

PARK CITY MUNICIPAL CORPORATION
ADMINISTRATIVE PUBLIC MEETING MINUTES
PLANNING DEPARTMENT
<https://us02web.zoom.us/j/88167820277>
June 26, 2025

STAFF:

Rebecca Ward, Planning Director; Alec Barton, Senior Planner; Lillian Zollinger, Planner III; Jaron Ehlers, Planner I; E. Roman, Planning Administrative Assistant.

PUBLIC:

Bill Hummer, Mike McGinley, Justin Keys (Virtual), Erin Kryszak (Virtual), Leonard Pearson (Virtual), Mark Rane (Virtual).

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The Planning Director called the meeting to order at 12:00 PM.

REGULAR AGENDA/PUBLIC HEARINGS/POSSIBLE ACTION

3995 Quinns Drive – Administrative Conditional Use Permit – PL-25-06461 –
The Applicant Proposes an Administrative Conditional Use Permit for Phase III of the Studio Crossing Master Planned Development, to Develop 50 Condominium Townhome Units in the Community Transition Zoning District, Regional Commercial Overlay, Sensitive Land Overlay, and the Entry Corridor Protection Overlay.

Planner Jaron Ehlers presented the application and provided some background indicating that Studio Crossing MPD was first approved in 2022, Phase I was approved on June 13, 2024, Phase II was approved on November 7, 2024, and the First Amended and Condominium Plat approved on May 28, 2025 by the Planning Commission but it had not been recorded with the county yet. Planner Ehlers also stated that the proposal complies with the Community Transition Zoning District requirements, Frontage Protection Zone, Regional Commercial Overlay, Sensitive Land Overlay, Off-Street Parking, the approved 1st Amended and Condominium Plats, Studio Crossing Development Agreement, and CUP Criteria.

At 12:02 PM, the Planning Director opened a public hearing. There was no public input.

At 12:02 PM, the Planning Director closed the public hearing.

Planning Director Rebecca Ward asked that Condition of Approval #7 be added to confirm compliance with LMC § 15-3-3 before the parking lots are constructed.

MOTION: The Planning Director **APPROVED** the Administrative Conditional Use Permit in accordance with the Findings of Fact, Conclusions of Law, and Conditions of Approval.

Findings of Fact

1. The Applicant proposes to develop a 50-unit townhome project consistent with the Studio Crossing MPD.
2. Section 2.1 of the Studio Crossing Development Agreement requires an ACUP prior to any phase of construction in connection with the project.
3. Studio Crossing Phase III is in the Community Transition (CT) Zoning District, Regional Commercial Overlay (RCO), Sensitive Land Overlay (SLO), and Entry Corridor Protection Overlay (ECPO).
4. The proposed project consists of 50 Multi-Family Dwelling Units set up as townhomes broken into five pods of ten units.
5. Studio Crossing Phase III is accessed via Quinn's Way and Front Street, which are private Rights-of-Way internal to the Studio Crossing Development and are currently under construction.
6. On November 9, 2022, the Planning Commission approved the Studio Crossing MPD and forwarded a recommendation to the City Council to amend the Development Agreement for the Quinn's Junction Partnership Annexation MPD to allow for Studio Crossing and to amend the Zoning Ordinance for exceptions to the Zone Height for the Studio Crossing development.
7. On December 15, 2022, the City Council approved Ordinance No. 2022-47 amending the Annexation and Zoning Ordinance including exceptions to the Zone Height.
8. On December 15, 2022, the Housing Authority approved the Housing Mitigation Plan for Studio Crossing requiring the construction of 185 on-site affordable dwelling units.
9. On October 25, 2023, the Planning Commission ratified the Development Agreement.

10. On January 17, 2024, the Development Agreement for the Studio Crossing MPD was recorded with Summit County (Recorder Entry No. 01214657).
11. On April 19, 2024, the Studio Crossing Subdivision Plat was recorded with Summit County (Recorder Entry No. 1218425).
12. On June 13, 2024, the Planning Director approved the Phase I ACUP for Studio Crossing.
13. On November 7, 2024, the Assistant Planning Director approved the Phase II ACUP for Studio Crossing.
14. On March 5, 2025, the Applicant submitted an ACUP application for Phase III. Staff deemed the application complete on April 22, 2025.
15. On May 28, 2025, the Planning Commission approved the Studio Crossing Subdivision 1st Amended Plat and the Studio Crossing Condominium Plat for the 50-unit townhomes.
16. The proposal complies with Land Management Code (LMC) Chapter 15-2.23 *Community Transition District*.
 - a. LMC § 15-2.23-2(C)(21) establishes that Multi-Unit Dwellings are Conditional Uses subject to an Approved MPD. The Studio Crossing MPD approved 50 townhomes for Phase III.
 - b. LMC § 15-2.23-3(B) establishes a 25-foot Setback from all Lot Lines. The proposal complies, as the closest townhomes to each Lot Line are 105 feet from the Front Lot Line, 28 feet from the north Side Lot Line, 26 feet from the south Side Lot Line, and 25 feet from the Rear Lot Line.
 - c. LMC § 15-2.23-3(C) establishes a Setback Exception allowing Decks in the Setbacks if they are at least five feet from the Lot Line. The proposed Decks on each townhome comply, as they are 18 feet from the south Side Lot Line.
 - d. LMC § 15-2.23-4 establishes the allowed density in the CT Zone. The Studio Crossing MPD established that Phase III would consist of 50 townhomes not exceeding a total of 82,000 gross square feet. The proposed townhomes comply, as they total 81,998 gross square feet.
 - e. LMC § 15-2.23-5 establishes the maximum Building Height in the CT Zoning District to be 28 feet from Existing Grade. Finding of Fact 12 of the November 9, 2022, Planning Commission Final Action Letter states that the townhomes will have a proposed building height of 25 feet. The Phase III proposal complies, as the townhomes are 25 feet in height.
17. The proposal complies with LMC Chapter 15-2.20 *Frontage Protection Zone*.

