



**PLANNING DEPARTMENT ADMINISTRATIVE PUBLIC HEARING
SUMMIT COUNTY, UTAH
September 16, 2025**

The Planning Department of Park City, Utah, will hold a Public Hearing in person at the Marsac Municipal Building, Planning Department Conference Room, at 445 Marsac Avenue, Park City, Utah 84060. Meetings will also be available online and may have options to listen, watch, or participate virtually.

Zoom Link: <https://us02web.zoom.us/j/85062293306>

1. REGULAR AGENDA - 12:00PM

- 1.A. **1 Victory Lane – Administrative Conditional Use Permit** – The Applicant Proposes an Outdoor Event on September 23, 2025 from 5 pm to 7 pm for up to 70 Guests With Temporary Improvements, Including 11 Tables, a Stage, and two Food Trucks. PL-25-06675
(A) Public Hearing; (B) Action

Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the Planning Department at 435-615-5060 or planning@parkcity.gov at least 24 hours prior to the meeting.

***Parking is available at no charge for meeting attendees who park in the China Bridge parking structure.**

Planning Department Staff Report



Subject: 1 Victory Lane
Application: PL-25-06675
Author: Meredith Covey, Planner II
Date: September 16, 2025
Type of Item: Administrative Conditional Use Permit

Recommendation

(I) Review the Administrative Conditional Use Permit for an Outdoor Event, temporary improvements, and food trucks on September 23 for the US Ski and Snowboard incoming class and Hall of Fame inductees, (II) conduct a public hearing, and (III) consider approving the Administrative Conditional Use Permit based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the Draft Final Action Letter (Exhibit A).

Description

Applicant: Justin Koski
Location: 1 Victory Lane
Zoning District: Community Transition
Adjacent Land Uses: Community Transition, Open Space
Reason for Review: The Planning Director or designee reviews and takes Final Action on Administrative Conditional Use Permits.¹

CT Community Transition
LMC Land Management Code

Terms that are capitalized as proper nouns throughout this staff report are defined in LMC [§ 15-15-1](#).

Summary

1 Victory Lane is in the Intermountain Healthcare PC Medical Campus Subdivision recorded with Summit County (Entry No. 859976) and the Community Transition (CT) Zoning District.

¹ LMC [§ 15-1-8](#)



Image 1: 1 Victory Lane is shown highlighted in yellow, the CT Zoning District is shown in light red. The Reserved Open Space Zoning District is shown in green.

The Applicant proposes to host a private outdoor event on the property on September 23, 2025 for up to 70 guests from 5 pm to 7 pm with temporary improvements, including 11 tables, a stage, and two food trucks. Pursuant to LMC [§ 15-2.23-2](#) Outdoor Events and temporary improvements are an Administrative Conditional Use.

Analysis

See Final Action Letter (Exhibit A).

Department Review

The Planning Department and Executive Department reviewed this report.

Notice

Staff published notice on the City's website and the Utah Public Notice website and posted notice to the property on September 5, 2025. Staff mailed courtesy notice to adjacent property owners on September 5, 2025.²

Public Input

Staff did not receive any public input at the time this report was published.

Alternatives

² LMC [§ 15-1-21](#)

The Planning Director may:

- Approve the Administrative Conditional Use Permit.
- Deny the Administrative Conditional Use Permit and direct staff to make Findings for the denial.
- Request additional information and continue the discussion to a date certain.

Exhibits

A: Draft Final Action Letter

B: Proposed Plans

C: Property Owner Permission



Planning Department

September 16, 2025

Justin Koski

NOTICE OF PLANNING DEPARTMENT ACTION

Description

Address: 1 Victory Lane
US Ski and Snowboard

Zoning District: Community Transition

Application: Administrative Conditional Use Permit

Project Number: PL-25-06675

Action: APPROVED WITH CONDITIONS (See Below)

Date of Final Action: September 16, 2025

Project Summary: The Applicant Proposes a private Outdoor Event with up to 70 Guests Scheduled to Take Place on September 23, 2025, with temporary structures, including 11 tables, a stage, and two food trucks for the US Ski and Snowboard incoming class and Hall of Fame electees.

