



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH,
NOVEMBER 21, 2013**

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building, City Council Chambers, 445 Marsac Avenue, Park City, Utah for the purposes and at the times as described below on Thursday, November 21, 2013.

Closed Session

2:00pm Property, Personnel and Litigation
3:30pm Break

Work Session

3:40pm	Council questions and comments and Manager's Report	
3:50pm	Post Office Gang Boxes	PG 7
4:20pm	Quarterly Goals	PG 19
4:50pm	General Plan Discussion	PG 57
5:50pm	Break	

Regular Meeting

6:00 pm

I. ROLL CALL

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

III. PUBLIC INPUT (*Any matter of City business not scheduled on the agenda*)

IV. Minutes from Meeting on November 14, 2013

V. CONSENT AGENDA (*Items that have previously been discussed or are perceived as routine and may be approved by one motion. Listed items do not imply a predisposition for approval and may be removed by motion and discussed and acted upon*)

1. Consideration to Authorize the City Manager to enter into a contract in a form approved by the City Attorney with "Republic Services" for Municipal Solid Waste and Recycling Collection Services for the Commercial/Business sector within the Main Street area including Park City Municipal Buildings for an annual amount not to exceed \$17,500 for City Facilities and \$55,000 for HPCA Main Street area. PG 185

VI. RESIGNATIONS AND APPOINTMENTS

1. Consideration of Planning Commission Appointments as new Planning Commissioners: Preston Campbell, Steve Joyce and John Phillips all with a 4 year term expiring July 2017 PG 189

VII. NEW BUSINESS

1. Consideration of amending the Land Management Code of Park City, regarding existing Historic Structures and Building Height in the HRL, HR-1, HR-2, and RC Districts
PG 190
 - a) Public Hearing
 - b) Action
2. Consideration of an Ordinance amending Title 12, Sign Code, Chapter 4, Sign Standards, Section 12-4-4, Location on Building, of the Municipal Code of Park City P. 12-2
PG 263
 - a) Public Hearing
 - b) Action
3. Discussion of General Plan to include areas of Values, Goals, and Strategies
PG 57
 - a) Public Hearing

VIII. ADJOURNMENT

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

Posted: 11/18/2013
See: www.parkcity.org

PARK CITY COUNCIL MEETING SUMMIT COUNTY, UTAH NOVEMBER 28, 2013

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will not hold its regularly scheduled meeting on Thursday, November 28, 2013.

Posted: 11/18/13
See: www.parkcity.org



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH,
DECEMBER 5, 2013**

DRAFT

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building, City Council Chambers, 445 Marsac Avenue, Park City, Utah for the purposes and at the times as described below on Thursday, December 5, 2013.

Closed Session

pm Property, Personnel and Litigation
pm Break

Study Session

pm National Citizen Survey results- Phyllis 60-75 min

Work Session

pm Council questions and comments and Manager's Report
pm Friends of the Farm- Denise 1 hr
pm Quarterly Goals- Jed 30 min

**PARK CITY REDEVELOPMENT AGENCY
SUMMIT COUNTY, UTAH
DECEMBER 5, 2013**

6:00 pm

Regular Meeting

- I. ROLL CALL
- II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF
- III. PUBLIC INPUT (*Any matter of City business not scheduled on the agenda*)
- IV. Minutes from Meeting on November 21, 2013
- V. CONSENT AGENDA (*Items that have previously been discussed or are perceived as routine and may be approved by one motion. Listed items do not imply a predisposition for approval and may be removed by motion and discussed and acted upon*)
 1. Consideration of Contract Award for Water Conservation Portal and Mailer
 2. Consideration of the Annual City Insurance Survey results for 2014
- VI. NEW BUSINESS

1. Consideration of Vacation Rental Compliance Software
2. Consideration of Building Code pre-inspections section
3. Consideration of an amendment to the Park City Municipal Building Code regarding Farm Animals
4. Consideration of the Quinn's Movie Studio phasing plan amendment
 - a) Public Input
5. Consideration of the General Plan Final Draft distribution
 - a) Public Hearing

VII. ADJOURNMENT

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

Posted: 12/02/2013
See: www.parkcity.org

TENTATIVE MASTER CALENDAR

Note: This future meeting schedule is TENTATIVE and subject to change.

November

- 19 Special Meeting to Canvass Election results
- 21 See Agenda
- 28 **No Meeting – Thanksgiving**

December

- 5 Annual City Insurance Placement for 2014 – consent Jody, Lisa
National Citizen Survey results, study, 60-75 min, PR
General Plan Public Hearing, Final Draft Distribution
Friends of the Farm wrk sess 1hr
Quarterly Goals- wrk 30 min
Consideration of Vacation Rental Compliance Software- Jason
Muni Building code regarding Farm Animals- Deb
Contact award for Water Conservation Portal and Mailer-Jason C (water)
Quinn's Movie Studio- Phasing Plan Amendment with Public Input ?? depending on PC
Building Code amendment to pre-inspections
- 12 Acceptance of the audit – Lori C.
General Plan Public Hearing, Action- Vote to adopt- Thomas
Risner Ridge- Heinrich
EV Charging Presentation – Matt A 20 min, new
Authorization to execute the Stipulated Compliance Order between Park City and Utah
Division of Water Quality- Clint
Special Services Extraordinary Request- Nate
Public hearing and approval for the vacation of a section of the Woodside Avenue ROW-
Matt C.
Blue Ribbon Commission Recommendations to Council – Matt D.
PW Update- Study Session- Blake 30 min
Legislative Executive Consulting LLC- David Stewart \$80,000 consent
- 19 General Plan overflow (if needed)
Swearing in of Officer Chelsea McIntyre & Introduction of Victim Advocate Coordinator,
Malena Stevens
- 26 **No Meeting**

January

- 2 **No Meeting**
- 9 Swearing in Mayor / Council Members and Reception following meeting
- 16 **No Meeting – Sundance**
- 23
- 30-31 Visioning Retreat

February

6

13

20- No Meeting

27

March

6

13- No Meeting- Last Day of Legislative Session

20

27

April

3

10- No Meeting- ULCT Spring Conference

17

24

Pending Items:

Special Event overhaul

Water leak adjustment policy – work

Latino Community outreach and engagement – study

Rocky Mountain Power expansion

Amendment to the housing resolution – for regular council – RS

Consideration of an Ordinance approving the McHenry Subdivision Replat Amendment located at 496 McHenry Avenue, Park City Survey, Park City, Utah

Property Management contract for Transit Residential Building - Brooks R

Ordinance 2519 Lucky John Drive – Plat Amendment PL-13-01980- KW

Gamble Oak Easements, new, Heinrich

115 Sampson Avenue-Anya

Contract for Iron Horse housing fixtures and furniture- Brooks Robinson (nb)

- Housing Authority Meeting

Housing Mitigation Plan for 1555 Lower Iron Horse Loop Road MPD in Bonanza Park – Rhoda/ Phyllis



City Council Staff Report

Subject: United States Post Office's
Gang Mail Boxes within Old Town's ROWs - Discussion

Author: Thomas Eddington, Planning Director
Matthew Cassel, P.E., City Engineer

Department: Planning, Engineering

Date: November 21, 2013

Type of Item: Informational/Work Session

Summary Recommendations:

Staff would like to review with Council the concept of locating gang mail boxes in sections of Old Town with staff's recommendation to deny the use of gang mail boxes in the deliverable sections of Old Town.

Topic/Description

The United States Postal Service (USPS) has identified the Rossi Hill area, which includes Lower Deer Valley Drive, and an area of Old Town bounded by Heber Avenue to the south, Park City Mountain Resort to the west, Poison Creek to the east and Empire Avenue/Deer Valley Drive to the north as a "deliverable area". This means that the free delivery point for primary residents located in these areas is now in the neighborhood and not at the post office. However, the USPS will only deliver mail in the deliverable area to gang mail boxes and has requested the City permit USPS to place such boxes in the Right of Way or on City property. Council's decision tonight is whether or not to grant that request for these sections of the City.

The USPS has notified residents in sections of Old Town that their primary delivery point is in their neighborhood and if they want to continue the use a P.O. Box, they will now need to pay a fee for their P.O. Box. Numerous residents have approached the USPS requesting the use of individual mail boxes at their residence (free delivery) instead of paying for a P.O. Box. However, the USPS won't deliver to individual mail boxes in this area. Instead they will only provide delivery to gang boxes or a centralized location which can be accessed by vehicle. Therefore, the USPS has directed these requests for delivery to the City for consideration of placing gang boxes in the City Right of Way or on City Property.

It should be noted that the use of the term gang mail boxes will signify both the basic gang mail box and the clustering of individual mail boxes in one immediate location.

Background

In August 2009, the USPS approached the City with a request to utilize gang mail boxes in strategic locations near and within the Old Town area. If approved the first gang mail box would have been located at the bottom of Rossi Hill Drive approximately in front of the Bureau of Land Management (BLM) property. This request was denied by staff.

During a work session on September 1, 2011, staff brought to Council the USPS' request to use gang mail boxes in the Right-of-Way (ROW) for the same area as illustrated in the attached maps which would affect approximately 200 addresses.

- The USPS' position was that although the use of a delivery system using gang mail boxes is not more efficient than post office boxes, because of the high number of second home owners, there are inefficiencies. When tourists/second home owners visit Park City for extended visits, they have a tendency to have their mail forwarded to their temporary residency in Park City. Unfortunately, a large number of them provide their *home* address as their mailing address and not a post office box. The USPS spends a considerable amount of time returning mail (packages are processed in an attempt to find the owner) because they can't be delivered. The USPS believed the gang mail boxes would reduce the amount of mail/packages that need extra handling since the gang mail boxes will be associated with a particular address. During this discussion USPS indicated that they would deliver to individual mail boxes on straight away streets.

Staff's recommendation to Council at the September 1, 2011 work session was to deny the request for gang mail boxes in the ROW. The USPS estimated that up to approximately 200 residences could be affected by this action. These approximately 200 residences are a mix of full time residents and second home owners. Numerous residents have balked at paying for a P.O. Box and requested the use of a conventional mail box located in the front of their residences to maintain free delivery of their mail.

Staff came back to Council on June 7, 2012 with the recommendation to deny the use of individual mail boxes in the deliverable sections of Old Town. Because of new information provided by the USPS (noted that Post Office must provide one point of free mail access for a primary resident), staff was uncertain of Council's authority in denying the Post Office the ability to deliver. Three questions or concerns, which will be answered in the analysis section, were raised by Council at this meeting:

1. Staff's uncertainty in the City's authority in denying the Post Office the ability to deliver mail;
2. Request for staff to suggest other locations for the gang mail boxes; and
3. Request for information on personal injury liabilities, legal risks, etc. with regard to maintenance.

The USPS has analyzed the addresses at issue and has found that there are 57 primary home owners in this area. On October 22, 2013, staff held an open house in the City Council chambers to discuss the issue with the 57 primary home owners. Notices were provided directly to the 57 primary home owners with a general notice sent out to the rest of the neighborhood. Approximately 25 people showed up for meeting with a mix of primary and secondary home owners. One of the displays at the open house was a list of alternatives along with issues for each alternative:

ALTERNATIVES	ISSUES
Post Office provide free PO boxes	• “No” per USPS
Residents pay for their PO boxes	• Cost to residents approximately \$80 per year
City pay for primary home PO boxes	• Cost would vary each year. With 57 primary homes, cost would be \$4,560
Locate gang mail boxes in the ROW	• Lack of space • Impact to snow removal & storage • Impact to parking • Would need a box for all the homes in the area
Locate gang mail boxes on City property	• Lack of space and viable locations • Impact to snow removal & storage • Would need a box for all the homes in the area
Locate individual mail boxes on each home (walking route)	• “No” per USPS

Fifteen full and part time residents, who attended the open house, provided feedback through the use of comment cards. A summary of the responses is attached in the exhibits.

Analysis

From the June 7, 2012 meeting, three questions were proposed to staff by Council. The questions and responses are provided below:

1. Staff’s uncertainty in the City’s authority in denying the Post Office the ability to deliver mail,
 - From Section 508 of the USPS Recipient Service Code, two sections may help to answer this question. Section 4.1 Basic Information for PO Box Service, Paragraph 4.1.1 states:

“4.1.1 Purpose

[11-4-13] Post Office Box (PO Box) service is a premium service offered for a fee (See [Notice 123—Price List](#)) to any customer and for no fee to customers who are not eligible for carrier delivery (also see [4.5.2](#)). The service allows a customer to obtain mail during the hours the box lobby is open or access is otherwise available and is provided only through receptacles owned or operated by the USPS or its agents. PO Box service does not include alternate means of delivery established to replace or extend carrier delivery service. A postmaster (or designee) and a box customer may not make any agreement that contravenes the regulations on PO Box

service or its fees. Competitive PO Box service (see [4.5.4](#)) is available in designated postal locations and offers service enhancements for PO Box customers.”

- Paragraph 4.5.2 and 4.5.3 state:

“4.5.2 Free Group E — Free PO Box Service

[11-4-13] Customers may qualify for Group E (free) PO Box service at a Post Office if their physical address location meets all of the following criteria:

- a. The physical address is within the geographic delivery ZIP Code boundaries administered by a Post Office.
- b. The physical address constitutes a potential carrier delivery point of service.
- c. USPS does not provide carrier delivery to a mail receptacle at or near a physical address for reasons in [4.5.3b](#). “At or near a physical address” is defined by reference to how carrier delivery is established in a particular locale or ZIP Code.

4.5.3 Additional Standards for Free PO Box Service

[11-4-13] Only one Group E (free) PO Box may be obtained for each potential carrier delivery point of service, under the following conditions:

- a. Group E PO Box customers are assigned the smallest available box that reasonably accommodates their daily mail volume.
- b. Eligibility for Group E PO Boxes does not extend to:
 1. Individual tenants, contractors, employees, or other individuals receiving or eligible to receive single-point delivery to a location such as a hotel, college, military installation, campground, or transient trailer park.
 2. Locations served, or eligible to be served, by centralized delivery or grouped receptacles such as cluster box units, apartment style receptacles, mailrooms, or clusters of roadside receptacles.
 3. **Locations where circumstances not within the control of the Postal Service prevent**

extension of carrier delivery, such as town ordinances, private roads, gated communities, unimproved or poorly maintained roadways, or unsafe conditions.

4. Locations served by a delivery receptacle that a customer chooses to locate along a carrier's line of travel and to which the Postal Service makes delivery.”

Staff believes paragraph 4.5.3.b.3 of the USPS Recipient Service Code acknowledges Council's ability through our Ordinances to ban gang mail boxes in Old Town ROWs (but that the prevention to allow the Post Office deliver entitles the Post Office to not provide free PO boxes).

2. Request for staff to suggest other locations for the gang mail boxes,
 - Attached to this report in the exhibit is a map with possible areas where gang mail boxes could possibly be located. These locations, which will be discussed later in the report, include unused sections of ROW, the Library property and City Park.
3. Request for information on personal injury liabilities, legal risks, etc. with regard to maintenance,
 - The City currently has individual and gang mail boxes in other ROWs in the City including at the intersection of Ashley Court and American Saddler, south side of Prospector Avenue and just off of Normans Way. Staff does not see the possible inclusion of gang mail boxes in Old Town as an increase in legal risk for the City.

On May 14, 2012, Thomas Eddington and Matthew Cassel met with Ronda Donica of the USPS to again discuss the issue. From that meeting, it was understood by staff that the USPS will not deliver to individual mail boxes located at each residence rather their preference is to cluster the individual mail boxes together in a “gang” mail box style. Staff asked about attaching the mail boxes to the front of the residences, to which the USPS stated their preference is to locate the mail boxes at the street in a cluster format given that they will not have a walking mail carrier – they intend to use a vehicle. In order for the USPS to put gang mail boxes on the street, the City would have to approve their use in the ROW.

During the January 2013 P.O. Box renewal period, the USPS provided a high level of oversight on verification of home ownership during the renewal process. They were able to verify that the number of primary residents in these areas shown on the map totals 57. The location of these primary home owners is shown on the map included in the exhibits. USPS provided this list to staff. The USPS has indicated to the City that it will no longer provide free PO Boxes to those primary homes. Currently, under USPS regulations, if Council elects to ban gang mail boxes in these sections of Old Town, all

second homeowners and renters will not be provided with a free PO Box and if they wish to keep a PO Box, they will have to continue to pay for it because their free delivery point is elsewhere in the United States. If Council elects to allow gang mail boxes in these sections of Old Town, second homeowners and renters will not need to pay for the use of the gang mail box.

One issue realized by staff through discussions with the USPS is that the USPS' expectation is to provide gang boxes to everyone in the neighborhood even if only a single request is made for a mail box. For instance, on Lowell Avenue there are two primary home owners. If Council approves the use of gang mail boxes in the ROW and these two primary home owners request a gang mail box, the USPS will install enough gang mail boxes to accommodate 64 (total number of homes on Lowell Avenue). USPS's goal is to accommodate future potential use.

There are numerous reasons why gang mail boxes located in the ROW would be difficult to incorporate into Old Town:

- On many of the already re-constructed streets, locating the parking directly behind the curb and gutter interferes with the possible street location of the mail box. Locating the gang mail boxes in the ROW will decrease the overall number of parking spots in this area of Old Town,
- Numerous residents have provided a ten (10) foot wide public snow storage area along the front of their property. Staff prefers to not locate a gang mail box in this area where the snow will be thrown and stored throughout the winter months,
- With the amount of snow received by Park City annually every winter, the number of street located mail boxes damaged by snow removal activities would increase significantly. During the winter months in this section of town, the streets are barely two car widths wide, which means access to the gang mail boxes will be difficult, especially with 10 feet or more of snow piles and drifts between the drivable portion of the road and the possible location of the gang mail boxes
- Existing retaining walls and other infrastructure will also contribute to the difficulty in locating a gang mail box in front of numerous residences,

Other potential issues caused by the use of gang mail boxes in Old Town include:

- Compliance with HDDR guidelines – The guidelines do not address mail boxes directly; the impact of mail boxes throughout Old Town could be significant in terms of character, aesthetics, etc. However, it is recognized that the most severe impacts would be to the right-of-way, accessibility, snow storage, traffic, etc.,
- The gang mail box offered and paid for by the USPS is of the most basic form and material. If Council's decision is to allow gang mail boxes but with a higher quality that better matches the character of Old Town, the City would be required to pay 100% for the upgrades gang boxes.
- Permitting process for the mail boxes - Since the mail box would not be considered a structural element and would not have specific requirements dictated by the International Building Code (IBC), a permit would not be needed by the Building

Department. A permit may need to be issued by the City Engineer because of the ROW location with design review by the Planning Department. If the decision is to move forward with allowing gang mail boxes, staff would have to develop and codify a mail box permit either as part of other existing processes or as a stand-alone process.

Due to the above factors, Staff does not recommend allowing gang mail boxes in the ROW.

If Council elects to ban gang mail boxes in the ROW, the following three alternatives would now be possible for the deliverable sections of Old Town. The following are the alternatives along with their potential impacts, both positive and negative:

Option 1: Deny the use of gang mail boxes in the deliverable section of Old Town with the residents paying for their P.O. Box:

- Based on this year's count, 57 residents would have to pay \$80 per year for a P.O. Box. This number will fluctuate yearly based on the housing market in the these Old Town areas,
- Additional clutter will not occur on the street where the gang mail boxes are located. Additionally traffic issues when individuals are picking up their mail will not need to be mitigated,
- Snow plowing and storage issues are not negatively impacted,
- Old Town compatibility/character retained.
- The USPS has agreed to waive fees for the year 2014. Fees would not start until the year 2015.

Option 2: The City subsidizes the entire cost or part of the cost of the P.O. Boxes:

- Based on this year's count of 57 primary residents, \$4,560 would be this year's cost of the program. Future yearly costs could fluctuate based on the housing market; if more primary residents moved in; Council could decide whether or not to take on the cost of those PO Boxes. Council could also decide to subsidize a portion of the cost.
- Additional clutter will not occur on the street where the gang mail boxes are located. Additionally traffic issues when individuals are picking up their mail will not need to be mitigated,
- Old Town compatibility/character retained,
- Staff time would be required to administer this program which would include verifying on a yearly basis those in the program, and making a determination for those requesting inclusion in the program.

Option 3: Locate the gang mail boxes out of the City ROW but on City property:

- Possible locations include unused ROW such as 9th Street, the Library property or City Park. The yellow colored areas on the map included in the exhibits indicate possible areas to install gang mail boxes,
- Locating the gang mail boxes in unused ROW will be difficult because most of the unused ROW are sporadically located, only have a 40 to 50 foot frontage along the main roads and will require modifications to fit a group of gang mail boxes along with space for cars to pull over out of the drive lanes, along with the need for snow

storage and sheltering. Additionally, because packages cannot be posted at the gang mail boxes, trips will still be generated to the Post Office,

- The Library re-development will barely meet their parking requirements. Adding gang mail boxes inside the building will increase parking needs and locating the gang mail boxes outside would decrease the number of available parking spots,
- Locating gang mail boxes in City Park will increase and introduce additional traffic in the area and may decrease existing parking spots to accommodate the facility needs of a gang or cluster of mail boxes,
- Development of a permitting process will need to occur which addresses location, aesthetics, traffic, snow removal, parking impacts etc., and
- Oversight of the program will be required by Planning and Engineering.

Department Review

This report has been reviewed by Planning, Public Works, Sustainability, Building, Budget, Legal and the City Manager's office. All comments have been integrated into this report.

Alternatives

A. Deny the Use of Gang Mail Boxes:

If the request for the use of gang mail boxes in the ROW is denied, USPS will implement this decision and start charging for P.O. Boxes starting January of 2015.

This is staff's recommendation. A possible alternative is to partially delay the implementation of the decision. The USPS has agreed to waive fees for the 57 primary residents until 2015. Council could elect to pay half the fee to the USPS for the year 2015 (approximately \$2,280) so full implementation does not occur until January 2016.

B. Select One of the Other Two Alternatives:

Selection of the subsidizing or locating gang mail boxes alternatives is not recommended by staff.

C. Continue the Item:

If the Council needs more information the item can be continued.

D. Do Nothing:

This option would not allow for resolution of this issue.

Significant Impacts

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?			- Preserved and celebrated history; protected National Historic District - Community gathering spaces and places - Shared use of Main Street by locals and visitors - Entire population utilizes community amenities - Community gathering spaces and places	
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Neutral 	Neutral 	Very Negative 	Neutral 
Comments:				

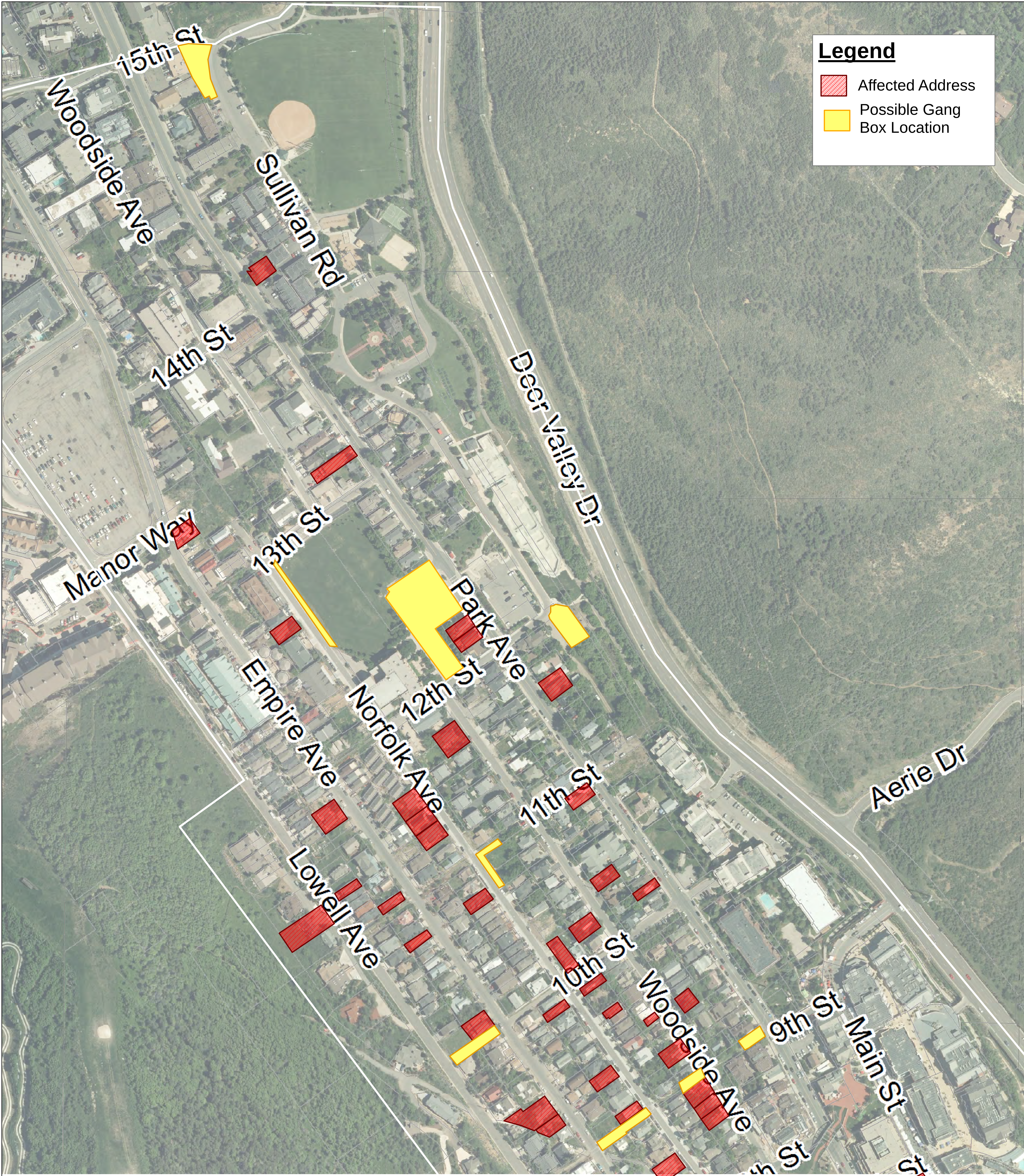
By not allowing gang mail boxes in specific areas of Old Town will require approximately 57 residents (present count) to start paying \$80 per year for their P.O. Box in January 2015.

Recommendation

Staff would like to review with Council the concept of locating gang mail boxes in sections of Old Town with staff's recommendation to deny the use of gang mail boxes in the deliverable sections of Old Town.

Exhibits – Area Map showing the Affected Property Owners
P.O. Box Open House Comments

PO Boxes: North Old Town

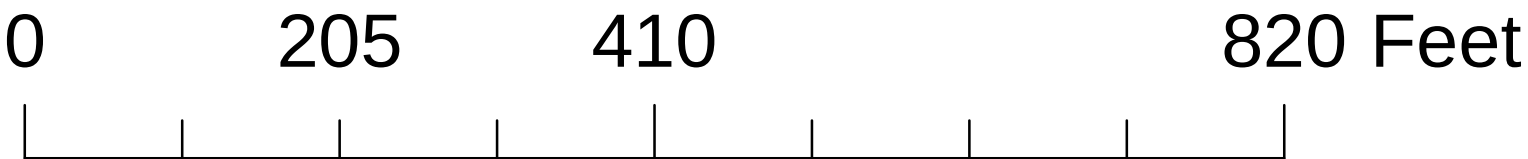
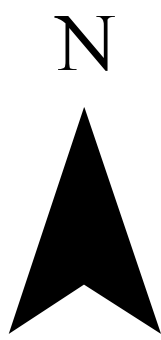
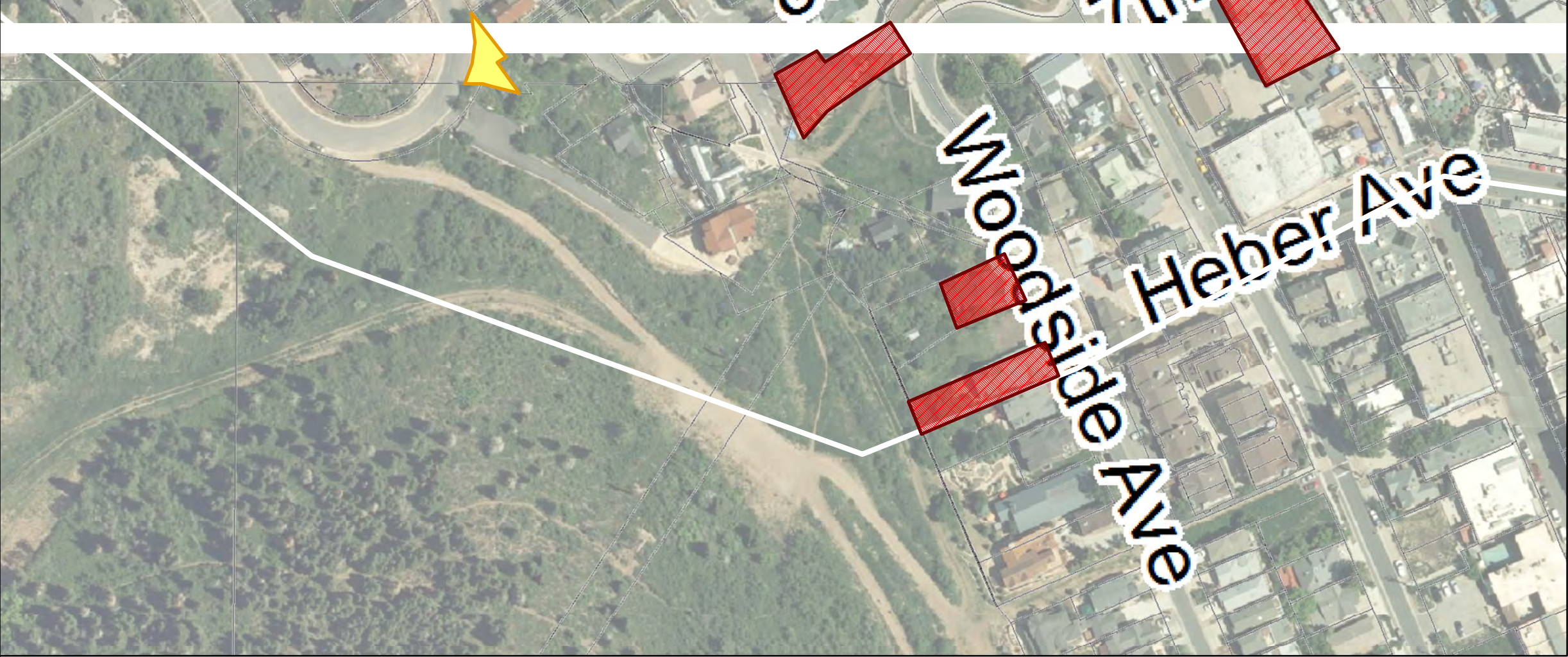


Legend

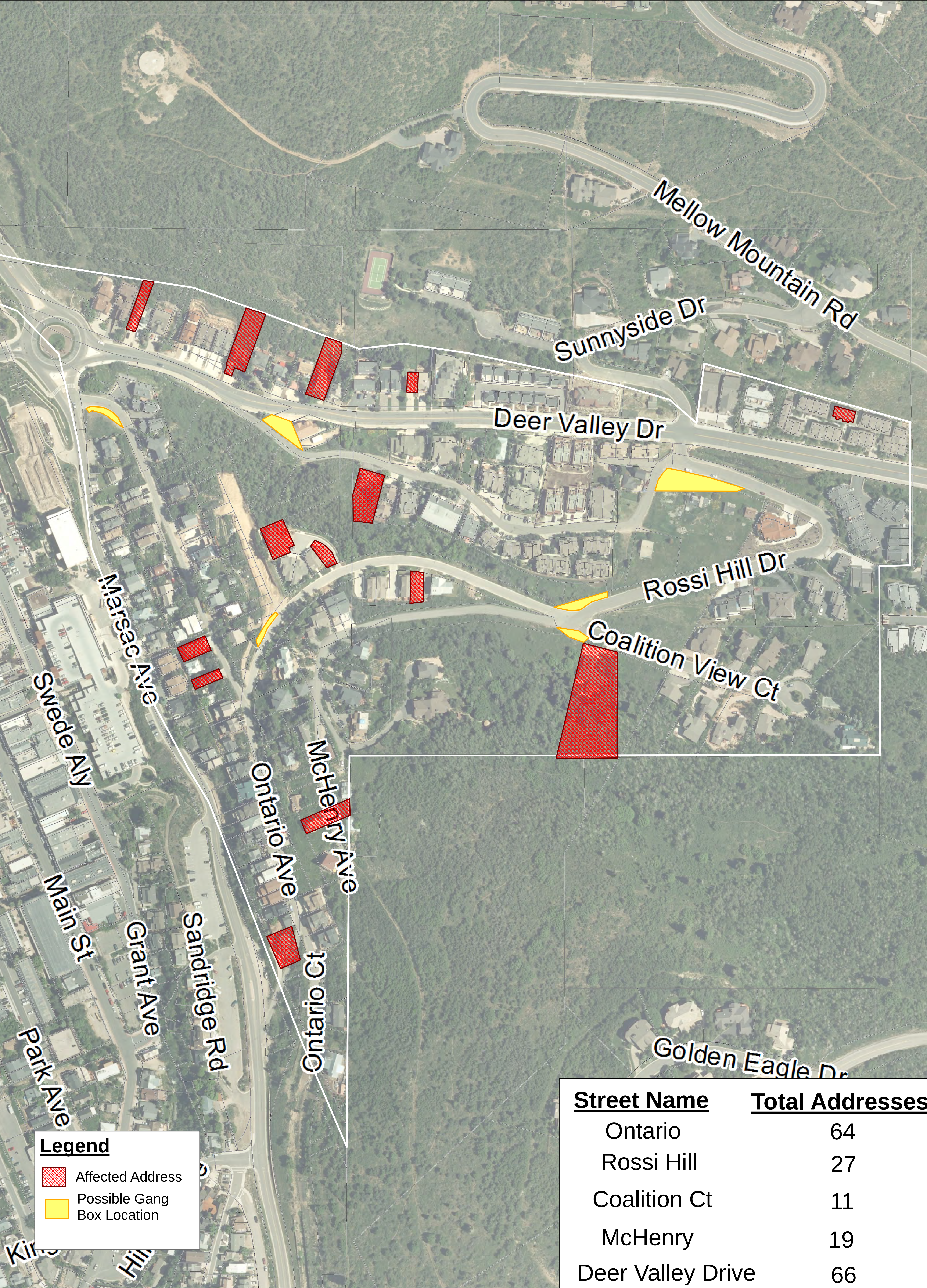
Affected Address

Possible Gang Box Location

<u>Street Name</u>	<u>Total Addresses</u>
Lowell	64
Empire	117
Norfolk	102
Woodside	105
Park	118
Main	18



PO Boxes: Rossi Hill and DVD



<u>Street Name</u>	<u>Total Addresses</u>
Ontario	64
Rossi Hill	27
Coalition Ct	11
McHenry	19
Deer Valley Drive	66
Deer Valley Loop	29
Marsac	22

PO Box Open House, 10/22/13

Comments
Home Delivery? Keep current system?
I suggest the alternative that the city pay for primary PO boxes. I do not suggest gang/cluster boxes and would not use a cluster box.
Buy building and have it generate tax revenue. Keep it as a smaller post office.
Cluster boxes do not make fiscal sense. Keep the historic use alive. I'd rather pay for a box than to see gangboxes put on property tax.
This sucks! For us primary homeowners. I can't see a winning solution. I thought the cluster boxes would be ONLY for us 57, but no, it's 500 in North Old Town--too much for gang boxes in that area. What I really want is for my mail to come to "1007 Woodside" and I don't care WHERE I have to go to pick it up. If I am forced to keep my PO box and I have to pay for it, that sucks too. So best solution: City, you must convince the PO to once again declare N.Old Town and Rossi Hill "non-deliverable" so the PO will continue to provide us with free PO boxes. You can do it!! Make them take it back--this is obviously NOT a deliverable area!
Please keep the system we have! Gang boxes wouldn't make sense and would not be allowed by our zoning
According to Recipient Services (Section 4.0-4.21) we are eligible for a free PO box. Our present system works well. We also go to Main Street and spend money when we check our mail!
Please keep our mailboxes the same! I do not believe it is fair at ALL to make us pay for mail. I'm OK with gangboxes if the impact is minimal.
There is no place on our street that gangboxes can go, all private or city owned property. Have the USPS come up with placement, I'll consider options.
Reduce size of Old Town post office only to accept mail. No packages only to office on Park Avenue. Rent other parts of building out and make some money
The current post office location is the heart of the city. Boxes should be provided for free for all Old Town residents. We don't believe gang boxes are practical in snow country.
At my house--obviously that will never happen. I do not understand why the PO does not need to deliver mail. We pay taxes for them to do so. What if I told my boss I wouldn't do anything that involves getting out of my chair? I would be fired. I do not understand why they can't do gangboxes for just the 57 of us. Nothing was said about the fact this is just an excuse to get rid of the PO on Main Street. Almost everyone in the US gets free mail delivery. Why can't I. Why can't the city insist the PO does their job rather than just say OK to any unreasonable demands. The employees make lots of money and don't have to do anything. \$80 is a big deal to me.
1) I support the status quo. 2) If not possible, I prefer to go to gangboxes INSIDE the library.
I will miss going to PO but understand why this may need to happen. Please don't consider clusterbox on Rossi Hill by Echo Spur. The road is narrow, there is no parking, and we have trouble getting it plowed properly as it is.
Continue with PO box for primary residents paid for by city. Cluster boxes will create new set of issues. We don't want and are unsightly.



City Council Staff Report

Subject: Quarterly Goals 1st Quarter FY 2014
Author: Kory Kersavage
Department: Budget, Debt, & Grants
Date: November 21, 2013
Type of Item: Board Discussion

Summary Recommendations: The Quarterly Goals Report should be reviewed by the City Council and any recommendations on formatting or content should be passed on to staff for implementation in future reports.

Quarterly Goals Presentation: Last week the Quarterly Goals Reports for the Executive, Internal Services, and Public Safety teams were presented to Council, during which time Council gave feedback on formatting changes that should be made. In addition indication was given that further discussion should be had in future council meetings to discuss the content of the Quarterly Goals Report.

Presentation Schedule: Over the course of the next two weeks the Quarterly Goals Report will be broken up by teams, so that only the departments in the teams that are reporting for the week will be required to attend that meeting. The schedule will proceed as follows: On November 21st Public Works and Library and Recreation Teams will present their Quarterly Goals Report; and on December 5th Sustainability and BPE will present their Report.

Guide to Using the Quarterly Goals Report: The Action Steps within the Quarterly Goals are those activities which each department is currently undertaking and many of which are to be completed in the near future. The Action Steps come from each department's business plan, which are tied to Council's Goals and Desired Outcomes. It is planned that those goals that have been completed by each quarterly report will be removed from the subsequent quarterly report so as to avoid cluttering the Quarterly Goals Report.

The Quarterly Goals Report is meant to provide a high-level look at what activities each department is undertaking and what progress is being made on those goals. It is also an opportunity for department managers to provide comments or an update on those goals. In order to increase the understanding of the Quarterly Goals Report, a description of each column in the document is as follows:

- **Action Step:** A succinct description of the activity being undertaken.
- **Dept.:** Which Department the Action Step belongs to.
- **Deliverable/Description:** This is either the proposed outcome of the Action Step or a more detailed description of the action being taken.
- **Council Goals:** Corresponds to the four citywide council goals.
- **Status:**

- Delayed: The project will not be completed by its current deadline, a comment/update should explain why.
- On Track: The project is on track to be completed by its current deadline.
- Complete: The project has been completed.
- Color Coding:
 - Green: Corresponds with On Track
 - Yellow: Corresponds with Delayed
 - Red: Corresponds with Complete
- Original Deadline: The Deadline that the Action Step was originally given for completion.
- Revised Deadline: When the Original Deadline can no longer be achieved a Revised Deadline is set.
- Priority: How important the project is to the city council, low, medium or high.
- Responsible Party: The person or people that oversee the progress of the project.
- Comments/Update: Any updates on the project or comments on the current state of the project. This is also an area for the responsible party to bring up any issues that may be causing a delay in the project.

Updated Formatting: Since the Quarterly Goals Report on the 7th of November, the report has been updated to reflect the Department to which each Action Step belongs. The Strategy column has also been removed. The report is organized by team, then by department (alphabetically), then by priority (highest to lowest). Since the report presented on the 14th of November the report has been updated to include the names of each person responsible, as opposed to their job title. The report also now has a numbering system to differentiate between action steps. It should be noted, however, that the Action Steps will not be ordered by number, but will remain ordered by department and priority.