- a. A portion of the proposed townhomes encroach into the Entry Corridor Protection Overlay (ECPO), a subzone of the Frontage Protection Zone (FPZ).
 - b. The requirements of the ECPO are established in LMC § 15-2.20-5.
 - c. Finding of Fact 27 of the November 9, 2022, Final Action Letter states, "The proposed townhomes and commercial building meet the Zone Building Height requirements at 25 feet in Height, and all buildings are now located outside of the EOPC [sic] 150-foot Setback requirements." The project complies, as the condominium buildings are 25 feet in height and do not encroach into the 150-foot ECPO Setback. A small portion of Unit 101 extends into the 200-foot ECPO Setback and meets the 25-foot height requirement for buildings within the 200-foot ECPO Setback.
18. The proposal complies with LMC Chapter 15-2.17 *Regional Commercial Overlay District*.
- a. LMC § 25-2.17-2(B)(1) establishes Multi-Unit Dwellings as a Conditional Use subject to an MPD. The Studio Crossing MPD approved 50 townhome units for Phase III.
19. The proposal complies with LMC Chapter 15-2.21 *Sensitive Land Overlay*.
- a. The Studio Crossing MPD is in the SLO.
 - b. The Planning Commission's November 9, 2022, Final Action Letter approving the Studio Crossing MPD includes a Conclusion of Law that the MPD "meets the Sensitive Lands requirements of the LMC and is designed to place development on the most developable land and least visually obtrusive portions of the site." The proposal complies, as the townhomes are proposed in a location approved with the Studio Crossing MPD.
20. The proposal complies with LMC Chapter 15-3 *Off-Street Parking*.
- a. LMC § 15-3-6(A) establishes that the parking requirement for Multi-Unit Dwellings between 1,000-2,000 square feet in Floor Area is 1.5 parking spaces per unit.
 - b. The proposed units range from 1,593 to 1,810 square feet Gross Floor Area.
 - c. The total parking requirement is 75 Parking Spaces.
 - d. Finding of Fact 12 of the November 9, 2022, Final Action Letter states, in part, referring to Phase III, "A garage and access to surface parking are included with each townhome."

- e. The proposal complies, as each townhome has at least a single-car Garage and the end units, a total of 20, each have a two-car Garage. There is also surface parking located just across Big Willow Trail, which was approved as part of the Phase II ACUP (Exhibit H). Finding of Fact 12 of the November 9, 2022, Planning Commission Final Action Letter establishes that the parking for Phase III is provided by "A garage and access to surface parking are included with each townhome." Figure 4 of the Staff Report shows that there are 68 Parking Spaces located across Big Willow Trail. This parking's EV requirements were calculated as part of the Phase II ACUP approval.
21. The proposal, as conditioned, complies with the Studio Crossing Subdivision 1st Amended Plat and Studio Crossing Condominium Plat for the townhomes.
- a. The proposed townhomes are within the areas shown on the Studio Crossing Condominium Plat.
 - b. The Studio Crossing 1st Amended Plat and the Studio Crossing Condominium Plat have not yet been recorded. Both plats and the associated CC&Rs must be recorded prior to application for a building permit for Phase III (Condition of Approval 4).
22. The proposal complies with the Development Agreement for the Studio Crossing MPD.
- a. The proposed plans comply with the Planning Commission's November 9, 2022, approval of the Studio Crossing MPD.
 - b. The Studio Crossing MPD includes "50 for-sale market-rate townhomes in five clusters of 10 units totaling 82,000 square feet." The proposal includes 50 townhomes in clusters of 10 totaling 81,998 square feet.
 - c. The proposal complies with the design guidelines in the Development Agreement for the Quinn's Junction Partnership Annexation MPD. Each townhome in the pods provides a distinct architectural concept that is consistent in theme but provides variation. They are also compatible with one another and the other approved buildings in the Studio Crossing MPD. The pod structure breaks up the mass of the entire row of townhomes. The variety of building forms creates visual character and interest.
23. 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. The proposed buildings for Phase III comply with the Studio Crossing 1st Amended Plat and the Studio Crossing Condominium Plat and the MPD plans reviewed and approved by the Planning Commission on November 9, 2022.
- b. Traffic considerations
 - i. The Planning Commission reviewed a Trip Generation Memorandum for the MPD on November 9, 2022, and determined the proposed mix of uses was appropriate for the surrounding streets.
- c. Utility capacity
 - i. The Development Review Committee reviewed the application on April 15, 2025.
 - ii. The Studio Crossing 1st Amended Plat and the Studio Crossing Condominium Plat approvals contain Conditions of Approval which ensure the construction of the necessary utilities. The Conditions of Approval related to utilities in both Final Action Letters state that the Applicant shall install sanitary sewer facilities following approval by Snyderville Basin Water Reclamation District and that APWA and Park City Supplemental Standards and Specifications are followed for all water connections.
- d. Emergency vehicle access
 - i. The Park City Fire District reviewed the proposed project as part of the Development Review Committee on April 15, 2025, as well as part of the original Studio Crossing MPD process and confirmed it meets their standards.
- e. Off-Street parking
 - i. See Finding of Fact 20 for analysis.
- f. Internal vehicular and pedestrian circulation system
 - i. The Applicant obtained approval from UDOT for vehicle access via State Route 248 (Kearns Blvd).
 - ii. The proposal complies with the internal vehicular and pedestrian circulation system approved as part of the Studio Crossing MPD.
- g. Fencing, Screening, and landscaping
 - i. No fencing is proposed. The Applicant submitted a Landscape Plan that complies with LMC § 15-5-5(N).
- h. Building mass, bulk, and orientation

