

Administrative Public Meeting
May 1, 2025
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PARK CITY MUNICIPAL CORPORATION
ADMINISTRATIVE PUBLIC MEETING MINUTES
PLANNING DEPARTMENT
<https://us02web.zoom.us/j/88167820277>
May 1, 2025

STAFF:

Rebecca Ward, Planning Director; Lillian Zollinger, Planner III; Meredith Covey, Planner I; Jacob Klopfenstein, Planner I.

PUBLIC:

Michael Stoker (Virtual), Byron Ellenburg (Virtual), Joe Butterfield, Anderson Francisco, Giulia Silve.

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

REGULAR AGENDA/PUBLIC HEARINGS/POSSIBLE ACTION

954 Woodside Avenue – Historic District Design Review – PL-25-06443 –
Proposes to Construct a New Single-Family Dwelling in the Historic Residential - 1 Zoning District.

Planner Lillian Zollinger presented the application and explained that a plat amendment has been approved but not yet recorded, and the approval of this application is conditioned upon the plat being recorded. She also stated that the proposal, as conditioned, complies with the LMC sections 15-2.2-5 and 15-13-8. Planner Zollinger also highlighted the Conditions of Approval.

At 12:03 PM, the Planning Director opened a public hearing. There was no public input.

At 12:03 PM, the Planning Director closed the public hearing.

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

Findings of Fact

1. 954 Woodside Avenue is in the Historic Residential - 1 (HR-1) Zoning District.
2. The Applicant proposes to construct a Single-Family Dwelling.
3. 954 Woodside is Lot 2 of the 958 Woodside Avenue Plat Amendment approved under Ordinance No. 2023-39 by the City Council on August 22, 2023. On September 5, 2024, the Planning Director extended the Plat approval one year.
4. The proposal to construct a Single-Family Dwelling complies with Historic Residential – 1 Zoning District requirements outlined in Land Management Code Chapter 15-2.2.

Land Management Code (LMC) [§ 15-2.2-3](#) outlines lot and site requirements for the HR-1 Zoning District, shown in the table below:

Zoning Requirement	Analysis
Minimum Lot Size - 1,875 square feet	Complies: 2,812.5 square feet
Maximum Lot Size – 3,750 square feet	Complies: 2,812.5 square feet
Minimum Lot Width- 25 feet	Complies: 37.5 feet
Maximum Building Footprint – 1,201 square feet ¹	Complies: 1,200.5 square feet
Front and Rear Setbacks- 10 feet each	Complies: 10-foot Front Setback 10-foot Rear Setback LMC § 15-2.2-3(G)(2), allows for uncovered steps, not more than four feet in height, leading to the Main Building. The Applicant proposes uncovered steps, not more than three feet high, in the Front Setback, which is allowed. LMC § 15-2.2-3(G)(4) allows for the roof overhang to extend into the Front Setback up to three feet. The Applicant proposes a maximum roof overhang of one foot, in the Front Setback, which is allowed. LMC § 15-2.2-3(G)(6) allows for driveways and Parking Areas in the Front Setback.

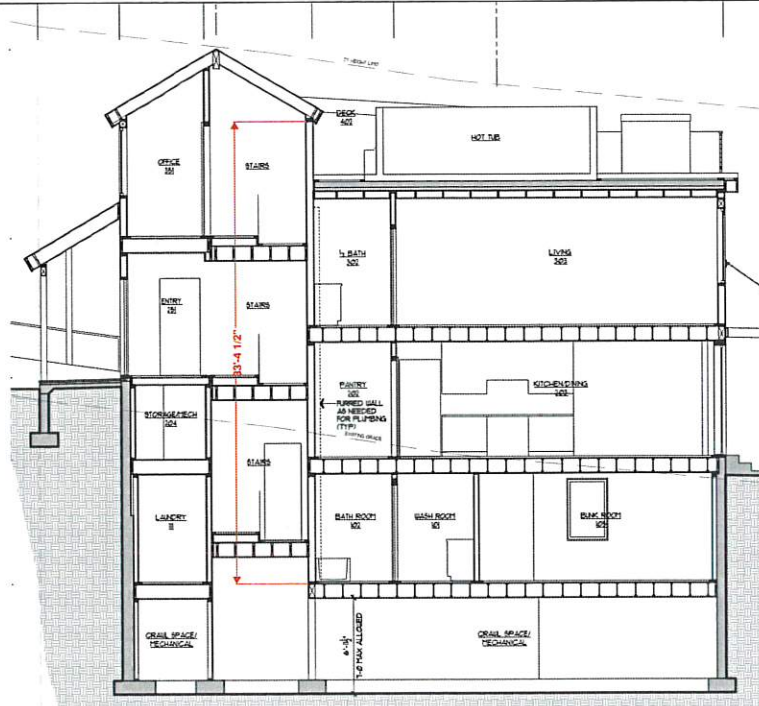
¹ MAXIMUM FP = (A/2) x 0.9^{A/1875} where FP = maximum Building Footprint and A = Lot Area.

	The Applicant proposes a 10' wide driveway and one Parking Space in the Front Setback, which is allowed. LMC § 15-2.2-3(H)(10) allows for patios and steps in the Rear Setback as long as they do not exceed 30 inches above Final Grade. The Applicant proposes an at-grade patio partially in the Rear Setback, which is allowed.
Side Setbacks – for Lots up to 37.5 feet in width, 3 feet each	Complies: 3-foot Side Setbacks LMC § 15-2.2-3(J)(4) allows for the roof overhang to extend into the Side Setback one foot. The Applicant proposes a one-foot roof overhang in the Side Setback, which is compliant. The Applicant shall update the plans, so the mechanical equipment is at least 3 feet from the property lines and screened.

LMC [§ 15-2.2-5](#) outlines the structure's height requirements, shown in the table below:

Zoning Requirement	Analysis
Building Height- 27 feet above Existing Grade	Complies: 27 feet above Existing Grade
Maximum interior height of 35 feet, measured from the lowest finish floor plane to the point of the highest wall top	Complies: 33 feet, 4.5 inches maximum interior height measured from the lowest finish floor plane

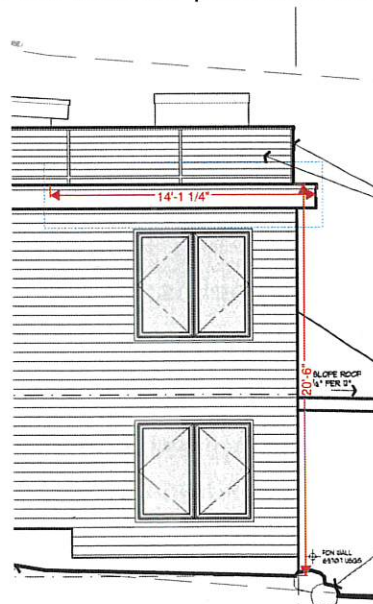
plate that supports the ceiling joists or roof rafters



Interior section provided by the Applicant showing the interior height.

A ten foot (10') minimum horizontal step in the downhill façade is required. The horizontal step shall take place at a maximum height of twenty three feet (23') from where the Building Footprint meets the lowest point of existing Grade.

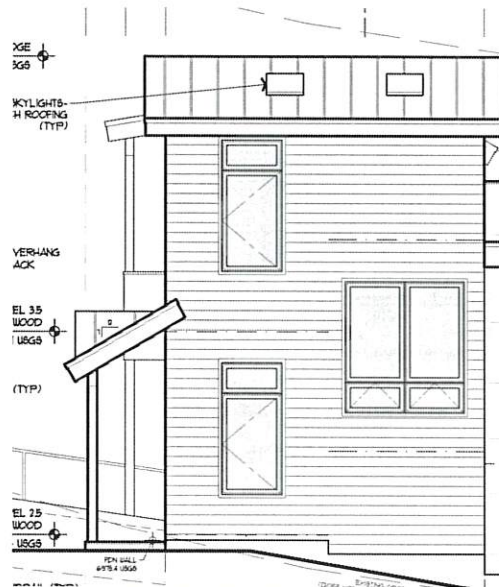
Complies: The structure steps back 14 feet at 20.5 feet on the south side, on the downhill portion of the Lot.



South elevation provided by the Applicant showing the step back.

The roof pitch of a Structure's Contributing Roof Form shall be between seven: twelve (7:12) and twelve: twelve (12:12) and shall occupy a minimum horizontal distance of 20 feet measured from the primary façade to the rear of the building, as viewed from the primary public right-of-way.

Complies: The proposed roof pitch is 7:12 and length of the roof pitch is 22 feet from the front of the structure to the rear.



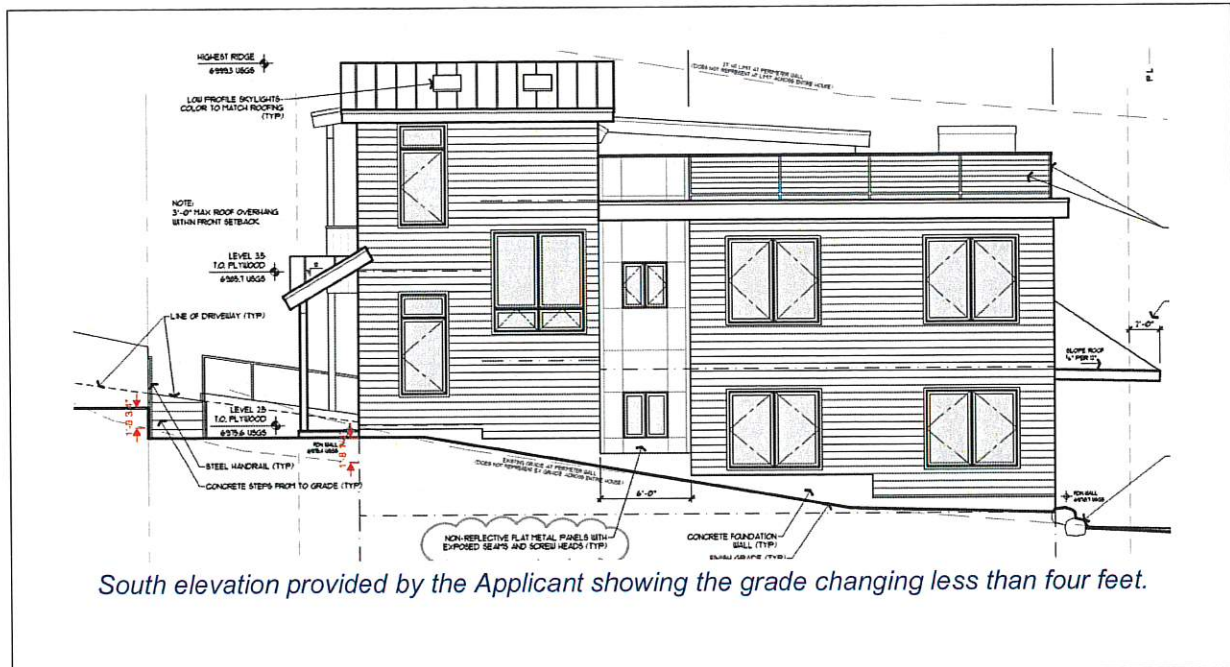
South elevation provided by the Applicant showing the roof pitch.

Final Grade within 4 feet of Existing Grade

Complies: The proposed Final Grade is within four feet of existing grade as shown below on the north and south elevation sheets:



North elevation provided by the Applicant showing the grade changing less than four feet.



