the Park City General Plan by considering multi-modal transportation, the environment, street aesthetics, historic and natural resources as well as safety and mobility in transportation facilities
2.	Specifics as to who “all users of the street” would include	All users are defined in 14-7-2, to include bicyclists, pedestrians and transit passengers of all ages and abilities as well as freight, emergency vehicles and motorized vehicles
3.	Requirement for compliance with Complete Street policies for both new and redeveloped/retrofit street projects including design, planning, maintenance, and operations for the entire right-of-way	This is addressed in section 14-7-2, with stating the ordinance applies to long range and short range planning, programming, design, right-of-way acquisition, construction, construction engineering, reconstruction, resurfacing, retrofit, operations, and maintenance and includes public right of way, privately constructed streets, park and ride lots, and parking lots
4.	Creates clear criteria and process for exceptions, including review by specified public boards	Section 14-7-3 includes a process and review for exceptions
5.	Encourages street connectivity and aims to create a comprehensive, integrated, connected network for all modes	Section 14-7-1 states, the City intends to develop transportation facility assets and a system wide multi-modal network that will enhance the safety and accessibility of the community. Section 14-7-2 states, streets should be designed to create a multi-modal network that provides access to services and core destinations which may include, but not be limited to, schools, parks, recreation opportunities, municipal functions, shopping, and entertainment

6.	Is adoptable to all public agencies and private partners involved in road construction and maintenance	Included in section 14-7-5, where implementation of the accommodations for complete streets will be carried out cooperatively amount all departments, and to the greatest extent possible among developers, utility providers, state and regional agencies.
7.	Directs the use of the latest and best design criteria and guidelines while recognizing the need for flexibility in balancing user needs	Section 14-7-4 provides clear guidance in use of design criteria and guidelines while recognizing the need for flexibility in balancing user needs
8.	Directs that Complete Streets solutions that will complement the context of the community	Section 14-7-4 identifies solutions that will complement the context of the community
9.	Establishes performance metrics for outcomes for each mode	It is anticipated that the annual transportation report card will address complete streets performance metrics, therefore providing an annual update to City Council
10.	Includes specifics next steps for implementation	Section 14-7-4 outlines five implementation steps

The Problem

Historically, complete streets features have been included in City funded transportation projects; however the formal process has deferred to the 2011 TTMP street cross sections that apply a simple cross section methodology to the roadway (see Exhibit B). This process has limitations as it relates to adjacent land uses, restricting design flexibility for expanding user networks, does not include all available opportunities for the street, and potentially could overlook available technology and engineering advancements. Since 2011, policies and multi-modal designs have evolved to include an abundance of solutions for transit and active transportation facility treatments. Contrary to the 2011 TTMP, the draft Complete Streets ordinance has included reference to the leading industry design guidelines, stormwater management, elements of public art that support the streetscape, and a context-sensitive approach to adjacent land uses or nearby destinations. These elements are identified through published resources by Smart Growth America and the National Complete Streets Coalition (<https://smartgrowthamerica.org/resources>).

In the past two years, national best practices have expanded the definition of Complete Streets to go beyond mobility needs and the network of the streets. This effort has been spearheaded by Smart Growth America and the National Complete Streets Coalition and endorsed by U.S. Department of Transportation Federal Highway Administration (FHWA). Current best practices for Complete Streets include managing sustainable stormwater runoff and drainage, arts and culture elements that contribute to user comfort and visual appeal, context sensitive solutions,

policies or ordinances that are adoptable by all agencies that cover the roads, and includes utility upgrades as an opportunity to make upgrades to the street cross section (<https://smartgrowthamerica.org/resources>). Staff is recommending that Council include these elements into the draft ordinance.

Current best management practices for addressing stormwater runoff could include integration of innovative stormwater infrastructure while also accomplishing other City goals that include educational and landscaping elements. This approach is mutually beneficial for mobility, ecology and education. Including stormwater runoff in complete streets design and management practices is a national phenomenon that falls under many terms such as “Green Streets”, Green Complete Streets and “Green Infrastructure.” Green streets integrate green stormwater management features to increase infiltration and/or filtration of runoff, reduce flows, and enhance watershed health which can protect water quality in rivers and streams by removing up to 90% of pollutants. Green streets replenish groundwater supplies, absorb carbon, improve air quality and neighborhood aesthetics, and provide green connections between parks and open space. This ultimately will limit the transport of pollutants and reducing energy costs for the community. Vegetated curb extensions, islands and other design features can improve pedestrian and bicycle safety, make the street more comfortable and calm traffic. By including green stormwater elements into the complete streets ordinance, streets will look to accommodate all users simultaneously incorporating best management practices for addressing stormwater runoff. The 2014 General Plan supports stormwater management and elements of public art aesthetic elements just not directly in the Complete Streets definition found in the 2014 General Plan, Volume II, page 24-25. Given that sustainability has also been identified as a Council Critical Priority, staff recommends including this element into the complete street ordinance.

Given that arts and culture are core values of Park City, staff also recommends inclusion of public art and beautification streetscape elements that enhance the attractiveness of community places while also balancing the needs of the roadway with seasonal conditions that include but are not limited to, snow removal, winter maintenance, and snow storage.

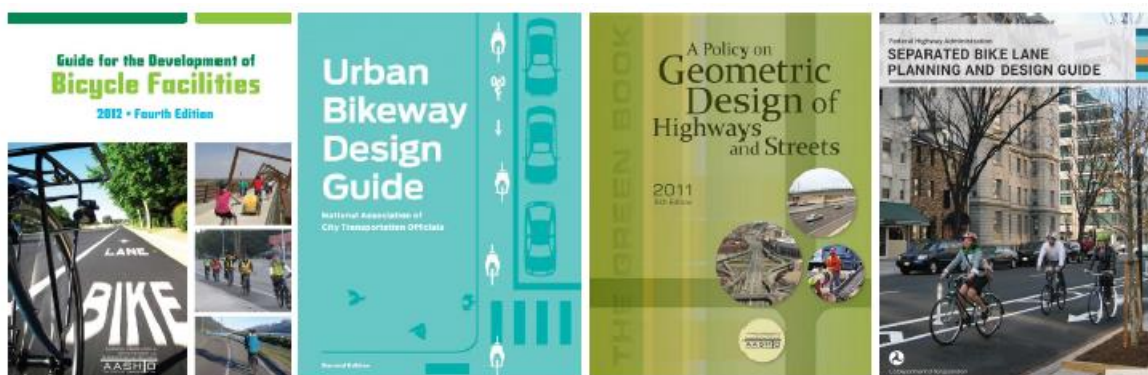
The draft ordinance will expand the street cross-sections found in the 2011 TTMP and will propose context-sensitive solutions that will take the existing cross-sections into account. FHWA Technical Resource Center promotes context sensitive design, as transportation professionals are given the flexibility to utilize design based on the community needs. One of the advantages of context-sensitive is that it provides compatibility with the community setting when planning and designing the transportation facilities. By moving in this direction, transportation practitioners will be able to move past applying outdated standards, can create new standards and use current most up to date design guidelines that are tailored to solve each unique situation.