- i. The proposed buildings for Phase III comply with the MPD site plan reviewed and approved by the Planning Commission on November 9, 2022.
- i. Useable Open Space
 - i. MPDs require a minimum of 60% Open Space. However, the previous MPD had no minimum Open Space requirement per the Annexation Agreement. The updated Studio Crossing MPD site plan increases the Open Space over the previously approved MPD from 39.3% to 55.8% Open Space.
- j. Signs and lighting
 - i. No Signs are proposed or approved with this ACUP.
 - ii. Condition of Approval 6 requires all outdoor lighting to be down-directed and fully shielded, with bulbs 3000 degrees Kelvin or less.
- k. Physical design and Compatibility with surrounding Structures in mass, scale, style, design, and architectural detailing
 - i. The proposed buildings for Phase III comply with the MPD site plan and elevation drawings reviewed and approved by the Planning Commission on November 9, 2022.
 - ii. The proposed townhomes comply with the Architectural Design Guidelines for the Film Studio MPD.
- l. Noise, vibration, odors, steam, or other mechanical factors
 - i. Any uses must comply with the City Noise Ordinance.
 - ii. Condition of Approval 5 requires that the CC&Rs address potential negative noise impacts of Nightly Rentals.
- m. Control of delivery and service vehicles, loading and unloading zones, and Screening of trash and recycling pickup Areas
 - i. This criteria is not applicable as this is not a commercial use and no centralized trash and recycling Area is proposed.
- n. Expected ownership
 - i. The owner of record for Studio Crossing, Quinn Capital Partners, LLC, signed this application.
 - ii. The MPD states that the townhomes will be sold as for-profit ownership.
- 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 Site does not contain any mine hazards or mine waste, is not within the Soils Ordinance boundary, and does not contain any Steep Slopes.
- p. Review for consistency with the goals and objectives of the Park City General Plan
 - i. Goal 7 of the Park City General Plan is to create a diversity of primary housing opportunities. This project provides 208 affordable units.

Conclusions of Law

1. The proposal complies with LMC Chapter 15-2.23 *Community Transition District*, Chapter 15-2.20 *Frontage Protection Zone*, Chapter 15-2.21 *Sensitive Land Overlay*, Chapter 15-2.27 *Regional Commercial Overlay*, Chapter 15-3 *Off-Street Parking*, and Section 15-1-10(E) *Conditional Use Permits*, and the Studio Crossing MPD.
2. The Use will be compatible with surroundings Structures in use, scale, mass, and circulation.
3. The effects of any differences in use or scale have been mitigated through careful planning.

Conditions of Approval

1. Any changes, modifications, or deviations from the approved plans that have not been approved in advance by the Planning Department may result in a stop work order.
2. The Applicant is responsible for notifying the Planning Department prior to making any changes to the approved plans.
3. Any changes, modifications, or deviations from the approved scope of work shall be submitted in writing for review and approval/denial in accordance with the applicable standards by the Planning Director or designee prior to construction.
4. The Applicant may not submit a Building Permit for Phase III until the Studio Crossing Subdivision First Amended Plat, Studio Crossing Condominium Plat, and required CC&Rs have been recorded with Summit County.
5. The CC&Rs recorded against the market rate units shall include measures to mitigate negative impacts of Nightly Rentals, such as noise, parking, occupancy limitations, and trash and recycling, and the Studio Crossing Condominium HOA

shall ensure enforcement of the Nightly Rental mitigation measures recorded in the CC&Rs.