5. The proposal to construct a Single-Family Dwelling complies with criteria outlined in Land Management Code Chapter 15-3, *Off-Street Parking*.

LMC [§ 15-3-6\(A\)](#) requires two parking spaces for a SFD.

LMC [§ 15-3-4\(A\)\(1\)](#) requires a parking space in a single-car garage to be a minimum of 11 feet wide by 20 feet deep. The Applicant proposes a single-car 13-foot by 28-foot garage, satisfying one required parking space.

LMC [§ 15-3-3\(F\)\(1\)](#) requires parking spaces be nine feet wide by 18 feet deep.

LMC [§ 15-2.2-3\(G\)\(6\) exceptions](#) allows for approved Parking Areas to be within a Front Setback in the HR-1 Zoning District. The Applicant proposes a second tandem parking space in the driveway, partially within the Front Setback that measures 10 feet by 18 feet and satisfied the second required parking space.

6. The proposal to construct a Single-Family Dwelling complies with criteria outlined in Land Management Code § 15-13-8.



The front façade provided by the Applicant.



The rear façade provided by the applicant.

LMC § [15-13-8](#) outlines the requirements for new residential infill in Historic Districts:

B. Specific Guidelines

1. Site Design	Analysis of Proposal
a) Building Setback and Orientation LMC § 15-13-8(B)(1)(a) states, "Structures shall be located on a site in a way that follows the predominant pattern of historic buildings along the street, maintaining traditional setbacks, orientation of entrances, alignment along the street, and open space."	Complies: The proposed SFD site follows the height pattern of the surrounding structures and Lot conditions, while still complying with the requirements of the current code.
b) Topography and Grading: LMC § 15-13-8(B)(1)(b) states, "Building and site design shall respond to natural features. New infill residential buildings shall step down or up to follow the existing contours of steep slopes."	Complies: The proposed design illustrates how the structure steps down with the slight downhill slope of the site and does not require many retaining walls to accomplish the construction.

c) Landscaping and Vegetation	See Condition of Approval 12: The proposed vegetation shall be at least 50% Water Wise and compliant with § 15-5-5(N) . The Applicant shall provide an updated Water Wise irrigation plan at building permit submission.
d) Retaining Walls – LMC § 15-13-8(B)(1)(d) states, “a site shall be contoured in a way that reduces the need for retaining walls.”	See Condition of Approval 16: The proposed design uses minimal retaining walls at the front of the structure to create a defined front entrance.
h) Parking Area & Driveways	Complies: See the parking analysis above. LMC § 15-13-8(B)(1)(h)(7) encourages a maximum 10-foot driveway width in Historic Zoning Districts. The Applicant proposes a 10' driveway with landscaping pavers on either side to help with the turning radius of the vehicle on the downhill slope.
2. Primary Structures	Analysis of Proposal
a) Mass, Scale, & Height	Complies: The SFD is compliant with Zoning District regulations regarding Building Footprint, Setbacks, and height.
b) Foundation -- LMC 15-13-8(B)(2)(b) states, “No more than two (2) feet of the new foundation shall be visible above final grade on secondary and tertiary facades.”	Complies: No more than two feet of foundation is visible on the proposed SFD.
c) Doors -- LMC § 15-13-8(B)(2)(c) states, “All buildings that face the street shall have a well-defined primary entrance.”	Complies: The front door is proud of the garage door by three and a half feet on the main level, facing the street. The covered porch area also helps to define the front entrance.

d) Windows -- LMC § 15-13-8(B)(2)(d) states, "Ratios of solid-to-void that are compatible with surrounding historic buildings shall be used" and "Windows shall be historic size and shall relate to the human scale of the Historic District."	Complies: The window styles are limited in design types, and a majority match the historic 2:1 ratio. The glazing is limited and balance with the siding on each side of the structure. There are several accent windows of similar types and a smaller 2:1 ratio that are primarily on the secondary facades.
e) Roofs – LMC § 15-2.2-5 requires a roof pitch of at least 7:12. LMC § 15-13-8(B)(2)(e), states, "Roofs of new residential infill buildings shall be visually compatible with roof shapes and orientation of surrounding Historic Sites and adjacent buildings that contribute to the character of the Historic District."	Complies: The proposed roof pitches and styles are compatible with surrounding structures and the contributing roof form has a roof pitch of 7:12.
i) Porches - LMC § 15-13-8(B)(2)(i) states, "Locate porches on new infill construction in a way that follows the predominant pattern of historic porches along the street."	Complies: The covered porch spans two-thirds the front of the structure, is reflective of the neighboring properties, and helps to define the front entrance.
3. Mechanical and Utility Systems and Service Equipment	No unmitigated impacts. The Applicant proposes no mechanical equipment above ground, and proposes all the equipment go on the unfished floor level. See Condition of Approval 15.
4. Materials	See Condition of Approval 17: Pursuant to LMC §15-13-8(B)(4), the proposed materials must comply with the Historic District regulations. The Applicant must submit updated plans to the Planning Department outlining the final proposed materials prior to applying for a Building Permit.
5. Paint and Color - LMC § 15-13-8(B)(5)(d) states, "Materials, such as wood, that are traditionally painted shall have an opaque rather than transparent finish."	Complies: The proposed plans indicate a painted siding. See Condition of Approval 13.

6. Garages LMC § 15-13-8(B)(6)(b) states, "Single vehicle garage doors not greater than 9 feet wide by 9 feet high shall be used to access the garage."	Complies: The proposed SFD will have a single-car garage, with a nine-foot wide by eight-foot-tall door, which is compliant.
8. Balcony and Roof Decks LMC § 15-13-8(B)(8)(a) states, New balconies and roof decks shall be visually subordinate to the new building and shall be minimally visible from the primary public right-of-way."	See Condition of Approval 18: The proposed roof deck is minimally visible from Woodside Avenue, as it sits beneath and behind the highest point of the structure.  <i>Proposed south elevation provided by the Applicant.</i>

7. The Development Review Committee reviewed the proposal on April 15, 2025, and confirmed the proposal, as conditioned, complies with their required standards.
8. Staff published notice on the City's website and posted notice to the property on April 17, 2025. Staff mailed courtesy notice to property owners within 100 feet and posted notice to the property on April 17, 2025.

Conclusions of Law

1. The proposal, as conditioned complies with the LMC requirements in Chapter 15-2.2, Historic Residential – 1 (HR-1) District.
2. The proposal complies with the LMC requirements in Chapter 15-3, Off-Street Parking.
3. The proposal, as conditioned, complies with the LMC requirements in Chapter 15-13-8, Regulations For New Residential Infill Construction (and Non-Historic Residential Sites) In Historic Districts.

Conditions of Approval

1. Final building plans and construction details shall reflect substantial compliance with the plans reviewed May 1, 2025, by the Planning Director, pending design modifications conditioned, and as required for this approval. Any changes, modifications, or deviations from the approved design that have not been approved in advance by the Planning and Building Departments may result in a stop work order.
2. If the Applicant does not obtain a building permit within one year of the date of this approval, this HDDR approval will expire unless the Applicant submits a written extension request to the Planning Department prior to the expiration date and the Planning Director approves an extension.
3. The applicant is responsible for notifying the Planning Department prior to making any changes to the approved plans.
4. Any changes, modifications, or deviations from the approved scope of work, in 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.
5. Residential fire sprinklers are required for all new construction on this lot, per requirements of the Chief Building Official.
6. The property is located outside the Park City Landscaping and Maintenance of Soil Cover Ordinance (Soils Ordinance) and therefore not regulated by the City for mine-related impacts. If the property owner does encounter mine waste or mine waste-impacted soils they must handle the material in accordance with State and Federal law.
7. Any areas disturbed during construction surrounding the proposed work shall be brought back to their original state. The Final Grade shall be within four feet of Existing Grade.
8. City approval of a Construction Mitigation Plan (CMP) is a condition precedent to the issuance of any building permits. The CMP shall include language regarding the method of protecting adjacent structures.
9. City Engineer review and approval of all lot grading, utility installations, public improvements, and drainage plans for compliance with City standards is a condition precedent to building permit issuance.
10. 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.

11. The Applicant shall obtain an Encroachment Agreement for driveway access with the Engineering Department for the heated driveway.
12. The Applicant shall provide an updated Water Wise irrigation and landscape plan at building permit submission, compliant with LMC § 15-5-5(N) and § 15-13-2, MCPC Chapter 11-21, and § 14-1-5. The final landscape plan shall show plantings near the retaining walls, between the walls, and to screen some of the terracing.
13. All wood materials shall be painted or stained opaque.
14. This approval is predicated upon the recordation of the 958 Woodside Plat Amendment with Summit County. A building permit cannot be issued until the Plat has been recorded.
15. The final level of the proposed structure may not be a finished floor and must remain primarily dirt.
16. Retaining walls greater than four feet in the Front Setback or greater than six feet in the Rear or Side Setbacks require an Administrative Conditional Use Permit.
17. The Applicant must submit updated plans to the Planning Department outlining the final proposed materials prior to applying for a Building Permit. The proposed materials must comply with the Historic District regulations outlined in LMC § 15-13-8(B)(4) at the time of submittal.
18. Pools require Planning Commission approval of a Conditional Use Permit. The proposed hot tub exceeds the average size of 120 square feet. The Applicant may reduce the size of the hot tub on the building permit plans or may request a Conditional Use Permit review through the Planning Commission for the larger 176-square-foot rooftop pool.

958 Woodside Avenue – Historic District Design Review – PL-25-06440 –
Proposes to Construct a New Single-Family Dwelling in the Historic Residential - 1 Zoning District.

Planner Lillian Zollinger presented the application for the adjacent lot to 954 Woodside Avenue and noted that this proposal is also compliant with LMC 15-2.2-5 and 15-13-8,

as conditioned, and provided an overview of the Conditions of Approval.

At 12:05 PM, the Planning Director opened a public hearing. There was no public input.

At 12:05 PM, the Planning Director closed the public hearing.

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

Findings of Fact

1. 958 Woodside Avenue is in the Historic Residential - 1 (HR-1) Zoning District.
2. The Applicant proposes to construct a Single-Family Dwelling (SFD).
3. 958 Woodside is Lot 2 of the 958 Woodside Avenue Plat Amendment approved under Ordinance No. 2023-39 by the City Council on August 22, 2023.
4. On September 5, 2024, the Planning Director extended the Plat approval one year.
5. The proposal to construct a SFD complies with Historic Residential – 1 Zoning District requirements outlined in Land Management Code Chapter 15-2.2.
6. Land Management Code (LMC) [§ 15-2.2-3](#) outlines lot and site requirements for the HR-1 Zoning District, shown in the table below:

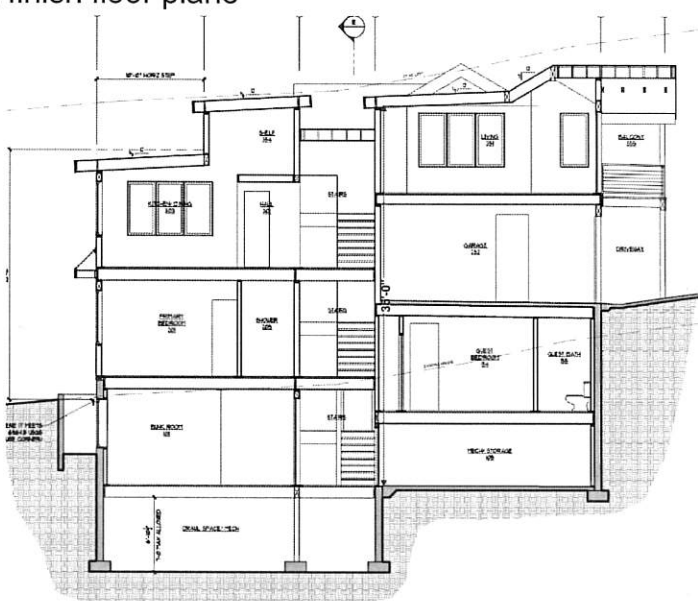
Zoning Requirement	Analysis
Minimum Lot Size – 1,875 square feet	Complies: 1,875 square feet
Maximum Lot Size – 3,750 square feet	Complies: 1,875 square feet
Minimum Lot Width – 25 feet	Complies: 25 feet
Maximum Building Footprint – 844 square feet ²	Complies: 844 square feet
Front and Rear Setbacks – 10 feet each	Complies: 10-foot Front Setback 10-foot Rear Setback LMC § 15-2.2-3(G)(2) , allows for uncovered steps, not more than four feet in height, leading to the Main Building.