The Institute of Transportation Engineers (ITE) published the *“Designing Walkable Urban Thoroughfares: A Context Sensitive Approach,”* defines the principles of context sensitive as follows:

- Meet the needs of users and stakeholders
- Allow for engineering design flexibility
- Integrate community objectives and values relating to compatibility and livability

- Use the best currently available design guidance for a balanced approach to transportation design that provides flexibility to best accommodate all users
- Sensitive to the type of neighborhood and the land uses along roadways; context can help align transportation goals and land-use planning goals, creating livable, strong neighborhoods.

While the context sensitive approach and use of current design guidelines is not directly outlined in the 2011 TTMP, it is included in the 2014 General Plan. The language for the design guidelines in the 2014 General Plan is as follows, “directs the use of the latest and best design criteria and guidelines while recognizing the need for flexibility in balancing user needs.” The language for the context sensitive approach is as follows, “directs that complete streets will complement the context of the community.” Staff recommends the 2014 general plan goals which includes reference to context-sensitive and design flexibility prevail. Additionally, staff anticipates updating the TTMP in 2018 which will expand the street cross sections to align with complete streets principles.



(Design Guidelines included in the draft ordinance)

Implementation

Staff, led by the Complete Streets Committee, shall make Complete Streets practices a routine part of everyday operations, and shall approach every transportation facility project as an opportunity to improve the multi-modal transportation network for all users. The items for implementation found section 14-7-6 in the draft ordinance will lay the foundation for how the cross departmental effort and implementation will take place. The committee will meet twice a year to coordinate transportation facility projects to encourage complete street implementation and to promote the most responsible and efficient use of fiscal resources for accommodating complete streets.

Additionally, the annual transportation report card will serve as mechanism for measuring implementation of Complete Streets, demonstrating the impacts and enhancements to the multi-modal network. Staff is in the process of updating this annual report, and will include future metrics to address the implementation of Complete Streets.

Finally, it is important to note that adopting this ordinance and including it in everyday operations does not mean all roads will be able to accommodate all modes due to physical constraints and existing local use of the roadway. However, a greater effort will be made to accommodate affected users and expand the network elsewhere, including on adjacent streets

and/or on streets that intersect with that street or transportation facility.

Funding

Staff is not requesting funds at this time. Following completion and adoption of the ordinance, staff may seek funding through the Park City Municipal Capital Improvement Program (CIP), and appropriate outside State and Federal funding sources for complete street elements through retrofitting projects, standalone or as part of larger projects.

Alternatives for City Council to Consider

- 1. Alternative 1: Recommend Adoption of the Ordinance:** Staff recommends this alternative.

Pros

- a. Approval of the requested action will advance two of the City Council's critical goals: transportation and sustainability.
- b. Additional transportation and multi-modal alternatives are more readily available to the community.
- c. Implementation of this project will allow the City to develop process and design approval for long range and short range planning, programming, design, right-of-way acquisition, construction, construction engineering, reconstruction, resurfacing, retrofit, operations, and maintenance and includes public right of way, privately constructed streets, park and ride lots, and parking lots.

Cons

- a. As a result of adopting this ordinance and incorporating additional design standards, there may be an increase in City costs for retrofits, construction and maintenance of transportation facilities.

- 2. Alternative 2 – Modify the Item Alternative: Give direction that certain elements, like stormwater, public art and context sensitivity in the ordinance does not fit with the Complete Street goals of the community:** Council could choose to move forward with recommending the ordinance without specific elements. Staff does not recommend this alternative.

Pros

- a. Approval of the requested action will initiate development of one of the City's critical goals.
- b. Implementation of this ordinance will facilitate more multimodal opportunities.

Cons

- a. An opportunity to accomplish additional goals as sustainability, arts and culture and stormwater management in transportation projects is missed.
- b. As a result of adopting this ordinance and incorporating additional design or standards, there may be an increase in City costs for retrofits, construction and maintenance of transportation facilities.

3. **Alternative 3 – Do Nothing Alternative: Give direction that the ordinance does not fit with the goals of the community:** Council could choose to not move forward with adopting the ordinance. Council could choose to do nothing regarding this issue, but this would cause no action toward one of Council's "Critical Priorities." This would miss an opportunity to support Multi-modal options and traffic may increase and congestion worsen resulting in adverse air quality impacts. Staff does not recommend this alternative.

Pros

- a. Staff time can be allocated to other projects

Cons

- a. Air quality will be adversely impacted.
- b. Additional transportation and multi-modal alternatives will not be as readily available to the community.

Department Review

This report was reviewed by Executive, Legal, Transportation Planning, Transit, Planning, Engineering, and Streets

Attachments:

Attachment A – Proposed Code Amendments

Exhibit A – Page 24-25 from the *2014 General Plan, Small Town Volume II*

Exhibit B – Page 4.8-4.14 from the 2011 Traffic and Transportation Master Plan, Street Cross sections

Attachment A:

Title 14: Trees/Landscaping; Streets, Sidewalks And Stairs; Streetcuts; Snow Removal; Street Address System; News Racks; Accommodation of Complete Streets

- [14-1 Trees/landscaping On Public And Private Property](#)
- [14-2 Streets, Sidewalks And Stairs](#)
- [14-3 Street Cuts](#)
- [14-4 Snow Removal](#)
- [14-5 Street Address System](#)
- [14-6 News Racks](#)
- [14-7 Accommodation of Complete Streets](#)

14-7 Accommodation of Complete Streets

- [14-7-1 Purpose](#)
- [14-7-2 General Provisions](#)
- [14-7-3 Exceptions](#)
- [14-7-4 Design Standards](#)
- [14-7-5 Implementation](#)
- [14-7-6 Establishment of a Complete Streets Committee](#)

14-7-1 Purpose

Transportation facilities existing in the right-of-way are one of the City's largest shared assets. Transportation facility funding comes from revenue sources to which all contribute, and from which all should benefit regardless of age, ability, or transportation mode choice. The City intends to develop transportation facility assets as complete streets and a system wide multi-modal network that will enhance the safety and accessibility of the community. All City owned and operated transportation facilities in the public right-of-way shall accommodate complete streets through planning, design, construction, operations, and maintenance to encourage use of all transportation modes while continuing to balance safe operations for all users of all ages and abilities, so that all modes which include, motorists, pedestrians, bicyclists, and users of public transportation, freight, emergency vehicles and are accommodated and can travel safely and independently. Accommodation of complete streets incorporates community values identified in the Park City General Plan by considering multi-modal transportation, adjacent land uses, the environment, street aesthetics, historic and natural resources as well as safety and mobility in transportation facilities.