Department Review:

Budget, Debt, & Grants, Legal, and the City Manager reviewed this report.

Alternatives:

A. Approve:

The Quarterly Goals report is acceptable as it is and should be presented to council every quarter in the future.

B. Deny:

Council may decide that the Quarterly Goals Report is a report that should no longer be continued or presented to Council.

C. Modify:

Council may direct that changes be made to the Quarterly Goals Report for future presentations of the report.

D. Continue the Item:

This has the same effect as Alternative A.

E. Do Nothing:

This also has the same effect as Alternative A.

Significant Impacts:

This provides an insight into projects currently being undertaken in the City, and provides an opportunity for increased accountability for these projects.

Consequences of not taking the recommended action:

Council's decision will be incorporated into the report, whether that is a modification of the report or a discontinuation of the report.

Recommendation:

The Quarterly Goals Report should be reviewed by the City Council and any recommendations on formatting or content should be passed on to staff for implementation in future reports.

Attachments:

A – Quarterly Goals Report

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
PUBLIC WORKS											
0127 Elevator Inspection	BLDG MAINT ADM	Safety, regulatory compliance	Responsive, Cutting-Edge & Effective Government	On Track	2	Ongoing		1	High	Mike Lennon	Annual inspection completed
0129 Implementation of building security access cards(FOB) for Public Works, Marsac and Spiro Water Plant	BLDG MAINT ADM	Improved building security and safety	Responsive, Cutting-Edge & Effective Government	On Track	2	07/01/2014		1	High	Mike Lennon; Hugh Daniels; Scott Robertson	
0130 Re-Bid Janitorial Service Contract	BLDG MAINT ADM	New Contract	Responsive, Cutting-Edge & Effective Government	Delayed	1	07/01/2013	7/1/2014	1	High	Mike Lennon	Want to include special events into cleaning contract Reviewing the option of moving some cleaning services in-house
0131 Complete a Building Assessment of all City owned buildings	BLDG MAINT ADM	Preservation of city assets / allocation of current and future funding	Other Budget Items	Complete	3	12/01/2012		1	High	Mike Lennon; CH2MHILL	This project has been completed
0133 Install truncated domes to Prospector bike path at intersections	BLDG MAINT ADM	Handicap accessible / ADA compliance	Other Budget Items	Delayed	1	10/01/2015		1	High	Jake Rudolph	Due to the alignment of the water line this project has been delayed. However, asphalt patches were completed as a temporary repair.
0134 Implement engineering designs for temporary building stabilization	BLDG MAINT ADM	Preserve structural integrity of building	Other Budget Items	Complete	3	01/01/2013		1	High	Mike Lennon; Dave Gustafson	The stabilization project for the Sprigg's Barn has been completed
0128 Fire suppression inspection	BLDG MAINT ADM	Safety, regulatory compliance	Responsive, Cutting-Edge & Effective Government	On Track	2	Ongoing		2	Medium	Mike Lennon	Annual inspection completed

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0132 Exterior coatings for Parks and Golf, Public Works, Swede Alley compactor & Transit Center buildings	BLDG MAINT ADM	Preservation of exterior finishes on buildings	Other Budget Items	Complete	3	10/01/2013		2	Medium	Mike Lennon	
0250 Asset Management Program	FLEET SERVICES DEPT	Inventory and evaluate all shop equipment , develop replacement schedule and request funding during City budget process	Responsive, Cutting-Edge & Effective Government	Complete	3	04/01/2013		1	High	Kent Cashel	Inventory and Managemnt Plan Complete
0244 Parking Management Technology	PARKING	Parking Software, Pay-by-Cell Phone, and License Plate Recognition system implemented	World-Class, Multi-Seasonal Resort Destination	Delayed	1	07/01/2013	12/31/2013	1	High	Brian Andersen	Software implementation some additional time is required to implement pay by phone and on-line appeals process
0245 China Bridge Capital Maintenance Project	PARKING	China Bridge South Stairwell Refurbish	World-Class, Multi-Seasonal Resort Destination	Complete	3	12/01/2012	7/13/2013	1	High	Brian Andersen	Work completed
0242 HPCA Parking Program coordination: Enforcement Program	PARKING	Enforcement program contract or in-house analysis completed	World-Class, Multi-Seasonal Resort Destination	Complete	3	01/01/2013		2	Medium	Brian Andersen	Analysis complete Council approved in-house operation as part of FY 2013-14 budget process

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0248 Fleet software	PARKING	Evaluate current fleet management software, implement improvements or replace current software	Responsive, Cutting-Edge & Effective Government	On Track	2	10/01/2013	4/30/2014	2	Medium	Brian Andersen	Evaluation of current system in process. Deliverable delayed due to need to reschedule based on unanticipated delays with Parking Management Software implementation.
0135 Create a headstone Inspection program, repair unsafe monuments	PARKS & CEMETERY	Visitor safety / preservation of monuments	World-Class, Multi-Seasonal Resort Destination	On Track	2	Ongoing		1	High	Clint Dayley Jarren Chamberlain	An inspection program has been implemented. Several more headstones have been identified for repairs.
0136 Replace aging driving range fence	PARKS & CEMETERY	Keep range balls within golf course property	Other Budget Items	On Track	2	10/01/2014		1	High	Clint Dayley	
0138 Purchase 3 new Hybrid Greens Mowers	PARKS & CEMETERY	Reliable, fuel efficient equipment	Other Budget Items	Complete	3	04/01/2013		1	High	Clint Dayley	3 new Hybrids mowers have been purchased
0140 Install sprinkler head conversions	PARKS & CEMETERY	Increase sprinkler head efficiency	Other Budget Items	Complete	3	10/01/2013		1	High	Clint Dayley	Project completed
0141 Replace outdated 20 year old controllers	PARKS & CEMETERY	Reduce system failures due to aging equipment.	Other Budget Items	On Track	2	01/01/2020		1	High	Clint Dayley	Several new controllers have been installed this year.
0137 Realign cart path away from 2 Green	PARKS & CEMETERY	Improved playing experience	Other Budget Items	On Track	2	10/01/2014		2	Medium	Clint Dayley	
0139 Replace Bunker Rake	PARKS & CEMETERY	Reliable equipment	Other Budget Items	Complete	3	04/01/2013		2	Medium	Clint Dayley	New bunker rake has been purchased

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0118 Continue Implementation of Main Street Mini-haul program	STREET MAINTENANCE	Improved parking, vehicular and pedestrian travel	World-Class, Multi-Seasonal Resort Destination	On Track	2	Ongoing		1	High	Troy Dayley	We would like to continue this concept next winter.
0121 Complete an internal street and sidewalk condition assessment	STREET MAINTENANCE	Identify and prioritize repair and maintenance efforts	World-Class, Multi-Seasonal Resort Destination	On Track	2	Ongoing		1	High	Troy Dayley; Jake Rudolph	Assessment is completed and prioritized repairs are underway
0122 Inspect / replace regulatory street signage to comply with new MUTCD requirements	STREET MAINTENANCE	Compliance of all city regulatory signs	World-Class, Multi-Seasonal Resort Destination	On Track	2	Ongoing		1	High	Troy Dayley	Initial annual inspection completed. Will complete another next spring
0124 Apply 5,000 ton asphalt	STREET MAINTENANCE	A City street network with an average RSL (Remaining Service Life) of 10 years	Other Budget Items	On Track	2	Ongoing		1	High	Blake Fonnesebeck; Troy Dayley	Project completed 10/1/2013
0125 Perform annual inspection to sidewalks and bike paths, repair potential hazards	STREET MAINTENANCE	Provide safe walkable sidewalks and bike paths	Other Budget Items	Complete	3	Ongoing		1	High	Jake Rudolph	Assessment is completed and prioritized repairs are underway
0126 Complete replacement of existing snow plow blades	STREET MAINTENANCE	Reduce downtime for plow blade failure	Other Budget Items	Complete	3	05/01/2013		1	High	Troy Dayley	All old plow blades have been replaced.
0142 Provide Hanging Basket to Main Street & Prospector area	STREET MAINTENANCE	Streetscape beautification	World-Class, Multi-Seasonal Resort Destination	On Track	2	Ongoing		1	High	Clint Dayley Maria Barndt	Hanging baskets were installed on-time. This project is on-going.

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0119 Maintain sequential plow priorities. Plow each street to a minimum of 20ft within 8 hours following a snow event.	STREET MAINTENANCE	Provide safe / drivable streets during winter months - per priority sequence	World-Class, Multi-Seasonal Resort Destination	On Track	2	Ongoing		2	Medium	Troy Dayley	Will continue next winter sequential plow routes
0123 Retrofit existing lights on Silver King Dr. to LED	STREET MAINTENANCE	Reduce power use by 45%	World-Class, Multi-Seasonal Resort Destination	Complete	3	07/01/2013		2	Medium	Troy Dayley	Staff has almost completed the replacement on lower Empire Ave also.
0143 Provide Holiday Lighting to City Buildings, Parks & Main Street	STREET MAINTENANCE	Festive City appearance	World-Class, Multi-Seasonal Resort Destination	On Track	2	Ongoing	12/15/2013	2	Medium	Clint Dayley Maria Barndt	Holiday lighting was installed on-time This project is on-going.
0120 Locate a new snow storage site.	STREET MAINTENANCE	Long term snow storage.	World-Class, Multi-Seasonal Resort Destination	On Track	2	01/01/2015		3	Low	Blake Fannesbeck; Troy Dayley	We have secured a temporary snow dump site East of the Quinn's Sports Complex. However it is only available at this time from year to year.
0224 SR 224 Corridor Plan Implementation: Project co-op agreement with UDOT on SR-224 Lane Dog-Homestake Signal and Intersection Improvements	TRANSPORTATION OPER	Project co-op agreement with UDOT on SR-224 Lane Dog-Homestake signal and intersection improvements	World-Class, Multi-Seasonal Resort Destination	On Track	2	10/01/2013	12/31/2013	1	High	Kent Cashel	Delay in deliverable results from process delays at UDOT. Draft of Amended Corridor Preservation Agreement in Process

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0225 SR 248 Corridor Plan Implementation: UDOT Project Scope and Bid documents for \$2,000,000 in Improvements from Richardson Flats (Including Richardson Flat Road Intersection) to Comstock	TRANSPOR TATION OPER	UDOT project scope and Bid documents for \$2,000,000 in improvements from Richardson Flats (including Richardson Flat Road intersection) to Comstock.	World-Class, Multi- Seasonal Resort Destination	Complete	3	02/01/2013		1	High	Kent Cashel	Project completed
0228 SR 224 Corridor Plan Implementation: Survey Homestake/Lame Dog Intersection Area for use in Easement Negotiations and Design Drawings	TRANSPOR TATION OPER	Survey Homestake\Lame Dog intersection project area for use in easement negotiations and design drawings	World-Class, Multi- Seasonal Resort Destination	Complete	3	01/01/2013		1	High	Kent Cashel	Survey data compiled
0230 SR 248 Corridor Plan Implementation: Ongoing Coordination with UDOT on Completion of Construction of Improvements from Richardson Flats (Including Richardson Flats Road Intersection) to Comstock	TRANSPOR TATION OPER	Ongoing coordination with UDOT on completion of construction of improvements from Richardson Flats (including Richardson Flat Road intersection) to Comstock.	Other Budget Items	Complete	3	10/01/2013		1	High	Kent Cashel	UDOT Project Completed

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0231 Implement transit equipment coordinator	TRANSPORTATION OPER	Equipment coordinator position filled.	World-Class, Multi-Seasonal Resort Destination	Complete	3	01/01/2013		1	High	Kent Cashel	Equipment coordinator position filled
0239 Transit Coaches Replacement and renewal	TRANSPORTATION OPER	Procure 5 buses and 5 support vehicles	World-Class, Multi-Seasonal Resort Destination	On Track	2	12/01/2013	4/30/2021	1	High	Darren Davis	RFP nearing completion. Delays in deliverable caused by FTA closure during government shutdown, time required to develop technical spec for Deisel, Hybrid and CNG options.
0241 HPCA Parking Program coordination: 6 Hour Time Limits	TRANSPORTATION OPER	6 hour time limits China Bridge presented to Council for review and direction.	World-Class, Multi-Seasonal Resort Destination	Complete	3	11/01/2012		1	High	Kent Cashel	T1 year trial of 6-hour time limits underway in China Bridge. Staff will assess effectiveness (working with HMBA) in late Summer 2013
0247 Shop safety	TRANSPORTATION OPER	OSHA compliance program. All program documentation and training complete	Responsive, Cutting-Edge & Effective Government	Complete	3	03/01/2013		1	High	Kent Cashel	OSHA compliance program implemented.
0376 Service Expansion: Continued support of PC-SLC Connect Winter Transit Service	TRANSPORTATION OPER	Continued Support of PC-SLC Connect	World-Class, Multi-Seasonal Resort Destination	On Track	2	Ongoing		1	High	Kent Cashel	
0378 Service Expansion: Continued support of PC-SLC Connect Summer Transit Service	TRANSPORTATION OPER	Continued Support of PC-SLC Connect	World-Class, Multi-Seasonal Resort Destination	On Track	2	Ongoing		1	High	Kent Cashel	

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0226 Intelligent Highways Plan - Wayfinding	TRANSPORTATION OPER	Coordinate concept plan with City Staff and negotiate letter of intent to design, fund and build a smart messaging system on SR-224 and SR-248.	World-Class, Multi-Seasonal Resort Destination	On Track	2	12/01/2013		2	Medium	Kent Cashel	Staff developed concept plan. Initial project discussions have been held with UDOT executive and engineering staff. Continuing to follow up with UDOT.
0227 SR-224 Corridor Plan Implementation: Work with UDOT to Develop, Adopt and Begin Implementation of an Access Consolidation Plan	TRANSPORTATION OPER	Work with UDOT to develop, adopt and begin implementation of an Access Consolidation Plan	World-Class, Multi-Seasonal Resort Destination	On Track	2	12/01/2014		2	Medium	Kent Cashel	Access inventory completed. UDOT Drafting amendments to corridor preservation plan.
0229 SR 224 Corridor Plan Implementation: CIP Budget Request for Design of Homestake/Lame Dog Intersection Improvements	TRANSPORTATION OPER	CIP Budget request for design of Homestake\Lame Dog Intersection Improvements	World-Class, Multi-Seasonal Resort Destination	Complete	3	03/01/2013		2	Medium	Kent Cashel	Next step in process is to schedule, procure design services and complete concept design of improvements
0232 Service expansion: 1.75 County Service Expansion	TRANSPORTATION OPER	Expansion Of County service to run until Midnight 1.75 hour expansion	World-Class, Multi-Seasonal Resort Destination	Delayed	1	01/01/2014		2	Medium	Kent Cashel	County indicated to City Staff their intention to postpone implementation. No implementation date determined.

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0233 Service expansion: Begin Service Planning Coordination with Wasatch County-Heber City	TRANSPORTATION OPER	Begin service planning coordination with Wasatch County-Heber City	World-Class, Multi-Seasonal Resort Destination	Delayed	1	12/01/2013	5/15/2014	2	Medium	Kent Cashel	Received grant award to fund study of routes and service. Communicating with Summit Wasatch Counties to determine interest in participating in study. Delays in deliverable have been caused by delays in federal funding flow due to government shutdown and time required to determine interest of participating agencies.
0234 Route & stop review	TRANSPORTATION OPER	Formal review of all routes based upon data generated by AVL system	World-Class, Multi-Seasonal Resort Destination	Delayed	1	10/01/2013	12/31/2013	2	Medium	Kent Cashel	Work begun on analysis need a few weeks additional time to complete project due to new software and need to gain familiarity with data query process required to complete study
0235 Service Expansion: Expand Fixed Route Service to Quinn's Junction-PC Heights Winter Transit Service	TRANSPORTATION OPER	Expand fixed route service to Quinn's Junction-PC Heights	World-Class, Multi-Seasonal Resort Destination	Delayed	1			2	Medium	Kent Cashel	Awaiting Park City Heights Project. TBD based on demand or route expansion
0236 Service Expansion: Increase City Service Core Route Operating Hours to be 7:30-Midnight	TRANSPORTATION OPER	Increase City service core route operating hours to be 7:30-Midnight (June –Sept) 1.5 hour expansion	World-Class, Multi-Seasonal Resort Destination	Complete	3	06/01/2013		2	Medium	Darren Davis	Service expansion in summer schedule and implementation plans complete
0237 Service Expansion: Increase County Hours to Run Until Midnight	TRANSPORTATION OPER	Increase county hours to run until midnight (June - Sept)	World-Class, Multi-Seasonal Resort Destination	Delayed	1	06/01/2013	6/1/2015	2	Medium	Darren Davis	County indicated to Staff intention to delay implementation of expanded service. No implementation date determined
0238 Service Expansion: Expand Fixed Route Service to Quinn's Junction - PC Heights Summer Transit Service	TRANSPORTATION OPER	Expand fixed route service to Quinn's Junction-PC Heights	World-Class, Multi-Seasonal Resort Destination	Delayed	1		6/1/2015	2	Medium	Kent Cashel	Awaiting Park City Heights Project. TBD based on demand or route expansion

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0240 Expand mobility capacity or service	TRANSPORTATION OPER	Add additional ADA vehicle\driver	World-Class, Multi-Seasonal Resort Destination	On Track	2		6/1/2015	2	Medium	Kent Cashel	TBD based on demand or route expansion. Ongoing monitoring of existing capacity\demand.
0243 Parking Wayfinding: Coordinate Parking Wayfinding Plan with Overall City Wayfinding Plan	TRANSPORTATION OPER	Coordinate parking wayfinding plan with overall Citywide wayfinding plan.	World-Class, Multi-Seasonal Resort Destination	On Track	2	10/01/2013	12/31/2013	2	Medium	Kent Cashel	Initial wayfinding inventory completed awaiting for Citywide plan completion
0246 Parking Wayfinding: Coordinate Implementation with Overall Wayfinding Project	TRANSPORTATION OPER	Coordinate implementation with overall wayfinding project	World-Class, Multi-Seasonal Resort Destination	On Track	2		4/15/2014	2	Medium	Brian Andersen	Initial Wayfinding inventory completed awaiting for Citywide plan completion. China Bridge tower sign concept design and costing underway.
0249 Greening fleet and shop	TRANSPORTATION OPER	Investigate fleet vehicle and shop practices and procedures to determine options and formal plan for reducing carbon footprint in vehicles and in the shop	Responsive, Cutting-Edge & Effective Government	On Track	2	12/01/2013		2	Medium	Kent Cashel	Establishing baseline inventory of green equipment and practices.
0356 Judge/Spiro Mine Maintenance	WATER OPERATIONS	Long Term, reliable water sources	Preserving & Enhancing the Natural Environment	On Track	2	Ongoing		1	High	Kyle MacArthur	Mine Maintenance is up to date.
0357 Well and Spring Maintenance	WATER OPERATIONS	Long Term, reliable water sources	Preserving & Enhancing the Natural Environment	On Track	2	Ongoing		1	High	Kyle MacArthur	This is up to date.

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0358 Update and Enforce Source Protection Plan	WATER OPERATIONS	Long Term, Reliable Water Sources	Preserving & Enhancing the Natural Environment	On Track	2	Ongoing		1	High	Kyle MacArthur	This plan is up to date with the Utah Division of Drinking Water
0359 Empire Tank Replacement	WATER OPERATIONS	Staff Recommendation of Size and Schedule	Preserving & Enhancing the Natural Environment	On Track	2	12/15/2013	12/31/2014	1	High	Roger McClain	The existing Empire Tank has been repurposed to a raw water tank. This storage for drinking water will need to be replaced in the next few years. However, in order to delay this cost, we are looking at some pressure zone changes that would tap into the storage of the existing Aire Tank. These modifications will provide adequate fire flow and peak day storage for the near term. As the plans for the Treasure Development and the lower PCMR area start to come together, we will be able to more accurately determine the size and location of the replacement tank.
0362 Analyze and potentially, propose rate structure alternatives to meet revenue requirements and encourage water conservation	WATER OPERATIONS	Potential Rate alternative	Preserving & Enhancing the Natural Environment	On Track	2	07/01/2014		1	High	Clint McAfee	We will be looking at our rate structure to determine if a more aggressive conservation approach could be implemented. We will also be considering a higher base rate to cover fixed water operating costs. Staff will present options and recommendations to Council.
0365 WTP Micro-hydro Power Generation Station	WATER OPERATIONS	Power production from new station	Preserving & Enhancing the Natural Environment	On Track	2	08/01/2014	1/1/2017	1	High	Roger McClain	Two sites have been identified for micro-hydro: at Quinns WTP and at Spiro WTP. The cost of this infrastructure is in the financial model but there is still work to do before we can design and construct a working facility. Micro Hydro will be a part of the treatment processes that will treat the Judge and Spiro Tunnels. Micro-hydro will be integrated into the design and construction of these facilities.

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0366 High Velocity Unidirectional Pipe Flushing	WATER OPERATION S	Reduce accumulated metals and biofilm in the distribution system	Preserving & Enhancing the Natural Environment	On Track	2	Ongoing		1	High	Kyle MacArthur	This occurs generally in the spring and fall. Over the last several years, we have become for aggressive in our effort to flushing including increasing the frequency and velocity of flushing.
0367 Meet and/or be below all federal and state drinking water requirements.	WATER OPERATION S	Water quality sampling and monthly reports to Utah Department of Environmental Quality Division of Drinking Water	Preserving & Enhancing the Natural Environment	On Track	2	Ongoing		1	High	Michelle DeHaan	We continue to work towards a process that will meet our needs. However, we do not have final permit limits for the Tunnels and we haven't finalized the Stipulated Compliance Order and until these items are finalized we don't want to waste staff/consultant time and money. We continue to work with the Utah Division of Water Quality on finalizing these items. Through this process, staff has greatly increased the relationship and cooperation level with the DWQ. Once these items are finalized, it's pedal to the metal on coming up with a process that will meet our needs.
0369 Raw Water Irrigation Connections	WATER OPERATION S	Conversion of the North 40 and portions of the Quinn's area to Raw Water	Preserving & Enhancing the Natural Environment	On Track	2	10/15/2014		1	High	Roger McClain	This project will convert the irrigation supply to several large irrigated areas to raw water. The major benefit here is that we free up treatment capacity and reduce the future treatment capacity required in the future. The water currently serving these areas is treated for drinking water.
0370 Judge Tunnel Pipeline	WATER OPERATION S	Complete from Judge to Spiro WTP	Preserving & Enhancing the Natural Environment	On Track	2	12/15/2015		1	High	Roger McClain	This project is the first major step toward improving the water quality from the mine tunnels and complying with the Safe Drinking and Clean Water Acts. This project is awarded to a contractor and work could begin as early as the fall of 2013. Major work will begin during the spring of 2014. This project is partially funded by a STAG Grant in the amount of \$1.9M.

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0371 Obtain UPDES permits for the Judge and Spiro Tunnels	WATER OPERATIONS	UPDES permits	Preserving & Enhancing the Natural Environment	On Track	2	12/15/2014		1	High	Clint McAfee	We are close to permits and an agreement with the Utah Division of Water Quality on a compliance schedule and terms. As I type this, the ball is in DWQ's court. Both the City and DWQ have interest in finalizing the permits and the agreement asap.
0372 Continue to Participate in Western Summit County Project	WATER OPERATIONS	Annual Updates on Supply and Demand, regionalization fees, and provide input on future regional projects	Preserving & Enhancing the Natural Environment	On Track	2	Ongoing		1	High	Clint McAfee	This is on track, The Master Agreement was executed mid-2013.
0373 Continue optimization of Spiro WTP to gain more stable production capacity, better process functionality and more robust compliance reliability.	WATER OPERATIONS	Facility assessment and associated technical memorandum.	Preserving & Enhancing the Natural Environment	On Track	2	12/15/2013	12/31/2014	1	High	Michelle DeHaan	This is an ongoing effort. Much progress has been made with this process including in the chemical feed system, PLC system, filter run times, influent WQ parameters, solids handling and processing and many others. Recent changes to the structure of the Water Department have also greatly improved the ability to have dedicated operators running the WTP rather than the entire team. With more consistent operating time, each treatment operator has become closer to an expert as they have more time to dedicate to the process with fewer distractions.

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0374 Continue optimization of Quinn's Junction WTP.	WATER OPERATIONS	Internal water quality result reporting	Preserving & Enhancing the Natural Environment	On Track	2	Ongoing		1	High	Michelle DeHaan	This is a new facility and technology for us as of early 2012. This addition has more than doubled the complexity and workload of our treatment system and we have had many successes and failures along the way including exploding feed headers that flooded the entire plant (on the 4th of July, 2012 and 2013 of course), chemical feed issues, GAC clogging, IT challenges, back up generation and power challenges, waste handling, and many others. There have been many sleepless nights by many in the department. However, after about 18 months of running, I am confident in the following things: these challenges will never stop, they will always happen at the wrong time, our team will respond to these challenges quickly, professionally, and always creatively with unwavering dedication to delivering clean water and plenty of it!
0375 Continue water quality blending and source management	WATER OPERATIONS	Internal evaluation of water quality and blending ratios for continuous stable water quality	Preserving & Enhancing the Natural Environment	On Track	2	Ongoing		1	High	Michelle DeHaan	Many positive changes have been made that has resulted in a very consistent water blend in the distribution system. Operator awareness and appreciation of this need has also been dramatically increased.
0386 Meter Maintenance program	WATER OPERATIONS	meter maintenance programs	Preserving & Enhancing the Natural Environment	On Track	2	06/15/2013	1/1/2014	1	High	Jason Christensen	We have identified about 20 large meters that have had a slow decline in reported usage over the years. We are in the process of replacing these large meters and will determine the payback from this investment. Ultimately, we will have a plan to replace all meters over a period of time in order to accurately capture and charge for water use.

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0390 Deer Valley Drive Water Line	WATER OPERATION S	Water main replacement / Engineering Dept. contract	Preserving & Enhancing the Natural Environment	On Track	2	07/01/2013	11/30/2013	1	High	Roger McClain	
0395 Estates Drive Water Line Replacement	WATER OPERATION S	Replace 750 if of corroded water main	Preserving & Enhancing the Natural Environment	On Track	2	11/01/2013	10/31/2014	1	High	Roger McClain	This section of pipe has regular failures. We will be replacing this water main during the summer of 2014
0398 13th Street Pump Station Rebuild	WATER OPERATION S	Modify to replace/relocate existing PRV in Empire Avenue	Preserving & Enhancing the Natural Environment	On Track	2	10/01/2013	11/30/2013	1	High	Roger McClain	
0402 Water Master Plan Update - 2013	WATER OPERATION S	Updated potable and raw water system planning update / to be incorporated in the IWRP / Council approval	Preserving & Enhancing the Natural Environment	On Track	2	01/01/2014	4/30/2014	1	High	Roger McClain	The master plan is another task that is always evolving and updated. The purpose is to accurately plan for improvements in the system related to growth and existing deficiencies.
0408 Pursue working leak detection.	WATER OPERATION S	A process that maximizes our ability to detect leaks within our current software suite	Preserving & Enhancing the Natural Environment	On Track	2	09/15/2013	6/30/2014	1	High	Jason Christensen	There are two approaches with this. One approach is to attempt to find leaks in the field using various methods including acoustic devices and visual inspections. The other method is to conduct an audit on certain areas of our system to determine if the input matches the metered output, if there is a large difference in these values one explanation could be that there are leaks. This method is useful in narrowing down the field work into areas of known water loss. We are close to implementing software that will help conduct these water audits.

Action Step	Dept.	Deliverable/Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0410 Investigate customer portal	WATER OPERATIONS	Recommendation to issue a Request for Proposals for a Customer Portal	Preserving & Enhancing the Natural Environment	On Track	2	06/15/2013	6/15/2014	1	High	Jason Christensen	The main goal of a customer portal is to increase the user's awareness of their water use which will allow them to better manage, and hopefully reduce, how much they are using on a month to month basis. We have narrowed to software options down and will be recommending a solution during the upcoming winter.
0416 Water Right Monitoring, Management, and Compliance	WATER OPERATIONS	Water Source Availability	Preserving & Enhancing the Natural Environment	On Track	2	Ongoing		1	High	Kyle MacArthur	Monitoring and reporting are up to date.
0290 Continue Participating in the Western Summit County Project	WATER OPERATIONS	Secure Future Water Supply	Preserving & Enhancing the Natural Environment	On Track	2	Ongoing		2	Medium	Clint McAfee	Master Agreement executed. Annual supply and demand projection was delivered to Weber Basin. Will continue to participate in project and continue to provide annual supply and demand updates.
0292 Park City Heights Storage	WATER OPERATIONS	Potential upsize of PCH tank	Preserving & Enhancing the Natural Environment	On Track	2	12/15/2014		2	Medium	Roger McClain	Once the PCH developer begins work on the water tank, PC will determine whether to upsize the tank.
0293 Participate in Water Research Foundation Project for Pipe Cleaning Comparison	WATER OPERATIONS	Recommended pipe cleaning method	Preserving & Enhancing the Natural Environment	On Track	2	07/01/2014	12/31/2014	2	Medium	Michelle DeHaan	Pipe cleaning conducted in September 2013. Results and report expected mid-2014. Recommendation on future cleaning to follow.
0352 Renew Inter-local Agreement with Mountain Regional/ JSSD	WATER OPERATIONS	Regional Support	Preserving & Enhancing the Natural Environment	On Track	2	Ongoing		2	Medium	Clint McAfee	Agreements are current.
0353 Snow Making Policies	WATER OPERATIONS	Responsible management of water resources and financial stewardship	Preserving & Enhancing the Natural Environment	On Track	2	Ongoing		2	Medium	Clint McAfee	Policies are current.

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0354 Wholesale Source Delivery Coordination with JSSD and MRWSSD	WATER OPERATION S	Reliable, well managed wholesale water sources	Preserving & Enhancing the Natural Environment	On Track	2	Ongoing		2	Medium	Kyle MacArthur	Line of communication is defined and PC coordinates with both parties regularly based on seasonal and other demand changes.
0355 Raw Water Delivery Coordination with golf courses, snowmaking, and other downstream users	WATER OPERATION S	Sufficient quantity of water for recreational uses and legal obligations	Preserving & Enhancing the Natural Environment	On Track	2	Ongoing		2	Medium	Kyle MacArthur	Coordination between Park City Municipal Golf Course, Park Meadows Golf Course, Silver Creek irrigation users, and the Weber River Commissioner is occurring.
0360 Refine Pumping and Water Storage Strategies	WATER OPERATION S	Increased efficiency, reduced power cost	Preserving & Enhancing the Natural Environment	On Track	2	01/01/2014	12/31/2014	2	Medium	Kyle MacArthur	This is an ongoing effort. The goal here is to minimize pumping during peak power consumption times in order to reduce cost. This requires dipping deeper into our storage tanks during the day. This can be a balancing act, especially for the on-call operator. One of the biggest fears of the on-call operator is running a tank dry or dipping below the required fire storage, so letting the tank run low will take time and experience for us to get comfortable with this strategy.
0361 Supervisory Control and Data Acquisition (SCADA) System Management and Upgrades	WATER OPERATION S	Increased control and Data Acquisition (SCADA) System Management and Upgrades	Preserving & Enhancing the Natural Environment	On Track	2	Ongoing	12/31/2014	2	Medium	Kyle MacArthur	Many upgrades have been made but the ultimate goal is to replace the existing system. A new system would provide better control over our system. This will be an expensive proposition and we are waiting until we determine what upgrades will be required at the existing Spiro WTP will be needed to comply with the UPDES permits. This is an important milestone as the main SCADA and PLC equipment is currently located at Spiro. This cost is in the long term financial plan and will be included in the CIP budget for Council consideration when appropriate.

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0363 Propose water code changes to clarify collections and other process improvements	WATER OPERATION S	Proposed municipal code revisions	Preserving & Enhancing the Natural Environment	On Track	2	12/15/2013	7/1/2014	2	Medium	Jason Christensen	We are currently keeping list of potential code changes to improve various processes. We will present these to council during the spring of 2014.
0364 GIS Water System Updates and Modeling	WATER OPERATION S	Updated GIS database	Preserving & Enhancing the Natural Environment	On Track	2	Ongoing		2	Medium	Roger McClain	This is an ongoing effort to update our database and mapping information of our water system. Water is continually working with the GIS team on these updates.
0382 Implement "Cityworks" Asset Management Software	WATER OPERATION S	More efficient work management and effective asset condition scoring and prioritizing of tasks	Preserving & Enhancing the Natural Environment	On Track	2	Ongoing	7/1/2014	2	Medium	Kyle MacArthur	We have the software installed, and recently purchased the hardware. Currently implementing this process.
0399 Main Street Water Meter Modifications - 2013 Phase	WATER OPERATION S	Evaluation and potential meter upgrades/relocates as part of Main Street Sidewalk Project	Preserving & Enhancing the Natural Environment	On Track	2	10/01/2013	10/31/2013	2	Medium	Roger McClain	
0401 Water Specification Update	WATER OPERATION S	Specifications and Details Revisions to reflect current water system planning update / to be incorporated in the IWRP / Council approval	Preserving & Enhancing the Natural Environment	On Track	2	04/01/2013	4/30/2014	2	Medium	Roger McClain	This effort will increase consistency of new construction within our system.
0405 Pace-Homer Flow Measurement Replacement	WATER OPERATION S	Add SCADA and flow measurement equipment to facilitate accurate/reliable monitoring	Preserving & Enhancing the Natural Environment	On Track	2	03/01/2013	11/30/2014	2	Medium	Roger McClain	

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
LIBRARY & RECREATION											
0153 Utilize Gymnasium more efficiently	CITY RECREATION	Marketing of space to be rented by private groups	World-Class, Multi-Seasonal Resort Destination	On Track	2	Ongoing		1	High	Jessica Moran	Gymnasium is being well utilized by a variety of community groups; minimal availability
0157 Provide Wi-Fi Access for Our Guests: Recreation	CITY RECREATION	Installation of Wi-Fi equipment, landing page agreement, public access	World-Class, Multi-Seasonal Resort Destination	Complete	3	04/01/2013		1	High	Ken Fisher	PC MARC has free Wi-Fi for patrons
0160 Replace existing recreation registration software	CITY RECREATION	Replacement of Class Software	World-Class, Multi-Seasonal Resort Destination	On Track	2	10/01/2013	3/14/2014	1	High	Jessica Moran	Received Council approval for purchase of Rec Trac; Softwar will be installed & all staff trained by 3/14/14
0162 Determine Policy Direction for Memorial wall plaques	CITY RECREATION	Develop policies & procedures; present to RAB & Council	World-Class, Multi-Seasonal Resort Destination	Complete	3	03/01/2013		1	High	Karen Yocum	
0145 Community Wellness	CITY RECREATION	Monthly lunch & learn; Wellness fair	World-Class, Multi-Seasonal Resort Destination	Complete	3	10/01/2013		2	Medium	Tate Shaw	Holding monthly lunch & learns and have had two wellness fairs.
0146 Expanded Childcare	CITY RECREATION	Hrs to meet the needs of working families	World-Class, Multi-Seasonal Resort Destination	Complete	3	10/01/2013		2	Medium	Tina Adkinson	Had evening hours but they were not being well utilized so added Saturday morning hours. Participation has been good

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0147 Expanded Scholarship program	CITY RECREATION	Create mechanism for department to receive donations from public to fund scholarships	World-Class, Multi-Seasonal Resort Destination	Complete	3	10/01/2013		2	Medium	Michelle Stucker	Donations can be made to the scholarship program at any time; Working with Public Works to provide van drivers for transportation; held sign up night at McPolin
0148 Expanded group Fitness Schedule	CITY RECREATION	Additional classes added; outside classes at City Parks	World-Class, Multi-Seasonal Resort Destination	On Track	2	10/01/2013	6/21/2014	2	Medium	Heather Todd	We have continued to add classes as demand warrents. We are currently offering 83 classes a week up from 58 before the facility opened.
0151 PC MARC Basketball Courts	CITY RECREATION	Replace old side backboards with larger glass backboards	Other Budget Items	Complete	3	10/01/2013		2	Medium	Jessica Moran	Received RAP tax funding
0154 Web based marketing	CITY RECREATION	Ad Taxi & targeted display ads on the web.	World-Class, Multi-Seasonal Resort Destination	On Track	2	01/01/2014	6/21/2014	2	Medium	Michelle Stucker	This is ongoing part of our marketing that started Fall 2012
0158 Recreation Master Plan: Develop Master Plan	CITY RECREATION	Work with RAB & SBSRD to develop a Recreation Master Plan	World-Class, Multi-Seasonal Resort Destination	Complete	3	08/01/2013		2	Medium	Ken Fisher	Hired Landmark Design; held stockholder meeting; should be complete in July
0159 Recreation Website	CITY RECREATION	Revamped user friendly recreation website	World-Class, Multi-Seasonal Resort Destination	Delayed	1	10/01/2013	4/1/2014	2	Medium	Michelle Stucker/Jessica Moran	Meeting with IT 11/20 to look at City website; beginning of discussion

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0161 Memorial Wall	CITY RECREATIO N	Complete Memorial wall in cemetery along with policies and procedures for selling plaques.	World-Class, Multi-Seasonal Resort Destination	Complete	3	04/01/2013		2	Medium	Karen Yocum	
0383 Community & Employee Wellness	CITY RECREATIO N	Cooper Standard Exam; Flu Shots; Blood Drive	World-Class, Multi-Seasonal Resort Destination	On Track	2	06/15/2014		2	Medium	Tate Shaw	
0384 Maintain interagency collaboration	CITY RECREATIO N	Interagency MOU with SBSRD & PCSD	World-Class, Multi-Seasonal Resort Destination	On Track	2	01/01/2017		2	Medium	Ken Fisher	
0385 PC Sports & Wellness Coalition	CITY RECREATIO N	Hold 8 presentations for the community	World-Class, Multi-Seasonal Resort Destination	On Track	2	06/15/2014		2	Medium	Tate Shaw	Next presentation scheduled for Dec 3
0387 Scholarship program	CITY RECREATIO N	Facility Open House; Scholarship night	World-Class, Multi-Seasonal Resort Destination	On Track	2	06/15/2014		2	Medium	Michelle Stucker	
0388 PC MARC Gym Divider Curtain	CITY RECREATIO N	Install New Curtain	World-Class, Multi-Seasonal Resort Destination	Complete	3	12/15/2013		2	Medium	Jessica Moran	

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0389 Park City Sports Complex	CITY RECREATION	Install outdoor fitness equipment	World-Class, Multi-Seasonal Resort Destination	On Track	2	12/15/2014		2	Medium	Karen Yocum	
0391 Practice Wall	CITY RECREATION	Build Practice Wall	World-Class, Multi-Seasonal Resort Destination	Complete	3	09/15/2013		2	Medium	Ken Fisher	
0393 Play Magazine	CITY RECREATION	Create Play Magazine in a digital format; eliminate printing & mailing	World-Class, Multi-Seasonal Resort Destination	On Track	2	06/15/2014		2	Medium	Michelle Stucker	
0396 Marketing of Party/Meeting Room	CITY RECREATION	Increase usage by community groups	World-Class, Multi-Seasonal Resort Destination	On Track	2	06/15/2014		2	Medium	Tina Adkinson	
0403 Create a high performance front desk team	CITY RECREATION	Established, specific, thorough training program (includes welcome criteria, itemized breakdown of training days & city trainings; develop program familiarity incentive; exit interviews for all staff; year long list of staff meeting topics.	World-Class, Multi-Seasonal Resort Destination	On Track	2	06/15/2014		2	Medium	Tina Adkinson	

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0406 PC MARC Patron Survey	CITY RECREATION	Complete an extensive patron survey that asks satisfaction with customer service received and other detailed PC MARC questions	World-Class, Multi-Seasonal Resort Destination	On Track	2	06/15/2014		2	Medium	Ken Fisher	
0407 New Recreation Software	CITY RECREATION	Implement Rec Trac; determine migrate data or start fresh; develop training for staff.	World-Class, Multi-Seasonal Resort Destination	On Track	2	06/15/2014		2	Medium	Jessica Moran	
0058 Purchase new ball machine, mats, and balls annually update capital replacement program	GOLF MAINTENANCE	Improved driving range facilities	Other Budget Items	Complete	3	04/01/2013		1	High	Vaughn Robinson	Received new range ball machine and other equipment for the range.
0295 2014 Capital plan	GOLF MAINTENANCE	Meet with Maintenance staff and Friends group to determine capital projects for 2014	World-Class, Multi-Seasonal Resort Destination	On Track	2	12/01/2013		2	Medium	Craig Sanchez	
0054 Review rates, fees, and user mix.	GOLF PRO SHOP	Work with budget to design matrix to put together 5 year proforma	World-Class, Multi-Seasonal Resort Destination	Complete	3	11/01/2012	2/1/2013	1	High	Craig Sanchez	Worked with Budget Department to complete forecasting model. Went over model with Council on April 4th, 2013.
0060 Meet with staff, Friends of Golf and budget department annually to review rates and player mix	GOLF PRO SHOP	Use data from golf course model for future rate changes	World-Class, Multi-Seasonal Resort Destination	Complete	3	02/01/2013	3/1/2013	1	High	Craig Sanchez	Presented to Council on 4-4 was approved.