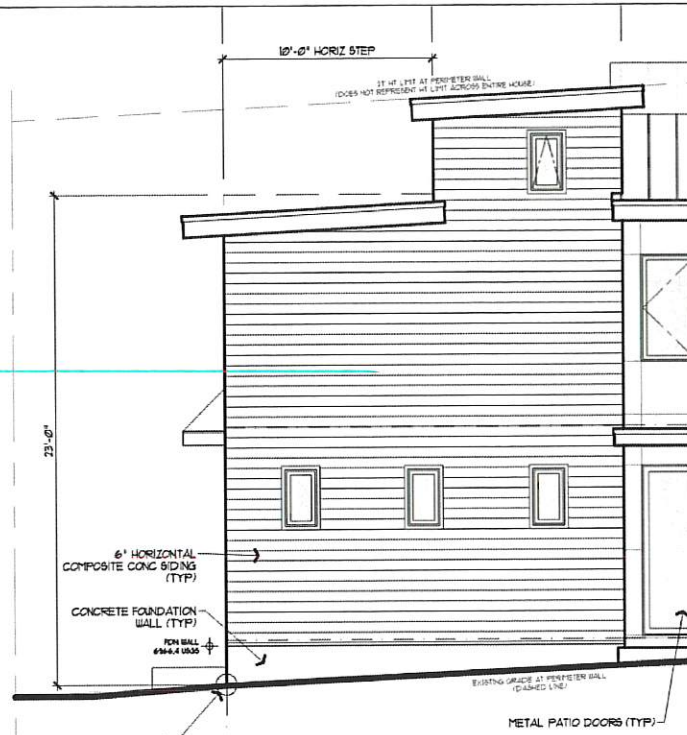
² MAXIMUM FP = (A/2) x 0.9^{A/1875} where FP = maximum Building Footprint and A = Lot Area.

	The Applicant proposes uncovered steps, not more than three feet high, in the Front Setback, which is allowed. LMC § 15-2.2-3(G)(4) allows for the roof overhang to extend into the Front Setback up to three feet. The Applicant proposes a maximum roof overhang of one foot, in the Front Setback, which is allowed. LMC § 15-2.2-3(G)(6) allows for driveways and Parking Areas in the Front Setback. The Applicant proposes a 10' wide driveway and one Parking Space in the Front Setback, which is allowed. LMC § 15-2.2-3(H)(10) allows for patios and steps in the Rear Setback as long as they do not exceed 30 inches above Final Grade. The Applicant proposes an at-grade patio partially in the Rear Setback, which is allowed.
Side Setbacks – for Lots up to 25 feet in width, 3 feet each	Complies: 3-foot Side Setbacks LMC § 15-2.2-3(J)(4) allows for the roof overhang to extend into the Side Setback one foot. The Applicant proposes a one-foot roof overhang in the Side Setback, which is compliant. The Applicant shall update the plans, so the mechanical equipment is at least 3 feet from the property lines and screened.

LMC [§ 15-2.2-5](#) outlines the structure's height requirements, shown in the table below:

Zoning Requirement	Analysis
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Building Height- 27 feet above Existing Grade	Complies: 27 feet above Existing Grade
Maximum interior height of 35 feet, measured from the lowest finish floor plane to the point of the highest wall top plate that supports the ceiling joists or roof rafters	Complies: 35 feet maximum interior height measured from the lowest finish floor plane  <i>Interior elevation provided by the applicant.</i>
A ten foot (10') minimum horizontal step in the downhill façade is required. The horizontal step shall take place at a maximum height of twenty three feet (23') from where the Building Footprint meets the lowest point of existing Grade.	Complies: The structure steps back 10 feet at 23 feet on the east side, on the downhill portion of the Lot.



Proposed side elevation provided by the applicant, showing the step back.

The roof pitch of a Structure's Contributing Roof Form shall be between seven: twelve (7:12) and twelve: twelve (12:12) and shall occupy a minimum horizontal distance of 20 feet measured from the primary façade to the rear of the building, as viewed from the primary public right-of-way.

Complies: The proposed roof pitch is 7:12 and the length of the roof pitch is 22 feet from the front of the structure to the rear.



South elevation provided by the Applicant showing the roof pitch.

Final Grade within 4 feet of Existing Grade

Complies: The proposed Final Grade is within four feet of existing grade as shown below on the north and south elevation sheets:



North elevation provided by the Applicant showing the existing and final grade at a similar elevation.



South elevation provided by the Applicant showing the existing and final grade at a similar elevation.

7. The proposal to construct a Single-Family Dwelling complies with criteria outlined in Land Management Code Chapter 15-3, *Off-Street Parking*.

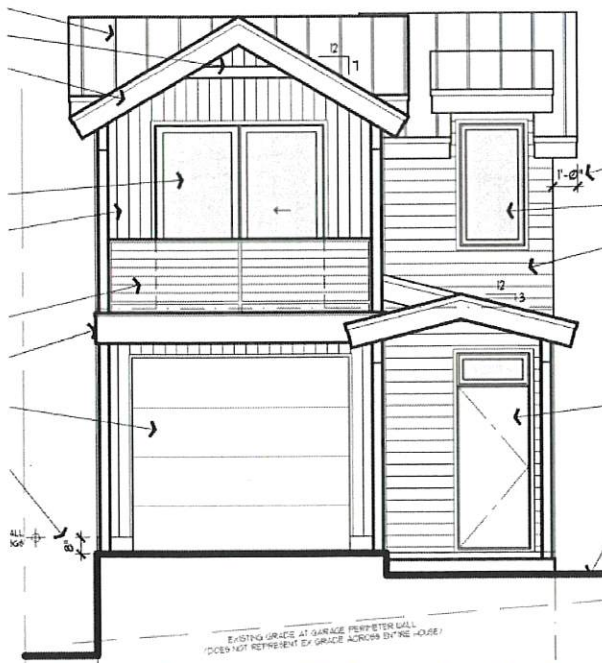
LMC [§ 15-3-6\(A\)](#) requires two parking spaces for a SFD.

LMC [§ 15-3-4\(A\)\(1\)](#) requires a parking space in a single-car garage to be a minimum of 11 feet wide by 20 feet deep. The Applicant proposes a single-car 11-foot by 20-foot garage, satisfying one required parking space.

LMC [§ 15-3-3\(F\)\(1\)](#) requires parking spaces be nine feet wide by 18 feet deep.

LMC [§ 15-2.2-3\(G\)\(6\) exceptions](#) allows for approved Parking Areas to be within a Front Setback in the HR-1 Zoning District. The Applicant proposes a second tandem parking space in the driveway, partially within the Front Setback that measures 10 feet by 18 feet and satisfied the second required parking space.

8. The proposal to construct a Single-Family Dwelling complies with criteria outlined in Land Management Code § 15-13-8.



The front façade provided by the Applicant.



The rear façade provided by the applicant.

LMC § [15-13-8](#) outlines the requirements for new residential infill in Historic Districts:

C. Specific Guidelines

7. Site Design	Analysis of Proposal
e) Building Setback and Orientation LMC § 15-13-8(B)(1)(a) states, "Structures shall be located on a site in a way that follows the predominant pattern of historic buildings along the street, maintaining traditional setbacks, orientation of entrances, alignment along the street, and open space."	Complies: The proposed SFD site follows the height pattern of the surrounding structures and Lot conditions, while still complying with the requirements of the current code.
f) Topography and Grading: LMC § 15-13-8(B)(1)(b) states, "Building and site design shall respond to natural features. New infill residential buildings shall step down or up to follow the existing contours of steep slopes."	Complies: The proposed design illustrates how the structure steps down with the slight downhill slope of the site and does not require many retaining walls to accomplish the construction.
g) Landscaping and Vegetation	See Condition of Approval 12: The proposed vegetation shall be at least 50% Water Wise and compliant with § 15-5-5(N) . The Applicant shall provide an updated Water Wise irrigation plan at building permit submission.
h) Retaining Walls – LMC § 15-13-8(B)(1)(d) states, "a site shall be contoured in a way that reduces the need for retaining walls."	See Condition of Approval 16: The proposed design uses minimal retaining walls at the front of the structure to create a defined front entrance.

i) Parking Area & Driveways	Complies: See the parking analysis above. LMC § 15-13-8(B)(1)(h)(7) encourages a maximum 10-foot driveway width in Historic Zoning Districts. The Applicant proposes a 10' driveway with landscaping pavers on either side to help with the turning radius of the vehicle on the downhill slope.
8. Primary Structures	Analysis of Proposal
f) Mass, Scale, & Height	Complies: The SFD is compliant with Zoning District regulations regarding Building Footprint, Setbacks, and height.
g) Foundation -- LMC 15-13-8(B)(2)(b) states, "No more than two (2) feet of the new foundation shall be visible above final grade on secondary and tertiary facades."	Complies: No more than two feet of foundation is visible on the proposed SFD.
h) Doors -- LMC § 15-13-8(B)(2)(c) states, "All buildings that face the street shall have a well-defined primary entrance."	Complies: The front entrance is proud of the garage door by seven feet on the main level, facing the street. The covered porch area also helps to define the front entrance.
i) Windows -- LMC § 15-13-8(B)(2)(d) states, "Ratios of solid-to-void that are compatible with surrounding historic buildings shall be used" and "Windows shall be historic size and shall relate to the human scale of the Historic District."	Complies: The window styles are limited in design types, and a majority match the historic 2:1 ratio. The glazing is limited and balance with the siding on each side of the structure. There are several accent windows of similar types and a smaller 2:1 ratio that are primarily on the secondary facades.

j) Roofs – LMC § 15-2.2-5 requires a roof pitch of at least 7:12. LMC § 15-13-8(B)(2)(e), states, “Roofs of new residential infill buildings shall be visually compatible with roof shapes and orientation of surrounding Historic Sites and adjacent buildings that contribute to the character of the Historic District.”	Complies: The proposed roof pitches and styles are compatible with surrounding structures and the contributing roof form has a roof pitch of 7:12.
j) Porches - LMC § 15-13-8(B)(2)(i) states, “Locate porches on new infill construction in a way that follows the predominant pattern of historic porches along the street.”	Complies: The covered porch spans half the front of the structure, is reflective of the neighboring properties, and helps to define the front entrance.
9. Mechanical and Utility Systems and Service Equipment	No unmitigated impacts. The Applicant proposes no mechanical equipment above ground, and proposes all the equipment go on the unfished floor level. See Condition of Approval 16.
10. Materials	See Condition of Approval 17: Pursuant to LMC § 15-13-8(B)(4), the proposed materials must comply with the Historic District regulations. The Applicant must submit updated plans to the Planning Department outlining the final proposed materials prior to applying for a Building Permit.
11. Paint and Color - LMC § 15-13-8(B)(5)(d) states, “Materials, such as wood, that are traditionally painted shall have an opaque rather than transparent finish.”	Complies: The proposed plans indicate a painted siding. See Condition of Approval 13.
12. Garages LMC § 15-13-8(B)(6)(b) states, “Single vehicle garage doors not greater than 9 feet wide by 9 feet high shall be used to access the garage.”	Complies: The proposed SFD will have a single-car garage, with a nine-foot wide by eight-foot-tall door, which is compliant.