14-7-2 General Provisions

The City shall consider transportation facility projects within the right-of-way, privately constructed streets, park and ride lots, and parking lots as an opportunity to implement complete streets. For transportation facility projects within the right-of-way, complete street opportunities include, but are not limited to, long range and short range planning, programming, design, right-of-way acquisition, construction, construction engineering, reconstruction, resurfacing, retrofit, operations, and maintenance, and utility improvements.

Complete streets within the public-right-of way shall be designed to create a multi-modal network that provides access to services and core areas which may include, but not be limited to, schools, parks, recreation opportunities, municipal functions, shopping, and entertainment destinations. Complete streets shall be designed to encourage all current and future users and modes, which include bicyclists, pedestrians and transit passengers of all ages and abilities as well as freight, emergency vehicles and motorized vehicles. Wherever feasible, the City shall consider inclusion of public art and beautification streetscape elements that enhance the attractiveness of community places while also balancing the seasonal conditions within the City, that include but are not limited to, snow removal, winter maintenance, and snow storage. Wherever feasible, when designing transportation facilities the City shall consider best management practices for addressing stormwater runoff that could include integration of innovative infrastructure, and educational, and landscaping elements or green infrastructure that are mutually beneficial for mobility, ecology and education.

14-7-3 Establishment of a Complete Streets Committee

The Complete Streets Committee, consisting of the City Engineer, City Planning Director, Transportation Planning Manager, is hereby established to determine exceptions to the complete streets ordinance on a project by project basis. The Complete Streets Committee will determine whether the cost of establishing accommodation for modes and elements of complete streets is excessively disproportionate to the need or probability of use, now or in the future

14-7-4 Exceptions

Any exception as outlined below regarding accommodation of complete streets, including for private projects, may be permitted only in unusual or extraordinary circumstances and must be unanimously approved by the Complete Streets Committee. In the rare instance agreement cannot be reached, the Complete Streets Committee will defer to the internal staff committee, the Neighborhood Traffic Management Program. Exceptions may be considered when:

- A. Specific users are prohibited from using a transportation facility (such as non-motorized users prohibited from using an interstate freeway) by law;
- B. The cost of providing accommodation of a particular user, segment of complete streets or ongoing maintenance would be excessively disproportionate to the need or probability of use, now or in the future. The Complete Streets Committee, will determine whether the cost of establishing complete streets is excessively disproportionate on a project by project basis;
- C. The activities that are ordinary maintenance activities designed to keep assets in serviceable condition and do not change the transportation facility's geometry or operations. Such activities may include mowing, cleaning, sweeping, pothole filling, concrete joint repair, trip hazard mitigation, snow plowing, and other regular or seasonal maintenance;
- D. Accommodation of a particular modes or of all modes is not practically feasible because of severe topographic constraints or significant adverse impacts to the natural environment, historical or cultural resources, or neighboring land uses.

When transportation facilities are exempted from this ordinance, a greater effort shall be made to accommodate affected users and modes elsewhere, including on adjacent streets and/or on streets that intersect with that street or transportation facility. Any exceptions shall be kept on record and made available to the public upon request.

14-7-5 Design Standards

Design for complete streets shall follow a context-sensitive approach in which implementation is sensitive to the land use context, community values and vision as outlined in the General Plan and Transportation Master Plan, aesthetic, historical, and environmental resources, and the needs of many users, that results in a flexible, innovative, and balanced approach for transportation facility design that follows the best and latest design standards.

The City shall design transportation facilities to the best and latest design standards and guidelines available. Principles and strategies of street design and facilities for bicyclists, pedestrians and transit offered by the National Association of City Transportation Officials (NACTO) shall be utilized first and foremost in decision-making, such as “Urban Street Design Guide,” the “Transit Street Design Guide” and “Urban Bikeway Design Guide.” Additional design of transportation facilities shall follow complete street design guidelines and standards that are commonly used, which could include American Association of State Highway and Transportation Officials (AASHTO) "Guide For The Development Of Bicycle Facilities", and "A Policy On Geometric Design Of Highways And Streets", the Institute of Transportation Engineers (ITE) recommended practice "Design And Safety Of Pedestrian Facilities" and the U.S. Department of Transportation (USDOT) sponsored "Designing Sidewalks And Trails For Access Part II: Best Practices Design.” Additional guidelines include, but are not limited to, Federal Highway Administration (FHWA), the Institute of Transportation Engineers (ITE), the Americans with Disabilities Act Accessibility Guidelines (ADA), the Public Right-of-Way Accessibility Guidelines (PROWAG), American Association of State Highway and Transportation Officials (AASHTO) and the American Society of Landscape Architects (ASLA).

14-7-6 Implementation

- A. The City shall make accommodation of complete streets practices a routine part of everyday operations and procedures. The City shall approach transportation facility projects within the public right-of-way as an opportunity to make accommodations for complete streets. Implementation of complete streets will be carried out cooperatively amongst all departments, and to the greatest extent possible among developers, utility providers, state and regional agencies.
- B. Accommodation of complete streets shall be integrated into all transportation, engineering planning, design, maintenance, and funding decisions.
- C. Accommodation of complete streets shall influence the early scoping phase and design of all City capital improvement projects that include transportation facilities within the public right-of-way.
- D. The City will actively look for opportunities to repurpose public right-of-way to enhance multi-modal connectivity.
- E. City staff shall meet twice a year through an internal Complete Streets Committee to evaluate, maintain and coordinate transportation facility projects to encourage implementation and to promote the most responsible and efficient use of fiscal resources for accommodating complete streets.
- F. City staff shall prepare updates to the City Council when exceptions to the ordinance are granted.

STRATEGY: Complete Streets

The purpose of Complete Streets is to ensure that streets are designed to enable safe access for all users. In order for a street to be considered a complete street, pedestrians, bicyclists, motorists and transit riders of all ages and abilities should be able to safely move along and across the street.