6. All outdoor lighting must be down-directed, fully shielded, with bulbs 3000-degree Kelvin or less. A fully shielded light is installed in such a manner that all light emitted either directly from the bulb, or indirectly by reflection or refraction, is below the horizontal plane through the fixture's lowest light-emitting part. The top and sides of a Fully Shielded fixture are made of completely opaque material such that light only escapes through the bottom of the fixture. Final lighting details shall show compliance with this condition and shall be reviewed by the Planning Staff prior to installation.
7. The Applicant shall review and confirm compliance with the Planning Department of the shared Parking Lots with the requirements of LMC § 15-3-3 and LMC § 15-3-4 prior to submittal for the Phase III Building Permit.

36 Prospect Avenue – Historic District Design Review – PL-24-06186 – The Applicant Proposes to Construct a Basement Addition on a Landmark Historic Structure and a Detached Garage and Accessory Building in the Historic Residential - 1 Zoning District.

Planner Lillian Zollinger presented the application and stated that this is a Landmark Historic Structure that was constructed circa 1889, it is in the HR-1 Zoning district and in 2024 the Historic Preservation Board approved the lift of the structure and restoration of the front façade and windows to an era that was more closely matched to the time of construction. She also indicated that the Planning Commission had approved last month a Steep Slope Conditional Use Permit on the site for a detached Accessory Building and garage, and a Conditional Use Permit was approved for the basement addition to be built directly under the Historic Structure.

Planner Zollinger also indicated that the proposal as conditioned was compliant with LMC § 15-2.2-5 regarding Lot Size, Setbacks, Height, Footprint, LMC § 15-3-3 regarding Parking Requirements and LMC § 15-13-2 regarding Regulations for Historic Residential Sites. She also gave an overview of some of the Conditions of Approval.

At 12:09 PM, the Planning Director opened a public hearing. There was public input.

Michael McGinley, property owner of 32 Prospect, added that he had some concerns about the drainage away from the proposed reconstruction and flowing into his property and affecting it. He also stated that access and snow shed was something that needed to be worked out and no communication had taken place between the applicant of the

project proposal and himself so far. His other concern relates to the proposed footing and foundation to support the added basement and does not believe it has been addressed yet.

Bill Hummer, owner of the 28 Prospect property stated that he has a good understanding of the area and believes there could have been some better options, and he is concerned with how the significance of the Historic property was not been taken into consideration with this proposal. He also indicated that he is concerned how the proposed modifications will be expanding over 60 percent of the current size. He added that the size of the accessory building and garage is also a concern for him, because he believes it will all take about 70 percent of the total size of the building, which under the code it should be separated if it exceeds 50 percent, so that should be looked at. Bill Hummer indicated that there are issues related to parking since only one vehicle is going to be allowed in the garage or on the driveway, and there is the potential of additional vehicles having to park on the street, and last winter they had some issues with large trucks being parked there that obstructed snowplows. Mr. Hummer also indicated that he is concerned that the language is not clear on the restrictions placed on the accessory building, so he would like it to be addressed so it is clear how that accessory building will be used.

Leonard Pearson stated that he had some issues concerning Condition of Approval #8 and the language regarding the method of protecting adjacent structures during construction. He also indicated that document 1-D lists the 5 proposed concrete and stone retaining walls and he would like to know the materials that will be utilized for the construction of the retaining wall between his property and the proposed project.

At 12:22 PM, the Planning Director closed the public hearing.

Planning Director Rebecca Ward indicated that the proposed plans have some updates that indicate the accessory building and the elimination of an accessory apartment, but this is not consistent through the plan set, so additional time is needed to go through the final updates to clarify the proposed internal use, make it clear on all of the plan sets and that it correctly reflects the Conditions of Approval from the Steep Slope Conditional Use Permit and the Planning Commission Conditional Use Permit that was previously approved. The Planning Director also asked the architect to confirm that the structure was fully detached from the Landmark Historic Structure.

Architect Dave Brach replied that the garage and entire accessory building was fully detached from the main structure and there was no architectural connection between them. He also stated that there could be some minor discrepancies with some of the updates on the plans that had been submitted.

Planning Director Ward also indicated that with Condition of Approval #12 will be updated to reflect that there are some other requirements under the code for the building permitting process.

MOTION: The Planning Director **CONTINUED** the Historic District Design Review for July 17.

2392 Holiday Ranch Loop Road – Administrative Conditional Use Permit – PL-25-06549 – The Applicant Proposes to Construct a 204-Square-Foot Shade Structure at the Creekside Park in the Urban Park Zoning District.

Planner Alec Barton presented the application for Planner Virgil Lund and indicated that the proposal complies with the UPZ requirements, SLO and CUP criteria.

At 12:33 PM, the Planning Director opened a public hearing. There was no public input.

At 12:33 PM, the Planning Director closed the public hearing.

MOTION: The Planning Director **APPROVED** the Administrative Conditional Use Permit in accordance with the Findings of Fact, Conclusions of Law, and Conditions of Approval.