9. The Development Review Committee reviewed the proposal on April 15, 2025, and confirmed the proposal, as conditioned, complies with their required standards.
10. Staff published notice on the City's website and posted notice to the property on April 17, 2025. Staff mailed courtesy notice to property owners within 100 feet and posted notice to the property on April 17, 2025.

Conclusions of Law

1. The proposal, as conditioned complies with the LMC requirements in Chapter 15-2.2, Historic Residential – 1 (HR-1) District.
2. The proposal complies with the LMC requirements in Chapter 15-3, Off-Street Parking.
3. The proposal, as conditioned, complies with the LMC requirements in Chapter 15-13-8, Regulations For New Residential Infill Construction (and Non-Historic Residential Sites) In Historic Districts.

Conditions of Approval

1. Final building plans and construction details shall reflect substantial compliance with the plans reviewed May 1, 2025, by the Planning Director, pending design modifications conditioned, and as required for this approval. Any changes, modifications, or deviations from the approved design that have not been approved in advance by the Planning and Building Departments may result in a stop work order.
2. If the Applicant does not obtain a building permit within one year of the date of this approval, this HDDR approval will expire unless the Applicant submits a written extension request to the Planning Department prior to the expiration date and the Planning Director approves an extension.
3. The applicant is responsible for notifying the Planning Department prior to making any changes to the approved plans.
4. Any changes, modifications, or deviations from the approved scope of work, in 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.
5. Residential fire sprinklers are required for all new construction on this lot, per requirements of the Chief Building Official.
6. The property is located outside the Park City Landscaping and Maintenance of Soil Cover Ordinance (Soils Ordinance) and therefore not regulated by the City

for mine-related impacts. If the property owner does encounter mine waste or mine waste-impacted soils they must handle the material in accordance with State and Federal law.

7. Any areas disturbed during construction surrounding the proposed work shall be brought back to their original state. The Final Grade shall be within four feet of Existing Grade.
8. City approval of a Construction Mitigation Plan (CMP) is a condition precedent to the issuance of any building permits. The CMP shall include language regarding the method of protecting adjacent structures.
9. City Engineer review and approval of all lot grading, utility installations, public improvements, and drainage plans for compliance with City standards is a condition precedent to building permit issuance.
10. 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.
11. The Applicant shall obtain an Encroachment Agreement for driveway access with the Engineering Department for the heated driveway.
12. The Applicant shall provide an updated Water Wise irrigation and landscape plan at building permit submission, compliant with LMC § 15-5-5(N) and § 15-13-2, MCPC Chapter 11-21, and § 14-1-5. The final landscape plan shall show plantings near the retaining walls, between the walls, and to screen some of the terracing.
13. All wood materials shall be painted or stained opaque.
14. This approval is predicated upon the recordation of the 958 Woodside Plat Amendment with Summit County. A building permit cannot be issued until the Plat has been recorded.
15. The final level of the proposed structure may not be a finished floor and must remain primarily dirt.
16. Retaining walls greater than four feet in the Front Setback or greater than six feet in the Rear or Side Setbacks require an Administrative Conditional Use Permit.

17. The Applicant must submit updated plans to the Planning Department outlining the final proposed materials prior to applying for a Building Permit. The proposed materials must comply with the Historic District regulations outlined in LMC § 15-13-8(B)(4) at the time of submittal.

844 Empire Avenue – Historic District Design Review – PL-22-05350 –
Proposes to Restore a Significant Historic Structure, Construct a 288-Square-Foot Addition, and Construct a 115-Square-Foot Detached Accessory Building in the Historic Residential – 1 Zoning District.

Planner Jacob Klopfenstein presented the application and provided some background information and noted that the proposal, as conditioned, complies with the requirements for the HR-1 Zoning District. He also provided an overview of the Conditions of Approval.

Planning Director Ward asked if the applicant or representative was present and if they had provided significant vegetation information. Planner Klopfenstein responded that they were not present and stated that the applicant had provided information regarding the significant vegetation.

At 12:14 PM, the Planning Director opened a public hearing. There was public input that was received previously by Planner Jacob Klopfenstein, which will be attached to the minutes.

At 12:17 PM, the Planning Director closed the public hearing.

Planning Director Rebecca Ward asked that Condition of Approval #1 be updated to include language that requires submission of updated plans that comply with setback requirements such that the character of the Significant Historic Site is not significantly altered by substantially changing the proportion of built area to Open Space. She also asked that another Condition of Approval be added to reiterate the requirement for the applicant to provide an access agreement with adjacent property owners for any work occurring within 5 feet of the property line and any construction-related disturbance that may encroach onto an adjacent property.

MOTION: The Planning Director **APPROVED** the HDDR as amended in accordance with the Findings of Fact, Conclusions of Law, and Conditions of Approval.

Findings of Fact

1. 844 Empire Avenue is Lot 1 of the 844 Empire Avenue Plat Amendment. The City Council approved the 844 Empire Avenue Plat Amendment in 2016 through Ordinance No. 2016-26.
2. 844 Empire Avenue is a Significant Historic Site developed with a Single-Family Dwelling (SFD) that was originally constructed c. 1904 during the Mature Mining Era of Park City. The SFD sustained damage in a 2014 fire and has remained vacant since.
3. 844 Empire Avenue is an unusual lot subject to the requirements of LMC Section 15-4-17, Setback Requirements For Unusual Lot Configurations, because it fronts the platted, un-built 9th Street Right-of-Way (ROW), Empire Avenue, and Crescent Tram Road.
4. In 2015, the Planning Director determined the following Setbacks for 844 Empire Avenue, as outlined in Ordinance 2016-26 and illustrated in the below image:
 - a. From 9th Street, platted un-built ROW, front yard, ten feet (10') minimum. This is the historic front of the structure.
 - b. From Empire Avenue, front yard, ten feet (10') minimum.
 - c. From Crescent Tram, front yard, ten feet (10') minimum
 - d. From the south neighbor, rear yard, ten feet (10') minimum. This side is opposite of the historic front of the house.
5. On February 7, 2024 the Historic Preservation Board (HPB) conducted a site visit to examine the damaged materials at the Site and approved the Applicant's Material Deconstruction and Panelization request to facilitate the rehabilitation of the Historic Structure and addition.
6. The Applicant also petitioned the Planning Commission for a Plat Amendment to remove Plat Note 3 of the 844 Empire Avenue Plat Amendment, which required vehicle access to the site from Empire Avenue or through 9th Street in a location approved by the City Engineer. On March 13, 2024, the Planning Commission conducted a public hearing and denied the Plat Amendment. The Planning Commission ratified the Final Action denial on April 10, 2024.
7. On April 22, 2024, Applicant appealed the Planning Commission's denial of the Plat Amendment. On May 20, 2024, the Appeal Panel conducted a public hearing and continued the appeal to June 3, 2024. On June 3, 2024, the Appeal Panel heard the appeal and voted 2-1 to grant the appeal, reversing the Planning Commission's decision to deny the Plat Amendment (Packet, Item 6.A.; Minutes p. 2-10).

8. The Applicant recorded the 844 Empire Avenue Plat Amendment – Lot 1 Amended removing the plat note that restricted vehicle access to the site, with Summit County on January 13, 2025 (Recorder Entry No. 1230098).
9. On March 20, 2025, the Applicant submitted updated HDDR plans for the proposal to the Planning Department.
10. The Applicant proposes to:
 - a. Rehabilitate and remodel the Historic Structure, including restoring the Historic front (north) façade that abuts the platted-but-unbuilt 9th Street right-of-way,
 - b. Construct a 288-square-foot addition,
 - c. Construct a detached, 115-square-foot Accessory Building that houses a spa tub on the southeast corner of the Lot,
 - d. Construct a driveway with access from Crescent Tram Road,
 - e. Construct a patio on the south side of the Historic Structure, and
 - f. Construct a patio on the northeast portion of the Lot.
11. The total proposed Building Footprint for the remodeled Historic Structure, addition, and detached Accessory Building is 1,350.5 square feet.
12. The proposal, as conditioned, complies with LMC Chapter 15-2.2 Historic Residential – 1 (HR-1) Zoning District.
 - a. Single Family Dwellings are an allowed Use in the HR-1 Zoning District, pursuant to LMC Section 15-2.2-2(A)(1).
 - b. The maximum Lot Area for a Single-Family Dwelling is 3,750 square feet.
 - i. Pursuant to LMC Section 15-2.2-4, Historic Sites are exempted from the maximum Lot Area requirement. However, the 844 Empire Avenue Plat Amendment Lot 1 Amended designates a Lot Area of 3,242 square feet for 844 Empire Avenue.
 - c. The minimum Lot width is 25 feet measured 15 feet back from the Front Lot Line. In the case of unusual Lot configurations, Lot width measurements shall be determined by the Planning Director.
 - i. As noted above, the Lot has three front yards: along the 9th Street right-of-way, along Empire Avenue, and along Crescent Tram Road.
 - ii. The Lot width measured 15 feet back from the front yard along the 9th Street right-of-way is approximately 75 feet.
 - iii. The Lot width measured 15 feet back from the front yard along Empire Avenue is approximately 30 feet.

- iv. The Lot width measured 15 feet back from the front yard along Crescent Tram Road is approximately 43 feet, 6 inches.
- d. The Maximum Building Footprint is established by Lot size according to the following formula: $\text{MAXIMUM FP} = (A/2) \times 0.9A/1875$ (Where FP = maximum Building Footprint and A= Lot Area).
 - i. Using the formula outlined in LMC Section 15-2.2-3(E), the Maximum Building Footprint for 844 Empire is 1,351 square feet.
 - ii. The applicant proposes a Building Footprint of 1,350.5 square feet.
- e. For Lots less than 75 feet in depth, the Front and Rear Setbacks are 10 feet each (20 feet total). For Lots up to 75 feet wide, the minimum Side Setback is 5 feet.
 - i. As noted above, the 2016 Planning Director Determination designated minimum Front Setbacks of 10 feet for the front yards facing the 9th Street ROW, Empire Avenue and Crescent Tram Road. The Planning Director Determination also set a minimum Rear Setback of 10 feet for the southeast Lot line. The 2016 Planning Director Determination also designated a minimum Side Setback of 5 feet for the east side yard abutting the east neighboring property.
 - ii. The Applicant proposes a stoop that is 6 inches above Final Grade and encroaches approximately 2 feet, 6 inches into the Front Setback along Crescent Tram Road and will lead to a mud room entry on the west side of the Historic Structure. Sidewalks and pathways are allowed as an exception in the Front Setback, pursuant to LMC § 15-2.2-3(G).
 - iii. The Applicant proposes retaining walls that will be a maximum of 4 feet tall in the Front, Rear, and Side Setbacks on the west, northeast, and south sides of the Site. Pursuant to LMC § 15-2.2-3 and LMC § 15-4-2, retaining walls not more than 4 feet in height are allowed in Front Setbacks in the HR-1 Zone, and retaining walls not more than 6 feet in height are allowed in Rear and Side Setbacks.
 - iv. The Applicant proposes a patio that will be a maximum of 4 inches above Final Grade in the Front and Side Setbacks on the northeast portion of the Site and will encroach approximately 10 feet in to the Front Setback along the 9th Street ROW and encroach approximately 5 feet into the Side Setback along the east

neighboring property. The Applicant also proposes a patio on the south side of the Historic Structure that will be a maximum of 4 inches above Final Grade and will encroach approximately 10 feet into the Front and Rear Setbacks along Crescent Tram Road and the south neighboring property.