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0061 Work with finance department and State auditors to accurately report daily sales	GOLF PRO SHOP	New checkout procedure	World-Class, Multi-Seasonal Resort Destination	Complete	3	11/15/2013	11/1/2012	1	High	Craig Sanchez	Worked with Finance and State Auditor to develop new system.
0062 Spring customer service training and product training	GOLF PRO SHOP	Training for current staff and new hires and product training for all employees	World-Class, Multi-Seasonal Resort Destination	Complete	3	06/01/2013		1	High	Denise Carey	Gathering information from vendors for product detail.
0294 Food and Beverage in house operation	GOLF PRO SHOP	Work with Legal, Planning, and budget teams to determine options for future Food and Beverage operation.	World-Class, Multi-Seasonal Resort Destination	On Track	2	01/15/2014		1	High	Craig Sanchez	9/28 - Received info from legal on their options for this program.
0055 Provide employee training and feedback	GOLF PRO SHOP	Manual that will include policies and procedures that are not included in the City's P&P manual.	World-Class, Multi-Seasonal Resort Destination	Delayed	1	10/01/2013	11/1/2013	2	Medium	Vaughn Robinson	Currently collecting information.
0057 Volunteer program	GOLF PRO SHOP	Annually asses the program. Create two surveys, one for volunteers and one for users to evaluate program. Utilize results to better program.	World-Class, Multi-Seasonal Resort Destination	On Track	2	10/01/2013		2	Medium	Denise Carey	Creating a template survey for employees/volunteers
0059 Monitor spring and fall staffing. Assess necessity of each position	GOLF PRO SHOP	Shoulder season staffing plan	World-Class, Multi-Seasonal Resort Destination	Complete	3	03/01/2013		2	Medium	Craig Sanchez	Update in progress, maximize volunteer staff/full time staff to reduce shoulder season operating expenses.

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0063 Analysis or retail sales, conduct survey of users for product selection	GOLF PRO SHOP	Retail buying plan	World-Class, Multi-Seasonal Resort Destination	Complete	3	04/01/2013		2	Medium	Denise Carey	Design survey February 2013, send to all league members March 2013 to assist with buying plan for Fall 2013.
0065 Assess the need for additional Jr. clinics	GOLF PRO SHOP	Needs assessment for additional clinics	World-Class, Multi-Seasonal Resort Destination	Complete	3	05/01/2013	6/1/2013	2	Medium	Vaughn Robinson	Discussed topic at April meeting. Group decided to keep Jr. clinic schedule unchanged at this time.
0296 Review of past seasons staffing and procedures	GOLF PRO SHOP	Meet with staff to determine if staffing changes for next season are needed.	World-Class, Multi-Seasonal Resort Destination	On Track	2	12/15/2013		2	Medium	Vaughn Robinson	
0056 Retail Operations	GOLF PRO SHOP	Annually attend local golf retail shows and every other year attend the National PGA retail show in Orlando to keep updated on retail trends in golf industry.	World-Class, Multi-Seasonal Resort Destination	Complete	3	04/01/2013		3	Low	Denise Carey	Attended local Salt Lake City show, set up individual meetings with vendors.
0064 Perform annual customer survey	GOLF PRO SHOP	Use results from survey to update programs and future capital projects	World-Class, Multi-Seasonal Resort Destination	Complete	3	11/01/2012	11/1/2013	3	Low	Craig Sanchez	Survey results will be included in March City Council report.
0066 Teaching staff clinics	GOLF PRO SHOP	Conduct monthly staff teaching clinics	World-Class, Multi-Seasonal Resort Destination	Complete	3	05/01/2013		3	Low	First Assistant Golf Professional	Discussed this topic at our April staff meeting. Assigned staff responsible to conduct various clinics. Will assess programs mid-season.

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0067 Assess Men's league programs and participation	GOLF PRO SHOP	Survey members to implement new programs and tournaments	World-Class, Multi-Seasonal Resort Destination	Complete	3	05/15/2013		3	Low	Vaughn Robinson	Design survey February 2013, send to all league members March 2013 to assist with buying plan for Fall 2013.
0068 Assess Women's / Couples league programs and participation	GOLF PRO SHOP	Survey members to implement new programs and tournaments	World-Class, Multi-Seasonal Resort Destination	Complete	3	05/15/2013		3	Low	Denise Carey	Survey was sent out and completed by April 10, 2013
0069 Get Out and Play	ICE FACILITY	Plan logistics of providing safe instruction for 80 skaters	An Inclusive Community of Diverse Economic & Cultural Opportunities	Complete	3	11/01/2012		1	High	Erika Roberts	The program began in November, with participants taking classes in: learn to skate, learnt to play hockey, figure skating and speed skating
0070 Dryland Training	ICE FACILITY	Develop a dryland training program that meets the needs of Hockey players and speed skaters	An Inclusive Community of Diverse Economic & Cultural Opportunities	Complete	3	11/01/2013		1	High	Erika Roberts	Off-ice strength and agility training and ballet classes are now being offered to meet the needs of all youth sport participants
0074 Utilize Lobby More Effectively	ICE FACILITY	Rearrange layout of lobby, purchase new furniture and set up to be more welcoming and comfortable	World-Class, Multi-Seasonal Resort Destination	Complete	3	11/01/2012		1	High	Amanda Noel	Purchased bar-height tables and stools from IKEA and have them positioned in front of the lobby windows so guests can sit and watch the activities. This has been very well received by our guests.
0078 Replace Rubber Flooring Throughout Facility	ICE FACILITY	Design Layout, Issue Bids and Choose Vendor to Provide/Install Flooring	World-Class, Multi-Seasonal Resort Destination	Delayed	1	07/01/2013	7/1/2014	1	High	Jon Pistey	After original RFP process, Staff decided to significantly change the scope of the project. A new RFP will be issued in the winter of 2013/2014 for installation in the spring of 2014.

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0079 Provide Wi-Fi Access for Our Guests: Ice Arena	ICE FACILITY	Installation of Wi-Fi equipment, landing page agreement, public access	World-Class, Multi-Seasonal Resort Destination	Complete	3	11/01/2012		1	High	Chanz Skeffington	Wi-Fi is now available for public use, and our guests are very pleased with this service.
0081 Replace Existing Arena Management Software	ICE FACILITY	Replacement of Class Software	World-Class, Multi-Seasonal Resort Destination	Complete	3	07/01/2013		1	High	Amanda Noel	Class was replaced with Frintline in early January, 2013.
0082 Determine Policy Direction for Arena Scheduling	ICE FACILITY	Revenue and Usage Comparisons/Projections, Staff Report, Council Meeting	World-Class, Multi-Seasonal Resort Destination	Complete	3	03/01/2013	4/1/2013	1	High	Jon Pistey	Staff was able to revise the schedule and find efficiencies to allow for 5 more hours of rentable ice per week.
0083 Implement Sales and Marketing Plan	ICE FACILITY	Compensation Plan, price list, recruit for PT sales position	World-Class, Multi-Seasonal Resort Destination	Complete	3	11/01/2012	3/1/2013	1	High	Jon Pistey	Council approved the PSA in March.
0075 Implement the Use of "Tablets" for Operations Staff	ICE FACILITY	Purchase tablets/software, train staff and have staff use tablets to improve operational efficiency	World-Class, Multi-Seasonal Resort Destination	Delayed	1	01/01/2013	7/1/2014	2	Medium	Mike Diersen	Staff has tried to test the technology, but the loaner iPad is not accessing our network.
0080 Increase Rentable Equipment Locker Inventory	ICE FACILITY	Purchase and install lockers in the east hallway	World-Class, Multi-Seasonal Resort Destination	Delayed	1	08/01/2013	8/1/2014	2	Medium	Mike Diresen	Delaying the project further due to budget restrictions. Will request additional funding for the project through the budget process.

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0084 Host Chamber Kick-Off Event	ICE FACILITY	Plan and Host the Winter 2013 Chamber Kick-off Event	World-Class, Multi-Seasonal Resort Destination	Complete	3	11/01/2013		2	Medium	Amanda Noel	The Chamber chose a different location for this year's event.
0071 Minority Outreach Programming	ICE FACILITY	Work with the PC School District to identify and invite multicultural youth who want to learn to skate and/or play ice hockey.	An Inclusive Community of Diverse Economic & Cultural Opportunities	Delayed	1	11/01/2013	10/1/2014	3	Low	Debbie Modrovsky	The skating director will be meeting with school and youth group leaders to determine strategies for attracting the underserved portions of the local youth population
0072 Therapeutic Skating Program	ICE FACILITY	Develop a Skating program tailored to disabled participants	World-Class, Multi-Seasonal Resort Destination	Delayed	1	11/01/2013	10/1/2014	3	Low	Erika Roberts	The skating director will be meeting with the NAC to begin the program development process.
0073 Adult Sized Hockey Rental Equipment	ICE FACILITY	Purchase adult sized hockey equipment for rental to beginner hockey players	World-Class, Multi-Seasonal Resort Destination	Complete	3	07/01/2013		3	Low	Debbie Modrovsky	Decided to not move forward at this time. There is no ice time available for offering adult Learn to Play hockey classes
0076 Complete Operations Training Videos	ICE FACILITY	Develop and produce training videos for operations staff to improve standardization and efficiency of training process	World-Class, Multi-Seasonal Resort Destination	Delayed	1	10/01/2012	7/1/2014	3	Low	Chanz Skeffington	This project has moved down the priority list, but is moving forward slowly.

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0077 Renovate the "Concessions" Room	ICE FACILITY	Remove walls and plumbing from the room, determine best use of space and outfit for that function	World-Class, Multi-Seasonal Resort Destination	Complete	3	08/01/2013		3	Low	Mike Diersen	The room has been gutted and a use has been determined. Now need funds to complete renovation.
0086 Offer a greater variety of e-books to the community	LIBRARY	Increase e-book collection by 25%	An Inclusive Community of Diverse Economic & Cultural Opportunities	Complete	3	12/01/2012		1	High	Linda, Jasmina, Tegan & Trish	
0089 Refresh collection by systematically removing out-of-date and low use items from library collection: Youth Services	LIBRARY	Develop de-selection schedule and run reports to identify items to be considered for removal from collection	An Inclusive Community of Diverse Economic & Cultural Opportunities	On Track	2	12/01/2013		1	High	Tegan	As mentioned above the Library Management Team is developing a schedule to accomplish weeding goals in concert with library renovation & expansion. This will include the Youth Services Collection.
0091 Select architect & begin planning for library expansion project if approved for funding by City Council	LIBRARY	Completed plan for the development of a 21st Century Library facility in response to the needs of the Park City community.	Other Budget Items	On Track	2	12/01/2012	4/1/2014	1	High	Started by Linda Tillson, to be completed by Adriane and the Library Rennovation Team: Jasmina, Tegan & Chris.	Architect was selected. Council provided direction on the option to pursue. Intensive planning process for project is underway.
0092 Research similar projects in other libraries and make recommendations for Park City Library	LIBRARY	Plan for technology hub	An Inclusive Community of Diverse Economic & Cultural Opportunities	Complete	3	11/01/2012	8/1/2013	1	High	Jasmina, Chris, Tegan	Project will coincide with planning for the library renovation & expansion.

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0095 Purchase equipment and software and train staff	LIBRARY	Starter Digital Media Lab	An Inclusive Community of Diverse Economic & Cultural Opportunities	Complete	3	06/01/2013		1	High	Jasmina, Tegan & Chris	Equipment has been purchase and staff training is underway. Digital Media Lab is open to the public.
0096 Assess community interest and needs for programs, classes & exhibits and capitalize on partnerships to minimize expenses	LIBRARY	Roster of programs and classes that match community interests and needs utilizing partnerships when possible	An Inclusive Community of Diverse Economic & Cultural Opportunities	Complete	3	09/01/2012		1	High	Jasmina	Conducted survey to assess community interests & preferences Sept. 2012. Data was presented to library board and will be used to guide programming decisions.
0099 Adjust early literacy programming to target current needs and future trends	LIBRARY	Programming that meets needs & incorporates learning that will prepare children with 21st Century Skills	An Inclusive Community of Diverse Economic & Cultural Opportunities	Complete	3	12/01/2012		1	High	Tegan	
0100 Assess community interest and needs for programs, classes & exhibits and capitalize on partnerships to minimize expenses (Youth Services)	LIBRARY	Roster of programs and classes that match community interests and needs utilizing partnerships when possible	An Inclusive Community of Diverse Economic & Cultural Opportunities	Complete	3	09/01/2012		1	High	Tegan	Conducted survey to assess community interests & preferences Sept. 2012.

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0101 Implement Utah Kids Ready to Read	LIBRARY	Storytimes that incorporate UKRTR principles	An Inclusive Community of Diverse Economic & Cultural Opportunities	Complete	3	09/01/2012		1	High	Tegan	Storytimes now incorporate the five elements in Utah Kids Ready to Read: Reading, Singing, Writing, Playing, and Talking. Each storytime is designed for child development stages.
0102 Invite key individuals in underserved communities to library board meeting(s) to discuss needs	LIBRARY	Compile ideas for programming based upon input received	An Inclusive Community of Diverse Economic & Cultural Opportunities	Complete	3	12/01/2012		1	High	Library Board & Library Management Team	Leo Nieto from Holy Cross Ministries attended library board meeting in Nov 2012. • Dan Schweikert from PC Senior Center attended library board meeting Apr. 2013.
0377 Create a focus on Community Affairs for the library, to include outreach, marketing, and collaboration.	LIBRARY	Pam Evans will focus her efforts on Community Affairs in cooperation with the management team, and will hire a Library Assistant to work on marketing in conjunction with this goal.	An Inclusive Community of Diverse Economic & Cultural Opportunities	On Track	2	06/01/2014		1	High	Pam Evans (lead), Adriane, Tegan, Jasmina, Chris, Trish, Angela	A part-time Library Assistant for Marketing job description is being written.
0379 Develop and implement a moving plan to relocate to temporary library location during construction	LIBRARY	Moving Plan	An Inclusive Community of Diverse Economic & Cultural Opportunities	On Track	2	03/01/2014		1	High	Adriane, Jasmina, Tegan, Chris	

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0087 Tailor DVD Collection purchases to more closely align with community preferences: Preserved Celebrated History	LIBRARY	Survey users and report findings to Library Management Team	An Inclusive Community of Diverse Economic & Cultural Opportunities	Complete	3	10/01/2012		2	Medium	Trish	
0090 Offer a greater variety of e-books to the community	LIBRARY	Increase e-book collection by 25%	An Inclusive Community of Diverse Economic & Cultural Opportunities	Complete	3	12/01/2012		2	Medium	Tegan	
0093 Research the feasibility of checking out e-readers to library patrons	LIBRARY	Recommendations regarding checking out e-readers to library users	An Inclusive Community of Diverse Economic & Cultural Opportunities	On Track	2	12/01/2012	12/1/2013	2	Medium	Jasmina	Goal has been revised to "Research feasibility of using e-readers purchased for staff training for the public to try out" due to limitations placed on devices which limit the number of users and must be reconfigured for a new user with each use.
0097 Tailor DVD Collection purchases to more closely align with community preferences: Adult Services	LIBRARY	Survey users and report findings to Library Management Team	An Inclusive Community of Diverse Economic & Cultural Opportunities	Complete	3	10/01/2012		2	Medium	Trish	Survey was completed Oct 2012.
0103 Evaluate & Update Book Donations for Special Groups	LIBRARY	Donations aligned with stated group needs	An Inclusive Community of Diverse Economic & Cultural Opportunities	Complete	3	11/01/2012		2	Medium	Jasmina & Val	Completed. Updated document on shared drive.

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0104 Work with current outreach coordinator to identify needs & adjust as well as implement new programming for Latinos	LIBRARY	Programming that builds attendance & raises awareness of library services	An Inclusive Community of Diverse Economic & Cultural Opportunities	Complete	3	03/01/2013		2	Medium	Tegan	Tegan is working with Jose to determine how programming might be adjusted to boost attendance.
0088 Refresh collection by systematically removing out-of-date and low use items from library collection: Preserved and Celebrated History	LIBRARY	Develop de-selection schedule and run reports to identify items to be considered for removal from collection	An Inclusive Community of Diverse Economic & Cultural Opportunities	On Track	2	12/01/2013		3	Low	Adriane, Jasmina, Trish, Angela	Dewey 100's and 600's have been weeded. Library Management Team is developing a schedule for additional weeding in concert with other preparations for the library renovation and expansion project. Staff is systematically going through collections to reduce evaluate and de-select appropriate materials.
0094 Send a library staff person to Internet Librarian or Computers in Libraries Conference	LIBRARY	Report findings to Library Management Team and Director	An Inclusive Community of Diverse Economic & Cultural Opportunities	On Track	2	12/01/2013		3	Low	Chris	Christine Youngblood attended the Computers in Libraries Conference held in Washington D.C. in April 2013.
0098 Refresh collection by systematically removing out-of-date and low use items from library collection: Adult Services	LIBRARY	Develop de-selection schedule and run reports to identify items to be considered for removal from collection	An Inclusive Community of Diverse Economic & Cultural Opportunities	On Track	2	12/15/2013		3	Low	Adriane, Jasmina, Trish & Angela	Weeding of 100's and 600's has been completed. Staff is working on additional de-selection in preparation for library renovation and expansion.

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0297 Community Survey for McPolin Farm Future use.	MCPOLIN BARN	Work with City Manager, Phyllis Robinson and Friends of Farm Committee to develop a survey for the community to participate in	An Inclusive Community of Diverse Economic & Cultural Opportunities	On Track	2	02/01/2014	3/1/2014	1	High	Denise Carey	Completion will depend on community response, approval from City Council and Planning Commission.
0149 City Park Tennis Court Expansion	TENNIS	New Courts	Other Budget Items	Complete	3	07/01/2013		1	High	Ken Fisher	Council approved contract with Parkin Construction; project on track
0152 Utilize tennis courts more efficiently	TENNIS	U10 Tennis Lines on all indoor courts	World-Class, Multi-Seasonal Resort Destination	Complete	3	01/01/2014		1	High	Michael O'Keefe	lines were put on the remaining 2 indoor courts as well as the 3 courts covered by the bubble
0155 More welcoming to visiting tennis players	TENNIS	Tennis Concierge program; Walk-In Tennis Lessons/Clinics; Destination tennis camps	World-Class, Multi-Seasonal Resort Destination	On Track	2	Ongoing		1	High	Michael O'Keefe	
0156 Increase/Offer destination tennis tournaments.	TENNIS	Host site for level 4 National Tournament run by Utah Tennis; Regional youth tournament; St. Paddy's Day Level 1 Tournament	World-Class, Multi-Seasonal Resort Destination	Delayed	1	10/01/2013	10/1/2014	1	High	Michael O'Keefe	Hosting Men's national Tournament 4/15-4/20; hosted largest St Paddy's Day tournament ever with over 165 youth playing.

Action Step	Dept.	Deliverable/ Description	Council Goals	Status		Original Deadline	Revised Deadline		Priority	Responsible Party	Comments/ Update
0144 Tennis will develop a program pathways	TENNIS	Talent identification and appropriate class placement	World-Class, Multi-Seasonal Resort Destination	Complete	3	Ongoing		2	Medium	Michael O'Keefe	Developed pathway that identifies skill level as well as commitment to the game
0150 PC MARC Tennis Court Expansion	TENNIS	New Courts	Other Budget Items	On Track	2	10/01/2013	6/21/2014	2	Medium	Ken Fisher	Bubble up; Courts should be playable by end of November; Outher outdoor courts will be finished in spring as they will be surfaced then
0380 Pickleball	TENNIS	Offer clinics & Private Lessons	World-Class, Multi-Seasonal Resort Destination	On Track	2	06/15/2014		2	Medium	Michael O'Keefe	
0381 Tennis League	TENNIS	Develop intraclub league	World-Class, Multi-Seasonal Resort Destination	On Track	2	12/15/2014		2	Medium	Michael O'Keefe	
0400 Wheelchair Tennis	TENNIS	Host weekly clinics & one tournament for wheelchair participants	World-Class, Multi-Seasonal Resort Destination	On Track	2	12/15/2014		2	Medium	Michael O'Keefe	

City Council Staff Report



Subject: General Plan
Author: Thomas Eddington, Planning Director
Kayla Sintz, Planning Manager
Date: November 21, 2013
Type of Item: Legislative - Discussion

The Planning Commission will be having their final meeting on the General Plan on Wednesday, November 20, 2013. Staff is recommending the Planning Commission forward a positive recommendation to Council for the General Plan adoption. Due to this occurring one day prior to the City Council meeting on November 21, 2013, Staff will verbally update Council of any changes and comments at Work Session.

Staff will facilitate discussion and review of the following items:

- Review proposed schedule
- Overview Comparison of Old General Plan to New General Plan
- Overview of Task Force & Policy Issues
- Overview of Revised Layout – discussion regarding Executive Summary
- Focused Discussion – Small Town Goals and Strategies – Exhibit B

Schedule

November 20:	Planning Commission votes
November 21:	City Council continues review and holds public hearing
December 5:	City Council continues review and holds public hearing
December 12:	City Council continues review, holds public hearing, considers possible vote
December 19:	Council continues review, holds public hearing, considers voting and adoption

While staff recommends the City Council to vote and adopt the General Plan in December, Council may still come back in January and February to make modifications. Potential modifications would coincide with upcoming neighborhood area plans and Land Management Code changes as staff would expect this to be a living document with minor changes and edits to occur accordingly.

Comparison of Old General Plan to New General Plan

Staff started a comparison document to help the Task Force group compare changes of the old General Plan to the new General Plan (Exhibit D). Due to the change in format to the New General Plan, this document is very helpful in tracking previous Policies and Objectives.

Background

The draft version of the General Plan was completed on March 27, 2013 and distributed to the Planning Commission and City Council for review and comments. Upon completion of the draft document, a joint City Council/Planning Commission meeting was held on May 16, 2013 to discuss Bonanza Park and long range planning and scheduling. A second joint meeting was held on May 30, 2013 and the CC/PC agreed to form a task force to review the draft document.

Task Force

As approved by the Planning Commission and City Council at the Joint Meeting, a Task Force was formed consisting of the Planning Director/Staff, City Attorney and two rotating Planning Commission members. Weekly meetings began in early June and were completed on schedule by the end of July. Each assigned task force member collected input from other PC and CC members prior to the designated meetings so they were not representing personal viewpoints. A summary of the Task Force discussion schedule was as follows:

Week 1: Regional Planning and Transportation

Week 2: Open Space, Environment, Climate Adaptation, and Living Within Limits

Week 3: Lifelong Housing and Workforce Housing

Week 4: Recreation and Arts & Culture

Week 5: Resort Community, Tourism and Community

Week 6: Character and Diverse Economy

Week 7: Historic Preservation

Week 8: Main Street and Neighborhoods

While the Task Force completed its initial obligation above, at the joint City Council and Planning Commission meeting held on September 4, 2013, the two groups agreed to continue a Coordinating Committee as needed. The Planning Commission appointed a bipartisan rotating Coordinator to be involved on a bi-weekly basis. The Planning Commission GP Coordinator continued discussions with Planning Director/Staff, City Attorney and CC member bi-weekly (or weekly if required).

Task Force Policy Issues List

A complete list of policy issues for the entire General Plan has been included as Exhibit C. The Planning Commission worked through the various Policies in a

series of meetings from September through November, 2013. Staff will provide a presentation of discussion points relating to the Policy Issues at the Work Session.

Revised Layout for the General Plan

The Planning Department and Planning Commission recommended a revised layout for the General Plan to be formatted as follows:

- Introduction
- Goals and Strategies
 - Small Town
 - Natural Setting
 - Sense of Community
 - Historic Character
- Neighborhoods
- Appendices (Including Trends)

The final format is better formulated based on the input via the public process.

Executive Summary

Planning staff does **not** recommend a standalone Executive Summary be prepared until the end of the process, once final content and format is established. If, however, an Executive Summary is required, Staff would recommend it contain the following:

- An introduction outlining the Plan
- A simplified list of Goals and Strategies
- An overview of the neighborhoods

Requested Direction: The Planning Commission had consensus regarding **not** having any type of Executive Summary. Confirm or Deny desire to have a standalone Executive Summary and confirm contents and purpose of the summary.

Does the City Council agree with this recommendation to exclude an Executive Summary?

Small Town – Staff Presentation

The attached **Small Town Goals and Strategies** section (Exhibit B) incorporates changes from the Task Force and the Planning Commission. Staff will provide a directed presentation and overview of the following Goals and Strategies:

GOALS

Goal 1: Park City will protect undeveloped lands, discourage sprawl, and direct growth inward to strengthen existing neighborhoods.

Goal 2: Park City will collaborate with the Wasatch Back region and Salt Lake County toward the preservation of place through regional land use and transportation planning.

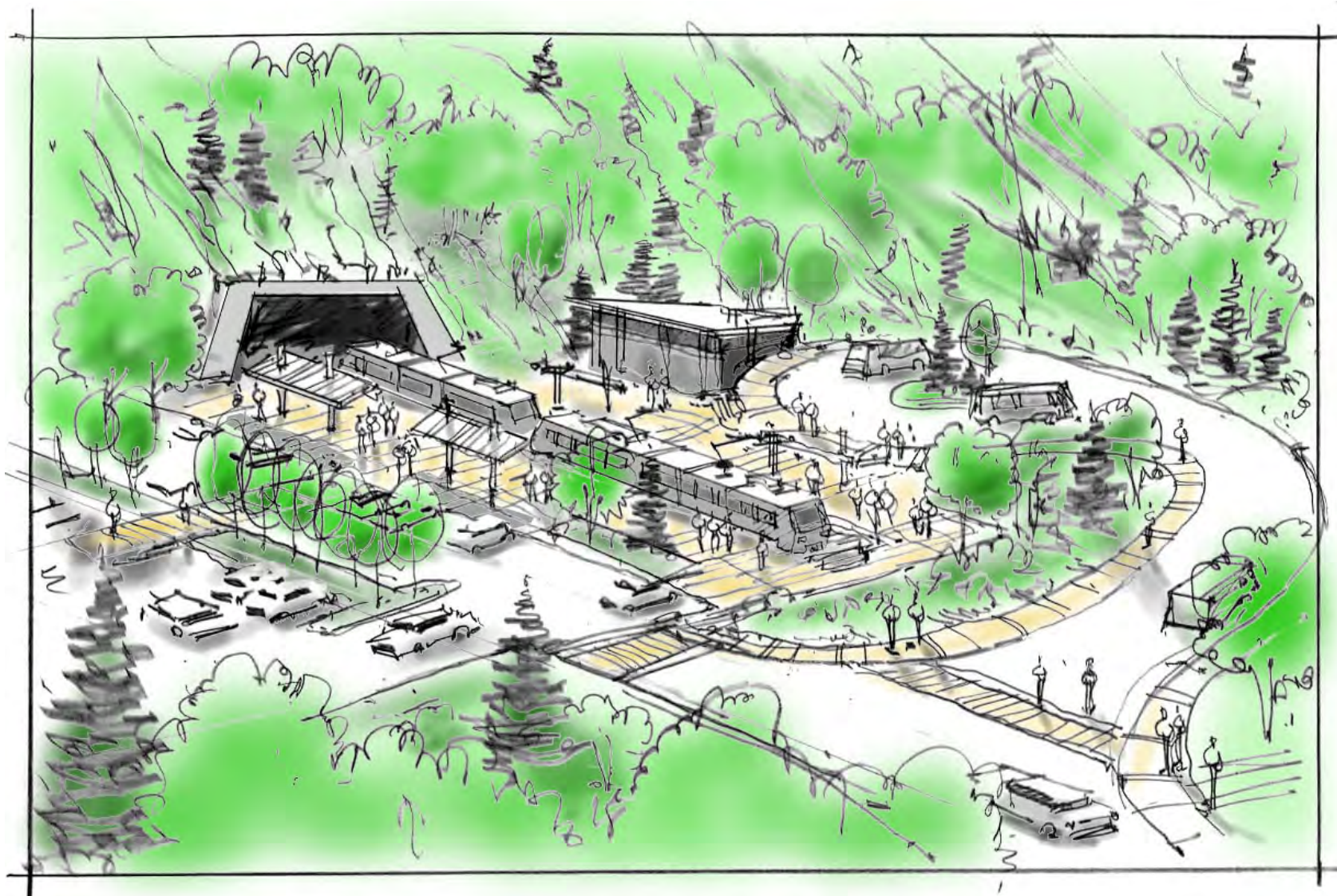
Goal 3: Public transit, biking, and walking will be a larger percentage of residents' and visitors' utilized mode of transportation.

STRATEGIES

- Conservation Subdivision Design
- Zoning for Varied Lot Sizes and Further Subdivisions of Existing Lots
- Strengthening Neighborhoods
- Regional Planning
- Complete Streets
- Re-thinking Parking
- Parking in Old Town
- 6 Steps to Reduce Vehicle Miles Traveled

Exhibits

- Exhibit A: Schedule for General Plan Completion
- Exhibit B: Draft, with markups, of ***Small Town*** – Goals and Strategies
- Exhibit C: Full Policy Issues List for General Plan – From Task Force
- Exhibit D: Comparison of Old General Plan with New General Plan



A possible version of the **interconnectivity** illustrating a rail connection to Salt Lake City with a tunnel ingress/egress to Park City. As the Wasatch Summit committee begins to examine the possibilities, Park City should prepare for this type of intermodal connectivity.



<u>Updated</u> General Plan Schedule			
			Reference pages
Joint PC/CC Meeting	Policy Issues	9/4/2013	
PC Public Hearing	Kick Off - Exec Summary & Small Town	9/11/2013	93-114; 175-200
PC Public Hearing	Sense of Community	9/25/2013	131-164; 237-288
PC Public Hearing	Natural Setting	10/9/2013	115-130; 201-236
PC Public Hearing	Historic Character	10/23/2013	185-174; 289-310
PC Public Hearing	Neighborhoods & Overview of Draft Document	11/6/2013	312-430
PC Public Hearing	Review and Recommendation to CC	11/20/2013	NA
CC Work session	Introduction - Executive Summary	11/21/2013	
CC Public Hearing	Values, Goals, Strategies	12/5/2013	
CC Public Hearing	Final Draft Distribution	12/12/2013	
CC Public Hearing	Action - Vote on GP	12/19/2013	

Revised 11/6/13

GOALS

SMALL TOWN

SMALL TOWN

During the 2009 Community Visioning process, residents identified *Small Town* as one of the four core values of Park City that must be preserved to protect the Park City experience. Residents described *Small Town* using words such as: “quaint, charming, old mining town, historic, beautiful, lovely, does not sprawl, not overbuilt, not much traffic, lifestyle, less driving, does not change much, historic identity, traditional, has a sense of place, character, and rich history”. It is important to note that the term *Small Town* is not solely associated with a population statistic or a specific amount of land. To Parkites, “*Small Town*” reflects an experience of place through the natural and built environment.

When asked, “What would make you leave Park City?” the most common answer by residents was “Too much change or growth” followed by “Loss of natural beauty/environmental decline,” also associated with growth. During the community interviews, Parkites stated what they hoped Park City would be like in 20 years, again echoing the desire to remain a *Small Town*, more specifically “stay the same, *Small Town* feel, sense of community, uniqueness” followed by “less development, smarter growth, green and open.”

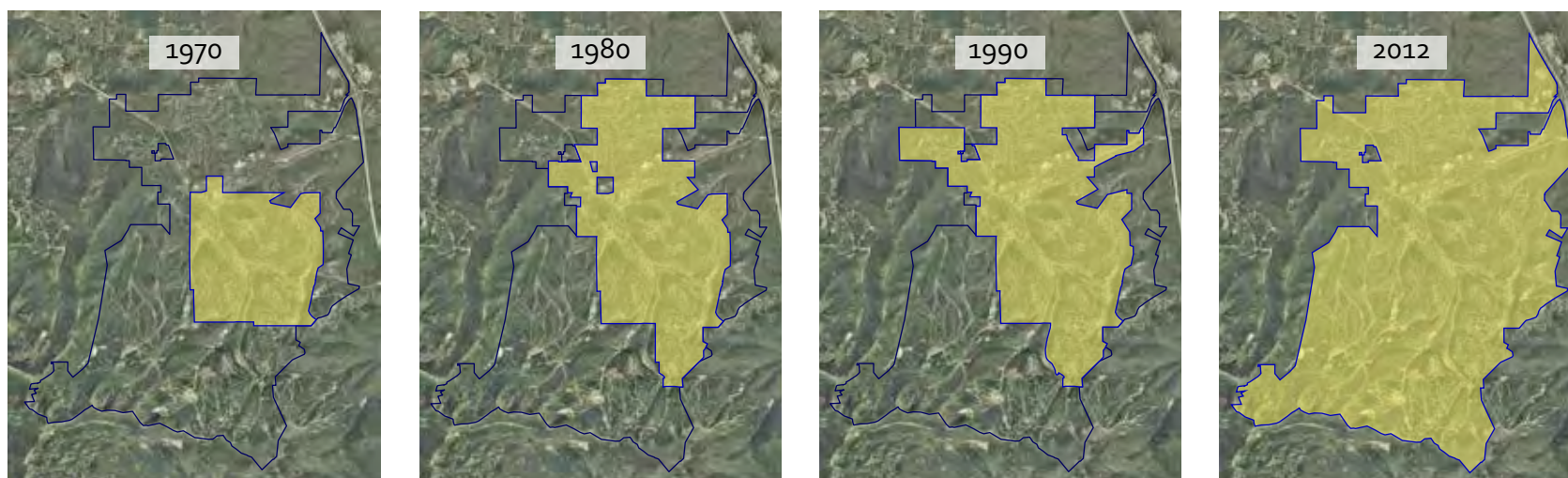


Since Park City was incorporated in 1884, the City has experienced cycles of growth and decline. First with the mining boom and its subsequent contraction. Its transition to skiing and tourism beginning in the 1960s established a second growth cycle in Park City. The original city boundaries, comprised of Bonanza Park, Old Town, and Lower Deer Valley, were extended through annexations to accommodate a growing permanent population, as well as an increasing tourism base. The second growth cycle had a different impact on land use due to the influence of the car.

To secure Park City for future generations the experience we have today, an approach to balanced growth must be implemented. Park City is a small town within a larger growing region. It is also essential that our planning be cognizant of our neighboring communities as each community has

influences beyond jurisdictional borders.

The first step to direct and shape the future growth within the City is to identify those areas in town, if any, that should not grow or should not be developed. Next, it is essential to “re-look” inward at the existing neighborhoods and identify areas in which some additional development could be realized in order to protect those areas that should be conserved. The government and residents of Park City have done a tremendous job of protecting lands through open space acquisitions; however to simply believe that all the areas which should be protected could be purchased as open space would be extremely expensive and unrealistic due to exponential cost burden placed on property owners. Of course, Park City should continue to create funding for open space acquisition at a rate acceptable to residents to preserve land from development.



How Park City has grown: the shaded area is “incorporated” Park City, reflecting annexations, relative to the years 1970 to 2012.

The next essential step is that Park City identify the type of development that would be compatible within the existing neighborhoods, ranging from an accessory dwelling on a large single family lot, to a multi-family residential building in a mixed use area, to affordable housing, or nightly rental options. A key tool to achieving this is implementing a context-sensitive, local Transfer of Development Rights (TDR) system, whereby development potential from areas we wish to preserve is transferred to areas identified as appropriate for additional development. This TDR system can help sustain Park City's *Small Town* charm while creating more diverse options for locals, the workforce, and visitors.

In 2012, Park City funded a study to identify balanced growth strategies to protect Park City's four core values. The 2012 Park City Balanced Growth Strategy Outline recommended strengthening the existing TDR ordinance through introducing multipliers to create market driven development credits. The findings emphasize that growth pressures for Park City do not end at the City boundary, as demand has placed enormous pressure on Summit and Wasatch Counties, threatening the core values of Park City and the experience of the Wasatch Back. This region must implement a regional strategy to shape and channel growth to outcomes mutually desirable to the neighboring communities. Planning with a regional focus begins with a shared vision, followed

by the creation of regional land use and transportation strategies.

The following goals focus on land use and transportation. Land use and transportation planning are key tools to direct and shape future growth, thus preserving the experience of place. Directing growth and redevelopment that creates housing opportunities near commercial centers supports public transportation, alleviates development pressure on undeveloped land, and results in less pressure to widen existing roads... all preserve the Small Town experience. As land use and transportation decisions are made, the decision makers must consider how land used influences transportation and vice versa; and the resulting impacts on the core value of Small Town.



GOAL 1 Park City will protect undeveloped lands, discourage sprawl, and direct growth inward to strengthen existing neighborhoods

Our community is faced with the decision of *how* the City should grow in the face of development pressures. Simply saying NO to development and redevelopment is not an option in light of existing development agreements, Master Planned Developments (MPD), redevelopment areas, and development rights allowed by current zoning. The current estimate is that at least 4,043 residential unit equivalents (UEs) and 1,980 commercial UEs remain unbuilt within Park City limits. These numbers indicate that Park City is only 70% built out for residential development and 48% built out for commercial development. Simply stated, there is a significant amount of growth that is yet unrealized within the City.

Park City understands the development pressures that are placed not only on the City but the entire region as well. As Park City goes, so goes the region. At the present, the pace of development continues to increase significantly within the City and that increase is also being felt in the surrounding area within the



The protected open space of Round Valley defines the Park Meadows neighborhood boundary while providing recreation opportunities for Parkites as well as habitat for wildlife.

County.

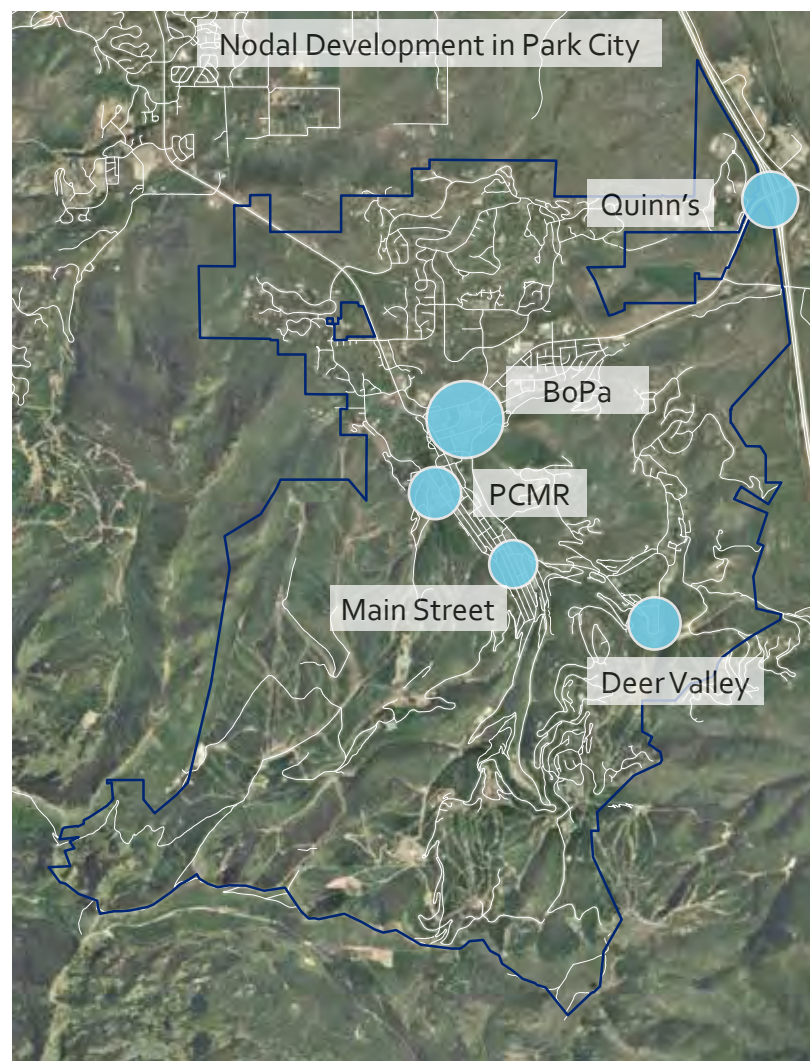
While Park City could choose to look inward and ignore the rapid pace of development within the County, we should collaborate with our regional partners (Summit and Wasatch counties) to develop a regional plan for the next 20 years: a plan that envisions interjurisdictional TDRs in appropriate areas for density increases, a plan that addresses our growing regional

transportation problem and dependency on the automobile, a plan that defines the gives/gets of density transfers whether from the City to the County or vice versa.