Findings of Fact

1. The Applicant proposes to construct a 204-square-foot Ancillary Shade Structure made of weathered steel over the existing picnic area at Creekside Park. Creekside Park is in the Urban Park Zoning (UPZ) District and Sensitive Land Overlay (SLO).
2. On April 3, 2007, the Creekside Subdivision was recorded (Recorder Entry No. 809048), creating a two-Lot Subdivision for Creekside Park and Park City Fire District Station 31.
3. On April 8, 2009, the Planning Commission approved a Conditional Use Permit (CUP) for Creekside Park, including a dirt jump park, shade structures, playgrounds, restrooms, and walkways.
4. On July 13, 2016, the Planning Commission approved a CUP for a 2,652-square-foot water treatment facility at Creekside Park.
5. On April 2, 2025, Escalante Creative, LLC (Mark Rane, Applicant representative) and Park City Municipal Corporation entered into a professional services agreement for the proposed Ancillary Shade Structure.

6. The proposed Ancillary Shade Structure complies with the UPZ requirements in LMC Chapter 15-2.26.
 - a. The purpose of the Urban Park Zoning (UPZ) District is to:
 - i. Promote the preservation of Historic Buildings, Structures, Sites, or Objects;
 - ii. Preserve the vegetation and habitat of natural Areas;
 - iii. Provide for careful review of low-intensity recreational Uses and environmentally-sensitive, non-motorized trails;
 - iv. Establish and preserve districts for land Uses requiring substantial Areas of Open Space covered with vegetation that are substantially free from Accessory Buildings, Streets, and Parking Lots;
 - v. Permit recreational Uses and preserve recreation land;
 - vi. Encourage parks, golf courses, trails, and other compatible public or private recreational Uses, and preserve and enhance park amenities; and
 - vii. Encourage sustainability, conservation, and renewable energy.
 - b. The proposed Ancillary Shade Structure complies with the purposes of the UPZ in that it enhances the existing park amenities at Creekside Park.
 - c. LMC § 15-2.26-3 requires all Structures be no less than 25 feet from the boundary line of the Lot, district, or public Right-of-Way.
 - d. LMC § 15-2.26-3(A) lists Ancillary Structure as an exception to the Setback requirement.
 - e. LMC § 15-5-1 defines Ancillary Structure as a one-story, attached or detached Structure, 250 square feet in Area or smaller, that is subordinate to and located on the same Lot as the principal Use, and includes Structures such as sheds, green houses, play equipment, utility Buildings, and similar Structures that may or may not require a Building Permit.
 - f. The proposed Ancillary Shade Structure is 25 feet nine inches from the north Lot Line, 10 feet six inches from the McLeod Creek Trail Right-of-Way, and greater than 300 feet from the west and east Lot Lines.
 - g. LMC § 15-2.26-4 states that no Structure may be erected to a height greater than 28 feet from Existing Grade.
 - h. The proposed Ancillary Shade Structure is 13 feet three inches in height.
7. The proposed Ancillary Shade Structure complies with the SLO requirements in LMC Chapter 15-2.21.

- a. The 2009 CUP for Creekside Park complied with the SLO requirements. The 2009 CUP Staff Report provides analysis on the SLO for Creekside Park.
 - b. The Site is on a flat Slope, not located near any designated ridgelines, will not be visible from any designated vantage points, and will not impact any wildlife habitat.
 - c. LMC § 15-2.21-6(F)(1) requires a 50-foot Setback from all Stream Corridors.
 - d. The proposed Ancillary Shade Structure is approximately 54 feet from McLeod Creek.
8. The proposal, as conditioned, complies with the Conditional Use Permit criteria outlined in LMC Section 15-1-10(E).
- a. Size and location of the Site.
 - i. The proposed Ancillary Shade Structure is in a convenient location for users of the McLeod Creek multi-use pathway and Creekside Park.
 - b. Traffic considerations including capacity of the existing Streets in the Area.
 - i. The proposed Ancillary Shade Structure will not increase the traffic capacity on nearby streets. The Ancillary Shade Structure will be used by users of the park and the McLeod Creek multi-use pathway.
 - c. Utility capacity, including Storm Water run-off.
 - i. The Development Review Committee reviewed the proposal on June 17, 2025 and confirmed the proposal conforms to all their requirements.
 - d. Emergency vehicle access.
 - i. The Development Review Committee reviewed the proposal on June 17, 2025 and confirmed the proposal conforms to all emergency vehicle access requirements.
 - e. Location and amount of off-Street parking.
 - i. The proposed Ancillary Shade Structure will not increase the parking demand for Creekside Park. It will attract bicyclists and pedestrians using the McLeod Creek Trail.
 - f. Internal vehicular and pedestrian circulation system.
 - i. The proposed Ancillary Shade Structure will not affect the internal vehicular or pedestrian circulation system for Creekside Park.