- v. Pursuant to LMC § 15-2.2-3(G), decks and porches are allowed in Front Setbacks but cannot exceed 10 feet in width and cannot project more than 3 feet into the Front Setback. Pursuant to LMC § 15-2.2-3(H), patios within Rear Setbacks must not exceed 30 inches above Final Grade and must be set back at least 1 foot from the rear Lot line. Pursuant to LMC § 15-2.2-3(J), patios within Side Setbacks must not exceed 30 inches above Final Grade.
- vi. Staff recommends Condition of Approval ###, which requires the Applicant to update plans prior to submitting for a Building Permit that revise the proposed patios on the northeast corner of the site and south side of the Historic Structure to comply with Setback requirements.
- vii. The applicant proposes a driveway with access from Crescent Tram Road that is approximately 10 feet wide. Pursuant to LMC § 15-2.2-3(G), driveways leading to a garage or approved parking area are allowed in the Front Setback. Parking access for this property is allowed from Crescent Tram Road because the plat note prohibiting access from Crescent Tram Road was removed in 2024 (see Background section above for more details).
- viii. Pursuant to LMC § 15-2.2-3(G), roof overhangs are allowed as an exception in the Front Setback so long as they do not encroach more than 3 feet into the Front Setback. The Applicant also proposes a roof overhang extending over a mud room that encroaches approximately 10 inches into the Front Setback on the west side of the Historic Structure.
- ix. Pursuant to LMC § 15-2.2-3(H), roof overhangs projecting not more than 2 feet into the Rear Setback are allowed. The Applicant also proposes a roof overhang extending over a patio on the south façade of the Historic Structure that will encroach approximately 2 feet into the Front Setback from Crescent Tram Road and 2 feet into the Rear Setback from the south neighboring property.

- x. The Applicant proposes steps measuring approximately 3 feet, 8 inches in height from Final Grade within the Front Setback abutting the 9th Street right-of-way. LMC § 15-2.2-3(G) notes that uncovered steps that do not exceed 4 feet in height above Final Grade are allowed as an exception in the Front Setback.
 - xi. Detached Accessory Buildings not more than 18 feet in height and located at least 5 feet behind the front façade of the main structure are allowed as an exception in the Side Setback, but must be located at least 3 feet from the side Lot line. The applicant proposes a detached Accessory Building at the southeast corner of the property that is 17 feet, 9 3/8 inches tall and located approximately 29 feet behind the front façade of the structure. The proposed Accessory Building is located 3 feet from the east side Lot line.
- f. Site plans and Building designs must resolve snow release issues to the satisfaction of the Chief Building Official.
- i. Staff recommends Condition of Approval 1, which requires the Applicant to obtain Chief Building Official approval for proposed snow release plans for the site, pursuant to LMC Section 15-2.2-3(K).
- g. LMC Section 15-2.2-5 establishes a maximum Building Height in the HR-1 zone of 27 feet above Existing Grade. However, LMC Section 15-2.2-4 exempts existing Historic Structures from Building Height requirements and states that existing Historic Structures that do not comply with Building Footprint, Building Height, Building Setbacks, Off-Street parking, and driveway location standards are valid Non-Complying Structures.
- i. The Historic Structure at 844 Empire Avenue is approximately 27 feet, 3 inches above Existing Grade.
- h. LMC Section 15-2.2-4 states that additions to Historic Structures must comply with Building Height standards for the HR-1 zone.
- i. The proposed east-side addition to the Historic Structure is a maximum of 18 feet, 6 inches above Existing Grade.
 - ii. The Applicant also proposes a detached Accessory Building at the southeast corner of the property that is 17 feet, 2 inches in height.

- i. LMC Section 15-2.2-5(B) establishes requirements for a 10-foot horizontal setback in the downhill façade at a maximum height of 23 feet from where the Building Footprint meets the lowest point of Existing Grade.
 - i. Neither the proposed addition nor the proposed detached Accessory Building exceed 23 feet from Existing Grade.
 - j. LMC Section 15-2.2-5(A) establishes a maximum interior Building Height of 35 feet, measured from the lowest finish floor plane to the point of the highest wall top plate that supports the ceiling joists or roof rafters.
 - i. The Applicant proposes a maximum interior height of 32 feet, 7 inches for the Historic Structure.
 - ii. The proposed interior height of the west-side addition to the Historic Structure is a maximum of 22 feet, 11 inches.
 - iii. The interior height of the proposed detached Accessory Building is approximately 21 feet, 11 inches.
 - k. Pursuant to LMC Section 15-2.2-5(C), the roof pitch of the Contributing Roof Form of a structure must be between 7:12 and 12:12 and occupy a minimum horizontal distance of 20 feet measured from the primary façade to the rear of the building, as viewed from the primary public right-of-way.
 - i. The proposed Contributing Roof Form of the Historic Structure at 844 Empire is an 11:12 pitch on the north side, and a 9:12 pitch on the south side. This roof form occupies a horizontal distance of approximately 27 feet, 8 inches when measured from the north-side primary facade, which is the historic front of the home and fronts the 9th Street right-of-way.
 - ii. The Applicant proposes a flat roof for the east-side addition to the Historic Structure. Pursuant to LMC § 15-2.2-5(C), Secondary Roof Forms may be below a 7:12 pitch. The Applicant also proposes a flat roof for the detached Accessory Structure. LMC § 15-2.2-5(C)(4) states that Accessory Structures may be below a 7:12 roof pitch.
13. The proposal, as conditioned, complies with LMC Chapter 15-3 Off-Street Parking.
- a. LMC § 15-3-6(A) requires two parking spaces for SFDs; however, pursuant to LMC § 15-2.2-4, Historic Structures that do not comply with Off-Street Parking requirements are considered valid Non-Complying Structures.

- b. The applicant proposes a driveway on the west side of the structure that is approximately 10 feet wide and 25 feet deep. No other parking areas are proposed for the Site.
14. The proposal, as conditioned, complies with the February 7, 2024 Historic Preservation Final Action Letter approving Material Deconstruction and Panelization of the Historic Structure.
- a. The HPB approved the Applicant's Material Deconstruction and Panelization request for the site to construct a new foundation, rehabilitate the Historic Structure, and construct an addition on the east side of the Historic Structure.
 - i. Condition of Approval 11 notes that all previous Conditions of Approval relating to the Applicant's proposal remain in effect.
 - b. The Applicant's proposal also includes constructing a mud room abutting the west side of the Historic Structure and adjacent to the driveway that is approximately 46 square feet. The mud room provides entrance access to the Historic Structure from the driveway. The Applicant's Historic Preservation Plan indicates that the west side of the structure does not contain any Historic siding, and the Historic siding has been removed and replaced on the west façade. Because the west façade does not contain Historic siding, the Applicant's proposal to construct a mud room abutting the west façade of the Historic Structure does not require additional HPB approval for Material Deconstruction.
 - c. The Applicant proposes removing approximately 386 square feet of siding from the east façade of the Historic Structure to accommodate the 288-square-foot addition. The HPB Final Action Letter requires the Applicant to amend Plat Note 3 to address the proposed vehicle access from Crescent Tram Road. The Applicant recorded the 844 Empire Avenue Plat Amendment – Lot 1 Amended removing the plat note that restricted vehicle access to the site, with Summit County on January 13, 2025
 - d. The HPB Final Action Letter also requires the applicant to:
 - i. Obtain HDDR approval and record a Financial Guarantee in accordance with LMC § 15-11-9. The Applicant intends to pay the Financial Guarantee following HDDR approval.
 - ii. Obtain an encroachment agreement for any aspect of the project that utilizes soils that encroach onto neighboring properties.

- iii. Submit a Soils Report completed by a geotechnical engineer and temporary shoring plan, if applicable, prior to Building Permit issuance.
 - iv. Maintain the panels of the Historic Structure securely and provide the Planning Department with a panel storage plan prior to Panelization.
 - v. Return the Historic Site to its original grade after construction of the foundation, regrade the site such that water drains away from the Historic Structure, add a plinth or trim board at the base of the Historic Structure to visually anchor the Historic Structure to the new foundation, and use any Historic materials removed from the Historic Structure that are salvageable to repair any irreparable materials at the Site.
15. The proposal, as conditioned, complies with LMC Section 15-13-2 Regulations for Historic Residential Sites.
- a. The proposal is analyzed for compliance with LMC Section 15-13-2 Regulations for Historic Residential Sites. The Analysis section of the May 1, 2025 Historic District Design Review Staff Report is incorporated herein.
16. Staff published notice on the City's website and the Utah Public Notice website and posted notice to the property on April 17, 2025. Staff mailed courtesy notice to property owners within 300 feet on April 16, 2025. The Park Record published courtesy notice on April 17, 2025.

Conclusions of Law

- 1. The proposal, as conditioned, complies with LMC Chapter 15-2.2 Historic Residential – 1 (HR-1) Zoning District.
- 2. The proposal, as conditioned, complies with LMC Chapter 15-3 Off-Street Parking.
- 3. The proposal, as conditioned, complies with the February 7, 2024 Historic Preservation Final Action Letter approving Material Deconstruction and Panelization of the Historic Structure.
- 4. The proposal, as conditioned, complies with LMC Section 15-13-2 Regulations for Historic Residential Sites.

Conditions of Approval

1. The Applicant shall update plans prior to submitting for a Building Permit that revise the proposed patios on the northeast corner of the site and south side of the Historic Structure to comply with Setback requirements. Pursuant to LMC Section 15-13-2(B)(1)(b)(2) and LMC Section 15-13-2(B)(1)(c)(1), the Applicant shall update plans prior to submitting for a Building Permit such that the character of the Significant Historic Site is not significantly altered by substantially changing the proportion of built and/or paved area to Open Space.
2. The Applicant shall obtain Chief Building Official approval for proposed snow release plans for the site, pursuant to LMC Section 15-2.2-3(K).
3. The Applicant shall re-grade the site where feasible to maintain the natural topography and original grading of the site. Final Grade shall be within 4 feet of Existing Grade, pursuant to LMC Section 15-2.2-5.
4. Painting, staining, or plastering over stone or concrete retaining walls is prohibited.
5. The Applicant shall obtain an Encroachment Agreement with the Engineering Department for the heated driveway prior to Building Permit issuance.
6. The Applicant shall use a textured or poured paving material other than smooth concrete for the new driveway.
7. The Historic Structure shall not be raised or lowered more than 2 feet from its original floor elevation at the Site.
8. Double-hung windows that reflect a 2:1 height-to-width ratio are required on the Historic Structure.
9. New glazing shall match the visual appearance of Historic glazing. Metallic, frosted, tinted, stained, textured and reflective finishes are prohibited.
10. Removing or obstructing any Historic elements or materials to install gutters and downspouts is prohibited. The Applicant shall use half-round gutters for new gutters on the Site.
11. The Applicant shall use Water Wise Landscaping at the site. If watering systems are necessary, the Applicant shall use watering systems that minimize water loss, such as drip irrigation. Watering systems at the Site shall be designed to minimize their appearance from areas viewable from the primary public right-of-way.
12. All previous Conditions of Approval pertaining to the Applicant's proposal, including but not limited to Conditions of Approval included in the Historic Preservation Board's February 7, 2024 Final Action Letter, remain in effect.