The undeveloped land representative of the community's core values includes the expansive vistas, open space, sensitive lands, and wildlife corridors which are irreplaceable. For our guests and residents alike, it is the areas that

Objectives

- 1A** Direct complimentary land use and development into existing neighborhoods that have available infrastructure and resource capacity. Increased infill development **beyond current entitlements** should only be considered if it offsets development pressures elsewhere and/or creates affordable housing opportunities.
- 1B** Each neighborhood should have a well-defined edge, such as open space or a naturally landscaped buffer zone, permanently protected from development, with the exception of the transition areas where two adjacent neighborhoods merge along an established transportation path.
- 1C** Primary residential neighborhoods should **encourage** opportunities to enhance livability with access to daily needs, including: a mini market, a neighborhood park, trails, community gardens, walkability, bus access, home **business**, minor office space, and other uses that are programmed to meet the needs of residents within the neighborhood and complement the existing context of the built environment.
- 1D** Increase opportunities for local food production within **and around** City limits. **Sustainable agriculture practices should be considered within open space areas.**



Directing growth patterns away from large areas of undeveloped land and toward existing compact, mixed-use centers along priority transit corridors; this focus will help prevent sprawl, protect the City's quality of life through decreased vehicle miles traveled (VMT), improve air quality, and increase utilization of public transportation.



have not been built upon, the *natural setting*, that best define *Park City*.

This recommended approach protects two of Park City's core values: *Small Town* and *Natural Setting*. The Transfer of Development Rights (TDR) ordinance adopted in 2011 allows development rights to be transferred from an area that is best left undeveloped, or to protect historic resources, to an area appropriate for development. This planning tool can help Park City "grow inward" and relieve pressures on undeveloped lands. The City may expand the annexation boundary to acquire more of the undeveloped lands along Interstate 40 and up into Guardsman Pass to protect these lands as open space for future generations. New opportunities in and around the City center and Resort Centers must be explored to receive the densities from the boundary areas. Taking a fresh look at diversifying land uses within established neighborhoods can create new opportunities for receiving density as well as adding interest and opportunities within the neighborhood experience.

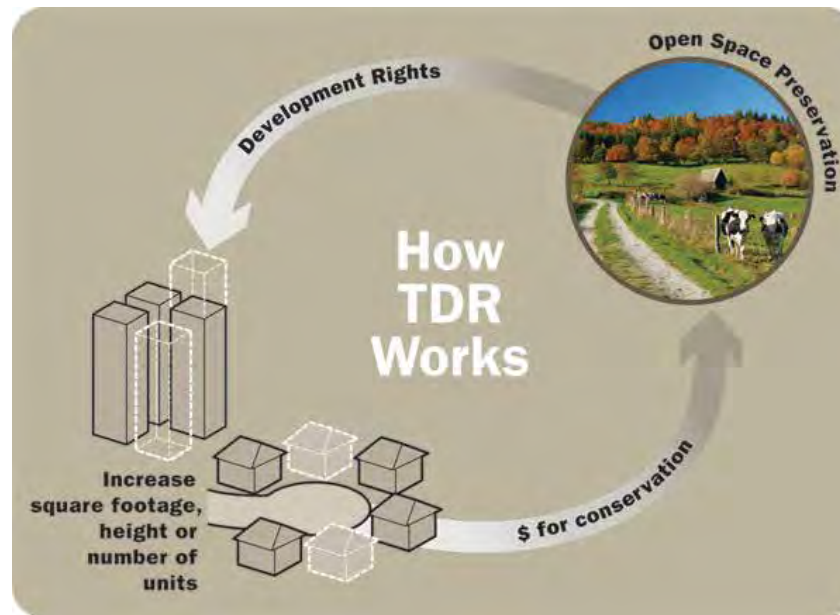
A Regional Approach to TDRs

Park City, as part of the City Visioning

process in 2009, noted the importance of gives/gets in the TDR process. The Planning Commission has strongly indicated that TDRs should only be granted when there is a tangible "get" realized: affordable housing, defined reduction in density from an area that should be protected from development, or as a strategy to manage/shape the development of an area where additional density may be beneficial (e.g. Bonanza Park and Lower Park redevelopment areas).

A critical element to a TDR program is the areas to which increased growth

will be directed is normally amended to allow for increased density and subsequently more units to be built. To take advantage of building additional units within allocated TDR sections, it is essential to concurrently plan and create Transit-Oriented Developments (TODs) and mass transit (alternative modes). Through TDRs, clustering more dense housing and mixed-uses inevitably helps build a community hub that can feasibly support a more robust mass transit system...one that benefits the entire community.



This graphic, from King County WA, illustrates the premise of the TDR concept - a "sending" zone transfers density to a "receiving" zone in exchange for money.

‘rej•ən•əl plaən•in’

Regional planning deals with the efficient placement of land use activities, infrastructure, and settlement growth across a larger area of land than an individual city or town.



Community Planning Strategies

- 1.1** Amend the Land Management Code to allow TDR credits to be utilized within **defined receiving zones** for additional density that compliments the existing built environment (as identified in the neighborhood section of the General Plan). This requires adoption of new context sensitive criteria within the LMC. Increased density should only be achieved through purchase of TDR credits.
- 1.2** **Identify** transition zones where two adjacent neighborhoods meet and one neighborhood has a higher density. Transition zones **should be considered to receive TDR credits** within the less dense neighborhood along the connection into the more dense neighborhood. Specific review criteria shall be created for increased density in a transition zone to ensure an appropriate medium between the two existing neighborhoods.
- 1.3** Continue to provide necessary commercial and light industrial services within the City limits by allowing a range of commercial uses within town, including light industrial uses in appropriate areas.
- 1.4** Require a range of lot sizes and housing density within new subdivisions in primary residential neighborhoods.
- 1.5** Revise minimum lot size within primary residential neighborhoods to create opportunities for smaller,

more compact development and redevelopment. Create specific context sensitive requirements **within the LMC**, such as minimum road frontages and minimum lot width.

- 1.6** Implement conservation subdivision design principles in LMC subdivision requirements. Subdivision design should conserve the natural setting and natural resources, take advantage of passive solar, and minimize waste.
- 1.7** **Direct development to the “toe” of the slopes, preserving the ridge tops, meadows, and visible hillsides. Open space foregrounds should be incorporated in development proposals to enhance the visual experience of open space.**
- 1.8** **Encourage comprehensive, efficient developments that consider the overall impact on surrounding properties. Phasing plans for such projects will be necessary to avoid the premature expansion of utilities and other public facilities.**

CLUSTERING CAN PRESERVE OPEN SPACE



City Implementation Strategies

- 1.9** Require developer to pay their proportionate share for the increased burden on existing service levels and infrastructure expansions outside of current service areas. Update the capital facilities plan and LMC dedication requirements regularly to be consistent with the state impact fee legislation.
- 1.10** Redevelopment areas **shall be defined** by the City. Once the redevelopment area is established, an Area Plan should be prepared by the City to outline principles which guide a design within the redevelopment area to reflect the Community Vision and the General Plan.
- 1.11** Identify and prioritize parcels for open space acquisition and include as TDR sending zones.
- 1.12** The Transfer of Development Rights (TDR) system **shall** reflect market rate valuations with **in the** incentivized multipliers.
- 1.13** Annex additional land to shape growth reflective of the City's goals for land use surrounding Park City.

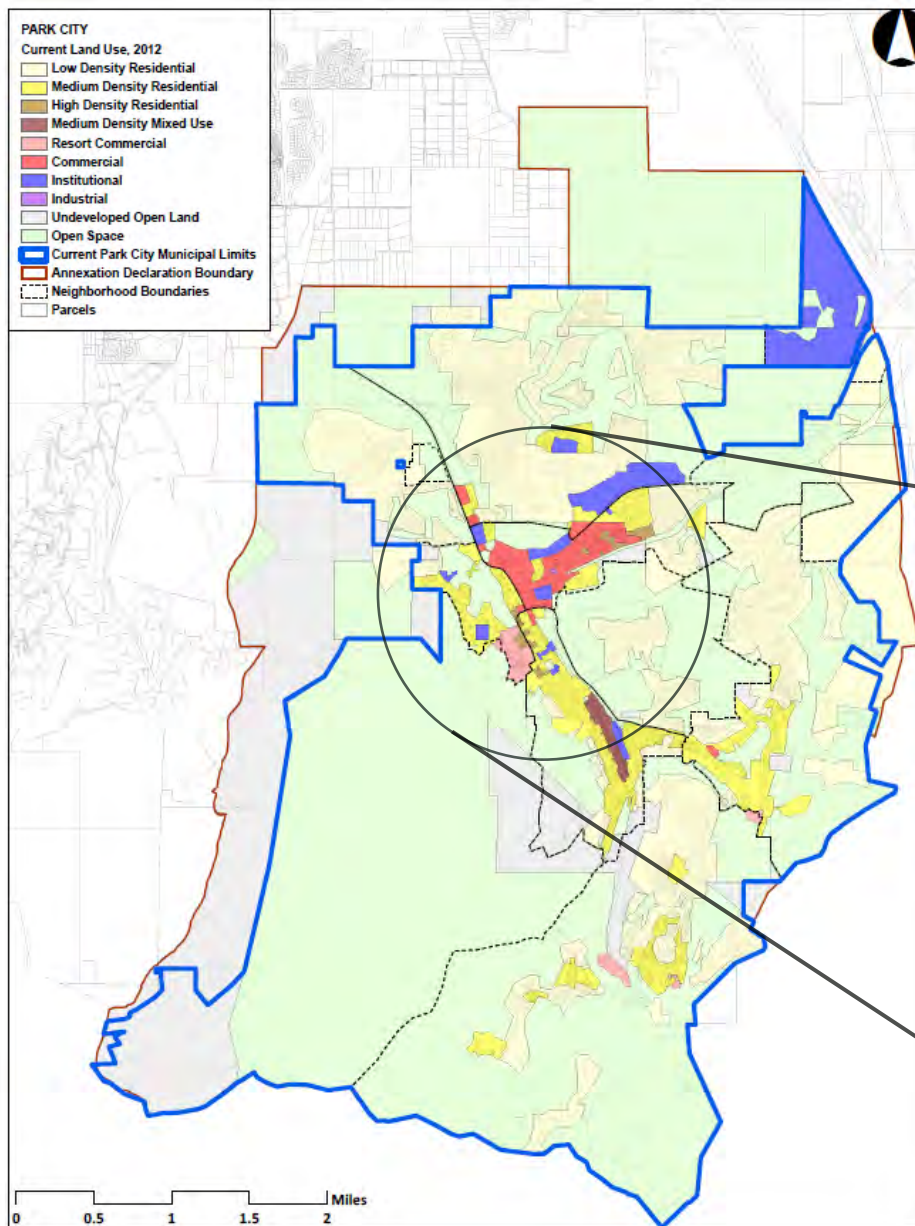


View from St. Albans Clock Tower, UK. The Town and Country Planning Act of 1947 designated green-belt land around towns and villages and has prevented urban sprawl, protect the countryside and historic towns, and promote urban regeneration.

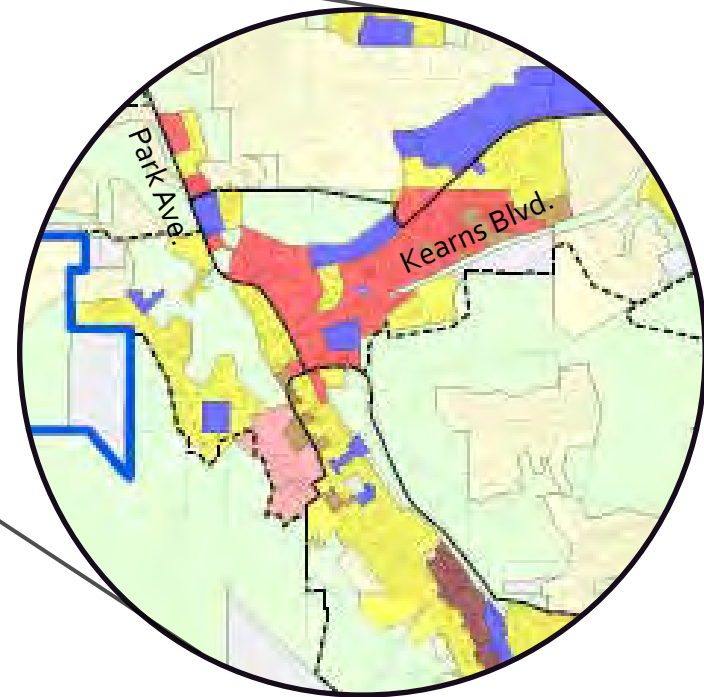


View of St. Albans, UK from Google Earth. Development continues to evolve within the urban center promoting urban reinvestment while protecting local agriculture and open space.

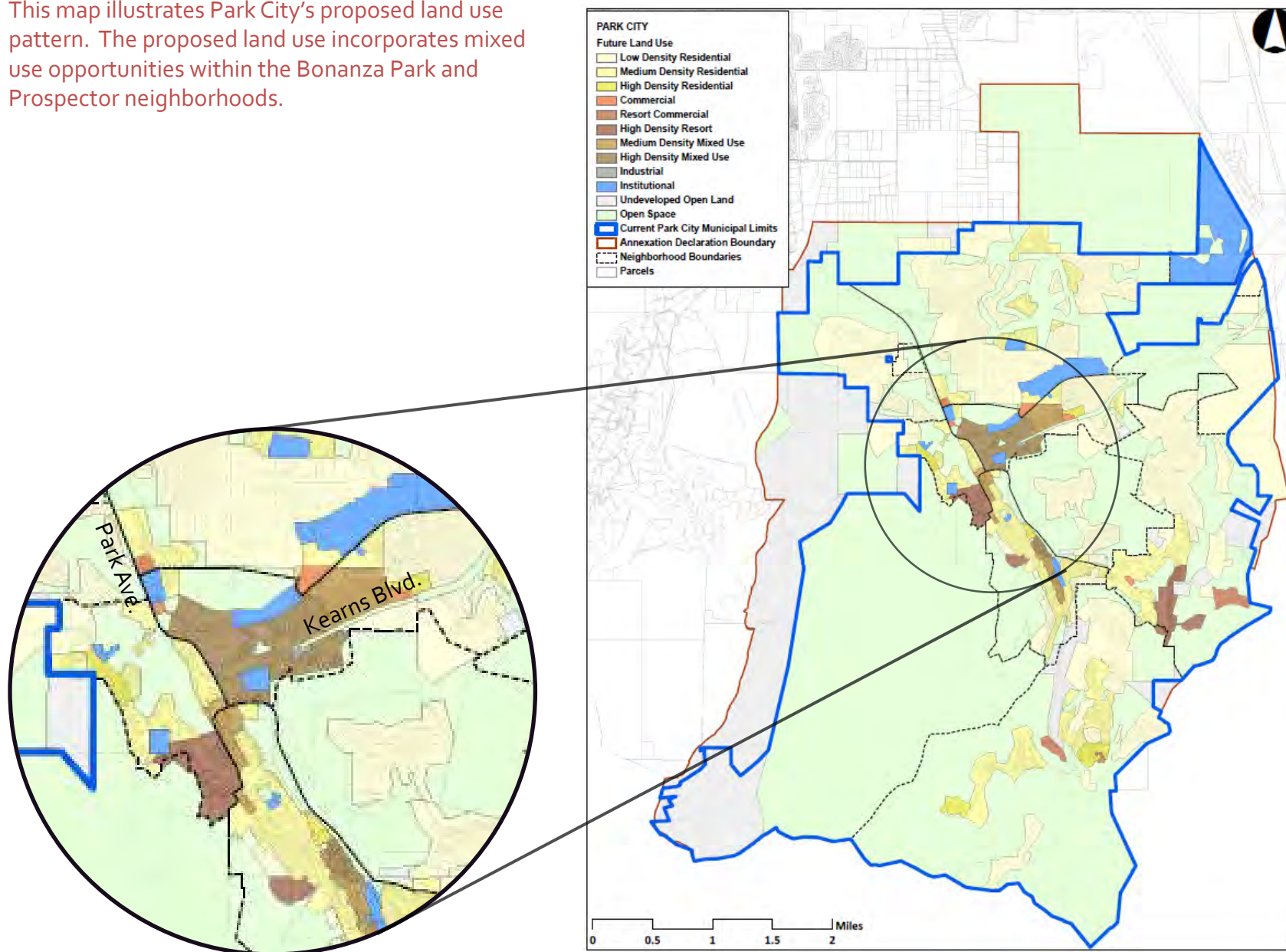




This map illustrates Park City's current land use pattern. The existing pattern maintains a significant amount of commercial land at the southeast corner of SR 224 (Park Avenue) and SR 248 (Kearns Boulevard). This land is primarily encompassed within the Bonanza Park and Prospector neighborhoods.



This map illustrates Park City's proposed land use pattern. The proposed land use incorporates mixed use opportunities within the Bonanza Park and Prospector neighborhoods.



Ahwahnee Principles

The Local Government Commission (LGC) is a nonprofit, nonpartisan, membership organization that provides inspiration, technical assistance, and networking to local governments and community leaders. In 1991, the Local Government Commission brought together a group architects who have been leaders in new ideas on land use planning. The group was tasked with creating a set of community principles that reflect the new planning ideologies for sustainability. The group was also asked how each community should relate to the region and create a set of regional principles and to define how these principles could be implemented by cities and counties. The results, which were presented at a conference at the Ahwahnee Hotel in Yosemite National Park, CA, became known as the Ahwahnee Principles. These principles are incorporated throughout the Park City General Plan as a means to a more sustainable future. A sustainable future for Park City is dependent upon regional planning efforts. The Ahwahnee Principles included four (4) regional principles acknowledging that successful long range planning goes beyond a City boundary.

1. The regional land-use planning structure should be integrated within a larger transportation network built around transit rather than freeways.

2. Regions should be bounded by and provide a continuous system of greenbelt/wildlife corridors to be determined by natural conditions.

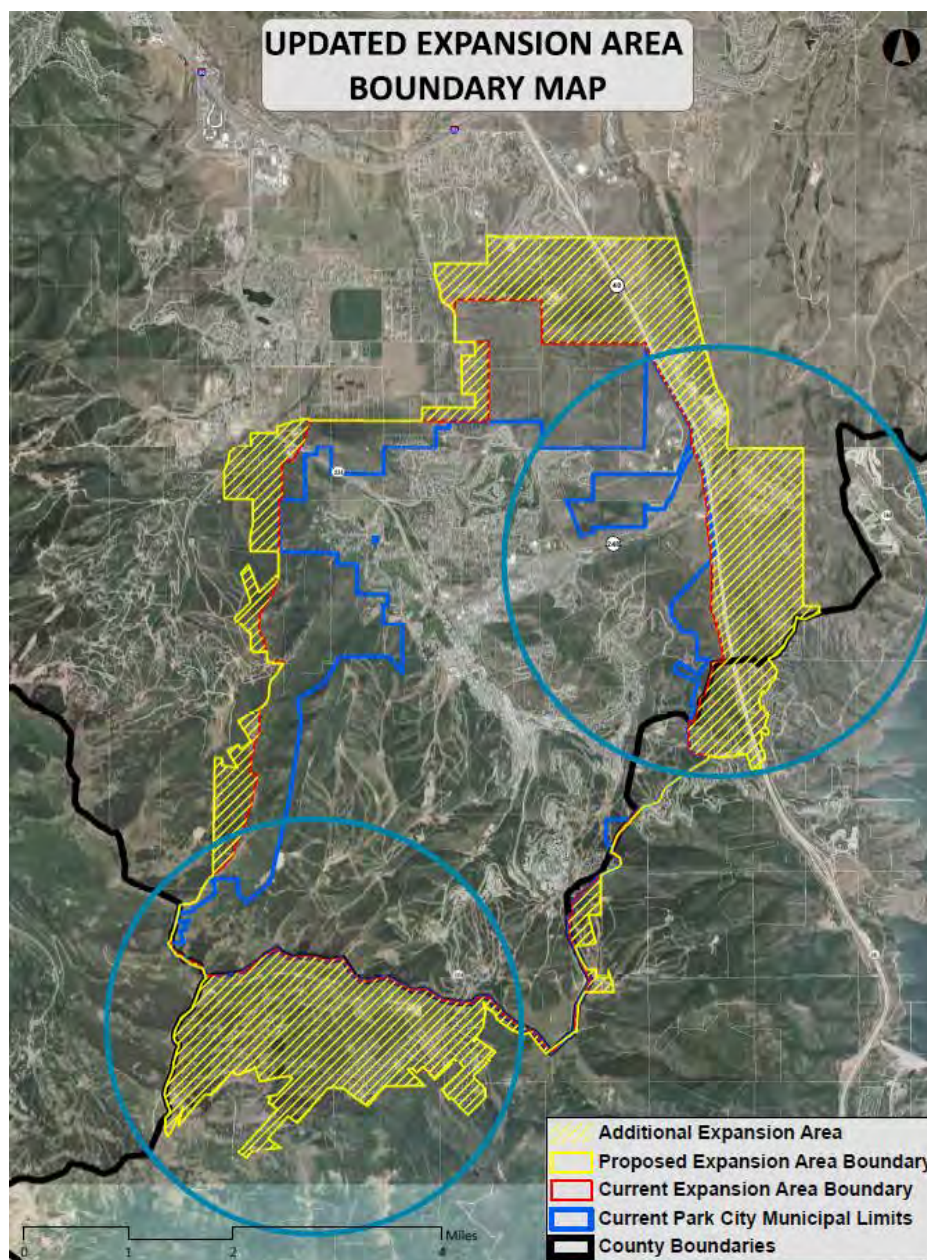
3. Regional institutions and services (government, stadiums, museums, etc.) should be located in the urban core.

4. Materials and methods of construction should be specific to the region, exhibiting a continuity of history and culture and compatibility with the climate to encourage the development of local character and community identity.

Annexation Expansion Area

Modifications to the expansion area require full analysis of the annexations within the state and local code. This map represents the need to discuss expansion possibilities with our regional partners and the Park City Planning Commission and City Council. This map is a draft to be utilized for discussions toward adoption of an expansion area that is consistent with the City and Counties' regional planning goals as well as the mandates of the State Code.

Area for future discussions with our regional partners in Wasatch County.



GOAL

2

Park City will collaborate with the Wasatch Back region and Salt Lake County toward the preservation of place through regional land use and transportation planning.

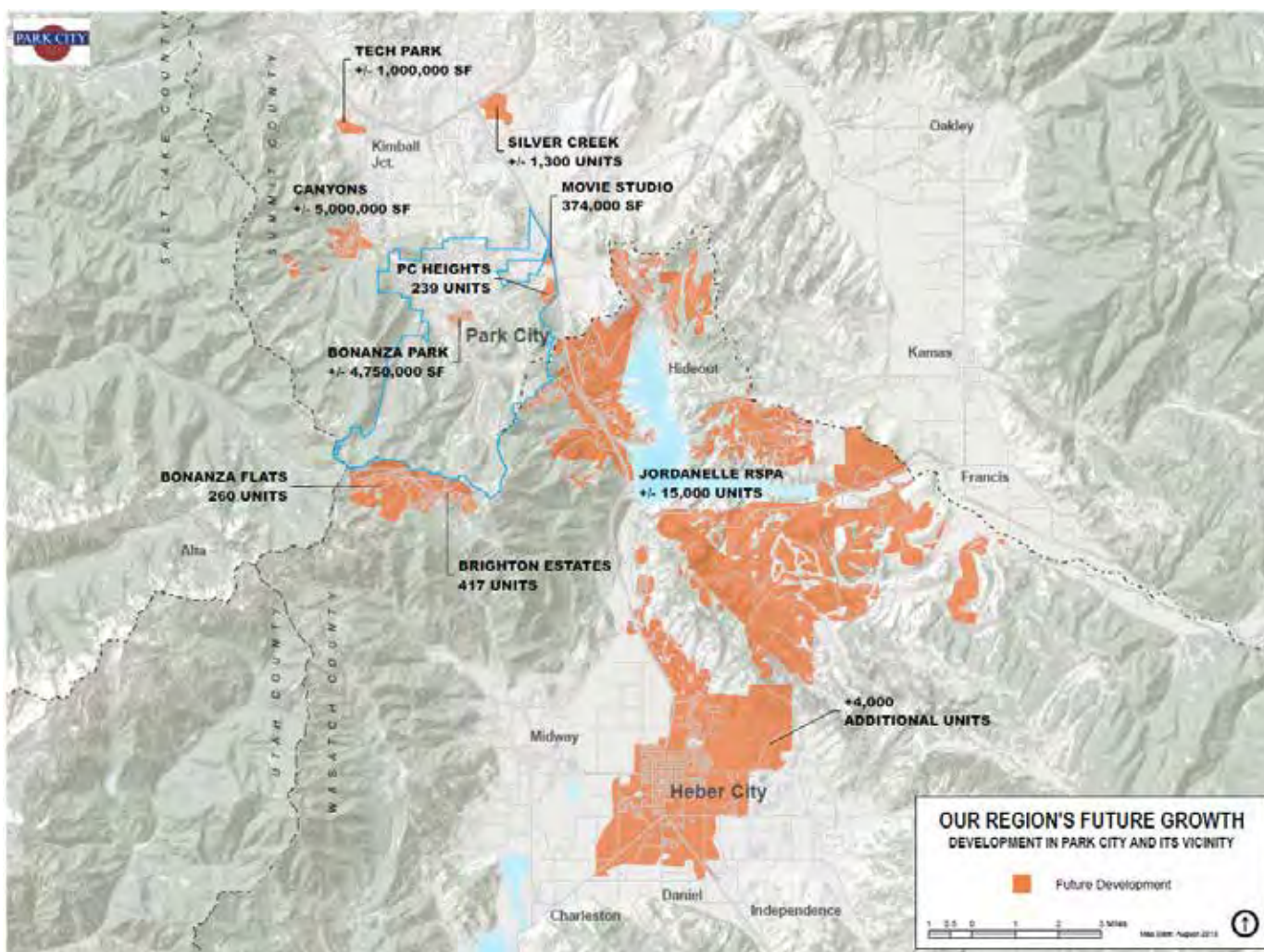
Park City is part of the Wasatch Back region, which spans from Parley's Summit to the Uinta Basin to Wasatch County and all the small cities and towns in between. The decisions that we collectively make have wide-reaching consequences throughout the region. In order to maintain the collective character of the Wasatch Back, Park City must collaborate with our neighboring communities to secure a regional vision. In many instances, our communities' goals and interests will align. Whether they do or not, we need to engage with each other to ensure the best possible outcomes for everyone. Our ability to preserve the unique setting of the Wasatch Back region rests on the ability of all of our communities to work together. Park City must engage the regional planning effort, respecting the different values of neighboring communities while working to protect those values we all share.

Principles

- 2A** A regional land-use planning structure should be integrated within a larger transportation network built around transit.
- 2B** Regions should be bounded by and provide a continuous system of greenbelt/wildlife corridors to be determined by natural conditions.
- 2C** Regional institutions and services (government, stadiums, museums, etc.) should be located within existing development nodes.
- 2D** Materials and methods of construction should be specific to the region, exhibiting a continuity of history and culture and compatibility with the local character and community identity.

THE CITY AND NEARBY COUNTIES MUST PLAY NICELY...
WE SHARE THE SAME SANDBOX





Future development within the Wasatch Back is expected to almost double over the next 50 years. The largest areas of growth will be around the Jordanelle (+/- 15,000 units), Silver Creek (+/- 1,300 units), Canyons (+/- 5,000,000 SF to build-out) and Bonanza Park (+/- 4,750,000 SF to build-out) within the City. An opportunity and responsibility exist to direct growth patterns away from areas between the development nodes through regional development agreements and other mechanisms, creating livable neighborhoods within the development nodes and protecting the rural experience of the Wasatch Back within the spans of undeveloped lands in between.

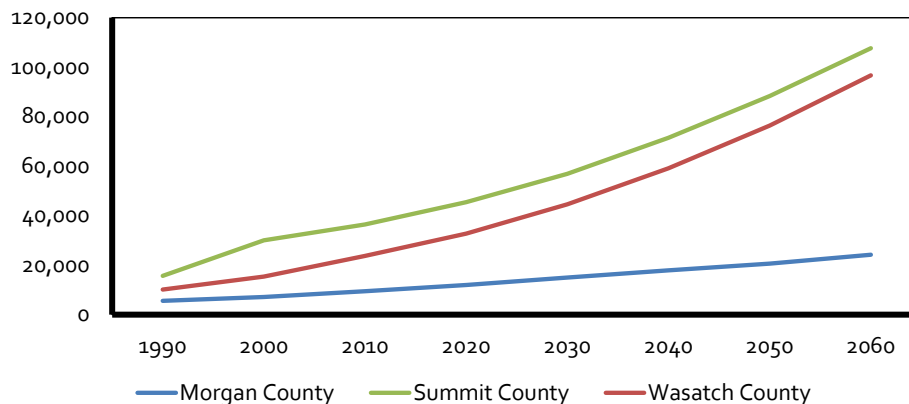


Community Planning Strategies

- 2.1** Collaborate with Summit County and Wasatch County to create a shared vision for the future of the Wasatch Back.
- 2.2** Collaborate with Summit County, Wasatch County, and Salt Lake County to create regional strategies for land use, transportation planning, and conservation which support the shared regional vision.
- 2.3** Collect and share data for the systems that have influences beyond municipal borders, including: ecosystems, waterways, wildlife corridors, air quality, shared view corridors, open space, scenic roadways, and transportation. Incorporate findings into regional planning strategies.
- 2.4** Identify regional nodal development and regional

strategies with Summit County and Wasatch County to alleviate pressures on the natural setting and decreasing vehicle miles traveled.

- 2.5** Pro-actively plan ahead with Summit County and Wasatch County toward a regional land use and transportation plan including key Right-Of-Way, utility, and transportation corridors.



The Governor's Office of Planning and Budget projects population growth in the Wasatch Back will almost double in the next 50 years from 69,610 in 2010 to 118,601 in 2060.

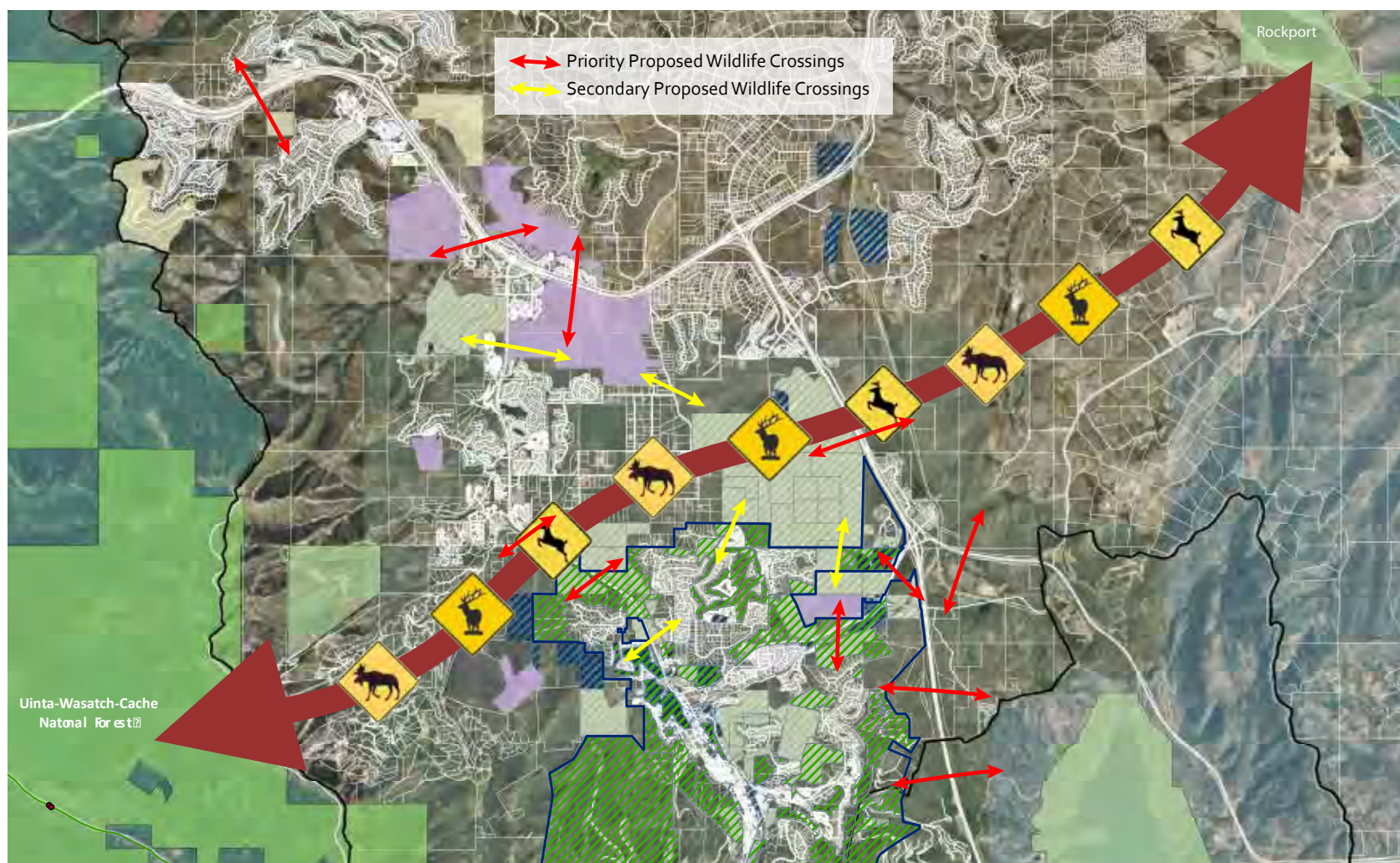
City Implementation Strategies

- 2.6 Research the pros and cons to understand and evaluate the impacts of a regional Transfer of Development Rights (TDR) program in the Wasatch Back. If feasible under state code, consider adoption of state legislation; otherwise identify necessary legislative steps to establish a regional TDR program. Identify future capacity to receive density within the county and City limits to limit sprawl, concentrate densities, and protect open space.
- 2.7 Proactively engage with regional neighbors to keep informed on adopted plans and long range planning efforts throughout the Wasatch Back. Identify City projects that would benefit from diversified review teams including regional representatives.
- 2.8 Increase interregional interactions between regional officials and regional government staff.
- 2.9 Continue collaboration of transportation planning efforts with Summit County, Wasatch County, Salt Lake County, state, and federal agencies.

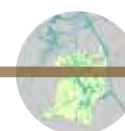
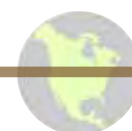
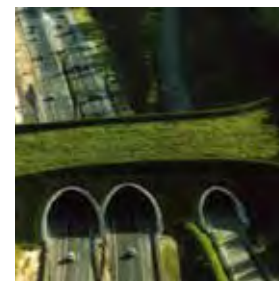


The discussion regarding Transfer of Development Rights (TDRs) as a mechanism to accommodate the region's growth while preserving our open space and recreation areas is challenging - no one wants growth. Understanding that it is inevitable allows us to implement the TDR tool to locate growth in nodes. Park City believes that for TDRs to work properly, they must remove growth from those areas that should be preserved and/or serve to further the City's affordable housing goals. Summit County has represented a similar sentiment - TDRs must demonstrate a "community" benefit. The map above illustrates possible TDR Receiving Zones in Park City (blue) and Summit County (red). The City and County should work collectively with the State Legislature to allow for interjurisdictional TDRs.





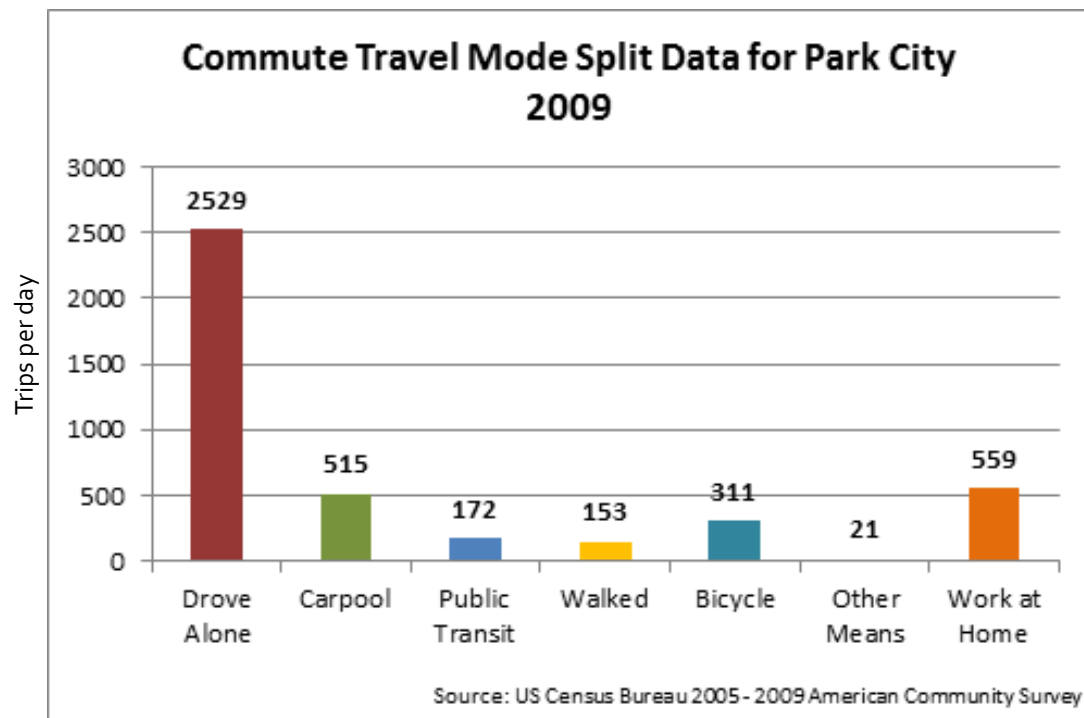
As Park City and Summit County become more developed, wildlife corridors and habitat are lost. Future regional planning should consider the remaining wildlife corridors and prevent further loss.



GOAL 3 Public transit, biking, and walking will be a larger percentage of residents' and visitors' utilized mode of transportation.

Park City's multi-modal transportation system includes diverse routes and means to where our guests stay, shop, and recreate and our residents live, work, and spend their leisure time. The system plays an integral role in shaping the overall structure, form, and function of the City. As the **Wasatch Back** areas continue to evolve, the transportation system must be able to move people and goods throughout Park City and the region efficiently and effectively.

While the single-occupancy vehicle is the most prevalent form of transportation in and around Park City, it is the least efficient in terms of carbon output per passenger. This mode of transportation has many negative consequences, including traffic congestion, air pollution, and the significant influence on climate change. Land use and transportation decisions should be made with the understanding of how a decision will impact the common goal of a more sustainable form of transportation while protecting the *Small Town* aesthetic.