- g. Fencing, Screening, and landscaping to separate the Use from adjoining Uses.
 - i. No fencing, screening, or landscaping is proposed with this ACUP. No Significant Vegetation will be impacted by the proposed Structure.
- h. Building mass, bulk, and orientation, and the location of Buildings on the Site; including orientation to Buildings on adjoining Lots.
 - i. The proposed Structure is 204 square feet, adjacent to the McLeod Creek Trail.
- i. Useable Open Space.
 - i. The proposed Structure will not decrease the Open Space for Creekside Park.
- j. Signs and Lighting.
 - i. No signs or exterior lighting are proposed with this ACUP.
- k. Physical Design and Compatibility with Surrounding Structures.
 - i. The proposed Ancillary Shade Structure was commissioned and the design approved by Park City Municipal Corporation. The Structure is made of weathered steel and is approximately 13 feet three inches tall.
- l. Noise, Vibration, Odors, Steam, or Other Mechanical Factors.
 - i. There will not be any noise, vibration, odors, or steam associated with the proposed Use.
- m. Control of Delivery and Service Vehicles, Loading and Unloading Zones, and Screening of Trash and Recycling Pickup Areas.
 - i. There are no changes proposed to the trash and recycling areas or loading and unloading zones.
- n. Expected Ownership and Management.
 - i. The proposed Ancillary Shade Structure was commissioned by Park City Municipal Corporation (PCMC) and will be installed on property owned by PCMC.
- 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. See SLO analysis above. There are no physical mine hazards or waste on the Site, and the park is outside the Soils Ordinance boundary.
- p. Reviewed for Consistency with the Goals and Objectives of the Park City General Plan.
 - i. The Park Meadows Neighborhood Section of the General Plan encourages community amenities that are located close to residential neighborhoods to meet the daily needs of full-time residents (General Plan p. 159).
- 9. The Development Review Committee reviewed the proposal on June 17, 2025 and confirmed the proposal conforms to their requirements.
- 10. Staff published notice on the City's website and the Utah Public Notice website and posted notice to the property on June 16, 2025. Staff mailed courtesy notice to adjacent property owners on June 16, 2025.

Conclusions of Law

- 1. The proposal complies with the Land Management Code requirements outlined in LMC Chapter 15-2.26 *Urban Park Zoning District*, Chapter 15-2.21 *Sensitive Land Overlay*, and Section 15-1-10(E) *Conditional Use Permits*.
- 2. The Use will be compatible with surrounding Structures in use, scale, mass, and circulation.
- 3. The effects of any difference in use or scale have been mitigated through careful planning.

Conditions of Approval

- 1. Any changes, modifications, or deviations from the approved plans that have not been approved in advance by the Planning Department may result in a stop work order.
- 2. The Applicant is responsible for notifying the Planning Department prior to making any changes to the approved plans.
- 3. Any changes, modifications, or deviations from the approved scope of work shall be submitted in writing for review and approval/denial in accordance with the applicable standards by the Planning Director or designee prior to construction.
- 4. The Applicant shall submit a Floodplain Development Permit for consideration and approval prior to building permit issuance.

Administrative Public Meeting
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The Park City Administrative Public meeting adjourned at 12:34 PM.

Approved by Planning Director:

A handwritten signature in blue ink, consisting of several loops and a long, sweeping stroke that extends upwards and to the right.

I'm writing in opposition to the proposed changes to 36 Prospect.

From a code perspective, although the staff report concluded that the property is exempt from parking requirements, it erroneously states the following:

"(III) The proposal to construct an addition and detached garage and Accessory Building complies with the criteria outlined in LMC Chapter 15-3, Off-Street Parking.

LMC § 15-3-6(A) requires two parking spaces for a SFD. Pursuant to LMC § 15-2.2-4, "[a]dditions to Historic Buildings and/or Structures are exempt from Off-Street parking requirements provided the addition does not create a Lockout Unit or Accessory Building [sic*]." While parking is not required for the Landmark Historic Site, the Applicant proposes one garage Parking Space that is 11 feet by 21 feet."

*This is a typo. LMC § 15-2.2-4 says Accessory Apartment, not Accessory Building. The full code:

15-2.2-4 Existing Historic Buildings And/or Structures

Significant and Landmark Historic Sites that exceed the maximum Lot Area, and Historic Buildings and/or Structures that do not comply with Building Footprint, Building Height, Building Setbacks, Off-Street parking, and driveway location standards are valid Non-Complying Structures. Additions must comply with Building Setbacks, Building Footprint, driveway location standards and Building Height. **Additions to Historic Buildings and/or Structures are exempt from Off-Street parking requirements provided the addition does not create a Lockout Unit or Accessory Apartment.** All Conditional Uses proposed on the Site, excluding Development on a Steep Slope, shall comply with parking requirements of Chapter 15-3.

15-3-6 Parking Ratio Requirements For Specific Land Use Categories

RESIDENTIAL USES. Off-Street parking shall be provided for each land Use as listed in this section, in the Parking Ratio Requirements tables. When applying the tables, the parking requirements stated for each Use, or combination of Uses, applies to each Dwelling Unit within the Structure. Specific Uses, and the related parking ratio requirements are also shown below: Also refer to 15-15 Definitions for clarification of Uses.