13. The proposed work will require a Building Permit through the Building Department.
14. The proposed work requires a Final Inspection by both the Building and Planning Departments.
15. Modifications to the project require a modification application submittal to the Planning Department, payment of application fee, review for compliance with required standards, and Planning and Building Department approval.
16. The designer, architect, and/or applicant shall be responsible for coordinating the approved architectural drawings, documents, and/or plans with the approved construction drawings and documents. The overall aesthetics of the approved HDDR architectural plans shall take precedence. Any discrepancies found among these documents that would cause a change in the approved construction drawings shall be reviewed and approved prior to construction.
17. This Historic District Design Review (HDDR) Waiver Letter and approval shall expire one year following the date of this letter at 5 PM (Mountain Time). The Applicant shall obtain a Building Permit for the proposed work prior to that date. If a Building Permit for the proposed work is not approved before that date, this Waiver Letter shall be voided, and the Applicant will be required to submit a new HDDR application to pursue the proposed work.
18. The Applicant shall obtain a construction access agreement with adjacent property owners for any work occurring within 5 feet of the property line and any construction-related disturbance that may encroach onto an adjacent property.

6050 Silver Lake Drive – Administrative Conditional Use Permit – PL-25-06481 – Proposes to Construct an 8-Foot-Tall Retaining Wall in the Residential Development Zoning District and Sensitive Land Overlay.

Planner Meredith Covey presented the application and stated that as conditioned, the proposal complies with the Conditional Use Review Process, the SLO Regulations and with RD Zoning District Regulations. She also gave an overview of the Conditions of Approval.

At 12:21 PM, the Planning Director opened a public hearing. There was no public input.

At 12:22 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. 6050 Silver Lake Drive is a Single-Family Dwelling constructed in 1991.
2. 6050 Silver Lake Drive is Lot 7 of the Belleterre Subdivision recorded with Summit County April 26, 1990 (Entry No. 323586).
3. The Lot is in the Residential Development (RD) Zoning District and the Sensitive Land Overlay (SLO).
4. The proposed replacement of the retaining wall is natural stone veneered concrete to match the existing wall.
5. The proposed wall ranges from 2.16 inches to 8 feet above Final Grade and will run along the driveway.
6. Land Management Code (LMC) § 15-2.13-2(B)(40) establishes that "Fences and walls greater than six feet (6') in height from Final Grade" are Conditional Uses in the RD Zone requiring an Administrative Conditional Use Permit (ACUP). The proposed wall is over 6 feet in height and requires an ACUP.
7. The Applicant submitted an ACUP application on April 1, 2025.
8. The proposal to build a retaining wall greater than six feet in height meets the standards of the RD Zoning District in LMC Chapter 15-2.13 *Residential Development*:

- a. The Belleterre Subdivision establishes a 15-foot Front, and 18-foot Side, Setback. Pursuant to LMC § 15-2.13-3(B) the Front Setback for the RD Zoning District is 20 feet. Pursuant to LMC § 15-2.13-3(C)(2)(a) walls not more than 4 feet in height are a permitted exception to the Front Setback. The portion of the wall within the Front Setback is 10.92 inches tall at its highest point above Final Grade and is compliant.
- b. The Belleterre Subdivision establishes a platted "Area of Disturbance" as well as limits of disturbance for utility connection, driveway construction, and construction staging. The proposed retaining wall runs along the driveway, and within the platted limits of disturbance for utility connection, driveway construction, and construction staging, and is compliant with the recorded plat.
- c. LMC § 15-2.13-10 requires protection of Significant Vegetation, no Significant Vegetation is proposed to be removed with the scope of the project.

9. The Planning Director reviewed the proposal based on the following Conditional Use Permit criteria outlined in LMC § 15-1-10(E):

1. Size and Location of Site

- **No required mitigation:** The proposed retaining wall is located on a site already disturbed by the existing structure and the existing retaining walls. Due to the topography of the site, neither the existing nor the proposed retaining wall are visible from Silver Lake Drive.

2. Traffic

- **No required mitigation:** The proposed retaining wall will not increase the traffic that comes and goes from the site.

3. Utility Capacity

- **No required mitigation:** No utilities are in locations that will be impacted by the proposed retaining wall and the retaining wall will not lead to an increase in needed capacity.

4. Emergency Vehicle Access

- **No required mitigation:** The existing driveway will be unchanged and is being replaced in kind.

5. Off-Street Parking

- **No required mitigation:** The parking requirement for the property is not increased by this Use nor will existing parking be affected.

6. Internal Vehicle and Pedestrian Circulation

- **No required mitigation:** The existing Driveway being replaced will not be affected by the retaining wall and the existing grade of the location for the retaining wall is already steep enough to discourage pedestrian use.

7. Fencing, Screening, and Landscaping

- **Condition of Approval recommended:** According to the survey, no significant vegetation exists in the area to be disturbed by the retaining wall.
- The existing retaining wall and proposed retaining wall are not visible from Silver Lake Drive. The neighboring property has a view overlooking the property and staff recommends amending Condition of Approval 5 to state "The applicant shall protect the existing Significant Vegetation during construction to screen the retaining wall from the neighboring property."

8. Building Mass, Bulk, and Orientation

- **No mitigation required:** The retaining wall is in an area that is naturally screened by the existing changes in grade and vegetation.

9. Usable Open Space

- **No mitigation required:** The area for the proposed retaining wall has already been extensively disturbed.

10. Signs and Lighting

- **No mitigation required:** There are no signs or lighting proposed or approved as part of this permit.

11. Physical Design and Compatibility with Surrounding Structures

- **No mitigation required:** The retaining wall is located in an area that is naturally screened by the existing changes in grade and vegetation. The retaining wall is also within the platted area of disturbance and limits of disturbance. While the proposed wall is a single wall it is compatible with Surrounding Structures as the wall is naturally screened and not viewable in the larger context of the neighborhood. The proposed wall will be a stone veneered concrete wall and will visually match the existing retaining walls and home.

12. Noise, Vibration, Odors, Steam, or Other Mechanical Factors

- **No mitigation required:** The existing situation will not be substantially altered, as the only change is to replace the existing retaining wall.

13. Expected Ownership and Management

- **No mitigation required:** There is no expected change to the ownership and management of the property as a result of this permit.

14. 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

- **Condition of Approval Recommended:** The property is within the Sensitive Land Overlay. To minimize any further effect on the area, Staff recommends Condition of Approval 3 to ensure the retaining wall is not larger than necessary. Further analysis is

contained in the specific Sensitive Land Overlay section of this Final Action Letter.

15. Reviewed for Consistency with the Goals and Objectives of the Park City General Plan

- **No mitigation required:** The property is in the Upper Deer Valley General Plan Neighborhood. Neighborhood Goal 9.5 states “Mass and scale in Upper Deer Valley differs greatly from the rest of town. Grand entry ways, exposed post and beam construction, large retaining walls, and taller than normal buildings are repeated design characteristics throughout the neighborhood.” The proposal allows for the creation of a retaining wall that will be in line with the surrounding neighborhood.
10. The proposal to build a retaining wall greater than six feet in height meets the standards of the SLO in LMC Chapter 15-2.21. This retaining wall is a replacement in kind of an existing retaining wall along the driveway and will not substantially alter the impacts of the existing retaining wall on the property.
 11. The Development Review Committee reviewed the proposal on April 15, 2025 and confirmed the proposal complies with required standards.
 12. Staff published notice on the City's website and the Utah Public Notice website and posted notice to the property on April 18, 2025. Staff mailed courtesy notice to adjacent property owners on April 18, 2025.

Conclusions of Law

1. The proposal complies with LMC § 15-1-10 *Conditional Use Review Process*, Chapter 15-2.21 *Sensitive Land Overlay Zone (SLO) Regulations*, Chapter 15-2.13 *Residential Development (RD) Zoning District*.
2. The Use is 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. The Applicant is responsible for notifying the Planning Department in writing of any changes, modifications, or deviations from the approved scope of work and shall be reviewed and approved or denied by the Planning Director or their designee in accordance with applicable development standards.

2. Final building plans and construction details shall reflect substantial compliance with the plans submitted with this application. Any changes, modifications, or deviations from the approved design that have not been approved in advance by the Planning Department may result in a Stop Work Order.
3. The retaining wall shall not exceed eight feet in height from Final Grade and shall be placed alongside the driveway as shown on the plans.
4. Any portion of the retaining wall over four feet and larger requires engineered plans at the time of building permit submittal and requires review and approval by the Engineering and Building Departments.
5. The Applicant shall protect the existing Significant Vegetation during construction to screen the retaining wall from the neighboring property

660 Main Street – Modification to Administrative Conditional Use Permit – PL-25-06498 – Proposes to Modify an Administrative Conditional Use Permit for Outdoor Dining on an Existing Patio Approved on April 3, 2025 (PL-25-06462), to Add An Additional Table in the Historic Recreation Commercial Zoning District.

Planner Jacob Klopfenstein presented the application for a minor modification to an Administrative Conditional Use Permit that would increase the number of Outdoor Dining Tables by one.

At 12:23 PM, the Planning Director opened a public hearing. There was no public input.

At 12:23 PM, the Planning Director closed the public hearing.

MOTION: The Planning Director **APPROVED** the Modification to an 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 expand the Outdoor Dining on an existing deck at 660 Main Street in the Union Square Condominiums First Amended Plat (Summit County Recorder Entry No. 879382, Exhibit D).
2. 660 Main Street is in the Historic Recreation Commercial (HRC) Zoning District.
3. The proposed Outdoor Dining is for 12 tables with two chairs per table.
4. The property is a Landmark Historic Site.

5. According to the Historic Site Inventory Form (Exhibit E) the building at 660 Main Street was built in 1886. It served as a train depot. Eventually, the tracks were removed and it ceased serving as a train depot.
6. In 1988, 660 Main Street was issued a Conditional Use Permit (CUP) for Outdoor Dining. Staff found no site plan in the property files.
7. The lower level of 660 Main Street, where the Restaurant is located, is Unit DB-1 of the Union Square Condominiums Plat, recorded with Summit County on April 12, 2006 (Summit County Recorder Entry No. 774532). On December 4, 2008, the City Council passed Ordinance No. 08-47 approving the Union Square Condominiums First Amended Plat (Summit County Recorder Entry No. 879382), which changed the Plat to reflect as-built conditions for a pedestrian easement, a change in ownership for multiple units, and a change in Limited Common Areas for specific units. Unit DB-1 was minimally affected by this Plat Amendment.
8. On August 15, 2014, an Administrative Conditional Use Permit (ACUP) was approved for Outdoor Music for a single event. The permit was necessary because the 1988 CUP did not cover Outdoor Music, just Outdoor Dining.
9. On January 9, 2025, City staff issued a Business License for a Restaurant (Le Depot) at 660 Main Street (B-019719).
10. On March 6, 2025, the Applicant submitted an application for Modification to the ACUP for Outdoor Dining associated with the Restaurant. On March 25, 2025, Planning staff deemed the Application complete.
11. On April 3, 2025, the Planning Director approved the modification allowing for eight tables and the option for no more than three additional tables in the north plaza, if approved by the Park City Fire District.
12. The Applicant received approval from the Park City Fire District for a site plan with 12 tables, one more than the 11 tables approved by the Planning Director at the April 3, 2025 Administrative Public Hearing.
13. On April 11, 2025, the Applicant filed for Modification to the April 3, 2025, Approval for 12 Outdoor Dining tables. On April 25, 2025, Planning Staff deemed the Application complete.
14. The proposal for Outdoor Dining complies with the HRC Zoning District regulations outlined in Land Management Code Chapter 15-2.5:
 - a. Land Management Code (LMC) § 15-2.5-2(B)(21) establishes outdoor dining associated with a restaurant or café as an Administrative Conditional Use in the HRC Zoning District. Although existing outdoor dining at 660 Main Street was initially approved as a CUP by the Planning

Commission, the LMC was later amended to make outdoor dining an Administrative Conditional Use requiring an ACUP in the HRC Zoning District.