Action Taken

On September 16, 2025, the Planning Director conducted a public hearing and approved the Administrative Conditional Use Permit for an Outdoor Event and temporary structures on September 23, 2025, at 1 Victory Lane according to the following findings of fact, conclusions of law, and conditions of approval:

Findings of Fact

1. 1 Victory Lane is in the Community Transition (CT) Zoning District and Intermountain Healthcare PC Medical Campus Subdivision recorded with Summit County (Entry No. 859976).
2. The property was developed under the USSA Master Planned Development (MPD) for the National Headquarters of the United States Ski and Snowboard Association.
3. The MPD was approved by Planning Commission on May 23, 2007.



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4. The Applicant proposes an Outdoor Event with up to 70 guests from 5 pm to 7 pm on Tuesday, September 23, 2025, and 11 tables, a stage, and two food trucks.
5. Staff published notice on the City's website and the Utah Public Notice website and posted notice to the property on September 5, 2025. Staff mailed courtesy notice to adjacent property owners on September 5, 2025.
6. The proposal as conditioned complies with the CT Zoning District requirements outlined in LMC Chapter 15-2.23.
 - a. Outdoor Events and temporary improvements are an Administrative Conditional Use in the CT Zoning District and require an Administrative Conditional Use Permit.
7. The proposal, as conditioned, complies with the Conditional Use Permit criteria outlined in LMC § 15-1-10(E).
 - a. Size and location of the Site
 - i. Condition of Approval 2 prohibits the Applicant from using public Right-of-Way for guest waiting areas.
 - ii. The Applicant does not propose any changes that will affect the size of the site.
 - b. Traffic considerations including capacity of the existing Streets in the Area
 - i. The proposed event is to take place outside of normal business hours with up to 70 guests. This will not substantially impact the traffic considerations and capacity of the existing Streets.
 - c. Utility capacity, including Storm Water run-off
 - i. The Applicant does not propose any changes that will affect utility capacity or Storm Water run-off.
 - d. Emergency vehicle Access
 - i. The Applicant does not propose any changes that would affect emergency vehicle Access to the Site.
 - e. Location and amount of Off-Street parking
 - i. The Applicant has confirmed that the event will take place outside of public business hours. The Applicant has stated that parking will be available in the Parking Spaces designated for the building. The Applicant has also confirmed that guests are being encouraged to use rideshare and carpooling to reduce the impact of guest parking on the site.
 - f. Internal vehicular and pedestrian circulation system



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- i. Condition of Approval 2 prohibits the Applicant from using public Right-of-Way for guest waiting areas or lines.
- g. Fencing, Screening, and landscaping to separate the Use from adjoining Uses
 - i. The Applicant does not propose any changes affecting Fencing, Screening, or Landscaping.
- h. Building mass, bulk, and orientation, and the location of Buildings on the Site; including orientation to Buildings on adjoining Lots
 - i. The Applicant proposes 11 tables, a stage, and two food trucks, temporary improvements that will be removed at the end of the event.
- i. Usable Open Space
 - i. The Applicant does not propose any changes that would affect Open Space at the Site.
- j. Signs and lighting
 - i. The Applicant does not propose any new signs or lighting.
- k. Physical design and Compatibility with surrounding Structures in mass, scale, style, design, and architectural detailing
 - i. The Applicant does not propose any changes to the physical design of the Site.
- l. Noise, vibration, odors, steam, or other mechanical factors that might affect people and Property Off-Site
 - i. Condition of Approval 3 requires the outdoor event to comply with Park City Municipal Code Chapter 6-3, the Noise Ordinance.
 - ii. The Applicant proposes to have two food trucks on site during the event that will park on the concrete pads adjacent to the patio, which is weight rated for vehicle traffic and parking.
- m. Control of delivery and service vehicles, loading and unloading zones, and Screening of trash and recycling pickup Areas
 - i. Condition of Approval 6 requires the Applicant to receive deliveries utilizing private property, and to minimize street blockages or other disruptions to the public Right-of-Way, and to utilize existing trash and recycling receptacles on the Site.
- n. Expected Ownership and management of the project as primary residences, Condominiums, time interval Ownership, Nightly Rental, or commercial tenancies, how the form of Ownership affects taxing entities