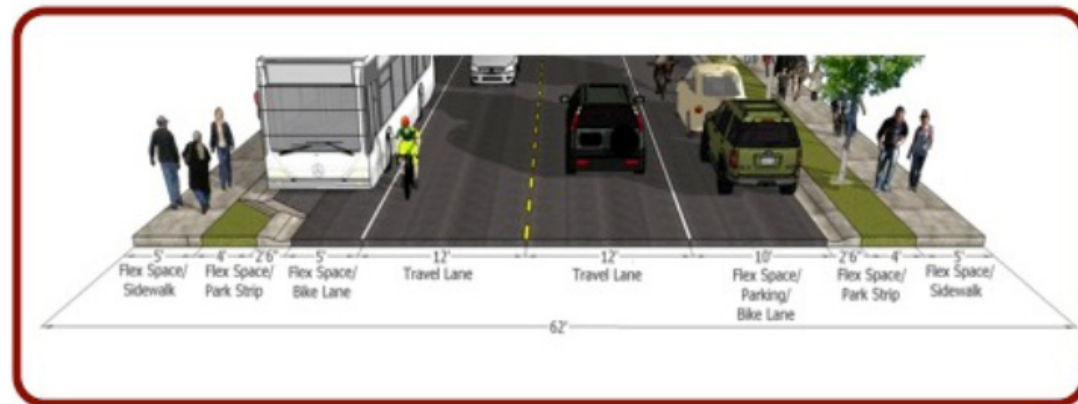
In less populated areas of Park City, a complete street may look quite different from a complete street in a more heavily traveled or denser part of the City. Nevertheless, both should be designed to balance safety and convenience.

“Park City will have a multi-modal transportation system with complete streets and balanced availability of pedestrian, bicycle, transit and auto travel.”

*Park City Traffic and Transportation
Master Plan Goal #1*

Tourism Most importantly, Park City is a tourist destination that offers an abundance of year-round outdoor activities. The streets are essential to the visitor experience and should prioritize recreational opportunities and easy access to the various amenities. Many visitors come looking to escape their typical city commute and find great pleasure and relaxation from enjoying a car free vacation. Complete Streets provide more opportunities for guests, residents, and workers to get out of the car and take in the resort community at a slower pace.

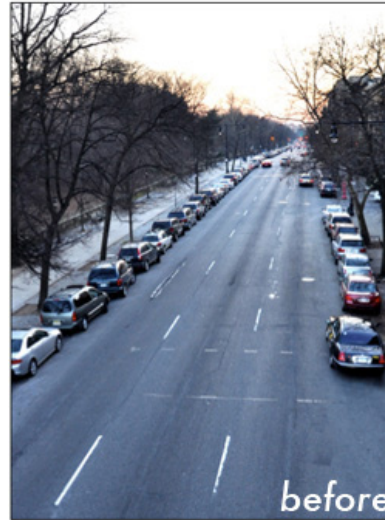
Liveable Communities Complete Streets play an important role in livable communities, where all people – regardless of age, ability or mode of transportation – feel safe and welcome on the roadways. A recent study found that people who live in walkable communities are more likely to be socially engaged and trusting than residents of less walkable neighborhoods. Additionally, they reported being in better health and happier more often¹¹. The social benefits of complete streets complement the City’s core value, Sense of Community.



The 2011 Park City Traffic and Transportation Master Plan reinforces the City’s goal to create complete streets. Above: Major Residential Collector cross section from PC TTMP.

There is no singular design prescription for Complete Streets. Each one is unique and responds to the needs of the city. In Park City, a complete street policy may include:

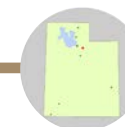
- A community vision for how and why the community wants to complete its streets
- Specifics as to who “all users of the street” would include.
- Requirement for compliance with Complete Street policies for both new and redeveloped/retrofit street projects, including design, planning, maintenance, and operations, for the entire right-of-way.
- Creates clear criteria and process for exceptions, including review by specified public boards.
- Encourages street connectivity and aims to create a comprehensive, integrated, connected network for all modes.
- Is adoptable by all agencies involved in road construction and maintenance.
- Directs the use of the latest and best design criteria and guidelines while recognizing the need for flexibility in balancing user needs.
- Directs that Complete Streets solutions will complement the context of the community.
- Establishes performance standards with measurable outcomes for each mode.
- Includes specific next steps for implementation.



This example of a complete street illustrates a “road diet” (reduction in vehicle lanes), new cycling lanes, improved pedestrian crosswalks, etc. Additional complete streets concepts might include turning lanes for a road, improved streetscape to separate pedestrians and vehicles, or even surface treatments to slow vehicles.

Health The Centers for Disease Control and Prevention recently named adoption of Complete Streets policies as a recommended strategy to prevent obesity. One study found that forty-three percent (43%) of people with safe places to walk within 10 minutes of home met recommended physical activity levels; among individuals without safe places to walk, just twenty-seven percent (27%) met recommended physical activity levels. Easy access to transit can also contribute to healthy physical activity: nearly one third (1/3) of transit users meet the Surgeon General’s recommendations for minimum daily exercise.¹²

Savings Typically, Americans spend an average of 18 cents of every dollar they earn on transportation, with the poorest fifth of families spending more than double that figure.¹³ A two-person adult household that uses public transportation saves an average of \$6,251 annually compared to a household with two cars and no public transportation accessibility.¹⁴ This figure could be higher for those who commute to Park City from the outlying areas. Park City’s dedication to offering multi-modal transportation options decreases transportation costs, helping the City attain its goal of retaining full time residents.



Standard Street Cross-Sections

This section describes the standard cross-sections for each of the functional classifications previously displayed. These standards will apply primarily to new roads, but should also be used to evaluate the elements of the roadway that are of most importance during major reconstruction, widenings, etc. For each cross-section, an order of priority is shown for elements outside of the travel lanes. This priority will be important in cases where the full right-of-way (ROW) width is not available to accommodate all of the cross-section elements.

Local Road – non-Old Town

Daily Traffic Volumes: <2,000

Threshold: 2,500 daily traffic

Description: Primarily designed to provide access to houses. Usually provide access (driveways) over speed.