- b. LMC § 15-2.5-12 requires compliance with Chapter 15-13, *Regulations for Historic Districts and Historic Sites*.
 - i. LMC § 15-13-3(B)(1)(d)(1) states “All Streetscape or character area elements should work together to create a coherent visual identity and public space. The visual cohesiveness and historic character of the area shall be maintained through the use of complementary materials.”
 - ii. LMC § 15-13-3(B)(1)(d)(4) states “Street furniture, trash receptacles, bike racks, planters and other elements shall be simple in design and compatible with the appearance and scale of adjacent buildings and public spaces.”
 - c. The proposed tables have a metal base and frame with a stone top. The Applicant proposes wicker chairs (Attachment 1). The furniture complies with the regulations because it is simple in design. The dark color of the chairs and tables complements the dark paint of the primary building at 660 Main Street.
15. The proposal for Outdoor Dining complies with the Off-street Parking requirements outlined in Land Management Code Chapter 15-3.
- a. LMC § 15-3-6(B) requires site specific review of the parking for Outdoor Dining at the time of ACUP. The Applicant proposes an increase of service of up to 24 people. While this is not an insignificant increase of usage, the location is existing public parking on Main Street and in the China Bridge Parking Structure. The site is also easily accessible by public transit as well as pedestrian access from Main Street and Heber Avenue.
16. The proposal for Outdoor Dining complies with LMC Section 15-4-21.
- a. LMC § 15-4-21(B)(1) establishes the following criteria:
 - i. The proposed seating Area is located on private Property or leased public Property and does not diminish parking or landscaping.
 - 1. Per the Union Square Plat, 660 Main Street is designated Unit DB-1. The existing deck is shown to be appurtenant to Unit DB-1 and is designated Commercial Limited Common Area on the plat.

- ii. The proposed seating Area does not impede pedestrian circulation.
 - 1. The deck is located outside the public pedestrian easement and the Main Street Right-of-Way.
- iii. The proposed seating Area does not impede emergency Access or circulation.
 - 1. The proposed seating Area is located on the existing deck and does not impede emergency Access or circulation (Condition of Approval 5).
- iv. The proposed furniture is Compatible with the Streetscape.
 - 1. The proposed tables have a metal base and frame with a stone top. The Applicant proposes wicker chairs. The furniture complies with the regulations because it is simple in design. The dark color of the chairs and tables complements the dark paint of the primary building at 660 Main Street.
- v. No music or noise is in excess of the City Noise Ordinance, Title 6.

Use District	10:00 p.m. - 6:00 a.m.	6:00 a.m. - 10:00 p.m.
Residential	50 dBA	55 dBA
Commercial	60 dBA	65 dBA

When a noise source can be identified and its noise measured in more than one land use category, the limits of the least restrictive use shall apply at the boundaries between different land use categories.

- 1. Outdoor Dining Uses must comply with the City Noise Ordinance, Municipal Code of Park City Chapter 6-3.
- vi. No Use after 10:00 p.m.
 - 1. Staff recommends Condition of Approval 1, "There will be no use of Outdoor Dining after 10:00 p.m."
- vii. Review of the Restaurant's seating capacity to determine appropriate mitigation measures in the event of increased parking demand.
 - 1. See Finding of Fact 12.

17. The proposal for Outdoor Dining, as conditioned, complies with the Conditional Use Permit criteria outlined in Land Management Code Section 15-1-10(E).

CUP Review Criteria	Analysis of Proposal
Size and location of the Site	Complies Outdoor Dining is proposed on an existing deck area that is approximately 169 square feet within

	the platted limited common space appurtenant to 660 Main Street and does not impact the existing pedestrian or emergency access.
Traffic capacity	Complies The increase of 24 seats for customers will have minimal impacts to traffic. The location is walkable due to its proximity to the public pedestrian easement which connects the plaza to Main Street and Heber Avenue.
Utility capacity	Complies Utilities will remain as is. Outdoor Dining furniture will be placed on an existing deck. Therefore, the project will not impact Storm Water drainage capacity.
Emergency vehicle access	Complies The Outdoor Dining does not impede the existing emergency vehicle access to the Site because it is in the interior of the plaza.
Off-street parking	Complies See Finding of Fact 15.
Internal vehicular and pedestrian circulation system	Complies See Finding of Fact 16(iii)(1).
Fencing, screening, and landscaping	Complies No changes to the existing fencing, screening or landscaping are proposed with this application.
Structure Mass, bulk, and orientation	Complies No changes to the existing structures are proposed.
Useable open space	Complies No changes to the existing open space are proposed.
Signs and lighting	Complies No changes to the existing signs or lighting are proposed.

Physical design and compatibility with surrounding structures	The proposed tables have a metal base and frame with a stone top. The Applicant proposes wicker chairs. The furniture complies with the regulations because it is simple in design. The dark color of the chairs and tables complements the dark paint of the primary building at 660 Main Street.
Noise, vibration, odors, steam, or other mechanical structures	Complies See Finding of Fact 16(v)(1).
Expected ownership	Complies No changes to ownership are proposed.
Environmentally Sensitive Lands, Physical Mine Hazards, Historic Mine Waste and Park City Soils Ordinance, or Steep Slopes	Complies There will be no disturbance of the existing topography.
General Plan Consistency	Complies Outdoor Dining supports General Plan Goal 6.8 (p.218) "Old Town: Main Street as the heart of Park City," by encouraging commerce and by gathering merchants, visitors, and shoppers to Main Street.

18. The Development Review Committee reviewed the proposal on March 18, 2025. Park City Fire District reviewed the proposed Modification and requires the following Condition of Approval.

- a. Park City Fire District requires that the Applicant maintain an unobstructed pathway of at least 36 inches between the tables and the exterior wall so that when the door is at a 45-degree angle to the building there is no obstruction

19. Staff published notice on the City's website and the Utah Public Notice website and posted notice to the property on March 24, 2025_and April 16, 2025.

20. Staff mailed courtesy notice to adjacent property owners on March 24, 2025_and April 16, 2025.

Conclusions of Law

1. The proposal complies with the Land Management Code requirements outlined in LMC Chapter 15-2.5 *Historic Recreation Commercial Zoning*, LMC Chapter 15-3 *Off-Street Parking*, LMC Section 15-4-12 *Goods and Uses to be Within Enclosed Building*, and LMC Section 15-1-10 *Conditional Use Review Process*.
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. Use of Outdoor Dining after 10:00 p.m. is prohibited.
2. No Signs or Outdoor Lighting are proposed or approved with this application.
3. The Outdoor Dining shall consist of no more than 12 tables with two seats each for a total of 24 seats.
4. The Planning Department must be informed in writing of any proposed changes to the approved Plans. Failure to do so may result in a Stop Work Order and Code Enforcement Action.
5. There shall be maintained an unobstructed pathway of at least 36 inches between the tables and the wall so that even when the door is at a 45-degree angle to the building there is no obstruction.

151 Main Street – Administrative Conditional Use Permit – PL-25-06485 –
Proposes to Install 6 Temporary Structures for Outdoor Dining in the Historic Commercial Business Zoning District.

Planner Meredith Covey presented the application and explained that as conditioned, the proposal complies with the Temporary Structure Criteria, Zoning District Requirements, Outdoor Dining Requirements, Temporary Structures in Historic District Requirements and Conditional Use Permit Criteria in the Land Management Code. She also highlighted some of the Conditions of Approval.

Planning Director Rebecca Ward asked the applicant if the structures would be assembled on site and the types of materials involved. Applicant representative Joe Butterfield responded that the structures will be assembled on site and they are wooden structures with a metal roof.

Planning Director also inquired about creating more space as a buffer between the Temporary Structures and the Residential Use area by moving the Temporary Structure

towards the Primary Structure. The applicant representative indicated that they will be making that change.

At 12:28 PM, the Planning Director opened a public hearing. There was no public input.

At 12:28 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 Amended Conditions of Approval.

Findings of Fact

1. The existing Structure at 151 Main Street was constructed circa 1926 and the current Use is as a Restaurant.
2. In 1991, the Planning Commission approved a Conditional Use Permit (CUP) for outdoor dining on the second deck and patio area located to the north of the Historic Structure.
3. In 1993, the Planning Commission approved an Amendment to the 1991 CUP, which allowed for the expansion of outdoor dining from the patio to the third and fourth decks at the rear of the building.
4. The Applicant proposes to install 5 pavilions Structures on the area approved for outdoor dining by the Planning Commission in both the 1991 and 1993 CUP approvals.
5. The Applicant is not proposing any additional tables or chairs as part of the scope of this application.
6. The intended purpose of the pavilions are to shield the existing outdoor dining from inclement weather and sun in the summer months.
7. Pursuant to LMC § 15-15-1 a Temporary Improvement is "[a] Structure built, or installed, and maintained during construction of a Development, or during a Special Event or activity and then removed prior to release of the performance Guarantee . . ." The proposed Temporary Structures are a Temporary Improvement. Pursuant to LMC § 15-2.6-2 a Temporary Improvement requires an Administrative Conditional Use Permit.
8. Pursuant to LMC § 15-2.6-3 Lot and Site Requirements, there are no minimum required Front, Rear, or Side Setback dimensions in the HCB Zoning District. The proposed Temporary Structures are located on the property of 151 Main Street and are compliant.