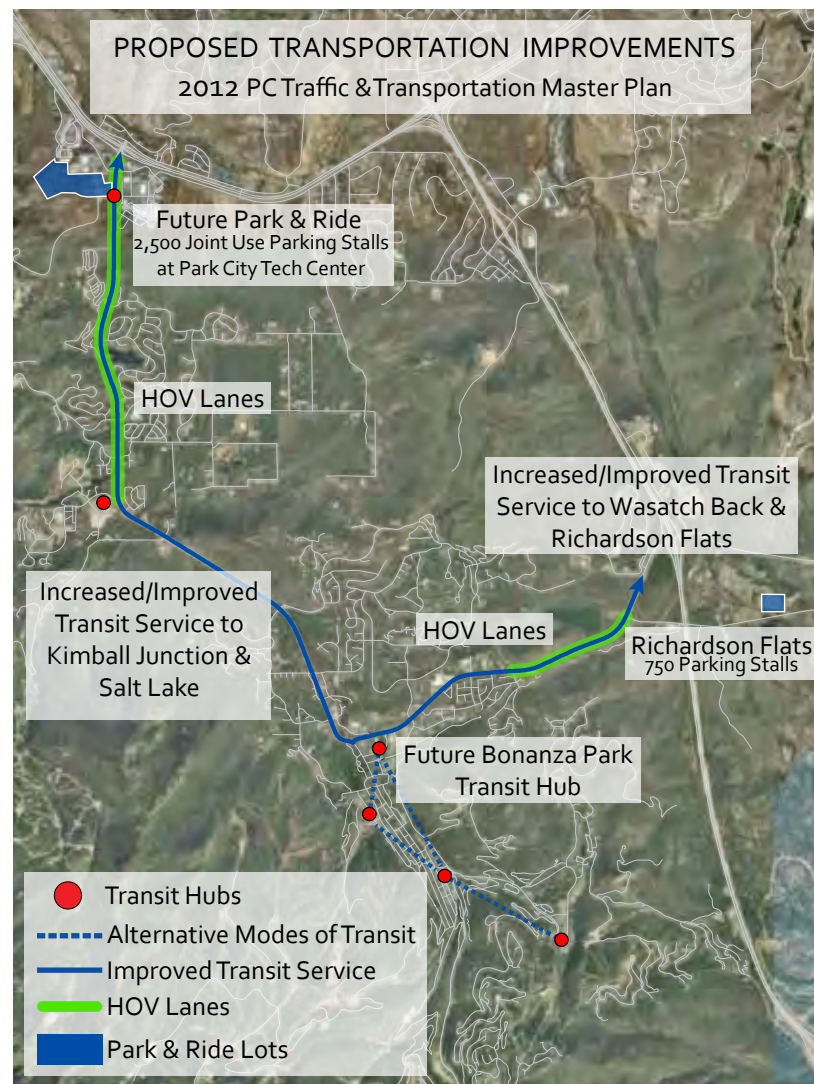
A major focus of transportation decisions is the end user. There are competing end-user interests in Park City between visitors and local residents. In order to effectuate a paradigm shift in preference of public transportation over

the single-occupancy vehicle, the public transportation system must function to attract both the visitor and the local alike.

Objectives

- 3A** Streets, pedestrian paths and bike paths should contribute to a system of fully connected and interesting routes to all destinations. Their design should encourage pedestrian and bicycle use by being small and spatially defined by buildings, trees, signs, and lighting; and by discouraging high-speed traffic.
- 3B** Prioritize efficient public transportation over widening of roads to maintain the *Small Town* experience of narrow roads, modest traffic, and **Complete Streets**.
- 3C** Public transportation routes should be designed to increase efficiency of passenger trips and capture increased ridership of visitors and locals.

PARK CITY MUST CONTINUALLY LOOK AT OPPORTUNITIES FOR ALTERNATIVE MODES OF TRANSPORTATION

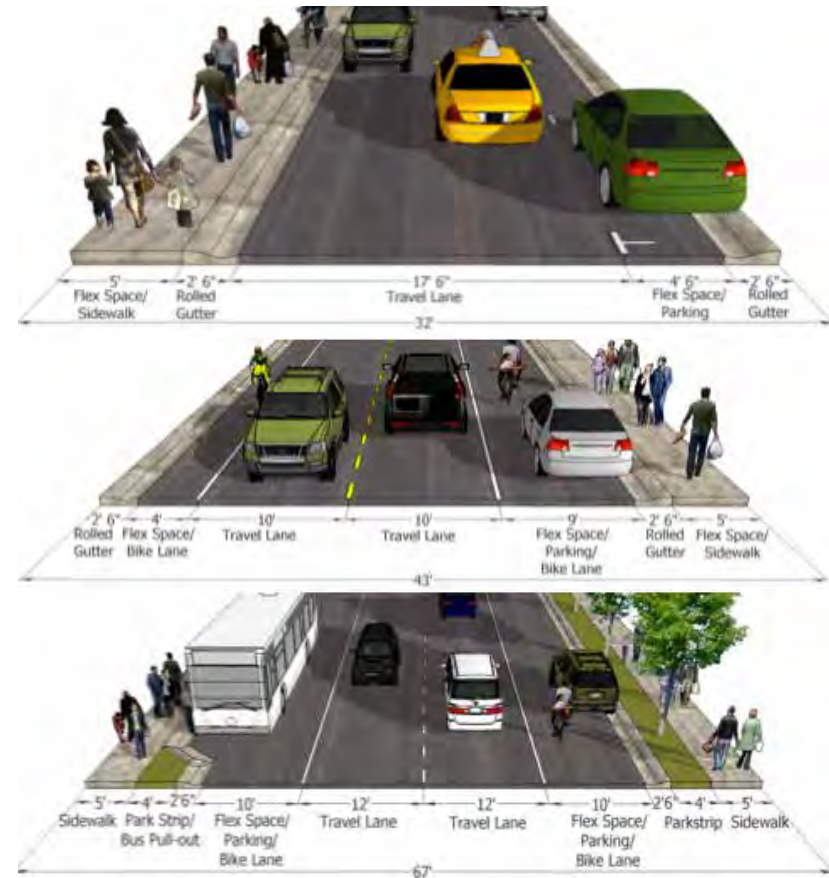


The concept plan on the following pages illustrates and details alternative mode concepts in addition to these vehicle-based upgrades.



Community Planning Strategies

- 3.1 Require development and redevelopment to increase the potential for multi-modal transportation options including: public transit, biking, and walking. Require developers to document how a development proposal is encouraging walking, biking, and public transportation over the single-occupancy vehicle.
- 3.2 Revise parking requirements to incentivize multi-modal transportation, high efficiency vehicles, and shared parking areas. Require secure bicycle parking options.
- 3.3 Create a requirement within new development and redevelopment for connectivity and linkage within the City road and trail networks. This requirement must be consistent with Utah impact fee statutes factoring in adjustments to capitol facilities plan and funding mechanisms
- 3.4 Create safe bike/pedestrian pathways between all public spaces within the City limits.

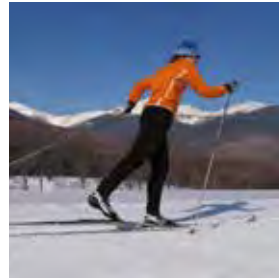


Above: To accommodate multi-modal transportation alternatives within rights-of-way and decrease pressures to widen roads, the 2011 Park City Traffic and Transportation Master Plan adopted complete street strategies for future redevelopment of roads. Complete Streets plans for safety and efficiency of pedestrians, bikes, cars, and mass transit circulation.

City Implementation Strategies

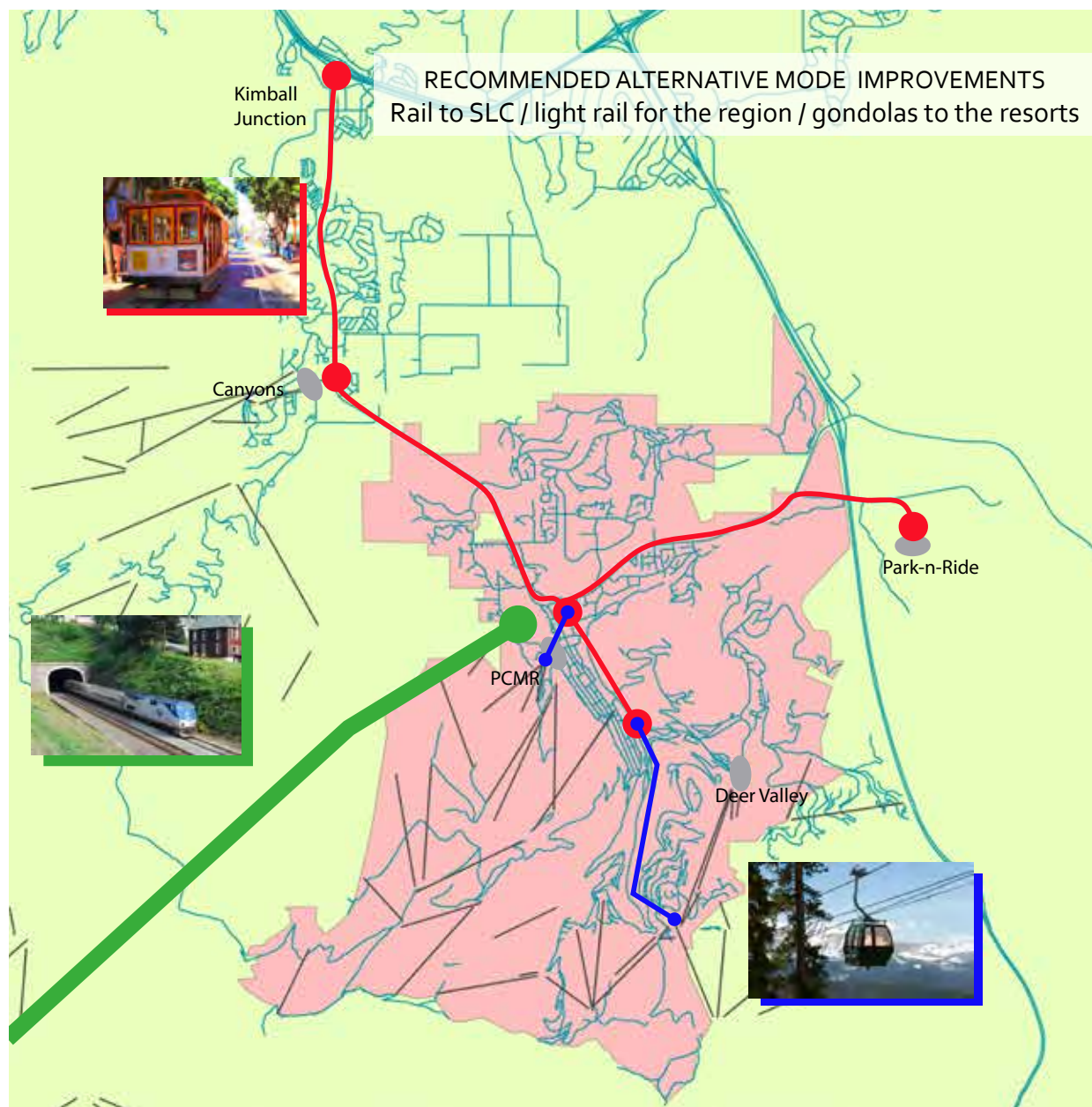
- 3.5 Identify needed connectivity of roads, sidewalks, and trail systems to decrease vehicle miles traveled and increase direct pedestrian/bicycle routes to neighborhood amenities, as identified in individual neighborhood plans.
- 3.6 Prioritize walkability improvement in identified “hot spots” (areas with existing trip demands located close to one another) in the walkability index.
- 3.7 Design redevelopment and transportation infrastructure to allow for future upgrades to mass transportation systems, including light rail, bus rapid transit, and gondolas.
- 3.8 Increase regional mass transit ridership through shared use of transit centers with private transportation carriers, as appropriate.
- 3.9 Locate Park-and-Rides, transfer stations, and transit centers in areas that will increase public transit ridership and carpooling decreasing the amount of single passenger automobiles commuting to and from Park City.
- 3.10 Improve the access to, efficiency, and experience of public transit. Experience includes shelter from the elements and feeling safe while waiting, free access to internet while traveling, real time schedules/ timetables, and comfortable seating.
- 3.11 Implement the Complete Streets strategy of the Traffic & Transportation Master Plan and walkability study. Update and improve the parking enforcement policies in Old Town specifically, and other areas.
- 3.12 Seek alternatives to widening of existing streets and highways.
- 3.13 Adopt travel demand management (TDM) programs to encourage commuter trip reduction programs, including: prioritized employment hub routes, commuter incentives, and recognition of local businesses that incentivized employee use of alternative modes of transportation.
- 3.14 Implement neighborhood traffic calming measures.
- 3.15 Create a bilingual multi-modal access guide, which includes maps, schedules, contact numbers, and other information noting how to reach a particular destination by public transit.
- 3.16 Incentivize use of public transportation from the airport to connect with the Park City public transportation system.
- 3.17 Conduct research on approved projects within Park City that received a reduction in parking. Reassess parking policy on decreased parking based on the findings of the research.





Alternative modes of transportation will allow Park City to become more sustainable in terms of resource expenditures while maintaining the convenient movement of tourists throughout the community - an essential element to ensure our success as a community that hosts more than 600,000 visitors a year. Both visitors and residents alike have noted in recent surveys that increased traffic would be the #1 reason that people would stop visiting or move away from Park City.

This map shows a truly connected transportation system that represents a possible solution to vehicular traffic as we look 20 years into the future. The vision illustrated here includes a streetcar (red line) from Kimball Junction to Bonanza Park, and ultimately the Main Street transit center. Phase II of such plan might include a connection out to the City's park-n-ride facility to address significant increases in traffic that will result from the build-out of the Jordanelle development area. The Plan includes possible gondola connections ((blue line) from Bonanza Park to PCMR and/or Main Street to Deer Valley resort. Finally, the proposed Interconnect is illustrated in green and simply represents a conceptual connection to Salt Lake City via rail in the future.



SMALL TOWN

STRATEGIES



STRATEGY: Conservation Subdivision Design

Conservation Subdivision Design (CSD) is a method of open space preservation in which land developers cluster houses together on the least sensitive lands, preserving the remainder of land as open space, ideally between 30 to 75 percent. In return, developers are able to build the same number of units per acre as base density allows, keeping conservation subdivisions density neutral.

Randall Arendt is the chief proponent of CSD. He believes that, for the most part, engineers and surveyors have had too much influence in the design and construction of subdivisions in the Unit-



ed States over the past 50 years. The result has been cookie-cutter style site designs whose only goal is to maximize development on the property, with little

regard for the topographical, ecological, and historical elements present on the site. CSD is an alternative that promotes smarter, more ecologically

4 Steps of the Conservation Subdivision Processes:

1. **Existing Resources/Site Analysis (ER/SA) Map:** The first step for development approval should require the developer to complete a detailed inventory and analysis of the site and surrounding area, identifying areas of natural, historic and geologic importance.
2. **Site Walk:** An inspection of the site should be undertaken by members of the Planning Commission, Planning staff, the developer, the landscape architect, the landowner and adjacent property owner. The site walk allows for greater familiarity of the site by all members involved in the planning and approval process.
3. **Conceptual Sketch Plan:** The developer submits a preliminary conceptual sketch plan overlaying an aerial image, allowing staff and officials to judge the design's protection of sensitive areas identified in the previous two steps. The creation of the sketch plan should follow these steps.
 - a. Identify the areas of a site that are unbuildable (sensitive lands, wetlands, wildlife corridors, and flood planes) and areas that should be preserved. Unbuildable areas do not count towards open space requirements. Open space should connect to the greater, existing open space network.
 - b. Locate homes around the protected space to maximize residents' enjoyment and utilization of the space.
 - c. Add streets and trails.
 - d. Create lot lines that subdivide the property.
4. **Landscape Architect or Urban Planner Design:** The site design should be completed by a landscape architect or a planner, who generally will have much more experience in creating healthy, livable places than will an engineer or computer program.



The side-by-side comparison of a traditional subdivision and a conservation subdivision design exemplifies how the natural setting may be further preserved through building pads and clustered lots.

sensitive development.

This approach to subdivision design has many advantages over conventional design. Conservation subdivision designs typically cost developers less money to build. For example, developers often spend less on grading because the design incorporates the natural topography of the site. Arendt notes that his redesign of a 60 acre development in Texas saved the developer \$250,000 in

grading costs.

Since lot sizes in CSD developments tend to be smaller and clustered together, developers do not need to invest as much capital in street construction. Again, Arendt was able to save a Tennessee developer \$212,000 in street construction on his 86 lot development.

In an analysis of conventional and conservation subdivisions in South Kingston, Rhode Island, Rayman Mo-

hamed found, while controlling for other variables, that lots in conservation subdivisions, on average, cost the developer \$7,400 less to produce than lots in conventional subdivisions. These same lots sold in an average of 9.1 months, compared to the 17 months for conventional lots. Moreover, they sold for around \$13,000-\$18,000 more per acre.



STRATEGY: Zoning for Varied Lot Sizes and Further Subdivision of Existing Lots

Decreased Vehicle Miles Traveled:

Land use patterns dictate the number of vehicle miles traveled (VMT). Dense developments in close proximity to existing commercial nodes and public infrastructure (schools, parks) reduce VMT, generate fewer emissions, and reduce transportation costs for municipalities and residents.

Protect Open Space:

A second benefit of smaller lot sizes is increased density which reduces pressure on undeveloped land and prevents sprawl. Undeveloped land plays a critical role in carbon sequestration and off-setting greenhouse gas emissions. Within Park City, the increased open space protects the core value of natural setting.

Cost Savings:

Thirdly, because more housing units can be built per acre, density reduces land and infrastructure cost, thus lowering the market price of each unit and creating opportunities for

increased affordability of individual units. The higher concentration of people places greater demand on public transportation and local retail.

Diversifying Building Lots:

Strategically reducing and removing minimum lot size requirements through lot size averaging allows individual lots within a development to vary from the maximum density zoned, so long as the development as a whole averages to the maximum density. This tactic creates a mix of housing types—including granny flats, in-law apartments, and garage apartments—within an existing development, increasing the affordability and attainability of housing.

Housing Affordability:

Today, low income families face the challenge of choosing between basic necessities and housing due to escalating housing costs. According to the National Low Income Housing Coalition, there is not a county in the U.S. that can provide a two-bedroom apartment at a rate affordable to

minimum wage earners.¹ Because housing prices fall away from employment centers, working families often choose to live outside of the cities they work to save on housing costs; however, for every dollar they save on housing expenses, working families spend seventy-seven cents more on transportation.

The careful design of new developments, strategic subdivision of existing developed lots, and promotion of compact, mixed-use development creates livable communities of varied housing types that are affordable and attainable to a wider range of the working population. Neighborhood density encourages sustainability by fostering multi-modal transportation networks that provide a multitude of transportation options for residents of all ages and prevents low income workers from increasing their transportation expenses. Compact development also conserves open space, makes use of existing infrastructure, and supports sustainable development. Creating opportunities for affordable and attainable housing

near employment centers is essential to accommodating the local workforce, reducing sprawl, and preserving the economic vitality of the community.

Context Sensitive:

High density development does not have to take the shape of massive, urban skyscrapers. Reduced setbacks, smaller lot sizes, and subdivision of existing lots result in greater density. Cottage Housing Development (CHD) zoning is one planning technique to create clusters of small, single-family detached units sharing common open space, interspersed with sidewalks and short street blocks. Traditional neighborhood design, the prominent urban form prior to World War II, promotes pedestrian-friendly, compact design with a connected street network for pedestrians, bicyclists, and cars.

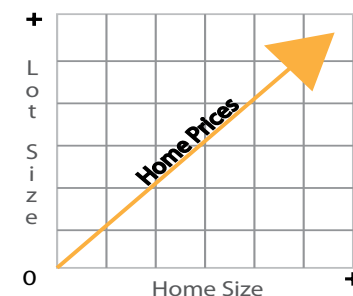


should only be considered with the use of a TDR credit and in coordination with the impacted neighborhood.

Conover Commons Cottages located in Redmond, WA is a private development made up two- bedroom, two bath 1,000 square foot homes.

Transfer of Development Rights (TDRs):

TDRs allows property owners to pass existing development rights to predetermined neighborhoods seeking to increase their density. Within Park City, any proposed increase in density through subdivision of existing lots



STRATEGY: Strengthening Neighborhoods

To improve the livability of neighborhoods, dynamic options that address residents' daily needs at every stage of life should be available.

Diversify Housing

A variety of housing options for primary residents is essential to diversifying the neighborhood and attracting residents of all ages, socioeconomic classes, and walks of life. Options for housing types (single family to multi-family), ownership or rental, and a variety of sizes, are necessary to fulfill residents needs during all stages of life.



Mix of Uses

Meeting the everyday needs of residents by allowing some variety of uses within residential neighborhoods decreases dependency on the car while strengthening the neighborhood identity through increased points of interest. The existing density within a neighborhood generally guides the appropriate mix of uses. A small grocery store, coffee shop, and office space are examples of appropriate uses that can complement low density residential neighborhoods.



Neighborhood Identity

Clearly-defined ingress and egress into these neighborhoods help better define neighborhood borders and create unique community identities within boundaries. Each neighborhood should have a well-defined edge, such as open space or a naturally landscaped buffer zone, permanently protected from development. Where two neighborhoods adjoin along an established transportation route with existing development, a transition area should thoughtfully evolve.



Public Realm

A greater sense of community in the public and semi-public realm can be achieved by creating places for residents to meet, linger, and socialize with their neighbors. These community gathering spaces can take the form of a neighborhood park, trail, sidewalks, and community gardens. Within the semi-public realm these spaces may be designed as a front porch, front yard, or outdoor dining.

Public Transportation

Safe, reliable, and convenient public transportation options that reduce our automobile dependence, provide transportation to those unable to drive (children and elderly), and enhance the livability of a neighborhood.

Walkability

Sidewalks, bike lanes, and trails connecting key destinations within the neighborhood improve accessibility, allow for healthy alternative to the car and create recreational space. The combination of traffic calming and interconnected streets creates safe and convenient pedestrian and bicycle circulation while maintaining vehicular movement. By improving the livability of our resi-

dential neighborhoods we are strengthening our residential communities. Increasing opportunities for interaction between residents leads to friendships and bonds that translate into greater connectivity between neighbors, appreciation for diversity, and a common sense of purpose sharing a common ground. As residents express their community pride in the maintenance and upkeep of their homes, property values are sustained and often increase. Moreover, community residents are more apt to participate in decision-making processes when they value the character and identity of their neighborhood. Finally, strengthening these residential zones is key to maintaining the health of the City overall and its ability to provide desirable residential neighborhoods for new and existing residents.

“Cottage housing is a new model of clustered single family housing that provides a transition between single family housing neighborhoods and higher density areas, creating a development pattern that maximizes land values, reduces infrastructure costs and provides housing next to services. As the region implements the 2040 Growth Concept, the long range growth plan, Metro is working to help communities address the stark differences in scale, density and use that often appear between established neighborhoods and newer, higher density commercial or residential development in town centers and corridors. These transitions under-utilize land and create a disjointed development pattern, often undermining the capacity of the region and the character of our communities.”¹

Oregon Metro



STRATEGY: Regional Planning

The Wasatch Back has a unique opportunity to learn from other regional planning efforts around the world and those as close as the Wasatch Front, to protect those community assets which the region values. The watershed, airshed, wildlife habitat and corridors, and vast view corridors of open space are just a few shared regional assets that define the small town aesthetic of the Wasatch Back. With growth in Park City, Summit County, Wasatch County, and Morgan County projected to more than triple by 2060, there is no better time than the present to begin regional planning. The very essence of what draws residents and tourists to the area is threatened without regional planning in place to guide the coming boom. To prevent future negative growth patterns in the region, Park City should work cooperatively with the communities of the Wasatch Back to implement the following 4 Regional Ahwahnee Principles.

1. The regional land-use planning structure should be integrated within a larger transportation network built around transit rather than freeways.

Well thought out regional planning projects future land use and population densities and identifies transportation demands related to the projections. This data is utilized to plan for future multi-modal transportation including trail connections, dedicated bicycle and public transportation lanes, and automobile options. By prioritizing transit, rather than widening roads for increased throughput of cars, the character defining narrow roads and clean air of the Wasatch Back can be preserved. A current example of regional multi-modal transportation planning is the rail trail connection from Echo Reservoir to Park City. The Wasatch Back could adopt future paved and unpaved trails to connect all the communities in the region creating horseback riding, running, and cycling options complementary to the lifestyles of our residents and the community's health.

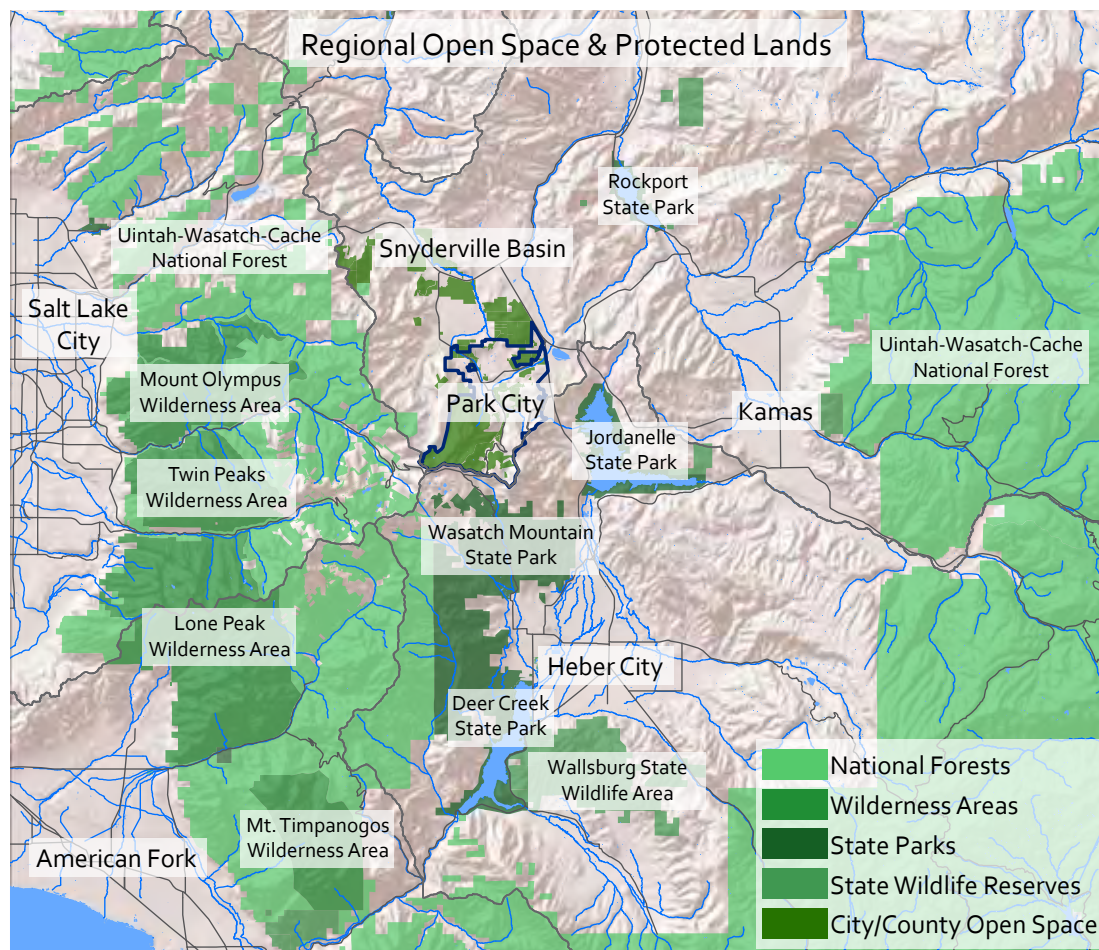


Regional transportation planning currently exists for multi-modal transportation in the form of trails, bus routes, roads, and highways. The existing rail trail is a great example of an alternative to highways that connect communities throughout the region. Paved and unpaved trails connecting the communities of Wasatch Back would complement the outdoor lifestyle of the residents.

2. Regions should be bounded by and provide a continuous system of greenbelt/wildlife corridors to be determined by natural conditions.

Many residents of Wasatch Back chose to live in the Wasatch Back due to the seemingly vast tracks of open space that exist within and around our communities. The reality is that many of the spaces viewed along the side of highways, roads, and trails throughout the Wasatch Back have development rights that the current owner has not opted to utilize to its full development potential. Incremental development that sprawls into previously undeveloped land is of great threat to the remaining countryside.

To secure continuous systems of greenbelt/wildlife corridors that bind the region, three steps must be taken. First, a natural resource study should be conducted at the regional level to identify continuous natural systems and wildlife corridors that exist. Second, a regional visioning process must be conducted to identify those attributes to the regions (view corridors, recreation areas and trails, agriculture lands, etc.) that are highly valued by residents in their existing state and therefore should be protected. The final step is to create regional agreement, represented through an adopted regional master plan, identifying those areas intended to remain as very low density or open space and those appropriate for future development or



increased intensity of land use. This strategy protects the ecology of the region and the natural aesthetic that defines the region.



STRATEGY: Regional Planning (continued)



3. Regional institutions and services (government, stadiums, museums, etc.) should be located in the urban core.

Intentional planning to locate community resources in the community center supports continued reinvestment in existing centers. Although redevelopment in the community centers may be more costly and challenging than greenfield development, the long range benefits far outweigh the initial additional cost. The “return on community” is high and includes support for existing local businesses that have invested in the area, decreased vehicle miles



travelled due to centralized destinations, and continued reinvestment in the public realm – “placemaking”. The charm of the community centers is maintained along with the community’s pride.





4. Materials and methods of construction should be specific to the region, exhibiting a continuity of history and culture and compatibility with the climate to encourage the development of local character and community identity.

Adopting design standards throughout the region that build off of the established local vernacular can prevent the recent “anywhere USA” phenomenon. As a region dependent on tourism, it is especially important to maintain the identity of the Wasatch Back to provide visitors with the unique aesthetic and cultural experience of the West. Preserving the existing historic

cultural resources is one of the most important steps to maintaining the local character and community identity. Infill which complements the existing cultural resources can be achieved through zoning for compatible mass and scale and adopting architectural standards that require the use of materials and methods of construction specific to the region.

With growth in Park City, Summit County, Wasatch County, and Morgan County projected to more than triple by 2060, there is no better time than the present to begin regional planning. The very essence of what draws residents and tourists to the area is threatened without regional planning in place to guide the coming boom.



Regional Planning: Wasatch Choice for 2040

Led by 18 mayors and elected county officials, the Wasatch Front Regional Council (WFRC) has developed the long-range transportation plans for the Salt Lake City metropolitan area for decades. As the Regional Council developed these transportation plans, it became apparent that certain development patterns were more transportation-efficient than others. Therefore, the Regional Council, in association with the Mountainland Association of Governments in Utah County and Envision Utah, decided in 2005 to engage in a visioning process for growth and development called the Wasatch Choices 2040 Vision. This Vision, in turn, served as the foundation for the transportation planning effort resulting in the current Regional Transportation Plan.

In consultation with city and county planners, engineers and local elected officials, WFRC staff refined the Wasatch Choices 2040 Vision based on updated modeling analysis.

The Wasatch Choice for 2040 is the



Vision renewed. The Regional Council released it as a draft in January 2010 to begin the public discussion about how the region should develop. This discussion included a formal public comment period from February 1st through March 12th. The Regional Council adopted the final version on May 27, 2010.

This "Choice" points the way forward for us to focus growth in a variety of activity centers across the region, many of which are coordinated with our existing

and near-term transportation system: freeways, rail lines, rapid bus ways, and key boulevards. While these centers are coordinated with *today's* transportation system, *tomorrow's* new transportation investments will be planned to serve these activity centers, areas of growth, and our region's special districts – like the airports and the universities.

The Wasatch Choice's centers are located where regional destinations have grown, where economic activity has



clustered, or in strategic locations that are pointed in this direction. The Vision suggests that these centers should expand to provide ever-broadening choices for residents to live, work, shop and play; a mix of all of these activities is welcome.

Centers should work with the long-term market, helping provide opportunities to residents who want to live close to work, walk or bike to shop, and have both great transit and road access – desperately needed as our population ages, gas prices and congestion increase, and the cost of transportation for work and play inches upward, and available land shrinks.

We enjoy an unparalleled quality of life along the Wasatch Front. People from all over the world are drawn to our stunning scenery, rich opportunities, and friendly spirit. As one of America's fastest growing regions, we cannot take our high quality of life for granted. How we grow will affect how we and our children will live. Important choices face us, and the path we take will have long-term consequences.

Implementing the Wasatch Choice for

2040 will result in a more livable community for all.

Implementing *The Wasatch Choice for 2040* will provide significant quality-of-life benefits:

- Saves billions of dollars in infrastructure, housing and transportation costs that can go back into our pockets
- Gives us more time to do what we care about most
- Improves air quality for our health and economic growth
- Maintains the character of existing neighborhoods
- Preserves key farms and open space
- Provides housing for people of all life stages and incomes
- Uses less of our limited water resources
- Creates more active neighborhoods, supporting improved public health
- Enhances our ability to recruit and retain jobs and highly skilled workers
- Provides more choices for how we and the next generation will live, work, play and travel

By implementing the Vision, we can ac-

commodate growth, enjoy more financial security, build first-class communities, and preserve the stunning beauty of our state. While the benefits of the Vision are compelling, there are barriers to implementation. Some communities lack public support for or appropriate ordinances to develop mixed-use economic centers. In some cases, developers and lenders resist investing in new development types. Some community plans don't square with market reality and, consequently, don't move forward. Moreover, coordinating among many property owners and other stakeholders is challenging. What we need are good local examples of vibrant, successful "centers" that solve these and other challenges.

"Wasatch Choice for 2040"
www.wasatchchoice2040.com
 (December 2012).



STRATEGY: Complete Streets

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

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

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

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

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

Liveable Communities Complete Streets play an important role in livable communities, where all people – regardless of age, ability or mode of transportation – feel safe and welcome on the roadways. A recent study found that people who live in walkable communities are more likely to be socially engaged and trusting than residents of less walkable neighborhoods. Additionally, they reported being in better health and happier more often.² The social benefits of complete streets complement the City’s core value, Sense of Community.



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

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

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

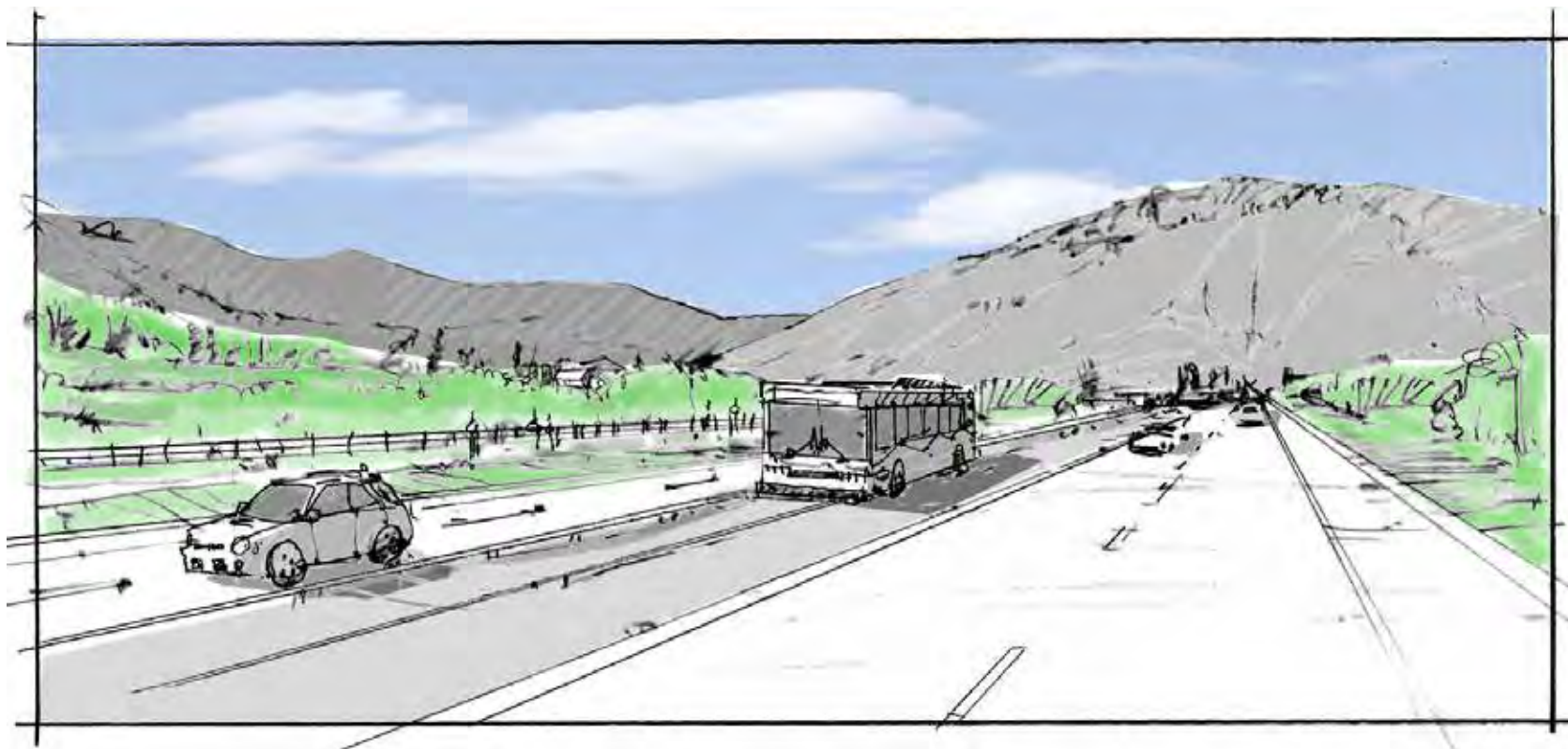


The 2012 renovations of Bonanza Drive introduced complete streets concepts with improved pedestrian crossing, turning lanes, bus pull-off areas, pedestrian signalization, and bike lanes.

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

Savings Typically, Americans spend an average of 18 cents of every dollar they earn on transportation, with the poorest fifth of families spending more than double that figure.⁴ A two-person adult household that uses public transportation saves an average of \$6,251 annually compared to a household with two cars and no public transportation accessibility.⁵ This figure could be higher for those who commute to Park City from the outlying areas. Park City’s dedication to offering multi-modal transportation options decreases transportation costs, helping the City attain its goal of retaining full time residents.





As transportation evolves in Park City, the main corridors will introduce more efficient modes of public transportation. Bus rapid transit (BRT) could be a reality in the near future; followed by a trolley connection between Park City locations and Kimball Junction. This image of a BRT lane on SR 224 going to Kimball Junction should be explored.



The opportunity to move from BRT to a trolley line along the SR 224 corridor could link the neighborhoods of Park City with the commercial center at Kimball Junction.

STRATEGY: Re-thinking Parking

Control of parking has been around since the 1950s. The main theory is that if developed sites don't provide their own off-street parking, drivers will try to park on neighboring streets.

In creating ratio requirements for parking standards, planners often do not conduct site specific analyses to establish parking requirements. Usually national surveys of the peak parking occupancy observed at suburban sites are referred. The Parking Generation report published by the Institute of Transportation Engineers (ITE) is generally utilized. Transportation engineers survey parking occupancy to report a "parking generation rate" that relates the peak parking occupancy. ITE's 1987 edition of Parking Generation indicates that the vast majority of the data is derived from suburban developments with little or no significant transit ridership. Another method that cities often use to regulate mandatory off-street parking is simply by borrowing other cities' requirements. Minimum off-street requirements can create an excess supply of parking, encourage unnecessary driving, and

makes congestion worse. Additionally, these standards can also encourage people to build unsightly surface lots instead of inviting storefronts.

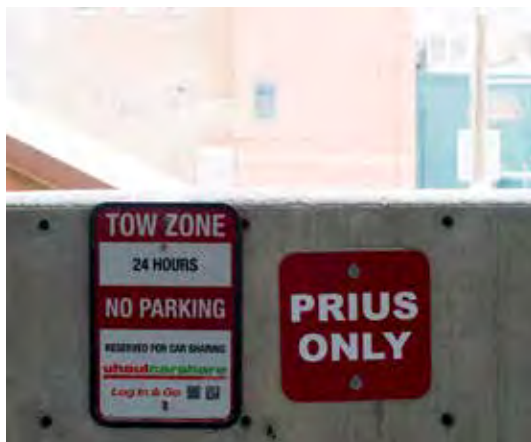
In his book *The High Cost of Free Parking*, Donald Shoup wrote, "With free parking available almost everywhere, almost everyone can go almost anywhere without resorting to public transportation, carpooling, biking, or their own two feet."

Currently Park City offers a free transit system. The transit system provides easy access of recreational areas, residential neighborhoods, our Historic District, and Kimball Junction without the worries of having to drive a vehicle and find available parking. A reduction in the number of required off-street parking spaces, after thorough analyses, will provide flexibility in building design, maintain or enhance pedestrian-oriented urban design, and allow more efficient use of buildable space, which in turn reduces rents, including housing costs. Progressive cities have switched direction from minimum off-



street parking requirements to maximum off-street parking requirement.¹ In other words, maximum requirements have placed a cap on the total allowable number of parking spaces.