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- i. The Applicant confirmed that they have obtained or applied for all applicable City and State licensing requirements. Condition of Approval 7 requires the Applicant to obtain a Special Permit license from State regulators as well as a liquor license and convention sales license from the Finance Department prior to the event.
 - o. Within and adjoining the Site, Environmentally Sensitive Lands, Physical Mine Hazards, Historic Mine Waste and Park City Soils Ordinance, Steep Slopes, and appropriateness of the proposed Structure to the existing topography of the Site
 - i. The Applicant does not propose any changes to the existing topography of the Site.
 - p. Reviewed for consistency with the goals and objectives of the Park City General Plan; however, such review for consistency shall not alone be binding.
 - i. Goal 10 of the General Plan is to provide world-class recreation to host national events that further Park City's role as a world-class destination. This event is to announce the incoming class and celebrate the electees to the US Ski and Snowboard Hall of Fame and will contribute to Park City's role in recreation.
- 8. The proposal as conditioned complies with the regulations found in LMC § 15-4-2.
 - a. Pursuant to LMC § 15-2.23-2(A)(8), a Food Truck Location is an Allowed Use in the CT Zoning District once a Food Truck Location approval is issued.
 - b. The Planning Director issued a Determination of Food Truck Location on September 5, 2025 approving the two Food Truck Locations for the duration of the event.
- 9. The proposal as conditioned complies with the regulations in LMC § 15-2.23-10(B)(3):
 - a. Notification of adjacent Property Owners.
 - i. On September 5, 2025, the Applicant provided written confirmation from the property owner with their permission for the event.
 - b. No violation of the City noise ordinance.
 - i. Condition of Approval 3 requires compliance with the City's Noise Ordinance.
 - c. Impacts on adjacent residential Uses.
 - i. There are no adjacent residential Uses.



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- d. Proposed plans for music, lighting, Structures, electrical signs, etc.
 - i. The Applicant does not propose any additional lighting or signs. There will be light music playing throughout the event, the volume will be minimized. There will be no additional music or noise following the end of the event at 7 pm.
 - ii. There are 11 tables, two food trucks, and a stage proposed as temporary improvements for the event. These improvements are to be removed immediately following the event.
- e. Parking demand and impacts on neighboring Properties.
 - i. The Applicant shall encourage guests to carpool, ride share, bike, or take transit to the event and shall restrict parking to the site.
- f. Duration and hours of operation.
 - i. The event is proposed from 5 pm to 7 pm. All temporary improvements are required to be removed from the site within 24 hours of the event.
- g. Impacts on emergency Access and circulation.
 - i. The Applicant is required to obtain a fire permit and may require a building permit through the Building Department.

Conclusions of Law

1. The Outdoor Event and temporary improvements comply, as conditioned, with the requirements of the LMC.
2. The Outdoor Event and temporary improvements will be compatible with surrounding Structures in use, scale, mass, and circulation.
3. The effects of any difference in Use or scale for the Outdoor Event and temporary improvements have been mitigated through careful planning.

Conditions of Approval

1. All parking associated with the event shall be within 1 Victory Lane. The Applicant shall encourage carpooling, ridesharing, transit, or biking to the event.
2. Use of the public Right-of-Way for vehicle queuing and parking is prohibited. The Applicant shall use barricades or security for wait lines within the Property.
3. The Outdoor Event shall comply with Park City Municipal Code Chapter 6-3, *Noise*.
4. The Outdoor Event Use shall comply with the Summit County Health Code, the Fire Code, and State regulations on mass gathering.
5. The Outdoor Event Use shall comply with the International Building Code.
6. The Applicant shall receive deliveries on private property.