When the full ROW width is not available, the order of priority on flex space will be:

Parking
Sidewalks



Local Road – Old Town

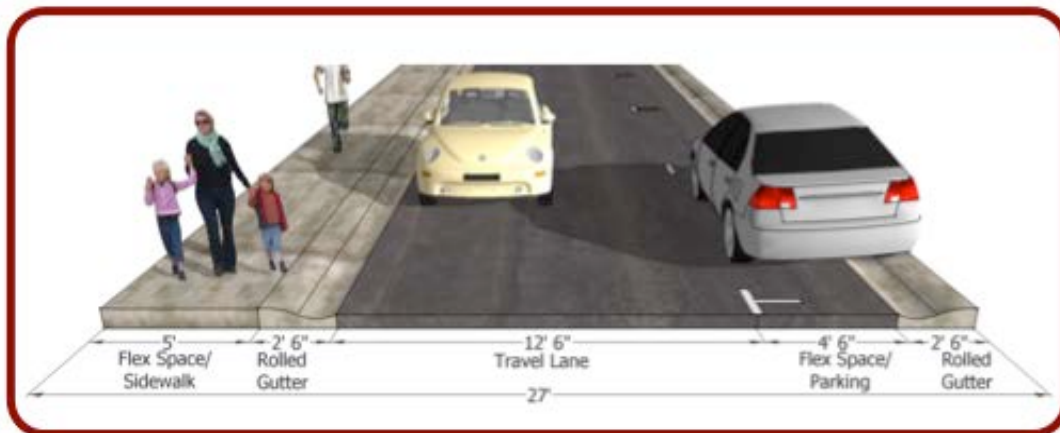
Daily Traffic Volumes: <2,000

Threshold: 2,500 daily traffic

Description: Primarily designed to provide access to houses. Usually provide access (driveways) over speed.

When the full ROW width is not available, the order of priority on flex space will be:

Parking
Sidewalks



Minor Residential Collector

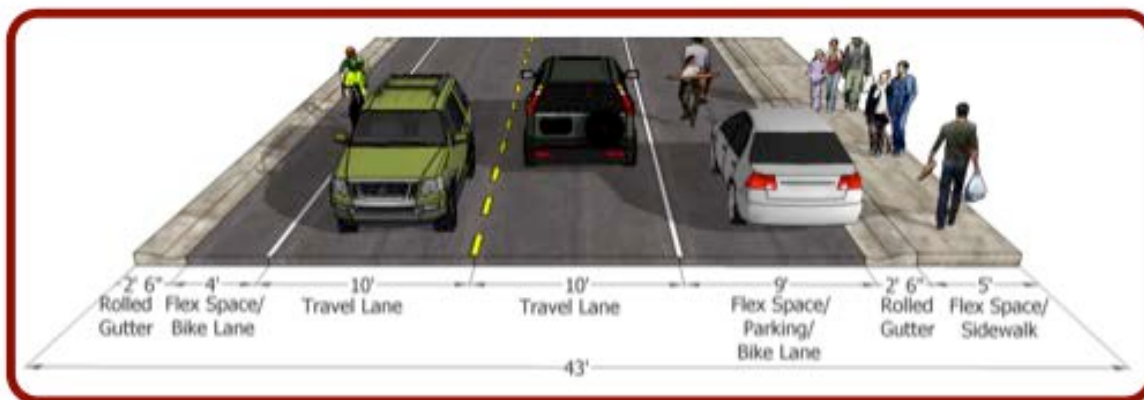
Daily Traffic Volumes: 2,000 - 5,000

Description: Typically connect local roads to higher functioning roads. Access is still a priority but road design begins to accommodate somewhat higher traffic volumes.

Threshold: 8,000 daily traffic

When the full ROW width is not available, the order of priority on flex space will be:

- Sidewalks
- Parking
- Bike lanes



Major Residential Collector

Daily Traffic Volumes: 3,000-8,000

Description: Provide access to some residential land uses but tend to serve higher traffic volumes and more direct access to arterial facilities.

Threshold: 10,000 daily traffic

When the full ROW width is not available, the order of priority will be:

- Bus pull-outs
- Parking
- Sidewalks
- Bike lanes
- Park strips



Commercial Collector

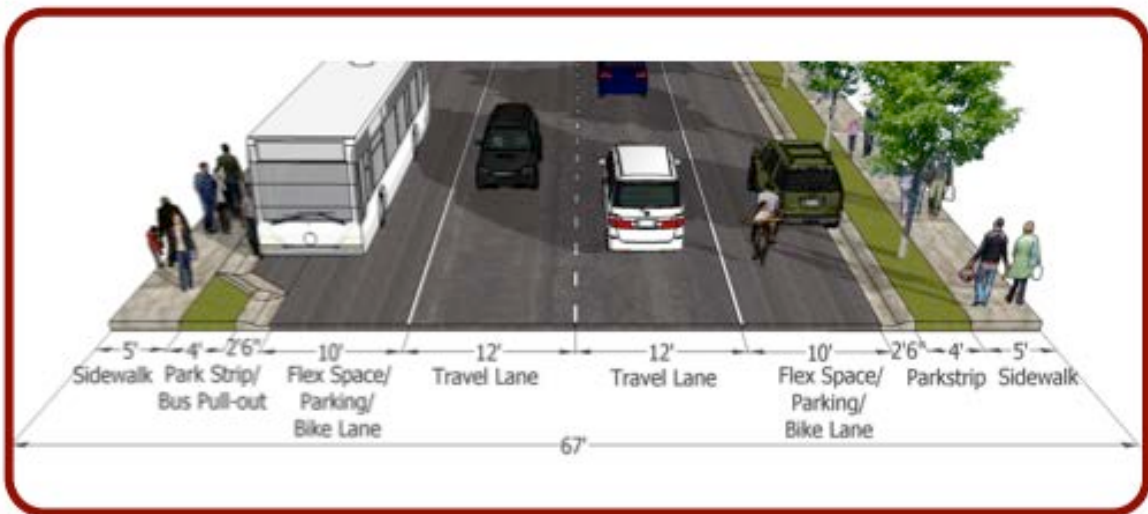
Daily Traffic Volumes: 7,000 - 15,000

Description: Provide access to local and smaller scale businesses. They serve higher volumes than residential collectors and often provide direct connections to arterial streets.