1. **CALCULATION OF SPACES.** If a project incorporates two Uses, the Use requiring higher number of Parking Spaces shall govern. Whenever the calculation results in a fractional number, the number of spaces required must be rounded up to the next whole number.

Accessory Apartment: 1 per bedroom

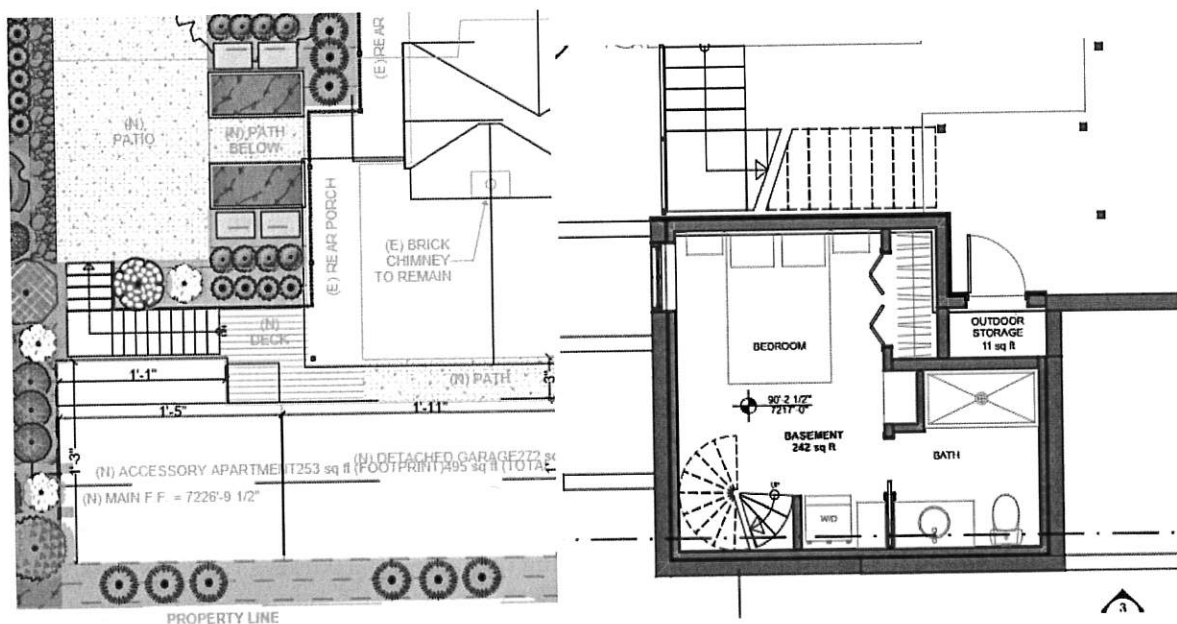
Lockout Unit: 1 per bedroom

Single Family Dwelling: 2 per Dwelling Unit

Secondary Living Quarters: 1 per bedroom in addition to requirements for primary residence

Guest House: 1 per Unit

Though the Conditional Use Permit clarifies that they cannot build an Accessory Apartment, Exhibit B still shows an apartment layout with bedroom, kitchen, and bathroom on pages 11 and 12, and it is labeled "Accessory Apartment" on page 8 (see below). Parking on Prospect Avenue has always been a challenge – the road is extremely steep and only wide enough for one car to drive at a time. Many properties have inadequate parking and tenants must jockey for the public parking spots. I don't see driveway distance on the documents, but all descriptions of the driveway suggest it's too short to tandem park. I am supportive of the applicant's attempt to provide an accessory apartment that, if legal, would be required by code to host long-term renters only -- although the house as it currently stands has more bedrooms than the proposed renovation with accessory apartment, so I'm more supportive of keeping it closer to its current state. Nonetheless, by my understanding, the proposed addition does not meet the parking requirements. 36 Prospect currently has off-street parallel parking for two vehicles in front of the house.



It is also confusing to me that the Setback requirement would not apply to the basement addition. The existing structure is Valid Non-Compliant, but as stated above: "Additions must comply with Building Setbacks, Building Footprint, driveway location standards and Building Height." The existing structure may be exempt, but the basement addition is not.

The Barrett House has remained virtually unchanged for 136+ years, which is remarkable and an increasingly rare quality in Park City. It has been kept in livable condition and rented to members of the community for decades, going back at least four owners, including the current owner. It is a Landmark Historic Site, and we have countless checks and balances in the LMC and Municipal Code that give the ability to protect this. During the Historic Preservation Board hearing, there was a debate as to whether a rear structure was the historic outbuilding present on Sanborn documents, or a modern addition. The applicant argued that it was clearly not of historic significance because

the studs, insulation, siding, and roofing were new. Won't this be exactly the case after renovating the main house? After replacing the siding, roof, windows, internal layout, height, foundation, and so on, I'm not sure how it will be argued that it is still a Landmark property.

I apologize if I've misunderstood any aspects of the code or the purview of the board. Thank you for considering my comments.