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7. The Applicant shall obtain a Special Permit license from State regulators prior to as well as a liquor license and convention sales license from the Finance Department prior to the September 23, 2025 event.
8. The Applicant shall obtain a Fire Permit prior to the September 23, 2025 event.
9. The food trucks are approved as a temporary improvement for this event only.

No ongoing food truck location is approved. The food truck shall:

- a. Not have a drive-through.
- b. Not operate later than 10:00 p.m.
- c. Not have amplified music or noise.
- d. Install signs that are not attached to the food truck.
- e. Dispose of, or take off-site, any waste or materials.
- f. Not be located within 10 feet of the extension of any building entranceway, doorway, or emergency egress or as otherwise established by the Park City Fire District and Fire Marshal.
- g. Not generate traffic by serving those who are not attending the event.

If you have questions or concerns regarding this Final Action Letter, please call (435) 640-8683 or email meredith.covey@parkcity.gov.

Sincerely,

Rebecca Ward
Planning Director

CC: Meredith Covey



U.S. SKI AND SNOWBOARD HALL OF FAME

ISHPEMING, MICHIGAN

THE BIRTHPLACE OF ORGANIZED SKIING IN AMERICA



Honor. Preserve. Celebrate.

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Matthew Palomaki
Bill Quigley
Michael Reitzell
David Scott
Cate Thero
Frida Waara
Chris Waddell

EVENT INFORMATION

The US Ski and Snowboard Hall of Fame would like to hold a 2-hour long cocktail reception / dinner party on the back patio of the US Ski and Snowboard headquarters located at 1 Victory Lane in Park City on September 23rd, 2025 from 5-7pm. There will be a bar manned by TopShelf and two food trucks serving guests food.

We plan to set a small stage and podium and expect 50-70 people to attend the event where we will announce the next incoming class of ski and snowboard Hall of Fame electees. There will be no umbrellas or tents as in the event of inclement weather, we will simply relocate inside for the announcement.

APPLICATION FEES

Please consider waiving the \$330 fee as we are a ski and snowboard industry non-profit organization. Our EIN for our 501(c)3 is 38-2561101. We operate on a very small budget and anything you can do to accommodate this fee waiving is very much appreciated.

MAP OF GROUNDS

Attached herein.

US Ski & Snowboard Hall of Fame

PO Box 191
Ishpeming, MI 49849
906.485.6323

administrator@skihall.com
SkiHall.com

501 (c) 3 Non-Profit
38-2561101

MAIN BUILDING

DOORWAY

DOORWAY

STAGE

TABLE

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BAR

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OUTDOOR PATIO
60'X80' WITH 20'X20' BUMP-OUT

GELATO

SQUATCH FOOD

U.S. Ski & Snowboard USANA Center of
Excellence

Address: 1 Victory Ln, Park City, UT 84060

Phone: (435) 649-9090

Hours: [Open](#) • [Closes 5 PM](#) ▼

PERMANENT STONE FENCE



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AUTHORIZATION BY LAND OWNER CORPORATION / ORGANIZATION FOR EVENT PERMIT

The Board of Directors of US Ski and Snowboard approve the following resolutions regarding the application for the US Ski and Snowboard Hall of Fame to hold an event at its building located at 1 Victory Lane in Park City, Utah on September 23rd, 2025 from 5-7pm.

RESOLUTION #1

We hereby authorize Courtney Harkins as our representative to sign on behalf of the organization in this matter.

RESOLUTION #2

We hereby acknowledge and give permission for this event to take place as laid out in the application – including the proposed location of the food trucks, beverage area and other special event equipment.

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