Threshold: 15,000 daily traffic

When the full ROW width is not available, the order of priority on flex space will be:

- Parking
- Sidewalks
- Bike lanes
- Park strips



Non-UDOT Arterial

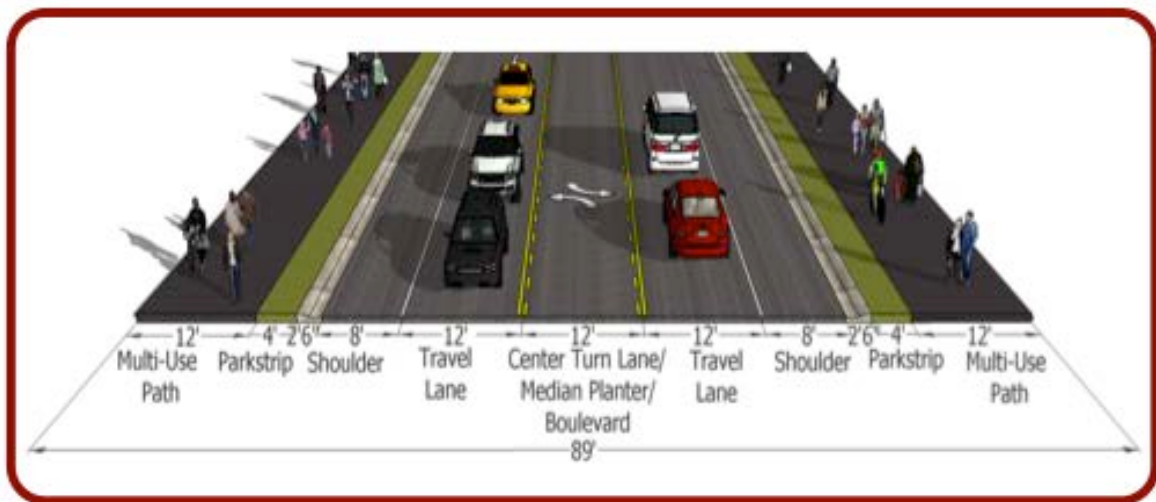
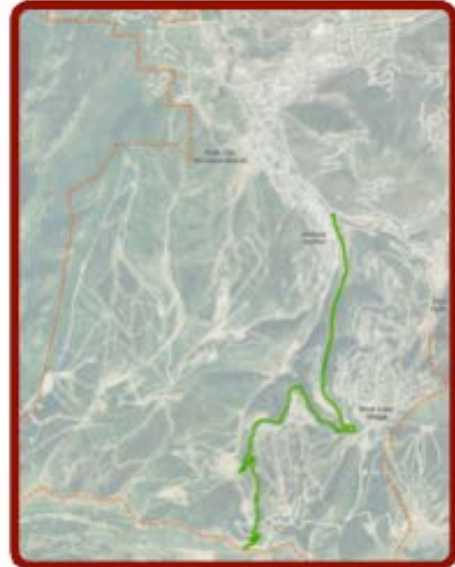
Daily Traffic Volumes: 5,000 - 15,000

Description: Provide access to Park City from areas outside the city. Although Marsac is currently State Route 224, it does not function like a standard state route which typically provides high-volume and high-speed connections across regions.

Threshold: 19,000 daily traffic

When the full ROW width is not available, the order of priority on flex space will be:

- Shoulders
- Sidewalks/multi-use paths
- Center turn lanes/medians



UDOT Arterial

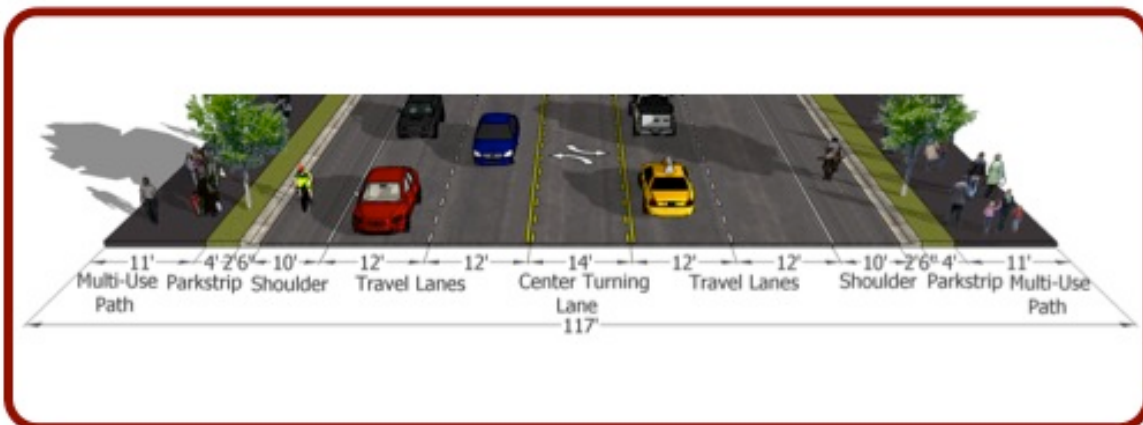
Daily Traffic Volumes: 15,000+

Description: Provide main access to Park City from other areas. They also serve large-scale land uses such as the schools on Kearns Blvd. and major commercial areas on Park Avenue.

Threshold: 38,000 daily traffic

When the full ROW width is not available, the order of priority will be:

- Shoulders
- Multi-use paths (can be narrower)
- Travel lanes (can be narrower in slower speed sections)
- Park strips





DATE: November 30, 2017

TO HONORABLE MAYOR AND COUNCIL

The attached Attachment A lists all License applicants to date pending approval. These applicants have completed all requirements for application, including insurance requirements and paid the applicable license fee. Staff is requesting approval of the attached applicants to serve alcoholic beverages during the 2018 Festival.

Respectfully:

Beth Bynan, Business License Specialist

City Council Staff Report



Subject: Local Consent for Special Event Temporary Alcoholic Beverage Licenses during the 2018 Sundance Film Festival
Author: Beth Bynan, Business License Specialist
Department: Finance
Date: November 30, 2017
Type of Item: Consent

Summary Recommendation

Staff is requesting Council approval of the Special Event Temporary Alcoholic Beverage License (License) applications listed in Attachment A for operation during the 2018 Sundance Film Festival (Festival).

Executive Summary

The attached Attachment A lists all License applicants to date pending approval. These applicants have completed all requirements for application, including insurance requirements and paid the applicable license fee. Staff is requesting approval of the attached applicants to serve alcoholic beverages during the 2018 Festival.