1940



1983



2019





Studio Crossing Phase III

Administrative Conditional Use Permit

PARK CITY

1881

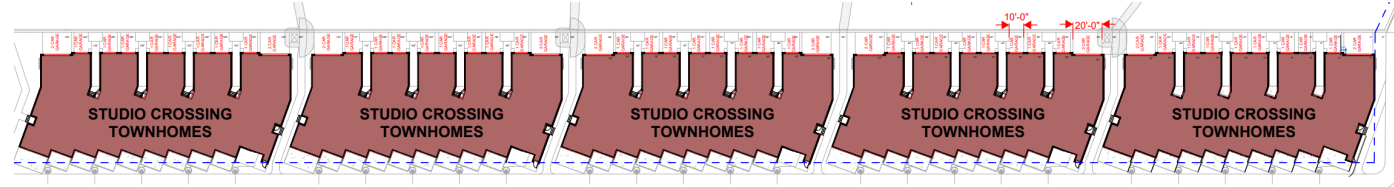
Background

- Studio Crossing MPD approved in 2022.
- Phase I approved on June 13, 2024.
- Phase II approved on November 7, 2024.
- May 28, 2025, 1st Amended and Condominium Plat approved by Planning Commission.



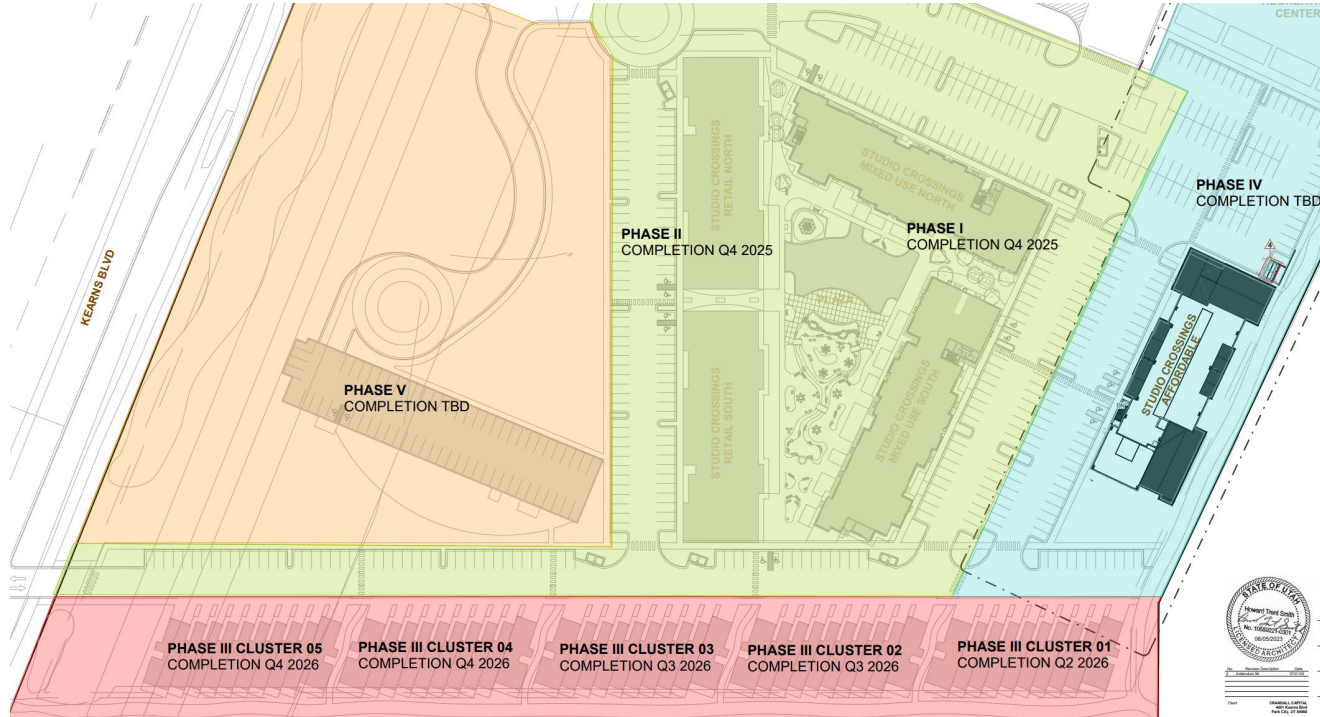
Proposal

- Applicant proposes to create 50 Condominium townhomes.



B3 NORTH ELEVATION TYP.
1/8" = 1'-0"

Proposal



Analysis

- The Proposal complies with the CT Zoning District requirements, FPZ, RCO, SLO, Off-Street Parking, 1st Amended and Condominium Plats, Studio Crossing Development Agreement, and CUP Criteria.



Recommendation

(I) Review the proposed ACUP

(II) conduct a public hearing, and

(III) consider approving the proposal based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the draft Final Action Letter

The Planning Director may:

- Approve the ACUP;
- Deny the ACUP and direct staff to make Findings for the denial; or
- Request additional information and continue the discussion to a date certain.