In conjunction with maximum parking standards, shared parking can be utilized to use parking space generated by two or more land uses without conflict or encroachment. The benefits of shared parking include variations in the accumulation of vehicles by hour, day, and season at the individual land uses. It also results in relationships among the land uses that end in visiting multiple land uses on the same auto trip. *Planning and Urban Design Standards* published by the American Planning Association (APA) indicate the following



related to shared parking: *The key goal of a shared parking analysis is to find the balance between providing adequate parking to support a development or area from a commercial viewpoint and minimizing the negative aspects of excessive land area or resources devoted to parking.*

A combination of decreasing the number of the current parking ratio requirements and a thorough land use/transportation analysis (i.e., density, transit, shared parking, connectivity, and pedestrian accessibility to goods and services), should be analyzed by the City to make sure there is existing adequate off-street parking. This process should be adopted instead of an arbitrary minimum standard that cre-



ates a surplus of parking. By decreasing the current parking ratio to reach an accurate requirement and utilizing shared parking, the City can influence unnecessary driving, decrease congestion, and encourage people to build inviting storefronts instead of unsightly surface lots. The very likely reduction in the number of required off-street parking spaces will provide flexibility in building design and will either maintain or enhance pedestrian-oriented urban design.

A reduction of the number of required off-street parking spaces, after thorough analyses, will provide flexibility in building design, maintain or enhance pedestrian-oriented urban design, and allow more efficient use of buildable space, which in turn reduces rents, including housing costs. Progressive cities¹ have switched direction from minimum off-street parking requirements to maximum off-street parking requirement.



STRATEGY: Parking in Old Town

Park City Municipal Corporation currently employs a neighborhood parking permit system on most Old Town residential streets. This system is devised into four separate parking zones (zones A, B, C, F) within Old Town (see map).

Resident and employee permits in Zone C allow for parking in China Bridge and the Gateway Upper Level over the posted time limits. Resident permits in Zone C can park up to 72 hours in the above mentioned garages and employees are permitted to park up to 24 hours. Resident permits in Zones A, B, and F allow for on-street parking on residential streets for up to 72 hours. The Parking Code and area signs may indicate additional regulations. Additionally, a resident living within one of these three zones is eligible to receive up to five (5) on-street parking permits.

Due to the pre-automobile characteristics and 19th Century historic development patterns of Old Town and the limited supply of off-street parking, careful consideration should be given in regards to the regulatory requirements

for off-street parking and how on-street neighborhood parking is managed. As population and economic growth transpire and infill of undeveloped lots and remodels of existing homes occur in Old Town, parking demand in Old Town neighborhoods can be expected to rise, exceeding on-street supply in many cases. On-street parking spaces are a finite city service, and it is important for neighborhoods to efficiently and effectively manage existing facilities as a scarce and valuable resource.

This will require careful coordination between the neighborhood, the Planning Department, and the Parking Department. If excess demand is placed upon the limited on-street parking supply in Old Town and local neighborhoods cannot resolve the issues through neighborhood coordination, certain parking management tools may need to be employed.

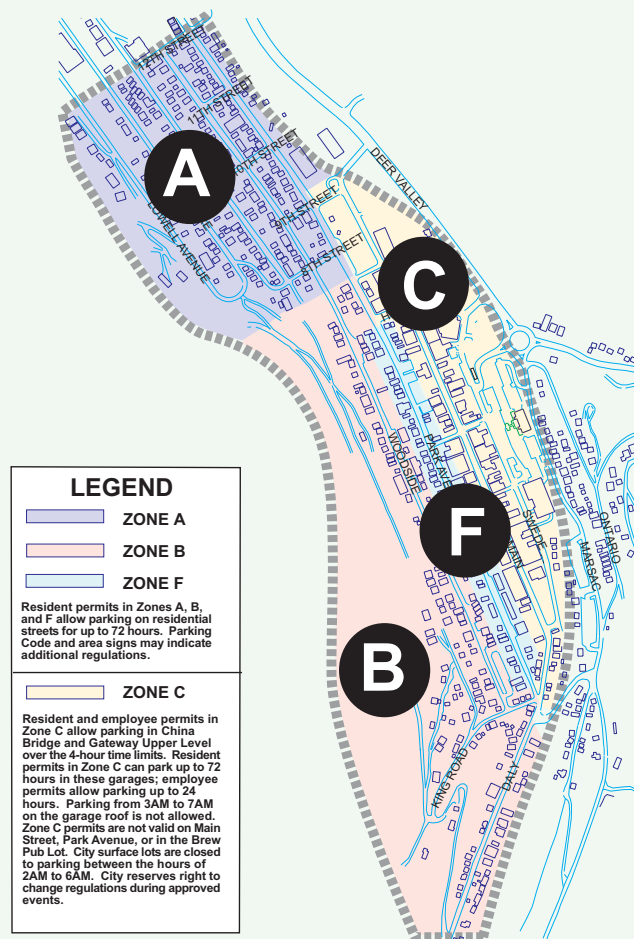
Because the existing supply of on-street parking in Old Town is restrained by geographical boundaries (physical, legal, etc...), these tools are largely

demand-side management techniques and may include the following:

1. Inventory and identify the existing on-street parking supply and demand within the respective neighborhood parking zones.
2. Move towards a needs based on-street parking permit program. In other words, inventory the existing off-street parking for private properties within the residential zones and assess their need for on-street parking permits against the existing supply and demand.
3. Consider the use of variable pricing and complementary strategies as a way to manage demand for parking at on-street locations and off-street facilities managed by Park City Municipal Corporation.

PARKING AREA MAP - PART 2

Permit Parking Zones



Park City Municipal Corporation, Park City, Utah

Department of Public Works



STRATEGY: 6 Steps to Reduce Vehicle Miles Traveled

ve·hi·cle miles trav·eled (VMT)

/vēēkel/mil/traveld

Noun

the sum of all miles traveled by automobile.

1 Build Complete Streets. Invest in alternatives to solo driving, such as:

- Transit (standard bus, bus rapid transit (BRT), light rail, train). Improving accessibility, frequency, quality, routes, pricing, ease of use, etc.
- Biking. Adding lanes, improving trails, bike sharing program, connectivity, safety, etc.
- Walking. Adding and improving sidewalks, pedestrian paths, connectivity, cross-walk safety, etc.



2 Improve land use.

- Increase density near established centers.
- Adopt anti-sprawl growth policy.



3 Support Carpooling.

- Add freeway High Occupancy Vehicle (HOV) lanes.
- Create programs that would support carpooling i.e. online carpooling database, etc.



Reducing VMT helps ease traffic congestion, improve air quality, and decrease green house gas emissions.



4 Vehicle sharing programs.

- Encourage community car share program.
- Provide dedicated public parking spaces throughout town at low or no cost for car share programs.

5 Pricing policies that raise the cost of driving and parking.

- VMT tax, tolls, or congestion pricing in downtown areas.
- Reducing the availability of on- and off-street parking to encourage alternate forms of transportation.

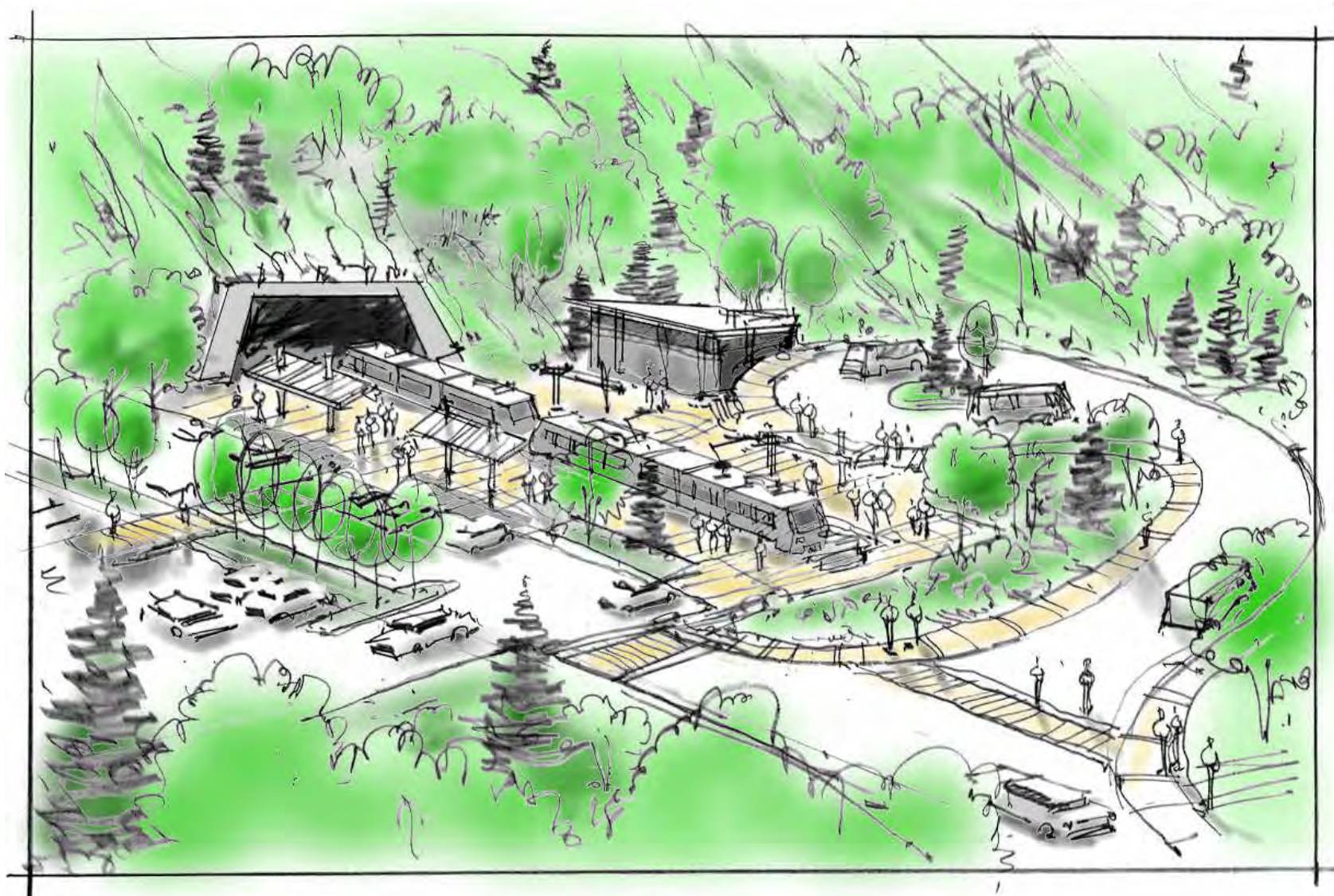
6 Education

- Encouraging opportunity for physical exercise.
- Practicing sustainable principles.





Connectivity between the ski resorts will be an ever engaging topic in the next decade. Participating within regional conversations to prioritize environmental best practices, decrease regional vehicle miles travelled, ensure connectivity between resorts and commercial nodes, and preserving the back country ski experience will lead to the best outcome for all parties involved. A gondola from Main Street to Deer Valley has been discussed and a conceptual layout is depicted above with a landing at the top of Main Street.



A possible version of the **interconnectivity** illustrating a rail connection to Salt Lake City with a tunnel ingress/egress to Park City. As the Wasatch Summit committee begins to examine the possibilities, Park City should prepare for this type of intermodal connectivity.



GENERAL PLAN TASK FORCE – POLICY ISSUES LIST

SMALL TOWN - GOAL 1

1. While Park City could choose to encourage growth to occur outward, into the undeveloped lands surrounding the City, we support higher densities in town, so that we can preserve open space and the natural setting in and around Park City. Increased infill; impact on existing neighborhoods-allow only where offsets development pressure elsewhere and there is available infrastructure/capacity to handle traffic. Possible TDR agreements/programs with both counties.
2. Additional annexation discouraged or encouraged? Expand annexation policy declaration boundaries? To protect undeveloped land?
3. Increase opportunities for local food production within City limits.
4. Continue to provide necessary commercial and light industrial services within the City limits by allowing a range of commercial uses within city limits, including industrial uses in appropriate areas.
5. Require a range of lots sizes and housing density within new subdivisions in primary residential neighborhoods v keeping additional infill where compliments the existing patterns of subdivision.
6. Additional accessory uses/apartments in residential?

GOAL 2

7. Are we trying to limit growth to existing development nodes? If so, have we identified the appropriate locations?
8. Should the City let the resorts and/or Wasatch Front lead interconnect planning or take a proactive posture/policy position? Is a collaboration posture strong enough to keep Park City Park City?
9. Should the GP prioritize issues within each regional partner/county?

GOAL 3

10. Can we have a standardized Streets Master Plan or are we really an “it depends” decision-maker?
11. Complete streets v. affirmatively favor narrow roads?
12. Parking and reduced single vehicle policies. How reduce parking on-site while addressing future seasonal uses and equity of those held to standard? Impact fee issues v limiting use v. requiring additional non-traditional improvements?
13. Are we prepared for culture shift to have additional parking and enforcement priorities necessary to truly effect behavior?
14. Is the private sector adequately addressing airport transportation?
15. Impact on existing residential if introduce grid/east west connections to resorts?

GOAL 4

- 16. 4D- How balance needs for parking, restrooms, shade and other recreation facilities?
- 17. Should open space and recreation have different goals- reflect pending policy decision re restrictions and conservation easements?

GOAL 5

- 18. What is purpose of max house sizes in all zones versus regulating floor area?
- 19. How define local agriculture and regulate?
- 20. Can we better define a higher obligation to mitigate high impacts of tourist economy v false goal of sustainability?
- 21. Do we want to discourage day visitation and air travel?

GOAL 6 (several repeat from above re farm and agriculture)- water issues with increasing density in Goal 1.

GOAL 7

- 22. Increase diversity of housing stock within primary residential neighborhoods to maintain majority of occupancy by fulltime residents. Existing CCR conflicts if eliminate minimum house sizes.
- 23. Adjust nightly rental restrictions- eliminate or expand?
- 24. Should the City/RDA have a role in incentivizing/subsidizing retrofits of existing residential housing?

GOAL 8

- 25. Is focus on “workforce” or primary residents/children? Seasonal v year-round. Ref existing plan and inventories.
- 26. Can some opportunities in counties be win/win re their economic development and not just PC pushing problem on them?
- 27. Different standards/fees? If on-site?
- 28. Allow/expand capability of land dedication in lieu of construction of units?

GOAL 9

- 29. Transit a priority/practical? Qualify with per person cost? Or affirmatively subsidize or effectively prioritize over other core services
- 30. Address lighting issues?
- 31. Inherent conflict between residential use and visitor addressed?

GOAL 10

- 32. Is this or Goal 9 a higher priority?
- 33. Is percentage in Quinns plan working? Need adjustment? Work for all facilities?
- 34. Do we still want more events all year long?

GOAL 11

- 35. Are we promoting Main Street separate from Historic Park City?

GOAL 12

- 36. Discourage national commercial retail chains.
- 37. Does residential in existing commercial limit future commercial in the area in which it was originally intended?

GOAL 13

- 38. How define live street performances and how regulate without impacting parking and brick and mortar? Impacts on solicitation?
- 39. Food trucks and carts?

GOAL 14

- 40. Does goal capture need to balance protections and sustainability with need for flexibility and adaptability to also remain sustainable?
- 41. Commitment to traffic standard?

GOAL 15

- 42. Require architect or landscape architect on all Historic District applications?
- 43. Better to acknowledge conflicts in build out between mass and scale versus “maintain context and scale”?
- 44. Districts v resources? Same priority?
- 45. PCMC to consider adaptive reuse prior to building new facilities? 15.14
- 46. Expand the Park City Historic Sites Inventory to include historic resources that were built during the onset of the ski industry in Park City in an effort to preserve the unique built structures representative of this era.
- 47. Limit parking exemption for expansions?
- 48. Lot combo policy v larger structures.

GOAL 16

- 49. What is policy re: parking on commercial levels?
- 50. Policy of Swede Alley
- 51. Limits on Events?

COMMUNITY CHARACTER - Historic Core			
	Policies	New Plan? Y/N	Section
	Keep City and other government offices and services in the downtown, to maintain the function of the historic core as a gathering place. Similarly, concentrate in the historic area certain commercial uses that attract and encourage interaction among local residents (e.g., bookstores, card shops, coffee shops, and post office).	Y	16.1, 16.4, 16.7
	To maintain commercial viability, promote year-round demand by residents and workers for services, restaurants, entertainment, and similar uses in the core.	Y	11.3, 16.1
	Maintain the historic character of buildings.	Y	16A, 16.3, 16.6
	Support programs that make the downtown attractive to potential businesses.	Y	16C, 16.5, 16.8
	Promote the continuation and augmentation of a pedestrian-friendly environment in the downtown.	Y	16B
	Work to ensure the continued livability of residential areas around the historic commercial core.	Y	8A, 11.6, 16.2
New General Plan			
	The new GP discusses historic core at great lengths, goes into greater depth in regards to compatibility, maintaining Main Street as core, and maintaining commercial viability.		
	Sense of Community In New GP in general:		
	Explore new and emerging trends for non-traditional housing developments		7.2
	Increase affordable housing and attainable housing opportunities		8.1
	Prioritize housing acquisitions that support multiple City goals such as historic preservation and/or carbon reduction		8.17
	Provide recreation facilities for under-served areas		9.2.3
	Update Recreation Master Plan to reflect regional management		9.6
	Fund a study to research benefits and impacts of a connected regional ski lift system		10.7
	Support future efforts to host a second Winter Olympics		10.8

	Limit visitor-oriented development and nightly rental to existing resort neighborhoods		11.4
	Adopt city-wide design standards to maintain the aesthetic experience of Park City		11.5
	Discourage national commercial retail chains on Main Street and the negative impacts of chains on the unique PC experience		12D
	Research possibility of creating a revolving loan fund to provide gap financing for new and expanding local businesses		12.9
	Amend LMC to encourage the installation of art within the built environment and inclusion of art spaces in public realm		13.2, 13.3, 13.8, 13.12

COMMUNITY CHARACTER - Developing Area			
	Policies	Included in New Plan? Y/N	Section
	Ensure that the character of new residential development reflects and is compatible with the mountain resort character of Park City.	Y	15.7
	Design large-scale commercial buildings and development to reflect traditional Park City patterns, character, and site designs. Support the mountain character and charm of the City by making sure that new commercial development relates to the mining/historic architectural heritage of Park City.	Y	15A, 15B
	Encourage alternatives to the use of autos, and discourage driving where feasible.	Y	3A, 3.1, 3.11, 3.15, 5.17
	Maintain and expand open space by employing a variety of approaches, both regulatory and non-regulatory.	Y	4.2, 4.4, 4.7
	Adopt a program to better define and protect the major entryways to the City.	Y	4C, 4.6
	New arterial roads should connect to State Highways 224 and 248. This is to avoid disrupting existing and new neighborhoods.	Y	3.12
New General Plan			
	The new GP goes further in depth on diversifying housing opportunities while maintaining historic preservation and compatibility.		
	It also has much more on multi-modal transportation, and protecting the major entryways and character of town is upheld.		

COMMUNITY CHARACTER - Joint Planning Area			
	Policies	Included in New Plan? Y/N	Section
	Protect a maximum amount of public and private open space.	Y	n/a
	Institute low density development design standards to ensure that new development maintains a rural character in terms of building location, materials, fencing, landscaping, street widths, street layout, and similar features.	Y	n/a
	Provide a range of housing opportunities in annexed areas. Eliminate regulatory impediments to providing a range of housing opportunities.	Y	n/a
	Pursue those annexation petitions that hold the potential of producing significant amenities and benefits for the public in addition to open space (e.g., active parks, community centers.)	Y	n/a
	To prevent strip development along highways and arterials, concentrate new commercial development tightly around strategic intersections through the use of development regulations.	Y	n/a
	Entertain a broad range of development patterns when reviewing annexation petitions, provided that the petitions are consistent with the open space and other development goals of the General Plan and other City policies.	Y	n/a
	Require new streets and transportation systems that adequately serve annexed areas and do not adversely impact existing neighborhoods.	Y	n/a
New General Plan			
	These policies are addressed throughout new GP but there is no such thing as a Joint Planning Area now so in a sense this specific area does not apply. The new GP focuses heavily on Regional Planning and collaboration.		

COMMUNITY ECONOMY - 2002 Olympic Legacy			
	2002 Olympic Winter Games Legacy Policies		
	Policy	In New Plan? Y/N	Section
	Capitalize on the positive tourist attraction of the 2002 Winter Olympics during and after the event to promote Park City as an all season resort community.	Y	11.11
	Work to ensure that the Winter Olympics are successful for visitors and residents.	N	N/A
	Provide opportunities for our citizens to participate in welcoming visitors and in celebrating the Olympic events in and near our community.	N	N/A
	Support efforts to minimize disruption to business during the year of the Winter Olympics.	N	N/A
New General Plan			
	Focuses on promoting Park City and does a good job at maintaining the legacy of the 2002 Olympics now that they are over.		

COMMUNITY ECONOMY - Recreation and Tourism				
	Recreation and Tourism Development			
	Policy	In New Plan? Y/N	Section	
	Recognize that the Park City area is home to three world class ski resorts which are the largest employers and taxpayers in the City and Summit County	Y	11.1	
	Maintain and improve the resort ambience which includes adequate opportunities for recreation, shopping, dining and culture.	Y	11.2	
	Promote cooperation among the various major employers, business groups and the residents of Park City, including the resorts, lodging associations, restaurant owners and operators.	Y	12.8	
	Recognize potential conflicts between our resident population and economic growth resulting from the increase in tourism and mitigate these conflicts to the extent possible.	Y	11.4	
	Emphasize the community as an attraction for tourists while recognizing the tourist economy results in many of the amenities desired by our residents.	Y	11.6	
	Encourage a variety of recreation opportunities with good seasonal variation.	Y	11.3	
	Promote activities during the non-peak winter season to increase variation.	Y	11. 10	
	Historic and cultural tourism is an important component of the City's economy and should be enhanced as opportunities become available.	Y	11.8	
New General Plan				
	Ski Resort Development and Recreation Tourism (multi-seasonal) is greatly addressed in new GP			

COMMUNITY ECONOMY - Special Events			
	Special Events Policies		
	Policy	In New Plan? Y/N	Section
	Recognize that special events are important to augment the City's economy, particularly during the shoulder seasons.	Y	13.5
	Promote special events that are compatible with Park City's image as a resort community.	Y	10.6
	Implement reasonable measures to minimize adverse impacts on the resident population from special events may be necessary in some situations.	Y	10.1
	Enhance the festival and resort atmosphere with special events throughout all seasons.	Y	13.4
New General Plan			
	The new plan discusses these well for our future economic success		

COMMUNITY ECONOMY - Annexation			
	Annexation Policies		
	Policy	In New Plan? Y/N	Section
	In concert with adjacent counties, consider the regional impact when considering new areas of annexation.	Y	14.8, 14.9
	Consider the fiscal impacts of the proposed development and the overall costs to the City and the region.	Y	14.3
	Ensure that community benefits derived from annexations are tangible and contribute to rather than dilute Park City's recreation and tourist atmosphere and economy.	Y	14.2, 14.5, 14.6
New General Plan			
	Annexation on economy is addressed in detail		

COMMUNITY ECONOMY - Balanced Economy			
	Balanced Economy		
	Policy	In New Plan? Y/N	Section
	Remain competitive in the market by implementing changes, expansions and improvements to existing facilities.	Y	16.6, 16.7, 16.8
	Support local ownership of businesses as well as externally-owned businesses that serve and enhance the tourism economy and provide employment opportunities to the local resident.	Y	11.9
	Examining ways to diversity the economy in order to broaden the long term economic health of the community without competing with established tourism based businesses.	Y	12.8
	Support additional technology businesses that enhance our economy and are compatible with our community character.	Y	12.7
	Regularly evaluate programs and services provided by the City to assure cost effective delivery to the public.	Y	8.16, 9.4
New General Plan			
	Discusses at great length to evaluate existing and identify new ways to create a balanced and thriving economy		

COMMUNITY ECONOMY - Vital Retail			
	Vital Retail Policies		
	Policy	In New Plan? Y/N	Section
	Preserve a diverse, independent retail base in the Historic Main Street core and in other retail areas of the City.	Y	16.5, 16.7
	Support Historic Downtown as a unique focal point for the community, a place where people want to shop, visit and live.	Y	16.1
	Protect the unique historic character of Main Street as a cultural economic draw.	Y	16.1
	Work with retailers at large to ensure that the overall health of the City's retail base is promoted and enhanced.	Y	16.3, 16.4
	Work with the adjacent counties to enhance the region's retail base collectively.	Y	16.8
	Plan for lively informal plazas or gathering spots that draw residents and visitors to retail areas.	Y	16.1
	Create a unique Main Street experience on Main Street.	Y	16.4, 16.5
New General Plan			
	Encouraging Retail in the Downtown and Main Street is highly addressed in the new plan along with BoPa. Not much in relation to General Commercial is detailed extensively.		
	The new plan details collaboration amongst business owners, governments, and individuals much more.		

ENVIRONMENTAL - Material Resources			
	Policy	In New Plan? Y/N	Section
	Develop recycling programs that serve our residents and visitors to reduce the amount of material currently being deposited in land fills.	Y	5.21, 5.41
	Encourage project construction mitigation plans to address recycling construction material.	Y	5.11
	Cooperate and take a leadership role in discussions with adjacent governmental jurisdictions to implement a regional approach to recycling.	Y	5.22
	Work with local land owners, state and federal agencies to identify and mitigate environmental hazards relating to the City's past mining activity.	Y	4.16

ENVIRONMENTAL - Natural Resources			
Policy		In New Plan? Y/N	Section
Protect the variety of ecosystems in the Park City area.		Y	4.15
Reduce dependence on activities that encroach upon or diminish natural resources.		Y	4.9
Delineate wildlife habitat and migration routes and develop protection and enhancement standards for a variety of wildlife types including but not limited to moose, deer, and elk.		Y	4.1
Balance vegetation protection and fire hazard. Address wildland fire potential in an aesthetic manner and/or limit or redirect development in critical areas.		N/A	IFC
Respect and be aware of Park City's natural environmental constraints such as avalanches, steep slopes, sensitive vegetation and other factors when land is developed.		N/A	LMC
Exercise caution when disturbing or developing on soils that may have the potential of containing contaminants from previous mining operations.		N/A	Soils Ordinance
Manage our limited forests with care to preserve and improve the overall health of the mountain vegetation.		N/A	Landscape Ordinance

ENVIRONMENTAL - Water Resources			
	Policy	In New Plan? Y/N	Section
	Maintain and enhance the community's water quality.	Y	4.16, 6.8
	Protect stream corridors and wetlands which exist in, around and downstream of Park City. Improve, enhance and restore wetlands as opportunities arise.	Y	4.4, 4.14
	Identify aquifer recharge areas. Work towards protection and enhancement of these areas.	Y	6.8
	Develop responsible water conservation standards and requirements.	Y	5B, 5.3, 5.22, 6.1, 6.10
	Require detention ponds or similar systems to allow contaminants and sediments to filter out prior to being released into the storm sewer system or streams. All run-off from buildings, paving and other impervious surfaces should be contained on site.	N	N/A in code already
	Protect and improve water quality by controlling run-off during construction by using best available technology for minimizing contaminants and sediments that may be eventually released into streams and ponds.	Y	5.11
	Require resort and other development projects, including residential, commercial, ski run grading and forest management to prepare and submit construction mitigation plans which provide for silt control, detention areas, and proper maintenance during and after construction.	Y	5.11
New General Plan			
	Details water conservation and protection efforts extensively, not addressing water quality as much as past-this can be found in City's Soil Ordinance		

Environmental Policies in New General Plan overall:			
	The new GP talks much more on progressive climate change and energy challenges the City now faces and will face and how we can be proactive.		
	Protecting wildlife corridors/ biodiversity		4.1
	Utilizing TDRs in open space preservation		4.2, 4.3
	Identifying appropriate areas for renewable resource technology		5.4, 5.5, 5.10
	New development to be oriented for solar		5.6, 5.7
	Support electric and alternative fuel automobiles		5.8
	Encourage local agriculture/community gardens		5.12, 6.4, 6.11
	Identify opportunities for micro-hydropower systems		5.19
	Support community-wide recycling and composting		5.21
	Establish a funding source to provide economic assistance for residents to incentivize implementation of strategies		5.23
	Develop community-wide climate challenge		5.26
	Develop community revolving grant/loan program for energy efficiency projects		5.4
	Regulate permeable surface of lots to ensure mitigation of heat island effect		6.3
	Integrate climate adaptation policies into all aspects of public and private planning		6.6, 6.9

ENVIRONMENTAL - Air Quality			
	Policy	In New Plan? Y/N	Section
	Maintain and improve the air quality within and surrounding the community.	Y	5.17
	Review the impact on air quality when reviewing and approving development projects.	Y	5.1
	Protect the quality of the community's air by encouraging a reduction in the use of personal vehicle trips, controlling air-borne dust from construction and road maintenance and a reduction in the use of wood burning fireplaces and stoves.	Y	5.24
	Increase the awareness among adjacent governmental jurisdictions of the potential for air quality degradation and the adverse impacts on our economy and quality of life.	Y	5.22

ENVIRONMENTAL - Energy			
	Policy	In New Plan? Y/N	Section
	Reduce energy consumption and waste streams through the use of energy efficient technology and recycling efforts.	Y	5.11, 5.22
	Reduce dependence on fossil fuels, underground metals, and minerals through energy conservation and procurement practices.	Y	5.4, 5.8
	Encourage the use of new technologies in both solid and non-solid fuel burning devices that meets or exceeds national Federal standards for emissions.	Y	LMC

ENVIRONMENTAL - Aesthetics			
	Policy	In New Plan? Y/N	Section
	Guide hillside development so that it is clustered at the base of the hills and stays off of ridge lines.	Y	15.8
	Prevent or mitigate development on steep slopes by evaluating and refining the sensitive lands provisions and design guidelines.	Y	15.8, 4.16
	Protect natural vegetation and require new vegetation to compliment the existing vegetative character of a site.	Y	5.3
	Maintain entry corridor aesthetics including open vistas and natural stream corridors.	Y	4.6
	Maintain large expanses of open space in its existing condition.	Y	4.2, 4.8
	Reclaim and re-vegetate closed mining sites and tailings stockpile areas as opportunities become available.	N/A	in LMC
	Maintain and enhance trail and open space linkages.	Y	4.1
	Maintain and refine lighting standards to preserve a visible night sky.	Y	5.14
	Develop methods to ensure that ski area development (temporary and permanent) is sensitive to the environment by controlling erosion, water run-off, visual impacts, impacts to wildlife and the preservation of natural features.	N/A	in LMC

HISTORIC PRESERVATION - Demolition-by-Neglect Policies			
	Policy	In New Plan? Y/N	Section
	Educate elected officials as well as the general public of the characteristics of Demolition by Neglect.	N	Complete - in LMC
	Work pro-actively with the Building Department to clarify required maintenance, economic hardship and demolition standards, and procedures.	N	In place
	Develop incentive packages to discourage demolition based on claims of economic hardship.	N	
	Mitigate valid economic hardship claims.	N/A	Code
	Build partnerships with adjacent governmental jurisdictions (e.g. Summit County, Wasatch County, etc. to implement a regional approach to demolition-by-neglect.	N	

HISTORIC PRESERVATION - Historic District Policies			
	Policy	In New Plan? Y/N	Section
	Identify those buildings, structures and sites in Park City which are historically significant, historically contributing, and historically insignificant to the Historic District.	N	
	Enact regulations to protect those buildings, structures and sites in the Park City which are historically significant and contributory to the original character of Park City.	Y	15.3
	Support preservation efforts toward buildings, structures and sites in the Park City which are historically significant and contributory, including their rehabilitation and continued use.	Y	15.9
	Encourage the continued use of those buildings, structures and sites in the Park City which are historically and contributory to the original character of Park City.	Y	15.1, 15.14
	Involve the real estate sector and general public in promoting preservation within the Historic District.	Y	15.11
New General Plan			
	Restrict Parking passes to limit the amount of on-street parking...		15.13
	Create opportunities for affordable/attainable housing that support businesses catering to locals.		16.2

HISTORIC PRESERVATION - Preservation Incentives Policies			
	Policy	In New Plan? Y/N	Section
	Research, identify and utilize existing financial incentives for historic preservation being offered to communities by federal, state and private institutions.	Y	15.9, 16.3, 15.16, 15.17
	Research, identify and utilize potential supplemental funding available in order to continue offering existing financial incentives for preservation such as the HDC matching grant program.	Y	15 .10

HISTORIC PRESERVATION - Land Management Code--Chapter 4, Historic Preservation Policies			
	Policy	In New Plan? Y/N	Section
	Educate elected officials as well as the general public of legislative changes affecting the Historic District.	Y	15C
	Support and maintain a high standard of qualification and expertise in the field of preservation for Historic District Commissioners and staff persons involved in the design review process.	Y	15.11
	Respect and be aware of Park City's natural environmental constraints such as steep slopes, significant vegetation and other factors when land is developed.	Y	15.8
	Integrate the goals and priorities of historic context into the broader planning process.	N/A	Code

HISTORIC PRESERVATION - Park City Historic District Design Guidelines			
	Policy	In New Plan? Y/N	Section
	Educate elected officials as well as the general public of the purpose of the Guidelines and knowledge of the benefits to preservation.	Y	15.11
	Seek to improve the outcome of design projects in Old Town by ensuring the support of the regulations outlines in the Guidelines.	Y	15.7
	Enhance the quality of growth and new development in town.	Y	16.1
	Provide a clear, simple and objective basis for the decisions of the Historic District Commission of design review.	Y	15c
	Encourage architects to create new buildings that will become landmarks for future historical designation.	Y	16.5
	Ensure that the character of new construction that is architecturally-compatible to the existing historic character of Park City.	Y	15B
	Increase public awareness of design issues, concerns and options.		15.11, 16.3
	Encourage sensitive development on steep slopes.	Y	15.8
	Increase the awareness among adjacent governmental jurisdictions (e.g. Summit County, Wasatch County, etc.) of the preservation issues and projects having a potential adverse impact on Park City's historic character, economy, and quality of life.	N	HC

HISTORIC PRESERVATION - Rehabilitation and New Construction			
	Policy	In New Plan? Y/N	Section
	Reduce loss of existing historic material and reduce construction waste in nearby landfills through the rehabilitation and repair of existing construction, encouraging recycling, etc.	Y	15.1
	Encourage early consultation with Staff to foster strong communication throughout the planning and construction process.	Y	15.11
	Support architectural compatibility with the historic character of the area and maintain visual quality.	Y	15.5
	Recognize and preserve the architectural uniqueness of Old Town as a whole.	Y	15.7
	Promote the use of new technologies within the fields of both new and rehabilitative construction that meets or exceeds national Federal standards for historic preservation.	N/A	Guidelines

Housing			
	Policy	In New Plan? Y/N	Section
	Review and update the City's Affordable Housing Resolution, Standards, and Guidelines as needed to accomplish the community's housing objectives.	Y	8. 10
	Encourage the construction of affordable housing that is not disproportionately borne by any single sector of the community.	N	
	Apportion the costs for providing affordable housing equitably based on impact generation, growth inducement and the underlying goal to provide a cross section of units in our community.	N	
	Designate for-sale affordable housing units as a priority because of the overwhelming demand for these types of homes rather than rental properties.	N/A	Code
	Ensure that new development does not adversely affect the supply of affordable housing in the City.	N	
	Maintain the social, economic and political fabric of the community by requiring the construction of affordable housing when new projects are approved.	N/A	Code
	Ensure that the affordable housing requirements for new development are satisfied in direct proportion to the original sale of lots or square footage within a specific project.	N/A	Code
	Continue the commitment to allocate an annual budget for affordable housing related programs such as the employee housing allowance, the Housing Affordability Update Report, grants or loans, and the purchase of units as opportunities become available.	Y	8.13, 8.11
	Continue to work with private developers, local non-profit organizations and other interested parties to supply affordable housing.	N/A	Code

	Apply for state, federal funds and other available sources in order to leverage the use of City and local non-profit funds.	N	
	Support Summit and Wasatch Counties in adopting housing elements that include a broad cross section of participation and allows for affordable housing in traditional development projects.	Y	8.9
	Review and amend the Land Management Code to eliminate zoning restraints in the provision of affordable housing.	Y	8.6
New General Plan			
	Update incentives for density bonuses for affordable housing developments.		8.4
	Adopt streamline review process for projects that are at least 80 percent affordable housing projects.		8.5
	Identify/ acquire property for future development of affordable housing.		8.15
	Explore new/emerging trends for non-traditional housing developments		7.2

LAND USE - White Pine Canyon			
	Objectives	Included in New Plan? Y/N	Section
	Environmental and Open Space Objectives		
	The east facing and north facing slopes of Iron Mountain visible from the Highway 224 corridor should be retained as undisturbed open space to enhance Park City's image as visitors approach the City. Ski runs should not be cut in this area.	N	
	This area is subject to wildland fires. Therefore, any proposed development must provide for adequate fire protection and emergency evacuation routes. This issue may necessitate the location of development in the lower elevations.	N	
	The West Side and White Pine Canyon areas are the likely recharge zones for much of Park City's and the Snyderville Basin's groundwater. While there is work to be done to specifically identify the priority locations for recharge and the precise aquifer locations, the Utah Geological Survey's preliminary review points to these sites. Any major development within the White Pine Canyon area needs cautious review with respect to groundwater impacts. The same cautions that relate to higher-elevation developments with respect to irrigation, fertilizer application, road cuts, re-vegetation, and storm water retention also hold true for the White Pine Canyon area.	N	
	Community Design Objectives		
	There are areas located in the alcoves of White Pine Canyon that could sustain low density residential development and possibly some winter recreational uses in keeping with the function and scale of development suggested in the Snyderville Basin General Plan. Properties at higher elevations, and along the Highway 224 frontage, would be more appropriate as open space.	N	
	Any development that may occur at the toe of Iron Mountain adjacent to the City's open space should be located so as to be screened by natural vegetation.	N	

	Park City should consider annexation of the highly visible portions of this Planning Area if development is proposed that could adversely impact the open space image of the east and north slopes of Iron Mountain. There are obvious opportunities for clustering development into less visible areas and still allowing reasonable development in this Planning Area.	N	
	New streets and access to structures through the open space view corridor visible from Highway 224 should be strictly controlled to minimize grading and vegetation removal that would detract from the view shed.	N	
	Recreation and Amenity Objectives		
	Provisions should be considered for trail access for the public through the Planning Area. Hiking, biking, and equestrian trail systems should be incorporated into a development plan. A plan could also consider some possible winter trail linkages to the ski resorts.	N	
	Transportation Objectives		
	Access to development in White Pine Canyon is contemplated via White Pine Canyon Road only. Approval of densities greater than those contemplated by the Plan must consider provisions to minimize the adverse impacts of construction traffic on existing residents.	N	
	WHITE PINE CANYON IS IN THE COUNTY AND SHOULD BE PART OF OUR REGIONAL APPROACH		

LAND USE - General			
	Policies	Included in New Plan? Y/N	Section of New Plan
	Environmental and Open Space Policies		
	Direct development to the "toe" of slopes, preserving the ridge tops, meadows, and visible hillsides. Open space foregrounds should be incorporated in development proposals to enhance the visual experience of open space.	Y	15.7, 15.8
	Preserve wetlands, drainage ways, and intermittent streams and incorporate them into developments as amenities, rather than as simply undevelopable land.	Y	1.5
	Preserve as many large, cohesive, unbroken areas of land free of typical urban uses, including active recreational uses, as possible through design, dedication, and acquisition, as development occurs in the annexation area.	Y	4C
	Protect the views along the City's entry corridors by establishing design, setback, and landscape requirements.	Y	4.6
	To decrease fire risk, develop criteria for decreasing wildfire potential by keeping development out of certain sensitive areas and carefully controlling development where wildlife occurs.	Y	6.2
	Recreation and Amenity Policies		
	Incorporate pedestrian trail linkages and open space to allow movement between and through neighborhoods. Trails should link to other recreational and community facilities and provide a viable alternative to vehicular transportation. Trail and pedestrian linkages should be consistent with the Park City Trails Master Plan and the Snyderville Basin Trails Master Plan.	Y	3.5
	Provide neighborhood recreation to serve residents of each distinct neighborhood. When appropriate, develop regional recreational facilities with adequate vehicular and trail access.	Y	9.2

	Community Design Policies		
	Encourage comprehensive, efficient developments that consider the overall impact on surrounding properties. Phasing plans for such projects will be necessary to avoid the premature expansion of utilities and other public facilities.	Y	1.5
	Encourage distinct neighborhoods surrounded by open space. Develop neighborhood-specific design guidelines to promote neighborhood cohesiveness.	Y	1B
	Approve development only when adequate public services and facilities are available, or will be available when needed to serve the project.	Y	14.1
	Encourage affordable housing in close proximity to lodging, bus routes, resorts and such essential services such as shopping, recreation, and medical services.	Y	7.2, 7.3, 7.4
	Encourage a mix of housing styles within new developments with a preference for second homes and housing units that provide bed base for tourists.	Y	7.2
	Transportation Policies		
	Require traffic routing and street design that minimizes grading, minimizes impacts on existing residents, and reduces dependency on the automobile.	Y	3.1
	Require all season trail systems which serve individual neighborhoods and also provide connections to other existing and planned trails.	Y	3.5
New General Plan:			
	Allowing TDR's and associated TDR credits		1.1
	Prioritize walkability		3.6
	Implement Complete Streets		3.11

	Require developer to pay their proportionate share for increased burden on existing service levels and infrastructure expansions		1.6
	Reduce GHG emissions		5.1
	Encouraging local agriculture through local community gardens		5.12, 6.4
	Collaborate w/ Summit County, Wasatch County, and Morgan County		2.1-2.4

LAND USE - Round Valley			
	Objectives	Included in New Plan? Y/N	Section
	Environmental and Open Space Objectives		
	Maintain an open space corridor from the ridge tops along Highway 40 to Highway 248. Using the ridge tops as a boundary, maintain the same open space corridor along the north side of Highway 248 to the Treasure Mountain Middle School.	Y	4.1
	Ensure that development is located at the "toe" of slopes in alcove areas. Residential development in the meadow areas should be minimized, or not allowed, if other alternatives are available. Preserve all ridge tops and visible hillsides (separating the north and south bowls) as open space, with no roofs extending above the ridgeline protection area.	N	4.7, 4.8
	Preserve and enhance wetlands, meadows, intermittent streams, and drainage ways. The design of storm water systems should use an open system, with drainage features as amenities.	Y	Trends / LMC
	Ensure adequate open space between new neighborhoods and the existing neighborhoods in Park Meadows. Make sure new developments are surrounded by open space and become distinct neighborhoods.	Y	1.3, 1.5, 1.8, 4.1, 4.6,
	Promote development to occur so that the desired open space buffer around Park City is established in this area.	Y	4.5
	Methods of water reduction should be utilized for landscape irrigation.	Y	5.3

	Community Design Objectives		
	As the ridge tops around Round Valley meander and connect to one another, they form sub-valleys and alcoves. The use of these alcoves to cluster and screen development areas from one another, and from the Highway 248 corridor view, also provides an opportunity to preserve critical open space. Hiding this development meets the open space and view preservation objectives identified throughout the planning meetings.	N	Open Space Acquisition
	The plan contemplates attached and detached residential unit development, including some affordable housing development, which has been agreed upon through pre-annexation negotiations with property owners. Such affordable housing would either be clustered in appropriate areas or interspersed with other housing developments.	N	MPDs
	No regional retail commercial development is anticipated. However, a commercial exception may be made for neighborhood commercial uses and for a clubhouse or activity center associated with golf.	N	Not recommended
	Recreation and Amenity Objectives		
	The ridge tops provide the continuous linkage necessary to connect the trail systems, which are considered an integral part of the Park City open space system. Trails are used for hiking, biking, and cross country skiing.	N	TMP
	The sensitive Lands Ordinance prohibits development on steep slopes, wetlands, primary vegetation, and ridge tops. Aside from the few alcoves with development potential, the primary land uses would be open space and passive recreation.	Y	4.9
	Large portions of meadow should stay open. They could be used for low impact recreation or reserved for open space. Recreation uses requiring fencing and lighting are not considered appropriate for this area.		