9. Pursuant to LMC § 15-2.6-5(D) the maximum Building Height is defined as “Wherever the HCB District abuts a residential Zoning District, the abutting portion of the bulk plane is defined by a plane that rises vertically at the abutting Lot Line to a height matching the maximum height of the abutting Zone, measured from Existing Grade, and then proceeds at a forty-five degree (45°) angle toward the opposite Lot Line until it intersects with a point forty-five feet (45') above Existing Grade”. The proposed Structures are 10 feet above Existing Grade and are compliant.
10. Pursuant to LMC § 15-2.3-3 the Front and Rear Setbacks on a Lot greater than 100 feet in depth can be either 12 or 13 feet but must total 25 feet when combined. Given that this Lot straddles two Zoning Districts and abuts residential uses the Rear Setback for the Lot is 13 feet.
11. Pursuant to LMC § 15-2.3-3(H)(6) Detached Accessory Buildings are a Rear Setback exception provided that no more than 50% of the Rear Setback is covered. The total area of the Rear Setback on this Lot is 650 square feet. According to the Applicant there is an existing detached shed that is 205 square feet, the proposed pavilions are to be set back 8 feet and 10 inches from the rear property line. 3 feet and 2 inches of the proposed pavilions will be located in the Rear Setback. The total area of the pavilions located in the setback is 157 square feet. The total area of the setback that is proposed to be covered is 322 square feet which is 49.5% of the Rear Setback and is compliant. Condition of Approval 15 requires that no more than 50% of the Rear Setback be covered.
12. The proposal, as conditioned, complies with the Temporary Structures criteria outlined in LMC § 15-4-16.
13. The proposal complies with LMC § 15-4-21(B)(1) *Outdoor Dining*.
14. The proposal, as conditioned, complies with LMC § 15-13-10 *Standards For Temporary Structures In Historic Districts*.
15. The Proposal as conditioned complies with LMC Chapter 15-2.3 *Historic Residential – 2 Zoning District Regulations*.
16. The Proposal as conditioned complies with LMC Chapter 15-2.6 *Historic Commercial Business Regulations*.
17. The proposal, as conditioned, complies with the Conditional Use Permit criteria outlined in LMC § 15-1-10(E).
18. The Development Review Committee reviewed the proposal on April 15, 2025 and requires no Conditions of Approval.

19. Staff published notice on the City's website and the Utah Public Notice website and posted notice to the property on April 17, 2025. Staff mailed courtesy notice to adjacent property owners on April 17, 2025.

Conclusions of Law

1. The proposal install 5 pavilions as Temporary Structures as conditioned, with the Land Management Code.
2. The Use is 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. The Use shall comply with Municipal Code of Park City Chapter 6-3, Noise.
2. All outdoor lighting must be down-directed, fully shielded, with bulbs 3,000 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.
3. The Use shall comply with all applicable state and local codes and licensing requirements, including the Summit County Health Code, the Fire Code, State Regulations on mass gathering, and the International Building Code.
4. The Applicant shall ensure the Outdoor Dining Area is vacant and the music turned off after 10:00 PM.
5. Use of the Temporary Structures require an operations (fire) permit prior to installation. The Applicant shall maintain fire lane and emergency access for personnel, vehicles and equipment in the vicinity of the Outdoor Dining Area and adjacent permanent structures to the satisfaction of the Fire Marshal.
6. The Temporary Structures shall be installed only from April 30 to October 30.
7. The Applicant shall have the locations of the proposed Temporary Structures reviewed and approved by the Chief Building Official, Fire Marshal, and Park City Fire District prior to installation. The applicant shall place the pavilions in a location that does not block exiting from the structure and shall maintain an aisle

- width for the pavilions that is greater than the width of the structure's exit doors, pursuant to Chapter 10 of the International Fire Code.
8. Damaged materials shall be replaced or repaired as necessary.
 9. After five years the Applicant shall submit a new Administrative Permit Application.
 10. The Applicant shall submit occupancy information for the restaurant that is consistent with Building Department requirements as part of the Building Permit application. If a Building Permit cannot be issued for this proposal, this Administrative Conditional Use Permit approval shall be voided.
 11. The applicant shall submit occupancy information for the restaurant that is consistent with Building Department requirements as part of the Building Permit application.
 12. The Applicant shall submit verification that the metal roofing have a SRI of 35 or less.
 13. The Applicant shall go through the Historic District Review Pre-Application process prior to installation.
 14. The Applicant shall obtain a fire permit prior to installation of the pavilions and to maintain emergency Access for the Site.
 15. No more than 50% of the Rear Setback be covered.
 16. The Applicant shall shift the Temporary Structures towards the Primary Structure to reduce the Rear Setback coverage.

15 King Road – Lot Line Adjustment – PL-25-06503 – Proposes to Remove a Lot Line to Create a 4,395 Square Foot Lot in the Historic Residential - 1 Zoning District.

Planning Director Rebecca Ward stated that this application had been withdrawn, and the applicant will be pursuing a Plat amendment with the Planning Commission instead.

The Park City Administrative Public meeting adjourned at 12:30 PM.

Approved by Planning Director:

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke, positioned below the 'Approved by Planning Director:' text.



844 Empire Avenue

Historic District Design Review

PL-22-05350 | May 1, 2025



844 Empire Ave

Summary

- Significant Historic Structure in HR-1 Zone
- Damaged in 2014 fire, has been vacant since
- Applicant proposes restoring and remodeling Historic Structure, constructing a 288-square-foot addition, and constructing 115-square-foot detached Accessory Building on southeast portion of the Site
- HPB approved Material Deconstruction for addition and Panelization of Historic Structure on February 7, 2024



844 Empire



844 Empire



844 Empire



Architectural elevation drawing of the rear of a house. The drawing shows a gabled roof with two dormer windows. The main level features a large window and a side porch. The lower level has a small entrance. The drawing includes numerous callouts and level markers.

Level markers on the left side:

- T.O. ROOF ELEV. 50'0" 00"
- T.O. WINDOW ELEV. 50'7" 40"
- T.O. PLATE ELEV. 50'0" 00"
- T.O. WINDOW ELEV. 50'7" 40"
- T.O. DOORWAY ELEV. 50'0" 00"
- MAIN LEVEL ELEV. 50'0" 00"
- T.O. ROOF/SHOE ELEV. 50'7" 40"
- LOWER LEVEL ELEV. 50'0" 00"
- T.O. ROOFING ELEV. 50'0" 00"

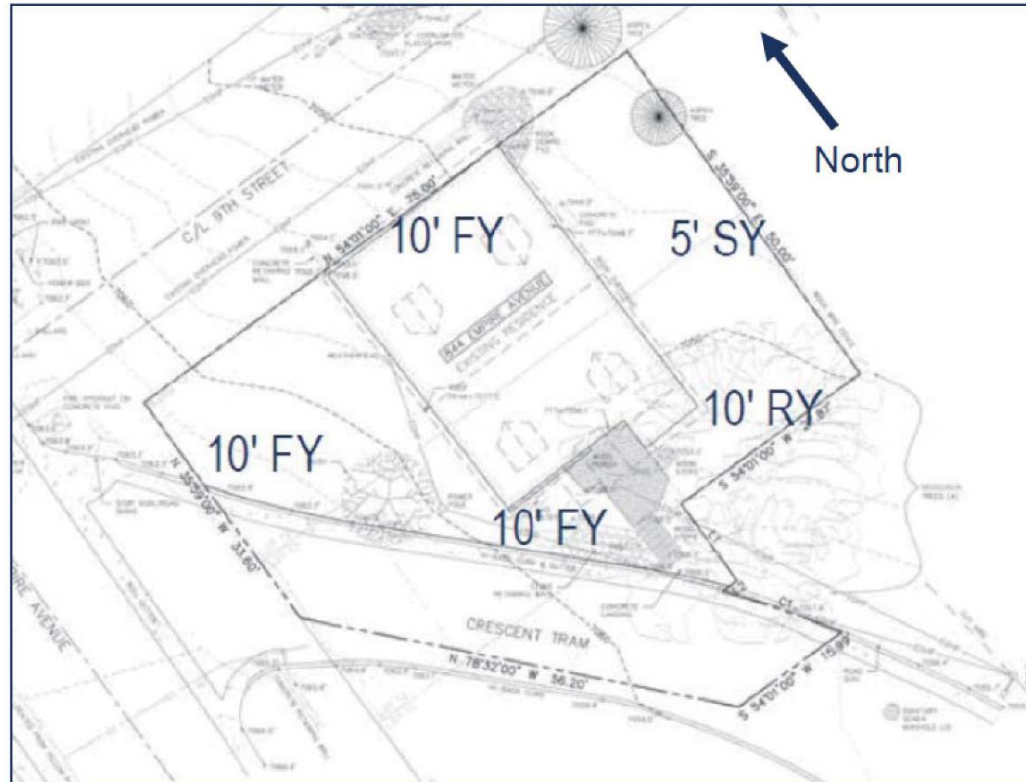
Level markers on the right side:

- T.O. ROOF ELEV. 50'0" 00"
- PLASTER/SHOE ELEV. 50'0" 00"
- MAIN LEVEL ELEV. 50'0" 00"
- T.O. ROOFING ELEV. 50'7" 40"
- LOWER LEVEL ELEV. 50'0" 00"
- T.O. ROOFING ELEV. 50'0" 00"

Callouts include numbers 1 through 17, indicating specific features and materials.

844 Empire Ave

Unusual Lot



844 Empire Ave

HR-1 Zone

- Complies as conditioned with HR-1 Zone requirements
- Max. Building Footprint is 1,351 SF; Applicant proposes 1,351 SF
- COA #1: Requires Applicant to update plans for Building Permit so patios comply with Setback requirements (patios cannot exceed 10 feet wide in Front Setbacks, cannot project more than 3 feet into Front Setbacks, and must be set back at least 1 foot from Rear Lot Lines).
- COA #2: Requires Chief Building Official approval of snow release plans

844 Empire Ave

Conditions of Approval

- COA #3: Site must be re-graded to maintain natural topography and Final Grade must be within 4 feet of Existing Grade
- COA #7: Prohibits raising or lowering Historic Structure more than 2 feet from original floor elevation
- COA #8: Requires double-hung, 2:1-ratio windows on Historic Structure
 - COA #11: requires Water Wise Landscaping

844 Empire Ave

Conditions of Approval

- Other Conditions of Approval regarding retaining wall finishes, Encroachment Agreements, driveway materials, glazing, gutters and downspouts, inspections, and modifications outlined in Draft Final Action Letter

844 Empire Ave

Recommendation

- I. Review the HDDR for 844 Empire Avenue,
- II. Open a public hearing,
- III. Consider approving the Historic District Design Review based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the Draft Final Action Letter.

Concerns of Linda McReynolds, 843 Norfolk regarding the renovation/additions to 844 Empire which is directly behind her home:

1. I feel the Planning Department has worked very hard to facilitate the repair and new additions to 844 Empire over the past few years and has not taken my quality of life and my property into such careful consideration. 844 was purchased post fire as a non-habitable historic home with no guarantees. While I applaud having this home once again livable, I am concerned that these plans are negatively affecting my home and my quality of life.
2. My decades-old 5-foot tall stacked stone wall at 843 Norfolk acts as a retaining wall to the entire property at 844 Empire. I am concerned the groundwork and proximity of the new addition at 844 will undermine my wall's integrity. It was built in 2004 by licensed contractor Gary Bush with a PCMC Building Permit following the recommendations of Applied Geotechnical Engineering Consultants who did the analysis. I have a copy of their report and Eric DeHan, City Engineer approved it. (See attached photo of 843 stacked stone wall)
3. Drainage. 844 is on a fairly steep slope and I'd like guarantees that rainfall and snowmelt will not flow down into my patio and home during construction and afterwards.

4. Setback and height. The only property affected by the small 5-foot setback of 844 along my rear property line is me. 844 is a weirdly shaped lot with entrances switching back and forth over the years. The only yard at 844 is the yard adjacent to my backyard. With a 5-foot drop to my patio, the height of the addition on 844 becomes 27 feet plus 5 feet for a whopping 32 feet of massive building looming directly over my home and patio area turning it into a dark cave. This is very impactful to my enjoyment and my careful maintenance of my historic home and yard over my 31 years of residency.

5. One of the two aspen trees proposed to be removed to the northeast of 844 is not even on 844's property. (See attached photo showing tree and 844 property lines). The other aspen is just a few inches from my property line and for privacy I request it not be removed either.

Thank you for taking my concerns into consideration.