Acronyms

City – Park City Municipal Corporation
DABC - Utah Department of Alcoholic Beverage Control
HPCA- Historic Park City Alliance
License – Special Event Temporary Alcoholic Beverage License
Festival – Sundance Film Festival
MFL – Master Festival License
SE – Special Events

Background

On June 6, 2013, [Minutes](#) Council passed amendments to the requirement for a License during the time period of the Festival. One of those amendments requires City Council approval of all applications. The final deadline for DABC approval prior to the Festival will be on January 5, 2018. However, there are instances in which the Park City Municipal (City) requires a License and the DABC does not (i.e. private parties). As stated in Municipal Code 4-6-2-(B)(1), all Single Event Temporary Liquor permits applications for the dates during the Sundance Film Festival are required to obtain Council approval no later than the last regularly scheduled meeting in the month of December.

Under City Municipal Code 4-6-2(A)(2) Council may choose to hold an emergency meeting to hear no more than twelve (12) applications for late approval.

All applications must be complete and submitted no later than the first Friday in January (January 5, 2018) to be heard no later than the second Thursday in January (January 11, 2018). For late liquor applications City Council may choose to hold an emergency meeting. **If** an emergency meeting is held, no more than the first twelve complete applications to be submitted will be heard. A higher fee, pursuant to the fee schedule, may be required due to the expedited nature of the emergency meeting.

Condition of Approval:

In order to maintain life safety standards, staff recommends that security personnel (at a ratio of 1 security officer per 50 occupants) be required for all Single Event Temporary Alcoholic Beverage Licenses, for nightclubs, bars and similar uses. Staff recommends that this security be included as a condition of approval for these identified sites as highlighted on EXHIBIT A. Staff included this condition of approval information in the 2017 Rules of the Road document to encourage compliance and reduce last minute surprises for event organizers and applicants. The Fire Marshall will be monitoring the security plan implementation occupancy ratios of these locations ensuring compliance life safety.

This condition of approval was implemented for the first implemented during the 2017 Festival and successfully added another layer of safety to each venue.

Sites approved through the Special Event process are separately regulated; security is addressed during that application process.

Vibrancy:

During the November 9, 2017 work session vibrancy on Main Street was discussed in the context of temporary conversions and allowance of a License. It is staff's determination that all Storefront Properties within the HRC and HCB Districts currently meet the definition of Vibrant and no License application should be denied based on vibrancy.

Alternatives for City Council to Consider

- 1. Recommended Alternative:** Approve the Single Event Liquor Permit locations listed in Exhibit A

Pros

- a. The applicants will be able to serve liquor at their permitted locations.

Cons

- a. There are no anticipated negative impacts associated with approving the locations on Exhibit A.

- b. Null Alternative:** If Council does nothing and does not grant approval, the applicants will not be permitted to serve liquor at the specified locations.

Pros: There are no perceived positive impacts from doing nothing.

Cons: The applicants will not be able to serve liquor at their locations during the 2018 Sundance Film Festival.

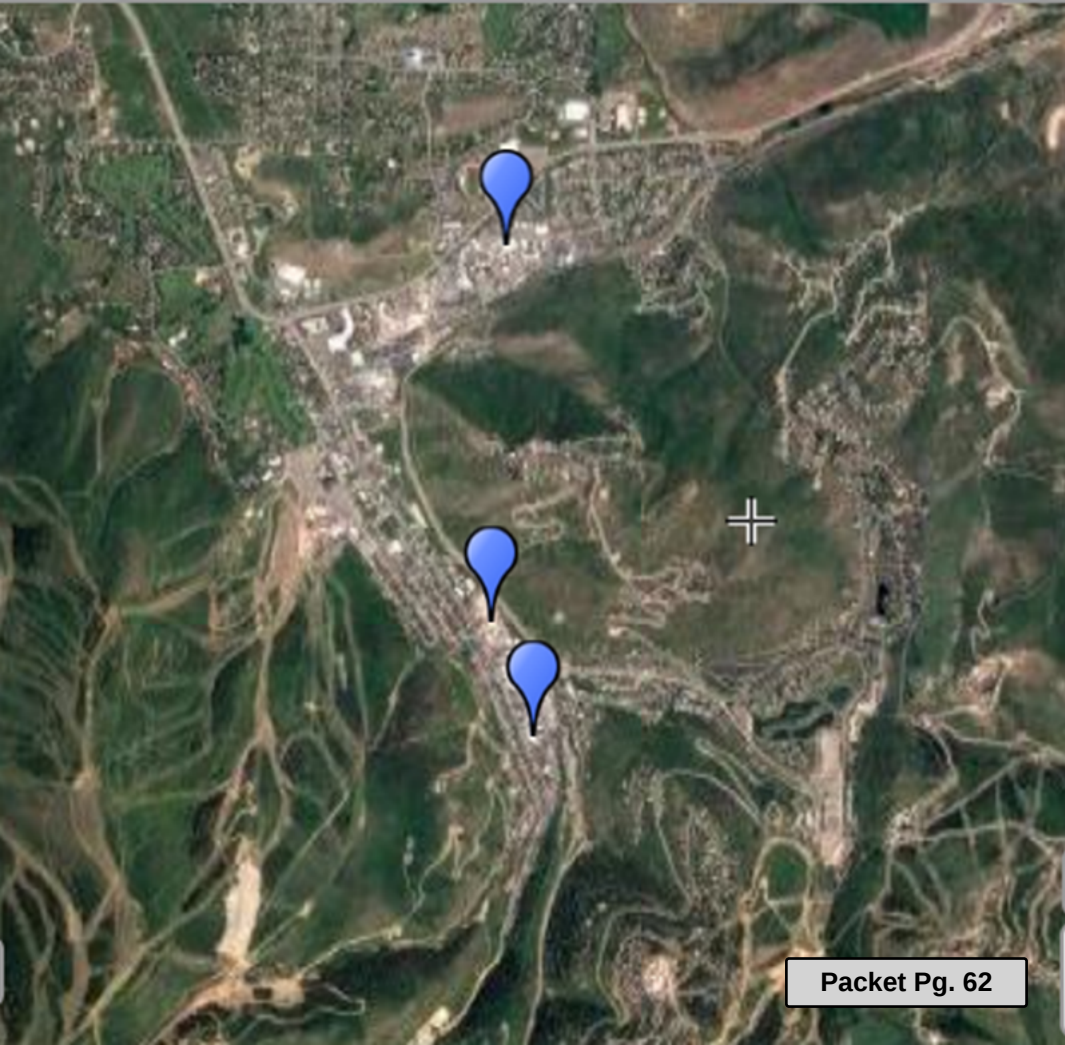
Department Review

Finance, Special Events, Building, Sustainability, Legal, Executive

Attachments

Exhibit A- List of locations / Exhibit B- Map of Locations

	Applicant Name	Location Address	Regular Tenant	Storefront Property
	To Be Approved			
1	Precious Entertainment	738 Main Street	Paint Mixer	no
2	Sundance Institute (week 1)	1895 Sidewinder	Marriott	no
3	Sundance Institute (week 2)	1895 Sidewinder	Marriott	no
4	Alfwear /dba Kuhl	333 Main	Kuhl	yes
	Previously Approved			
	Brilliant Consulting/Stella Lounge	364 Main Street	Elegante	no
	Brilliant Consulting/Grey Goose Blue Door	449 Main Street	Robert Kelly	yes
	Brilliant Consulting/Chase Sapphire	573 Main Street	Prospect Gallery	yes
	Sundance Institue/The Shop (week 1)	1167 Woodside Avenue	In Studio Design	no
	Sundance Institue/The Shop (week 2)	1167 Woodside Avenue	In Studio Design	no
Staff recommends a security plan for the highighted address locations				