	Preserve large areas of mountain shrub vegetation and sage grasslands in their natural environment. Recreation uses, such as golf, active neighborhood parks, hiking, biking, and equestrian trails are all desirable and compatible uses in this area and should be incorporated into any development proposal. All trails should maximize the use of the natural landscape, materials, and vegetation in planning and design.	N	TMP
	This planning area provides an opportunity for golf course development. Any such development should not encroach on protected hillsides and ridgelines.	N	Not recommended
	Transportation Objectives		
	Implement a street circulation system that provides a good north/south linkage through Round Valley to the existing roadway network. Make minimal connections, if any, through existing City neighborhoods. Any future roadway system in this area should be flexible, in order to complement the natural geographic and environmental features. Street design shall take into account neighborhood impacts and aesthetics as well as engineering standards.	Y	3.8
	Provide efficient year-round trail circulation systems, if any, between neighborhoods to facilitate and encourage safe and efficient pedestrian travel.	Y	3.3
	Keep residential development compact and efficient to facilitate public transportation.	Y	3.1

LAND USE - Highway 40-248 East			
	Objectives	Included in New Plan? Y/N	Section
	Environmental and Open Space Objectives		
	Maintain all wetlands, prohibit wetlands draining or filling, and encourage buffer areas between wetlands and developed uses. Strive to find uses that are complimentary to adjoining wetlands.	Y	4C/4D
	Large, undisturbed areas in the meadows and wetlands should remain as the dominant visual experience for travelers on Highway 40.	Y	4.1
			4.6
	Work with Summit County to ensure that any residential development to the east does not encroach on the visible hillsides.	Y	4.14
	Ensure that any residential development occurs in distinct pods, surrounded by open space.	Y	1.1, 1.5
	Maintain and enhance an entry corridor along the highway frontages.	Y	4.6
	Community Design Objectives		
	Locate future residential development so that it won't be the dominant feature as viewed from Highway 40. Development should be located at the fringes of meadows, near the toe of moderately sloped areas. It should be concentrated, to minimize infrastructure extensions.	N	Quinn's/PC Heights MPDs
	Locate non-retail, manufacturing/assembly/warehouse uses on property along the Highway 40 frontage north of Highway 248. Develop performance standards for such uses to minimize their visual impact.	N	Not recommended in new GP - protect space

	Limit access drives onto Highway 248.	N	UDOT/PCMC Corridor Agreement
	Recreation and Amenity Objectives		
	Consider location of a major sports complex and activity center in the southeast quadrant of the intersection.	N	Complete
	The southeast side of the intersection of Highways 40 and 248 may present an opportunity for a number of recreation uses. Given that many of the high impact recreation uses (such as baseball, soccer, tennis, and other outdoor court sports) usually require fencing, lights, and other above-ground features, their compatibility with other neighboring uses would need to be considered.	N	Repository Site
	Ensure trail linkages to the south, toward the Jordanelle Reservoir, and loop trail systems back to the north to allow for good hiking, jogging, biking, and equestrian opportunities.	Y	4.1
	Enhance recreation and trail opportunities created by the existing Rail-Trail.	N	TMP
	Consider potential recreational uses of the Richardson Flats area. Residential or commercial structures here are not recommended.	N/A	Enacted

LAND USE - Highway 40-248 SW			
	Objectives	Included in New Plan? Y/N	Section
	Environmental and Open Space Objectives		
	Use and enhance the Silver Creek wetlands as an amenity feature in the design of surrounding property development.	N	LMC/SLO
	Prohibit development of highly visible hillsides and ridge lines as viewed from Highways 40 and 248.	Y	4B/4.6
	Allow limited ski expansion only as approved for the Deer Crest development.	N	In progress
	Community Design Objectives		
	There appears to be ample commercial land in Park City to accommodate current City needs. However, there may be an opportunity to create a special development concept at the Southwest corner for some anticipated neighborhood or resort support commercial needs. This area should not be developed with commercial uses that substantially increase traffic on Highway 248.	N	Quinn's MPD
	Establish guidelines for a mixed-use, clustered, commercial development on the southwest corner parcel. The design of future structures in this area should be in scale and character with the rural, mountain character of this area. This area, when developed, should enhance rather than detract from the aesthetic quality of the entry corridor. A standard highway strip commercial development would not be favorably considered.	N	Principles for County and City Completed
	Parking should be at the back or sides of the buildings to avoid a foreground of asphalt for the visitor traveling along the entry corridor. Landscaping will be critical along the entry corridor to soften the view toward the commercial structures. Landscape materials native to the region should be used as the dominant material.	N	Quinn's MPD
	Focus on gateway aspects of site design.	N	Complete

	Modify the existing Highway 248 entry corridor overlay zone as necessary to assure adequate setbacks for structures, parking standards, lighting regulations, design criteria, and landscaping. Enhance the visual experience for visitors and residents using this entrance to the City.	N	In LMC
	Consider some small clusters of residential development or a few dispersed units, maintaining the quality of the entry corridor. The residential development should be in distinct pods, surrounded by open space.	N	PC Heights
	Transportation Objectives		
	Complete a north-south collector road along the Highway 40 frontage. Work with the Utah Department of Transportation to design an intersection on Highway 248 that accommodates the vehicular and trail crossings desired by the City.	N	
	Consider a location for a "Park and Ride" or other transportation transfer facility within close proximity of Highways 248 and 40.	Y	3.9
	Improved vehicular access to this Planning Area could come from the intersection of the existing unpaved access road and Highway 248. This intersection would align with the new road through the Round Valley parcel to the north of Highway 248. Grade separation for the trail connection should be considered when designing the Highway 248 widening and improvements. The road would then connect to the existing frontage road south of Silver Creek and terminate at Rising Star Land. It would serve as the primary collector street for future development on the western side of Highway 40.	N	
	Limit driveways and intersections on Highway 248.	N	UDOT/PCMC Corridor Agreement

LAND USE - Flagstaff Mountain			
	Objectives	Included in New Plan? Y/N	Section
	Environmental and Open Space Objectives		
	Provide a variety of open space within this planning area. Some ski expansion may be appropriate. Provide large, cohesive, undisturbed areas as well.	N	
	Preservation of an open space buffer around any development is vital to establish an open space edge to Park City.	Y	4.15
	Protect and enhance wetland areas.	Y	4.15
	Protect and enhance identified significant wildlife habitat.	Y	4.1
	Community Design Objectives		
	The Snyderville Basin General Plan has specified the Flagstaff planning area as "Mountain Remote" which would allow some limited development subject to topography, availability of infrastructure and other services. This property could, however, possibly sustain expanded lodging, service, and ski elements that would essentially tie together the Deer Valley and Park City ski areas. This concept would bolster growth and vitality in the local ski industry. It is critical, however, that land planning, infrastructure, and transportation issues be closely examined and resolved as they relate to the impacts of such major expansion.	N	
	Consider allowing for some additional resort-related, multi-family residential expansion in this area. Residential development should be a part of the community and should not be allowed to be gated.	N	

	Single-family detached homes spread out across the mountain are not considered easily serviceable, easily protected from wildfires, or consistent with the preferred land development pattern identified through this planning process. Additionally, sprawling development spreads negative environmental and wildlife impacts over a larger area. Second homes or the condominium bed base that serves the ski industry and resort businesses have, in the past, been more acceptable than single-family primary residences, which have a tendency to create greater burdens on the schools and other municipal services.	N	
	If development is approved in these and other high-elevation areas, special features will need to be incorporated into design guidelines. Examples might include the prohibition of fertilizers and irrigation/sprinkler systems to keep chemicals from groundwater recharge areas, special attention to road cut slopes due to their extremely slow revegetation rates, and stormwater runoff detention, especially in areas of shale and fine gravels.	N	
	To minimize environmental and infrastructure impacts, cluster development uses.	N	
	Create project limits to ensure that there will be development and service boundaries to any future developed uses.	Y	14.6
	Provide development authorization only when service and infrastructure concurrence, such as water service, streets, fire protection, and public safety can be provided.	N	
	Maintain Park City policy influence over this planning area, given its strong physical and visual connection to the City.	N	
	This area is subject to wildland fires and it will be necessary to incorporate development design features that provide for wildland fire protection such as, but not limited to, vegetation control, exterior sprinkler systems, emergency evacuation routes, and fire resistant building materials.	N	

	Require residential development patterns and densities that minimize vehicle travel.	Y	3.1
	Require affordable employee housing components within the development or in close proximity to the lodging and resort-based facilities.	Y	8.1
	Require phasing and construction mitigation plans that stage development, minimize construction traffic, and minimize impacts on existing neighborhoods and the road system.	N	
	Minimize the number of delivery and construction worker vehicle trips by requiring parking areas, transfer sites, construction staging, and storage areas within the development.	N	
	Recreation and Amenity Objectives		
	Provide for a range of recreational opportunities. Consider the expansion of resort skiing; maintain areas for back country skiing.	N	
	Maintain and enhance a year-round trail system serving hikers and bikers, and equestrian uses where appropriate.	Y	11.1
	Discourage the development of snowmobile operations.	N	
	Transportation Objectives		
	Any residential expansion should occur in distinct development pods that can be easily served by mass transit, including private systems.	Y	3.1
	Provide traffic routing and road designs that minimize grading and the impact on existing residents.	Y	3.11/3.14
	Minimize improved connections to adjacent parcels, other than those connections absolutely necessary for emergency access and evacuation routes.	N	

LAND USE - Park City Resort - West Hill			
	Objectives	Included in New Plan? Y/N	Section
	Environmental and Open Space Objectives		
	Consider limited ski area expansion, avoiding wetlands and critical wildlife areas.	N	Annexation Complete
	Community Design Objectives		
	There may be pods of developable area within this Planning Area. The majority of the development should occur within, or immediately adjacent to, the existing City limits, at the base of the ski area. If any additional residential development is to occur in this planning area, it should be clustered and not spread over the hillside.	N	LMC
	All structures near the Park City Resort should also be restricted to a specific contour elevation. Resort area building heights should be examined in the context of surrounding properties, views of the ski area from primary streets, and the need for bed-base expansion at the resort center.	N	In LMC (analyze in LoPA Area Plan)
	Review new development in the context of the historic guidelines that support the City's mining, resort, and ski history.	N	Complete
	Prevent development creep up the canyons and valleys along the west side.	Y	4.6
	Limit new construction on the west side to residential uses, with resort/commercial expansion only at the base of the Park City Resort.	N	LoPA Area Plan
	Recreation and Amenity Objectives		
	Encourage the development of more summer hiking, biking, and horse-riding trails. Secure connections to other trails in and around Park City.	Y	4.10

	Transportation Objectives		
	Allow additional residential and ski area development only if there is no net negative impact on existing City streets.	N	LMC/MPD
	As the number of vehicle trips increase due to permitted expansion of the bed base and other development in this area, corresponding improvements to the streets and other transportation related facilities must also be improved.	Y	3.8,3.9, 3.10, 3.11, 3.12, 3.13

LAND USE - White Pine Canyon			
	Objectives	Included in New Plan? Y/N	Section
	Open Space and Environmental Objectives		
	Preserve an open space band of heavy vegetative cover along the Highway 224 corridor and along the McLeod Creek wetland area.	Y	4.6
	Preserve the Quarry Mountain slopes as open space.	Y	4.6
	Maintain wetlands as required by the Sensitive Lands Ordinance. To maintain water quality, restrict livestock access to the stream.	N	LMC/SLO
	Community Design Objectives		
	Very low density residential use that maintains the unique physical characteristics previously discussed may be permissible in this vicinity. The frontage protection zone criteria as specified in the City's Highway Frontage Protection regulations and the riparian issues contained in the Sensitive Lands regulations should be strictly reviewed and enforced.	N	LMC/SLO
	Limit the number of driveway and road cuts to Highway 224.	N	Trans Plan
	Avoid accepting piecemeal development proposals, but look for larger masterplanned projects that can provide for clustering and large amounts of open space to preserve the agricultural character.	Y	1.3
	Any development should emphasize clustering and open space. Development should also incorporate favorable features identified by the Park City visual preference survey including agricultural fields, large open spaces, tree barriers, and other visual amenities within and around residential projects.	Y	1.5

	Recreation and Amenity Objectives		
	There is strong interest in providing an east-west trail system north of Quarry Mountain that would eventually connect to the Round Valley area, further to Highway 40, and perhaps to the Rail Trail. Any proposals for development in this area should accommodate such a system and provide an alternative, non-automotive means of circulation.	N	Trails Master Plan
	Provide trail linkages to other networks in all directions.	Y	4.1
	The creek should remain accessible to anglers. Features enhancing and preserving the wetland corridor and wildlife habitat are critical.	N	
	Restrict vehicular access and parking in close proximity to the stream and trail system, in order to protect the passive recreational activities from noise and pollution.	N	LMC

OPEN SPACE			
	Policies	Included in New Plan? Y/N	Section
	Carefully evaluate the open space components of annexation and development proposals to define the community needs and the value of dedicated open space.	Y	4.5
	Observe the unique characteristics and open space priorities for each Planning Area outlined in the Land Use Element.	Y	
	For annexation of master-planned development, consider increasing the required amount of open space, and negotiate the type of open space to be provided, based on the priorities for the Planning Area. Current City codes require 60 percent open space as part of the master-planned development process.	Y	1. 1
	Require compact development in annexed areas, in order to concentrate housing and other structures and preserve the maximum amount of contiguous, usable open space.	N/A	Code
	Provide incentives for open space preservation that are consistent with, and complement, the Land Use and Open Space Elements.	N	
	Demand special attention to the entryway areas, including Highways 40, 224, and 248, with site planning parameters that create open space corridors.	Y	4.1
	Direct development to the "toe" (bottom edge) of slopes in mountainous areas, rather than the face of slopes, meadows, or valley floors.	N	
	Set aside open spaces that are sizeable and visually apparent; provide substantial connections to other open spaces.	Y	4C, 4.14, 4.15
	Require neighborhood links through trail systems. Target activity areas such as schools, commercial zones, and recreation areas for trail connections.	Y	3.5, 4.1

	Consider all environmentally sensitive regions (including meadows and grasslands as significant components) as valuable open space.	Y	4.4, 4.6, 4.11, 4.14
	Consider all riparian areas as priorities for protection, and ensure riparian conservation areas at least 50 feet in width on each side of streams and wetlands.	N	
	Regulate the use of unnatural landscape materials or landscape alterations not indigenous to the area, e.g., large lawns in front of mountain homes, or water features in prominent sagebrush areas.	N	
	Require that annexations contribute to the open space concepts and intent of the Land Use Element. Support plans within the Counties and annexation areas that provide advantageous open space and recreation components.	Y	1. 10
	Implement an acquisition program that will utilize open space impact fees, existing tax revenues, and potential new fee or tax revenues to create a dedicated open space acquisition fund. Such funds would be used to acquire critical open space properties not otherwise preserved through application of the Land Management Code or contributions to open space preservation. Acquisition could take the form of purchase of development rights, fee simple title, conservation easements, purchase options, or other methods of land use control.	Y	4.8
	Establish a transfer of development rights (TDR) system to implement open space preservation goals.	Y	4.2
New GP			
	Collaborate with Summit County, Salt Lake County, and Wasatch County to identify and protect regional wildlife corridors and sensitive lands.		4.14
	Manage public lands for ecosystem health. In instances where open space has been fragmented, manage wildlife and recreation in an effort to restore the ecosystem to a healthy, natural state.		4.15

OPEN SPACE - Short-Term Actions			
	Actions	Included in New Plan? Y/N	Section
	Revise the Land Management Code to redefine and set priorities for types of open space consistent with this plan.	Y	1.5, 4.1, 4.4
	Modify the Land Management Code and annexation policies to require that development areas under the Master Planned Development Ordinance set aside a significant portion of the overall acreage as permanent and contiguous open space, including, but not limited to trails, and passive and active recreation areas. Such open space would be in addition to land within the planning area considered unbuildable under the Sensitive Lands Regulations. Do not give open space credit for driveways, decks, or yards immediately adjacent to single-family structures. In the case of large residential lots exceeding ten acres in size, credit may be considered for privately owned open space in excess of five acres provided the land is restricted for open space uses. Open space calculations for commercial and multi-family uses shall be calculated as per the requirements in the Land Management Code.	Y	4.5
	Require petitions for new annexations to include technical information suggesting methods and practices to preserve or enhance wildlife and wildlands and offset the impacts of proposed development as much as possible.	N	
	Amend annexation policies to allow increased density as a negotiating tool or incentive to developers to advance the objectives or exceed the goals of the Land Use Element.	Y	
	Require site analysis for major new projects indicating soil type, soil and slope stability characteristics, groundwater conditions, and erosion control for proposed construction and improvements. Require the analysis to indicate erosion control both for the construction phase and for long-term storm water runoff quality.	N	

	Implement a standard that defines "designated vantage points" in a nonencroachment policy for development on mountain ridgelines in newly annexed areas. Each project involving development on or around ridges would be reviewed with appropriate and prohibited building sites indicated.	N	
	To secure orderly development and avoid scattered building that fragments open space, institute phased development requirements in annexation agreements. Amend the Land Management Code to require new developments to build pathways and trail systems that connect to existing and planned public trails and open space.	N	
	Identify important in-town locations that present opportunities for natural open space, public art, or pocket parks. Pursue acquisition or control of these parcels.	Y	13.2
	To protect the visual quality of entry corridors, designate as "frontage protection zones" those areas adjacent to roads and highways that enter the City. Amend the Land Management Code to provide a substantial landscape area for frontage protection zones in new annexations. Generate design guidelines for the entry corridors and City entry points.	Y	4B
	Make sure that an aggressive trails development program is implemented. Pursue programs to encourage alternative methods of transportation other than the automobile.	Y	3.1, 3.5, 4.10, 9.2.1,
New GP			
	Utilize findings of the Park City Natural Resource Inventory study to identify sensitive lands to be protected within the Sensitive Lands Overlay of the Land Management Code.		4.4
	Update the Transfer of Development Rights (TDR) system every two years to reflect market rate valuations of included properties with multipliers, to incentivize the conservation of open space.		4.3

OPEN SPACE - Mid-Term Actions			
	Actions	Included in New Plan? Y/N	Section
	Pursue state legislation for flexibility in local funding to acquire and protect open space, including a dedicated open space real estate transfer tax at the state level or as a local option. This approach would allow tax revenue from real estate sales to be earmarked for an open space reserve fund.	N	
	Develop a "deeded development rights" system that implements the open space objectives of the Land Use Element.	Y	4.7
	Periodically evaluate the feasibility and necessity of a bond issue for the specific purpose of acquiring key open space parcels.	Y	4.8
	Pursue land acquisitions (including dedications, purchases, or long-term leases) of tracts suitable for active recreation.	Y	4.11
	Work with and support Summit and Wasatch Counties to ensure that the recreation needs of the County residents are being met.	Y	4.13-4.15
	Review the effectiveness of the Sensitive Lands Regulations from an open space perspective and make appropriate amendments.	Y	4.4
New GP			
	Create a matrix to prioritize open space acquisitions based on community values, including ecosystem health, sensitive lands, wildlife corridors, view corridors, and recreation.		4.11
	Establish land stewardship education and incentive programs for private land owners with property dedicated as open space.		4.12

OPEN SPACE - Long-Term Actions			
	Actions	Included in New Plan? Y/N	Section
	Pursue key property acquisitions, purchase options, and open space easements to ensure that significant open spaces are maintained. Acquire critical undeveloped areas on visually prominent features, such as hillsides and ridgelines where development approval has already been granted.	Y	1.8, 1.10, 4.1-4.15
	Develop a Park City open space reserve fund for open space acquisitions.	N	Bonds Approved
New GP			
	Continue to allocate annual dedicated public funds to ongoing open space acquisitions.		4.8
	Collect and share data for the systems that have influences beyond municipal borders, including: ecosystems, waterways, wildlife corridors, air quality, shared view corridors, open space, scenic roadways, and transportation. Incorporate findings into regional planning strategies.		2.3

PARKS AND RECREATION - Facilities			
	Policy	In New Plan? Y/N	Section
	Develop priorities, with input from the Parks, Recreation and Beautification Board, on an annual basis, for balanced fiscally responsible use of the City's facilities.	N	N/A
	Utilize the Entryway Corridor Master Plan to provide guidance for the use of the open space and facilities, such as the McPolin Farm, in the Highway 224 corridor.	N	N/A
	Work to develop a regional plan for the entry corridor to the City on Highway 248.	Y	4.6
	Investigate the possibilities for targeted recreational services and programs for special interest groups such as youth and seniors.	Y	9.3, 9.4
New General Plan			
	Adopt design standards for sports facilities that require complimentary architectural design, local materials, and natural screening within existing neighborhoods.		9.1
	Create Custom Level Of Service (LOS) based on user feedback. Park City will monitor the needs of the community through demand surveys and citizen satisfaction surveys and adapt facilities and service levels accordingly.		9.4

PARKS AND RECREATION - Parks			
	Policy	In New Plan? Y/N	Section
	As opportunities are available, expand and maintain existing parks.	Y	9.2, 9.3, 9.5
	To maintain current levels of recreation service to city residents.	Y	9.6
	Develop a clear vision, with citizen input, for the long- term mission of City Park.	Y	9.5
	Provide opportunities for review, input and mitigation measures to the Parks Master Plan by neighbors in proximity to park uses.	Y	9.4
	Address the recreation needs of a population that is evolving into a more diverse community, while continuing to respond to the important role that seasonal guests will continue to play in the community.	Y	10.5, 10.9
	Work with surrounding communities, and the SBSRD to assure that responsibilities to provide recreation facilities are shared equitably and that duplication is minimized.	Y	9.5
	State and Federal lands should be considered for local acquisition for park land and open space, prior to the sale, auction or trade to private development interests.	N	N/A
New General Plan			
	Update recreation master plan to reflect regional management and long range planning effort to maintain high level of service.		9.6

PARKS AND RECREATION - Trails			
	Policy	In New Plan? Y/N	Section
	Develop the Park City trail system to be a safe, multiple-use trail system that is functional, aesthetically pleasing, educational, and is sensitive to the natural habitat on which it is located.	Y	3.1, 3.4, 3.5, 4.9, 4.10, 4.13
	Coordinate trail priorities and planning with SBSRD and the Mountain Trails Foundation to maximize the potential for a broad system so that connecting linkages are developed concurrently.	N	N/A
	Use environmentally sensitive and "user-friendly" standards when developing trail systems.	N	
	According to identified priorities, acquire and develop trail corridors in existing developed areas.	Y	3.5
	Consider a variety of alternatives for the acquisition of trail corridors, including: purchase, donation, or condemnation of fee title, easements, leases, or other possessory interests.	Y	4.2, 4.7
	Renew lease or otherwise acquire Gambel Oak Park from the Bureau of Land Management, U.S. Dept. of Interior.	N	N/A
New General Plan			
	Enhance the citywide parks and recreation system with safe pedestrian and bicycle connections between public parks, recreation amenities, and neighborhoods.		4.10

TRANSPORTATION - Parking Policies			
	Policy	In New Plan? Y/N	Section
	Due to the high "peaking" characteristic of parking demands during winter and summer and the high cost of providing additional parking in the Old Town area, it is not financially feasible to provide a space for all vehicles during the very busiest periods. Rather, a system of high-frequency transit shuttles serving outlying parking areas shall be developed.	Y	3.9
	Reduce the peak winter commercial demand for parking in the Old Town area.	N	
New GP			
	Revise parking requirements to incentivize multimodal transportation, high efficiency vehicles, and shared parking areas. Require bicycling parking options.		3.2
	Restrict parking passes within the historic districts to limit the amount of on-street parking. Consider incentivized parking in public parking garages for full-time residents occupying historic structures with no on-site parking.		15.13

TRANSPORTATION - Transit Policies			
	Policy	In New Plan? Y/N	Section
	Transit funding shall be adequate to operate services year-round, while also ensuring adequate replacement of capital assets. High-frequency service will be provided between all commercial and activity centers. Service to residential areas will depend upon the demand for and the cost-effectiveness of such service.	N	
	Investigate expanding transit into the Snyderville Basin, and to serve commuters, subject to appropriate funding being provided and suitable interlocal agreements with all affected agencies having been reached.	N	
	The availability and convenience of transit service shall be improved, to attract a greater proportion of visitors and residents.	Y	3.8
	A series of transit facilities should be considered. If constructed, these facilities together with the rest of the City's transit system shall be operated to maximize the convenience of transit, pedestrian, and bicycle transportation options. Transit routes shall avoid residential streets if equivalent collector-road routes are available.	Y	3.9
	The primary modes of access to Main Street commercial businesses shall be via transit, bicycle, and on foot. Persons arriving in the area via auto shall be encouraged to carpool, to use public and private parking facilities in lower Main Street and surrounding areas, and to park at the Resort Center, and at individual lodging facilities.	N	
	The mobility of the public shall be optimized when evaluating all modal options together (one mode isn't more important than another, but overall mobility is very important). Transportation programs should focus upon moving people, rather than moving vehicles.	Y	3. 10
	Increase the proportion of visitor travel on transit service.		3C
	Increase the proportion of resident travel on transit service.		3C

TRANSPORTATION - Roadway Policies			
	Policy	In New Plan? Y/N	Section
	Paved roads shall be installed in new developed areas prior to building permit issuance. Roads shall conform to the Streets Master Plan even if this involves a higher standard than the development would otherwise necessitate. For example, the Silver Pointe Condos needed to install Rossie Hill Drive between two adjacent roads, not just along the project's front boundary.	N	
	Neither roads nor trails will be closed for construction except for emergencies or safety reasons; detours must be reasonably convenient.	N	
	All arterial roadways shall have Frontage Protection Zone protection and limitations on driveway access. Owners of property fronting on arterial roadways should be strongly encouraged to provide access from adjacent collector streets, or through shared use of driveways. To ensure long-term maintenance of adequate traffic conditions, it is crucial that arterial capacity not be degraded through unnecessary access points.	N	
	The impact of traffic on residential streets should be minimized as much as possible through a combination of educational, enforcement and engineering strategies such as traffic calming devices.	Y	3.14
	Improve substandard roads as appropriate for the neighborhood. As long as safety is not an issue, the width of roads and streets shall be minimized.	Y	3.12

TRANSPORTATION - Bicycle/Pedestrian Policies		In New Plan? Y/N	Section
	Policy		
	Park City is a bicycle and pedestrian-oriented mountain resort town, and because bikes and pedestrians are so vital to Park City's economy and sense of community, their needs shall be accommodated first in the event there is a vehicular/pedestrian conflict.	N/A	Walkability Study
	Pedestrian and bicycle links between neighborhoods shall be provided concurrent with the first phase of any development. Trails shall conform to the trails master plan. Trails within and adjacent to Park City shall connect to trails which exist and/or are being planned within unincorporated Summit County.	Y	3.5
	Portions of trails not presently connecting to other trails shall still be constructed, in anticipation of future trail construction in accordance with the trails master plan.	N/A	Code
	In all residential areas, it is appropriate to construct sidewalk adjacent to the curb on one side of new streets. In all commercial and recreational areas, it is appropriate to construct sidewalks adjacent to the curb on both sides of new streets.	Y	3.11
	Increase the proportion of total travel via non-motorized modes.	Y	3.1-3.6, 3.11, 5.17
New GP			
	Create safe bike/pedestrian pathways between all public commons within the City limits.		3.4
	Encourage pedestrian-oriented development to minimize the visual impacts of automobiles and parking on Historic Buildings and Streetscapes.		15.6

TRANSPORTATION - Land Use Policies			
	Policy	In New Plan? Y/N	Section
	Zoning shall recognize the interrelationship of land uses and transportation modes. No transportation improvements should be made which would encourage inappropriate or premature growth.	Y	3.1
	Cluster land use densities close to major transit stops - The potential for transit ridership drops dramatically with distance from the nearest transit stop, particularly when this distance exceeds 1/4 mile. Land use plans shall therefore concentrate high intensity uses near existing transit stops or modify the transit routes so an efficient transit stop lies within 1/4 mile.	Y	3.1
	The street network should be developed to allow efficient transit service. Through streets shall be provided in new developments that allow transit service within easy walking distance of all residences and good access to adjacent arterial streets. Street plans should be reviewed by transit staff.	Y	3.1
	Convenient pedestrian and bicycle connections to transit stops - As all transit passengers are also pedestrian (on one or both ends of their trip), safe and convenient pedestrian and bicycle facilities shall be provided to each transit stop.	Y	3.4
	Site design that serves both auto and transit users - Rather than using parking lots to separate commercial uses from adjacent arterial streets (and transit stops), commercial developers shall be strongly encouraged to prepare site plans to cluster the commercial uses near major intersections. This encourages transit use by allowing a more convenient travel path from the bus stop, and also encourages increased walking between buildings.	Y	3.2

	Mixed land uses - Zoning designations shall be reviewed to identify opportunities to provide neighborhood-serving commercial uses with convenient walking or bicycling distance from residential areas. This strategy reduces auto use while providing increased opportunities for transit and pedestrian activity.	Y	1.2, 12.1, 16.1
	Drive-up windows are generally inappropriate outside of certain commercial areas and should be discouraged, or prohibited except in those areas.	N	
	Development in commercial areas shall be pedestrian-friendly.	Y	3.1
	A variety of landscaping and other compatible land uses shall be encouraged within road rights-of-way where feasible.	N	
New GP			
	Design redevelopment and transportation infrastructure to allow for future upgrades to mass transportation systems, including light rail, bus rapid transit, and gondolas.		3.7
	Require development and redevelopment to increase the potential for multi-modal transportation options including: public transit, biking, and walking. Require developers to document how a development proposal is encouraging public transportation over the single occupancy vehicle.		3.1



PARK CITY COUNCIL MEETING MINUTES DRAFT
SUMMIT COUNTY, UTAH,
NOVEMBER 14, 2013

Work Session

Council questions and comments and Manager's Report

Council member Peek attended the Historic Preservation Board stating they reviewed the burnt home located on BLM land looking to determine if it was a historic structure also reviewed the Rio Grande appeal and the HPB approved to move the structure.

Council member Beerman attended the Wasatch Summit meeting stating that they are still looking for a name that will stick.

Mayor Williams attended the Governor's Gala for Robert Redford, thought it was great to give Mr. Redford the credit he deserved for all his participation with Utah. Also, attended the Veterans Day Celebration with the American Legion-stated it was great to see Chris Bova and Adam Kelly, born and raised in Park City, who were back and safe. Mayor Williams reminded the Council that awhile back the City had been contacted by the Center of Biological Diversity to be supportive on the EPA clean air act stating he was contacted again through email and wanted to poll the Council to see if they were in favor of bringing this item to a future meeting in a formal capacity.

Broadband/Fiber discussion

Scott Robertson, IT Manager, showed a video from CBS regarding a successful implementation of a Municipal network in Chattanooga TN to preface the discussion. Robertson introduced Pete Ashdown, founder and CEO of Xmission, who was invited by staff to participate in this exercise. Robertson presented slides outlining the current infrastructure and the legacy of the fiber investment going into the Olympics in Park City. Along with the investment made by Century Link over the course of the last summer.

Robertson discussed four options that staff feels are the next steps.

1. Stay the course-do nothing, which does nothing for the goals that the Council is seeking.
2. Encourage Development- ease restrictions, change codes, encourage fiber development
3. Sole Provider- partner with a company, quick moving could produce a monopoly but could limit the cost to the city.
4. Promote/Provide Infrastructure.- high risk/high reward proposal, the City would provide a great network and would promote open market principles and would be moved along quickly and have the best economic return. We would create the infrastructure; we would not technically run the system, we would just manage.

Staff feels option 4 is the best, however; option 3 needs to be investigated due to the cost consideration. No matter which investment the City makes in fiber the one key element is aligning our partnerships that we share the vision and ownership. We want to compel providers to take a fresh look and see they would have more to gain.

Robertson stated that broadband may not guarantee economic development or growth but it will lay the framework. He presented a matrix of the 4 options stating the City will have to take some amount of risk to gain.

Council member Beerman inquired if the Olympic fiber that was installed is available for providers. Robertson stated that it has not been made available but it has been discussed by staff and would fit in option #3.

Mayor Williams feels that there has been a run on fiber and wants to know if the City has gone out to see if the current providers want to work together or are we overrunning what is already installed. Robertson stated that there is not an incentive without a partnership, it is a very competitive market.

Council members Beerman and Peek inquired about the wireless capacity within the prominent areas i.e. schools and commercial areas. Robertson replied saying the wireless is complementary to fiber but you can only go so far without the backbone.

Ashdown spoke on the wireless capacity, stated that wireless will never touch fiber's capacity.

Council member Simpson inquired if we could get fiber to every cul-de-sac could the homeowner tie in and what would the cost analysis look like. Robertson stated that the biggest challenge in a rural situation is that providers are unwilling to make the investment due to being profit driven. The City then needs to look at a social equity discussion to make that scenario work.

Council member Butwinski inquired about an approach to spread the cost out over the whole City and have a franchise agreement and build in to the cost analysis to spread it out.

Ashdown stated that the Cities who went with Google had to give up extreme concessions including dropping the franchise fee and free rentals.

City Manager Foster stated that staff is coming to Council for direction on which options they would like staff to further investigate.

Mayor Williams stated that we are looking at providers who are putting in millions of dollars into the City and wouldn't that bring lawsuits from the providers when we come in and take over as a sole provider. Foster stated that the City would have to look at all the scenarios in a feasibility study.

Council member Peek inquired about the cost to the homeowner, Ashdown stated that the homeowner would be responsible for the on-site equipment and the service. Council member Peek also liked the idea of multiple service providers over a sole provider.

Council member Simpson stated that she likes option 3 & 4 and would like to look at social equity. She is dismayed that school kids have equipment that they cannot work on at home due to no internet service. She would like to see the City and providers come together.

Council member Beerman stated that he feels it should be 2 stage approach and explore the option of using what is installed.

Mayor Williams inquired if other providers that were present had any comments as well as offered the time to sit down with each provider in a study session and see what their long term plans are.

Abby McNulty, Park City Education Director, stated students in grades 6-12 in the district have laptops 23% are on free and reduced lunch and 90% of those students do not have internet access at home creating a huge disadvantage.

Mayor Williams inquired of McNulty if she had any suggestions for a solution with a quick turnaround. He stated that the fiber discussions and implementation could take years. Williams inquired about a central location for wireless, McNulty stated that the central location would not be beneficial in this situation because a majority of the students are responsible to care for other siblings and cannot go to a "hot spot" area. Council member Simpson suggested an option for multiple hot spots or a zone so they could use it at home. McNulty loved that idea.

Council member Beerman would like to fast track this project and would like to see the next steps the City is going to take. Robertson stated the next step would be considering a feasibility study.

Council member Simpson stated she was in favor of the feasibility study and asked staff to include the comments from this evening in the criteria of the study.

Mayor Williams stated that he would like see the current infrastructure with all the providers and see if they are willing to work with the City.

Council member Butwinski inquired about the disastrous results mentioned in the staff report, he would like to see where and why they were disastrous and he also felt that option 2 is a great step in the interim, if we have open trenches we need to install conduit.

City Manager Foster stated that Robertson has sat down with each of the providers and is being open. Staff is realistically looking at a 3 month time frame with a study if we quickly put out an RFQ.

Council concurred a feasibility study should be the next step.

Blue Ribbon Commission on Park City Mayor and Council

Matt Dias, Assistant City Manager; Phyllis Robinson, Public Affairs Manager; and George Hull, Selection Committee Member presented the Blue Ribbon Commission committee. Dias stated it was a two-step project with the first being a community based process of soliciting applications. Staff received 17 applications and 14 made the cut, the talent pool was exceptional. Hull stated that he completely agreed that they had really great people and any of the 14 would have been great. Dias stated that staff has enlisted Dr. Rex Facer, Associate Professor of Public Finance and Management with the Romney Institute of Public Management at Brigham Young University to facilitate the discussions with the Commission.

Council member Simpson inquired about the alternate listed in the staff report, Dias stated that if someone could not commit to the entire process then the alternate would step in. Simpson was pleased to hear that every member would be a part of the process from beginning to end.

Council member Simpson also stated that this group needs to look at time constraints on the Council and Mayor.

Council member Butwinski stated that the activities such as liaison positions need to be looked at as a comprehensive list

Mayor stated that part of the job is knowing that the residents come first if they need to talk. Also it is important to look at the dynamics of having an elected official present in City Hall.

Mayor and Council are in favor of the process

Quarterly Goals

Jed Briggs, Budget Operations Manager and Kory Kersavage, Budget, presented the Executive, Public Safety and Internal Services quarterly goals stating that they did organize it by team, department, and priority. Briggs spoke on the other changes to be coming next week. Also, staff is looking at an ease of navigation by adding numbers. Beginning the next quarter staff will move the completed tasks to the bottom of the list.

The Council proceeded with an itemized list inquiring on priority levels, aligning Council goals and abbreviations. They also inquired about the tracking system pertaining to the 1-3 day turn around measure.

PARK CITY REDEVELOPMENT AGENCY SUMMIT COUNTY, UTAH NOVEMBER 14, 2013 6:00 pm

I. ROLL CALL

Chairman Dana Williams called the regular meeting of the Redevelopment Agency to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, November 14, 2013. Members in attendance were Dana Williams, Andy Beerman, Alex Butwinski, Liza Simpson, Dick Peek and Cindy Matsumoto was excused. Staff present were Diane Foster, City Manager; Mark Harrington, City Attorney, Matt Dias, Assistant City Manager; Kayla Sintz, Planning Manager; Brooks Robinson, Senior Transportation Planner; Heinrich Deters, Trails and Open Space Manager; Jody Morrison, Assistant Secretary; Marci Heil, Secretary

II. PUBLIC INPUT

There were no public comments made.