DATE: November 30, 2017

TO HONORABLE MAYOR AND COUNCIL

The Type 2 Convention Sales License applicants to date pending approval are shown in Exhibit A. The applicants have obtained a pre-inspection prior to application (PIPA), provided a site/floor plan stamped by a design professional with occupant load and paid the applicable license fees. Staff is requesting approval of the applications for Convention Sales Licenses during the 2018 Sundance Film Festival (Festival).

Respectfully:

Beth Bynan, Business License Specialist



City Council Staff Report

Subject: Council Approval of Type 2 Convention Sales Licenses
Author: Beth Bynan, Business License Specialist
Department: Finance
Date: November 30, 2017
Type of Item: Consent

Summary Recommendation

Staff is requesting Council approval of the Type 2 Convention Sales License (CSL) applications listed in Exhibit A for operation during the 2018 Sundance Film Festival (Festival) contingent on passing the Final Inspection Post Application (FIPA).

Executive Summary

The Type 2 Convention Sales License applicants to date pending approval are shown in Exhibit A. The applicants have obtained a pre-inspection prior to application (PIPA), provided a site/floor plan stamped by a design professional with occupant load and paid the applicable license fees. Staff is requesting approval of the applications for Convention Sales Licenses during the 2018 Sundance Film Festival (Festival).

Acronyms

City – Park City
CSL – Convention Sales License
Festival – Sundance Film Festival
FIPA – Final inspection post application
MFL – Master Festival License
PIPA – Pre-inspection prior to application
Type 2 – A type of CSL for operation during the Festival

Background

The Sundance Film Festival attracts an increasing number of non-Master Festival License (MFL) affiliated businesses to conduct business within the Park City (City) limits on a short-term basis. The increase has created health, safety and wellness concerns for the City and its residents, including the City's ability to provide basic Police, safety and emergency services. The numbers of various non-MFL affiliated licenses being applied for inundates the Finance Department with license applications in the final days just before the Festival starts.

Municipal Code 4-7-3(B)(2) retains Council authority to approve Type 2 CSL licenses. Prior to Council's consideration of the Type 2 CSL license application, the applicant must have a pre-inspection prior to application (PIPA). This inspection will highlight any issues related to the space prior to their final inspection. The inspection must accompany the license application along with accurate floor plans stamped by a design professional including the occupant load.

The process for a Type 2 CLS is as follows:

1. Obtain floor plans stamped by a design professional
2. Obtain a PIPA
3. Obtain receipt showing payment to Republic Services in the amount of \$100 to cover trash impacts (one receipt per location)
4. Make application with site plan, PIPA, and pay the appropriate fee
5. Finance requests approval from City Council
6. Obtain Council approval
7. Obtain a FIPA
8. Issue license

The Municipal Code for Type 2 CSL's allows the City to address issues related to adverse impacts or carrying capacity issues related to the licensed activity and volume. It also allows service departments, event staff and public safety to obtain a more adequate picture of the total public service demands for the Festival in a timeframe that provides for service level and cost adjustments. Staff has reviewed the applications for accuracy and completeness. Staff recommends that Council reviews and approves the applicants listed in Exhibit A. The applicants listed have received a PIPA and if approved by Council, must receive a FIPA prior to the license being issued.

Alternatives for City Council to Consider

1. **Recommended Alternative:** Approve the Type 2 CSL applications listed in Exhibit A subject to passing the FIPA.

Pros

- a. The applicants will be able to operate during the Festival.

Cons

- a. There are no anticipated negative impacts associated with approving the locations on Exhibit A.
- b. Null Alternative: If Council does nothing and does not grant approval, the applicants will not be permitted to operate at the specified host locations.

Pros: There are no perceived positive impacts from doing nothing.

Cons: The applicants will not be able to operate during the 2018 Festival.

Department Review

Finance, Special Events, Building, Sustainability, Legal, Executive

Attachments

Exhibit A- List of Locations-CSL / Exhibit B- Map of Locations-CSL

	Applicant Name	Location Address	Regular Tenant	Storefront
	To Be Approved			
1	Precious Entertainment	738 Main	Paint Mixer	no
2	RAADD-Recording Artists Against Drunk Driving	738 Main	Paint Mixer	no
3	The Sunshine Company	540 Main	Riverhorse	yes
4	A & E Networks	540 Main	Riverhorse	yes
	Previously Approved			
23	PMC-IndieWire	625 Main Street	Sotheby's	yes
24	Deadline Studio/Lucy Stepp	900 Main Street	Vinto	no
25	Screen Vision	900 Main Street	Vinto	no
26				
	Staff recommends a security plan for the highlighted address locations			





DATE: November 30, 2017

TO HONORABLE MAYOR AND COUNCIL

Staff recommends that the City Council open and continue a public hearing for the Alice Claim Subdivision and Plat Amendment to a date uncertain. Due to scheduling conflicts, the applicant requests to have the City Council review the item and hold the public hearing in January 2018. Once the date is selected, staff will re-notice the item. The site is approximately located south of the intersection of King Road, Ridge Avenue, and Sampson Avenue.

Respectfully:

Francisco Astorga, Senior Planner



DATE: November 30, 2017

TO HONORABLE MAYOR AND COUNCIL

Staff recommends that the City Council open and continue the public hearing for the Ridge Avenue Plat Amendment (Alice Claim Property Swap) to a date uncertain. Due to scheduling conflicts, the applicant requests to have the City Council review the item and hold the public hearing in January, 2018. Once the date is selected, staff will re-notice the item. The site is approximately located south of the intersection of King Road, Ridge Avenue, and Sampson Avenue.

Respectfully:

Francisco Astorga, Senior Planner