III. CONSENT AGENDA (Items that have previously been discussed or are perceived as routine and may be approved by one motion. Listed items do not imply a predisposition for approval and may be removed by motion and discussed and acted upon)

1. Consideration of a Purchase Agreement for 1321/1323 Woodside Ave Pg 45

Board member Simpson moved to approve a purchase agreement, including a release/re-conveyance of the City-held trust deed, for 1321 and 1323 Woodside Avenue from the Elliott Work Group (EWG) in a form approved by the City Attorney.

Board member Butwinski seconded

Motion carried

Peek- Aye

Simpson- Aye

Beerman- Aye

Butwinski- Aye

Matsumoto- Excused

IV. ADJOURNMENT

With no further business in the Redevelopment Agency the meeting was adjourned.

**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
NOVEMBER 14, 2013**

Regular Meeting

I. ROLL CALL- Mayor Dana Williams called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, November 14, 2013. Member in attendance were Dana Williams, Andy Beerman, Alex Butwinski, Liza Simpson, Dick Peek and Cindy Matsumoto was excused. Staff present were Diane Foster, City Manager; Mark Harrington, City Attorney, Matt Dias, Assistant City Manager; Kayla Sintz, Planning Manager; Brooks Robinson, Senior Transportation Planner; Heinrich Deters, Trails and Open Space Manager; Jody Morrison, Assistant City Recorder; Marci Heil, City Recorder

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

There were no communications or disclosures from Council or staff

III. PUBLIC INPUT (*Any matter of City business not scheduled on the agenda*)

Peg Bodell stated she was here to plead with the Council to enforce staff to enforce all the codes not just some codes. She stated that two years ago her neighbor removed mature trees and raised the natural grade to permit a deck, they also added another structure to the deck/fence and her property, and this has created a 15 foot wall. A year ago October, the wall was bowing and the City ordered to rebuild and bring within the natural grade on both properties Norfolk and Woodside. She stated she appreciates staff spending the time to facilitate meetings to work with both properties. In May she and the neighbors met with City staff and agreed upon

a terraced retaining wall, since then the neighbor has constructed a 6 foot vertical retaining wall with a fence on top creating a 12 foot wall. She feels the main issue was the illegal deck and additional fill brought in; however, the planning staff has negated this fact. She stated if she wanted to appeal the planning department's decision she would have to pay \$500 and it is not fair to have to incur that cost. It does need immediate attention.

Council member Simpson inquired if a permit was needed to remove mature trees on your property. Kayla Sintz , planner, stated that a permit is required by code that if your tree is XX inches wide at the 4 foot mark from natural grade it would be considered a mature tree and that it would be replaced in kind somewhere else on the property.

Wisteria Bodell- also spoke to the problem supporting the feelings stated by Peg Bodell.

City Manager Foster stated she has spent significant time on this issue with Planning and building staff and the current wall does comply with code. City Attorney Harrington clarified if the appeal was filed it would not stop work but the building would continue at the neighbor's risk.

Council discussed if this is a single infraction or a code issue throughout town. City Manager Foster felt it would be beneficial to take a look at the City as a whole as well as a Manager's report pertaining to this property.

Michael Watson, resident, informed and educated Council with different options for sharing the road with bicyclists. He also stated that funding is available in different options. Feels it would be a positive statement to bring bikers to Park City. He is very passionate about this idea of the sharrow to share the road.

Mayor Williams requested an update from Heinrich Deters, Trails and Open Space Manager. Deters stated that Michael spent time with the NTMP group. Staff wants to make sure the NTMP group and UDOT are on the same page.

Mayor Williams stated that he does feel it is a safety issue in some areas that are not marked. Deters stated that the City needs to vet all the options and stated there could be the potential for the use of the sharrow throughout the City.

Council stated that they wanted staff to look at the options that could be useful in many parts of the town. Also look at the enforcement issues as well looking at a balance of sharing. Deters stated that Fire, Police, and transportation are involved in the NTMP committee. Mayor Williams stated that the Dans to Jans trail is millions of dollars spent to get the bikes off the road and wants to be clear that we are sending the right message.

IV. Minutes from Meeting on November 7, 2013

**Council member Beerman moved to approve the minutes from
the November 7, 2013 meeting**

Council member Simpson seconded

Motion carried

Peek- Aye

Simpson- Aye

Beerman- Aye

Butwinski- Aye
Matsumoto- Excused

V. **CONSENT AGENDA (*Items that have previously been discussed or are perceived as routine and may be approved by one motion. Listed items do not imply a predisposition for approval and may be removed by motion and discussed and acted upon*)**

1. Consideration of Request for Proposal Award to Alliance Engineering for Poison Creek Pathway in the amount of \$29,680

Council member Simpson moved to authorize the City Manager to enter into a service provider agreement with Alliance Engineering, for the Poison Creek Pathway project in the amount of \$29,680 in a form approved by the City Attorney

Council member Peek seconded

Motion carried

Peek- Aye

Simpson- Aye

Beerman- Aye

Butwinski- Aye

Matsumoto- Excused

VI. **NEW BUSINESS**

1. Consideration of amending the Land Management Code of Park City, regarding existing Historic Structures and Building Height in the HRL, HR-1, HR-2, and RC Districts

Mayor Williams opened the public hearing, no comments were made. The public hearing was closed.

- (b) Motion to CONTINUE item to the November 21, 2013 meeting

Council member Butwinski moved to Continue the Consideration of amending the Land Management Code of Park City, regarding existing Historic Structures and Building Height in the HRL, HR-1, HR-2, and RC Districts to the November 21, 2013 meeting

Council member Simpson seconded

Motion carried

Peek- Aye

Simpson- Aye

Beerman- Aye

Butwinski- Aye

Matsumoto- Excused

2. Consideration of Second Amended Silver Baron Lodge Phase II 2880 Deer Valley Drive Amendment to Record of Survey

City Planner Christy Alexander stated the HOA would like to convert CU 2, 13 & 18 to common area for community rooms. It does not change the foot print and would not require any additional parking spaces.

Mayor Williams opened the public hearing, no comments were made. The public hearing was closed.

Council member Peek moved to approve the Second Amendment to Silver Baron Lodge at Deer Valley Phase II condominium plat amending CU-2, CU-13, and CU-18 based on the findings of fact, conclusions of law and conditions of approval as stated in the draft ordinance.

Council member Simpson seconded

Motion carried

Peek- Aye

Simpson- Aye

Beerman- Aye

Butwinski- Aye

Matsumoto- Excused

3. Consideration of 508 Main Street Subdivision Plat Amendment Modification

Planner Alexander stated this property is currently acting as the restaurant Silver. They are requesting to modify condition of approval #3 regarding an encroachment agreement. Legal and staff has reviewed the agreement and due to the minimal encroachment recommends approving the amendment with the addition of a mention on the plat of the agreement.

Mayor Williams opened the public hearing, no comments were made. The public hearing was closed.

Council member Peek moved to approve the 508 Main Street Plat Amendment Modification based on the findings of fact, conclusions of law, and conditions of approval as stated in the draft ordinance.

Council member Butwinski seconded

Motion carried

Peek- Aye

Simpson- Aye

Beerman- Aye

Butwinski- Aye

Matsumoto- Excused

VII. ADJOURNMENT

With no further business to discuss the meeting was adjourned.

MEMORANDUM OF CLOSED SESSION

The City Council met in a closed session at approximately 3:00 p.m. Members in attendance were Mayor Dana Williams, Alex Butwinski, Andy Beerman, Liza Simpson, Dick Peek and Cindy Matsumoto was excused. Staff present were Diane Foster, City Manager; Matt Dias, Assistant City Manager; Mark Harrington, City Attorney; Tom Dayley, Deputy City Attorney; Polly Samuels McLean, Assistant City Attorney; Jonathan Weidenhamer, Economic Development Manager;

Jason Glidden, Special Event & Project Manager; Heinrich Deters, Trails & Open Space Manager; Nate Rockwood, Capital Budget Manager; Tommy Youngblood, Special Events; Phyllis Robinson, Public Affairs; Tim Henney, City Council member-elect. **Council member Simpson moved to close the meeting to discuss Property, Litigation, and Personnel. Council member Beerman seconded. Motion carried.**

Council member Peek moved to open the closed session. Council member Beerman seconded. Motion carried.



City Council Staff Report

Subject: Main Street Solid Waste and Recycling Contract
Author: Blake Fannesbeck, Public Works Operations Manager
Department: Public Works
Date: November 21, 2013
Type of Item: Administrative

Summary Recommendations:

Authorize the City Manager to enter into a contract in a form approved by the City Attorney with "Republic Services" for Municipal Solid Waste and Recycling Collection Services for the Commercial/Business sector within the Main Street area including Park City Municipal Buildings for an annual amount not to exceed \$17,500 for City Facilities and \$55,000 for HPCA Main Street area.

Topic/Description:

The Public Works Department along with the HPCA Trash & Recycling Committee contracts with one service provider in order to reduce the congestion of numerous municipal solid waste collection bins and trucks in the Main Street Commercial/Business Area and also around Park City Municipal Buildings. The current contract with Republic Services expires November 30, 2013. RFP's were issued in October for a new three year with three year extension option contract.

Background:

In 2007 the Park City Public Works Department collaborated with the HPCA Trash and Recycling Committee to contract out the collection services to one vendor in order to reduce the congestion of multiple solid waste vendor bins and trucks in the Main Street area. It also made sense for the City to have one vendor for its City Facilities. This has been a very successful joint venture. The contractor bills the businesses for collection and disposal fees. The City only pays for the portion of the contract related to the Solid Waste collected at City Facilities. With the contract expiring at the end of November, staff recently advertised a RFP for these services.

These services will include:

- i. MSW Collection and recyclable materials collection from commercial facilities, Billing of Main Street recycling and waste collection fees with reimbursement of fees to the HPCA net of \$100/month collection cost.
- ii. Associated transportation and disposal to an approved disposal and/or recycling site.
- iii. Additional collection of trash containers for Park City Municipal buildings which would include but not be limited to Miner's Hospital; Education Center; Parks & Golf; PC MARC; Public Works; Police; and Ice Arena.

- iv. Work with the HPCA through the Trash and Recycling Committee in administration of the contract. Provide a quarterly report with YTD revenues and expenses.

Analysis:

The RFP was advertised for two weeks in the Park Record, Salt Lake Tribune, and on the City Webpage.

Two proposals were received by the October 22, 2013 deadline from the following vendors:

- **Ace Recycling & Disposal** - Park City Municipal Buildings for an annual amount not to exceed \$18,500 for City Facilities and \$58,000 for HPCA Main Street area
- **Republic Services** - Park City Municipal Buildings for an annual amount not to exceed \$17,500 for City Facilities and \$55,000 for HPCA Main Street area

Both vendors met the minimum qualifications of the RFP. The proposals were then scored according to criteria listed in the RFP by the Public Works Operations Manager and the HPCA Trash and Recycling Committee to determine which would be the best fit for the needs of Main Street and City Facilities. Price was not the sole deciding factor. The items that were considered were:

1. Cost of Service, lowest cost to City for Collection and/or Diversion-Recycling of MSW. (40%)
2. Qualifications, references, and experience in providing services of similar size and scope. (20%)
3. Proposed Services and Diversion Potential. Evaluation of the proposer's plan and ability to recycle and/or divert MSW. (20%)
4. Ability to bill approximately 300 commercial businesses. (10%)
5. Capacity, financial strength and ability to obtain bonding and insurance. (10%)

After review and scoring of the proposals both the Public Works Operations Manager and the HPCA Trash and Recycling Committee recommend that **Republic Services** be selected as the Municipal Solid Waste Collection vendor for the Main Street Commercial/Business area and Park City Municipal buildings.

Some of the factors that were considered as additional items at no additional cost that Republic Services will provide are as follows:

1. They will promote Park City and Main Street recycling efforts on the "This Green Earth" radio show on KPCW over the next 12 months.
2. They will provide a "Free Shred Day in the Main Street Area for residents and businesses to properly dispose of confidential documents.

Funding Source:

Funds collected from Main Street Commercial/Business by Republic Services
General Fund – for Park City Municipal Building collection

Consequences of not taking the recommended action:

If the City Council does not take the recommended action then the current contract will expire opening the door for multiple haulers to contract with various businesses for collection. This will create a situation of increased congestion both of trucks and collection bins in the Main Street area.

Recommendation:

Authorize the City Manager to enter into a contract in a form approved by the City Attorney with “Republic Services” for Municipal Solid Waste and Recycling Collection Services for the Commercial/Business sector within the Main Street area including Park City Municipal Buildings for an annual amount not to exceed \$17,500 for City Facilities and \$55,000 for HPCA Main Street area.

3. They will assist in the purchase of HPCA banners to advertise recycling awareness.

Department Review:

Staff Report was reviewed by the Public Works Department, Legal Department and City Manager

Alternatives:

A. Approve:

Accept the Recommendation from Public Works and the HPCA Trash and Recycling Committee to authorize the City Manager to enter into an agreement with Republic Services for collection and disposal of solid waste and recycling at Park City Municipal Buildings for an annual amount not to exceed \$17,500 for City Facilities and \$55,000 for HPCA Main Street area (Staff Recommended).

B. Deny:

Rejecting the RFP selection would enable the current contract to expire without another alternative in place on December 1, 2013

C. Modify:

City Council could approve the staff's recommendation, but with modifications.

D. Continue the Item:

City Council could request that staff return with more information.

E. Do Nothing:

City Council could do nothing, which would cause the contract to expire and would have the same effect as denying the request.

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	(+/-) Accessible and world-class recreational facilities, parks and programs (+/-) Accessibility during peak seasonal times	(+/-) Reduced municipal, business and community carbon footprints		(+/-) Fiscally and legally sound
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Positive 	Positive 	Neutral 	Positive 
Comments: This contract also includes cardboard collection in the Main Street area.				

City Council Staff Report

Subject: Planning Commissioner Appointments
Author: Kayla Sintz – Planning Manager
Date: November 21, 2013
Type of Item: Appointed Officials



Planning Commission Terms

According to the LMC 15-12.2 – Members of the Planning Commission shall serve terms of four (4) years. These terms are staggered among the Commissioners and expire on the second Wednesday of July. Members shall continue to serve until their successors are appointed and qualified.

On July 18, 2013 the City Council extended the Planning Commissioner terms due to the continuing work being done on the General Plan. At that time staff recommended Council extend the three expiring terms to December 31, 2013.

There are three (3) Commissioners whose terms were complete in July, 2013 and extended to December 31, 2013: Jack Thomas, Brooke Hontz and Charlie Wintzer.

Planning Commission New Appointments

The Mayor and City Council conducted interviews and reached consensus to forward the following applicants for appointment as new Planning Commissioners:

Preston Campbell	4 year term expiring July 2017
Steve Joyce	4 year term expiring July 2017
John Phillips	4 year term expiring July 2017

The City will soon begin accepting applications for the position vacated due to the resignation of Mick Savage, with an appointment anticipated to fill his partial remaining term expiring 2014 targeted for January.

City Council Staff Report



Application No: PL-13-01889
Subject: LMC Amendments
Author: Francisco Astorga, Planner
Date: November 21, 2013
Type of Item: Legislative – LMC Amendments Height in the Historic Residential and the RC Districts.

Summary Recommendation

Staff recommends that the City Council review the proposed amendments to the Land Management Code (LMC) for Chapter 2 as described in this report, open the public hearing, and consider adopting the ordinance as presented in Exhibit A – Proposed Ordinance.

Description

Project Name: LMC Amendments – Regarding development in the HRL, HR-1, HR-2, and RC Districts
Applicant: Planning Department
Location: Old Town and Resort Center
Proposal: Revisions to the Land Management Code

Background

The Planning Commission originally discussed the definition of story during a work session discussion on August 22, 2012. Then during a Planning Commission work session discussion held on September 12, 2012 staff recommended reviewing the interpretation of a “story” as currently defined in the Land Management Code (LMC). During this meeting, the Commission showed concerns regarding the current Building Height parameters and how they applied to split-level concepts. It was interpreted that a three (3) story split-level per the current LMC definition of a story would qualify as multiple stories adding up to six (6). Staff introduced an additional regulation which was based on the internal height of a structure measured from the lowest floor level to the highest roof form. Planning Director Eddington indicated that the Planning Staff would work with different scenarios and come back with alternatives.

During a regular meeting dated September 26, 2012, Staff introduced amendments to the LMC to address planning and zoning issues that came up in the past year. The proposed amendments provided clarification and streamlining of processes, procedures, and definitions, etc. During this meeting the same maximum internal height measurement provision was drafted.

During the September 26, 2012 Planning Commission meeting, many items were forwarded to the City Council for review and possible adoption. Regarding Building Height measurement and story definition, the Commission continued the proposed

amendments to a later date. The Planning Commission found the exhibits in the Staff report to be helpful, but expected additional information based on the discussion at the last meeting. The Commission requested to see an exercise on a variety of un-built lots in Old Town, both downhill and uphill, that maximizes the heights using stories as an example to see what the mass and scale and height would do. The Commission requested to see an idea of “worst case” scenarios. The Planning Department committed to provide a variety of examples on un-built lots, however, it was recognized that many lots do not have historic structures on them which can be demolished through an administrative building permit. The Planning Department proposed to come back with the information requested as well as other scenarios they had created for massing and volume on various slopes. The Planning Commission would be able to see how different aspects of the LMC work in each scenario depending on the slope.

During the November 28, 2012 Planning Commission meeting many other items were forwarded to the City Council for review and possible adoption including the new Building Height parameter to limit the maximum internal height of a building. Because of the amount of LMC amendments, staff was unable to deliver the prepared presentation on stories as the Planning Commission requested to continue the presentation to December 12, 2012.

On December 12, 2012 the Planning Department prepared the different scenarios and requested to hear as much input as possible from the Planning Commission. Due to the late hour that evening, there was not enough time to sufficiently review the scenarios and give the Planning Commission the opportunity to brainstorm and provide comments. Staff briefly reviewed some of the visuals to give the Planning Commission and the public a preview of the massing scenarios.

On January 9, 2013 the Planning Department discussed with the Planning Commission specific scenarios regarding Building Height in the Historic Residential Districts (HRL, HR-1, & HR-2) through a hands-on exercise relating to **downhill** lots.

On February 13, 2013 the Planning Department discussed with the Planning Commission specific scenarios regarding Building Height in the Historic Residential Districts (HRL, HR-1, & HR-2) through a hands-on exercise relating to **uphill** lots.

These last two Planning Commission work session discussions were based on the current Building Height parameters which include the following:

- No structure shall be erected to a height greater than twenty-seven feet (27') from existing grade.
- Final grade must be within four (4) vertical feet of existing grade around the periphery of the Structure, except for the placement of approved window wells, emergency egress, and garage entrance.
- A structure may have a maximum of three (3) stories. A basement counts as a first story.

- A ten (10) foot minimum horizontal step in the downhill façade is required for a third (3rd) story of a structure unless the first story is located completely under the finish grade on all sides of the structure.
- Roof pitch must be between 7:12 and 12:12. A green roof or a roof which is not part of the primary roof design may be below the required 7:12 pitch.
- Garage on Downhill Lot building height exception: The Planning Director may allow additional height on a downhill Lot to accommodate a single car garage in a tandem configuration. The depth of the garage may not exceed the minimum depth for an internal Parking Space as dimensioned within this Code, Section 15-3. Additional width may be utilized only to accommodate circulation and an ADA elevator. The additional height may not exceed thirty-five feet (35') from Existing Grade.

The direction received from the Planning Commission, which resulted from the many different meetings shown herein, was to replace the current requirement of a maximum of three (3) stories with an internal maximum height provision. The Planning Commission did not feel inclined to amend the other Building Height parameters such as the maximum building height of twenty-seven feet (27') measured from existing grade, the required roof pitch, etc.

In response to that direction, on May 8, 2013 the Planning Department proposed adding a new parameter to the Building Height. This parameter was to replace the maximum number of stories by adding a provision which indicated a maximum height measured from the lowest floor level to the highest roof form. The actual maximum number proposed was based on a scale factor depending on the roof pitch of said structure. See attached Planning Commission minutes, Exhibit H – Planning Commission regular meeting minutes 05.08.2013. The Planning Commission expressed concerns with how the new provision would relate to the ten foot (10') horizontal step as it was discussed that it may need to have a numeric value other than saying that it would occur on the third floor. The Commission was not comfortable forwarding a recommendation to the City Council without seeing the drafted language regarding the roof pitch exception.

Public comment was also made during this time which focused on the 3-story versus internal height issue, structures with exposed foundations below the first floor, roof pitch options, different ways of controlling visual height and mass. The Planning Commission continued this item to May 22, 2013 to allow staff to address the comments from the Planning Commission and the public. On May 22, 2013 this item was continued to June 26, 2013. On June 26, 2013 this item was continued to July 10, 2013.

During the July 10, 2013 Planning Commission meeting Staff introduced proposed language clarified throughout the subsequent meetings. During this meeting the Planning Commission discussed various items such as the maximum slope for driveways (14%), excavation impacts, window wells, flat roofs, and the specifics parameters introduced as recommended height amendments. The Planning Commission continued this item to a date uncertain to allow staff to tidy up the recommendation and to further analyze the proposed height amendments.

The Recreation Commercial District (RC) District has specific requirements for single family dwellings and duplexes under LMC § 15-2.16-5. Subsection L & M refers to Building Height which mirrors the same language for the HRL, HR-1, and HR-2. If the Building Height is amendment for these three (3) Historic Residential Districts, this same language should also be amended in the RC District to reflect the same standard for consistency.

On October 9, 2013 the Planning Commission reviewed the proposed LMC amendments and forwarded a positive recommendation outlined in Exhibit A.

Building Height Analysis

Existing height provisions:

- **No structure shall be erected to a height greater than twenty-seven feet (27') from existing grade.** *(Staff does not recommend amending this provision).*
- **Final grade must be within four (4) vertical feet of existing grade around the periphery of the Structure, except for the placement of approved window wells, emergency egress, and garage entrance.** *(Staff does not recommend amending this provision).*
- **A structure may have a maximum of three (3) stories. A basement counts as a first story.** *(Staff recommends amending this provision).*
- **A ten (10) foot minimum horizontal step in the downhill façade is required for a third (3rd) story of a structure unless the first story is located completely under the finish grade on all sides of the structure.** *(Staff recommends amending this provision).*
- **Roof pitch must be between 7:12 and 12:12. A green roof or a roof which is not part of the primary roof design may be below the required 7:12 pitch.** *(Staff recommends amending this provision).*
- **Garage on Downhill Lot building height exception: The Planning Director may allow additional height on a downhill Lot to accommodate a single car garage in a tandem configuration. The depth of the garage may not exceed the minimum depth for an internal Parking Space as dimensioned within this Code, Section 15-3. Additional width may be utilized only to accommodate circulation and an ADA elevator. The additional height may not exceed thirty-five feet (35') from Existing Grade.** *(Staff does not recommend amending this provision).*

Currently, the specific height of a story is not codified. The LMC defines a story as:

The vertical measurement between floors taken from finish floor to finish floor. For the top most Story, the vertical measurement is taken from the top finish floor to the top of the wall plate for the roof Structure.

There is no maximum or minimum number of feet for a story or a wall plate. The height of a structure is simply measured from existing grade, not to exceed twenty-seven feet (27'), this is known as the *roof over topo* analysis. After analyzing the impacts of the

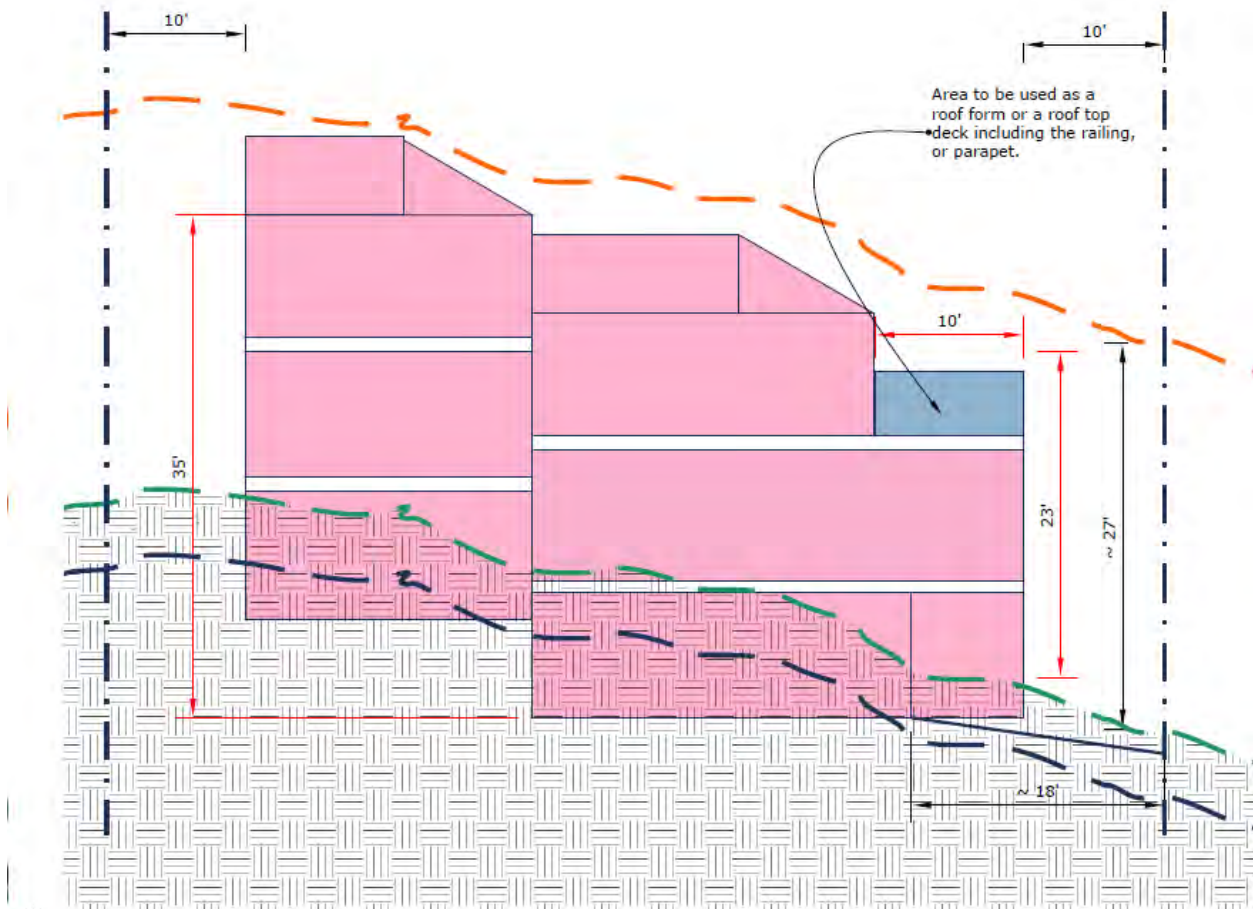
“split-levels” and more specifically “multiple split-levels” concept on a standard lot of record and possibly over longer lots, staff recommends adding provisions to the LMC related to Building Height. By regulating the maximum height measured from the first story floor plane to the point of the highest wall top plate that supports the ceiling joints/roof rafters, the mass, volume, and scale of the “split-level” concept can be limited so that the proposal does not contain multiple numbers of splits stepping up or down the hillside. Planning Staff recommend that the Commission forward a positive recommendation to the City Council by adding the following provisions to the Building Height regulation:

~~A Structure may have a maximum of three (3) stories. A basement counts as a First Story within this zone. Attics that are not Habitable do not count as a Story.~~ A Structure shall have a maximum height of thirty five feet (35') measured from the lowest floor plane to the point of the highest wall top plate that supports the ceiling joists or roof rafters.

The Planning Commission’s recommendation included reducing the maximum height to thirty three feet (33’) as they felt that the recommended thirty five (35’) was too high. The 35’ recommendation is based on the having a three (3) story building at ten foot wall height including floor plate and accommodating a split. Please note that this amendment deals with the alternate language to replace the maximum three (3) stories and does not replace the maximum height of twenty-seven feet (27’) measured from existing grade, *roof over topo* height review.

The Planning Department and the Planning Commission also recommend adding clarifying language to the ten foot (10’) minimum horizontal step. The current Code does not indicate where the step back takes place on a vertical plane. Staff finds that the added language in red below clarifies where the horizontal step should occur. Staff has seen projects that have extended ceilings from the mid-level to the top level that technically removes the required horizontal step as this portion of the structure does not provide a third (3rd) story. The clarifying language requires that projects that have the same massing of a three (3) story building to have such horizontal step. See language to be added:

~~A ten foot (10') minimum horizontal step in the downhill façade is required for the third (3rd) Story of a Structure, unless the First Story is located completely under the finish Grade on all sides of the Structure. On a Structure in which the First Story is located completely under finish Grade, a side or rear entrance into a garage which is not visible from the front façade or Street Right-of-Way is allowed.~~ 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. Architectural features, that provide articulation to the upper story façade setback, may encroach into the minimum ten foot (10') setback but shall be limited to no more than twenty five percent (25%) of the width of the building encroaching no more than four feet (4') into the setback, subject to compliance with the Design Guidelines for Historic Sites and Historic Districts.



Above: diagram showing uphill lot scenario

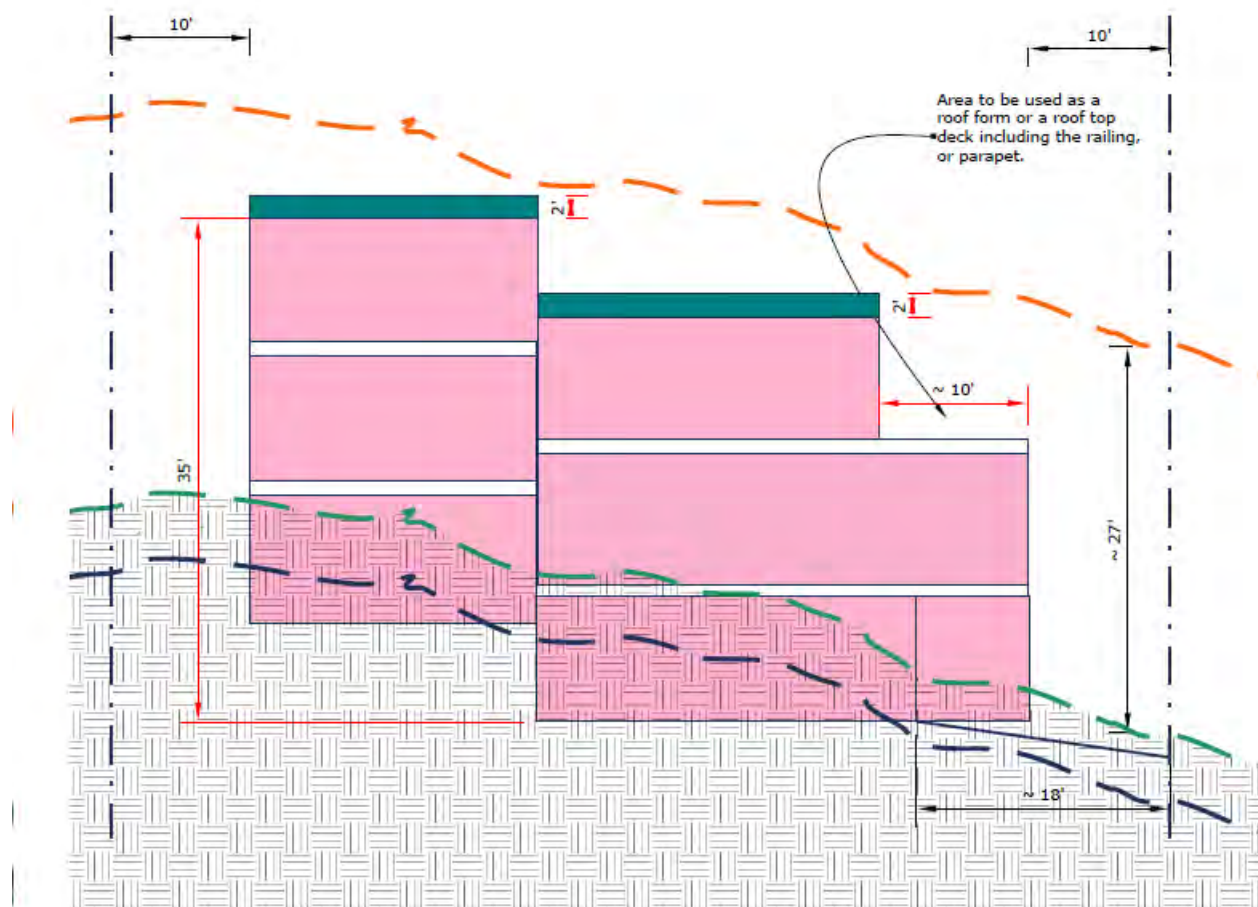
Staff also found that the roof pitch also needs to be clarified to reflect the following:

ROOF PITCH. Roof pitch must be between seven: twelve (7:12) and twelve: twelve (12:12). ~~A Green Roof or a roof which is not part of the primary roof design may be below the required 7:12 pitch.~~ A Green Roof may be below the required 7:12 roof pitch as part of the primary roof design. In addition, a roof that is not part of the primary roof design may be below the required 7:12 roof pitch.

- (1) A Structure containing a flat roof shall have a maximum height of thirty five feet (35') measured from the lowest floor plane to the highest wall top plate that supports the ceiling joists or roof rafters. The height of the parapets, railings, or similar features shall not exceed twenty-four inches (24") above the highest top plate mentioned above.

The Planning Commission accepted a former Staff recommendation with indicated the following: A Structure containing a flat roof shall have a maximum height of thirty feet (30') measured from the lowest floor plane to the highest point of the roof including

parapets, railings, or similar features. Staff requests Council consider a change to the recommendation of thirty feet (30') as it does not provide any room to allow for a split level as it would simply consists of three (3) floors. The proposed language simply provides consistent with the massing below a roof whether it is a flat green roof or a higher roof pitch while at the same time not overpower the height of a structure with a flat roof.



Above: Diagram showing a green flat roof scenario.

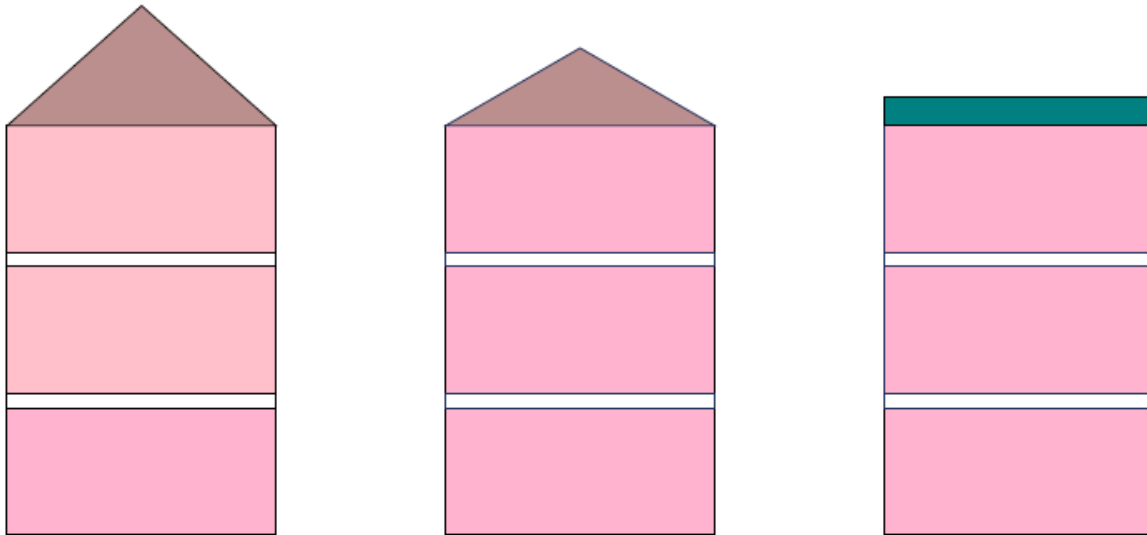
The above provision clarifies the required roof pitch for green roofs as well as it adds a specific parameter of measurement which is not any additional height that what would be required for a standard Old Town roof form. Again, please note that this amendment deals with the alternate language to replace the maximum three (3) stories and does not replace the maximum height of twenty-seven feet (27') measured from existing grade, roof over topo height review.

The LMC defines a Green Roof as:

A roof of a Building that is covered with vegetation and soil, or a growing medium, planted over a waterproofing membrane. It may also include additional

layers such as a root barrier and drainage and irrigation systems. This does not refer to roofs which are colored green, as with green roof shingles.

This regulation allows the “split-level” concept (internally) but regulates the vertical area that can be used to accommodate such concept. These figures were derived from having three (3) stories (or levels) measuring a maximum ten feet (10’) wall height including one foot (1’) floor joists. This diagram below shows that the flat green roofs would not be any higher in term of wall height.



Process

Amendments to the Land Management Code require Planning Commission recommendation and City Council adoption. City Council action may be appealed to a court of competent jurisdiction per LMC § 15-1-18.

Notice

Legal notice of a public hearing was posted in the required public spaces and published in the Park Record.

Public Input

Public hearings are required to be conducted by the Planning Commission and City Council prior to adoption of Land Management Code amendments. The public hearing for these amendments was properly and legally noticed as required by the Land Management Code. Ruth Meintsma shared public comment during the May 8, 2013 and the July 10, 2013 public hearings. Ms. Meintsma focused on several items found in Exhibit H & I.

Significant Impacts

The proposed amendments provide clarification of the Building Height and Existing Historic Structures as currently outlined in the LMC. The amendments address the

mass and scale of new construction as it relates to residential development in the Historic District. Existing structures which do not conform to these regulations will be treated as non-complying Structures and regulated under LMC § 15-9-6.

Recommendation

Staff recommends that the City Council review the proposed amendments to the Land Management Code (LMC) for Chapter 2 as described in this report, open the public hearing, and consider adopting the ordinance as presented in Exhibit A – Proposed Ordinance.

Exhibits

Exhibit A – Proposed Ordinance

Exhibit B – Planning Commission work session discussion minutes 8.22.2012

Exhibit C – Planning Commission work session discussion minutes 9.12.2012

Exhibit D – Planning Commission regular meeting minutes 9.26.2012

Exhibit E – Planning Commission regular meeting minutes 11.28.2012

Exhibit F – Planning Commission work session discussion minutes 1.09.2013

Exhibit G – Planning Commission work session discussion minutes 2.13.2013

Exhibit H – Planning Commission regular meeting minutes 05.08.2013

Exhibit I – Planning Commission regular meeting minutes 7.10.2013

Exhibit J – Planning Commission regular meeting minutes 10.09.2013

Draft Ordinance 13- __

AN ORDINANCE AMENDING THE LAND MANAGEMENT CODE OF PARK CITY, UTAH, REVISING SECTIONS 15-2.1-5, 15-2.2-5, 15-2.3-6, 15-2.16-5(L), & 15-2.16-5(M) REGARDING BUILDING HEIGHT IN THE HRL, HR-1, HR-2, & RC DISTRICTS.

WHEREAS, the Land Management Code was adopted by the City Council of Park City, Utah to promote the health, safety and welfare of the residents, visitors, and property owners of Park City; and

WHEREAS, the Land Management Code implements the goals, objectives and policies of the Park City General Plan to maintain the quality of life and experiences for its residents and visitors; and to preserve the community's unique character and values; and

WHEREAS, the City reviews the Land Management Code on an annual basis and identifies necessary amendments to address planning and zoning issues that have come up in the past year, and to address specific LMC issues raised by Staff and the Commission, to address applicable changes to the State Code, and to align the Code with the Council's goals; and

WHEREAS, the City's goals include preservation of Park City's character regarding Old Town improvements, historic preservation, sustainability, affordable housing, and protecting Park City's residential neighborhoods and commercial districts; and

WHEREAS, the City's goals include maintaining effective transportation and parking, maintaining the resort community regarding architectural consistency and excellent design and enhancing the economic viability of Park City's Main Street Business Districts; and

WHEREAS, Chapters 2.1, 2.2, and 2.3 Historic Residential Districts (HRL, HR-1, and HR-2) and Chapter 2.16 Recreation Commercial (RC) District, provide a description of requirements, provisions and procedures specific to these zoning districts that the City desires to clarify and revise. These revisions concern existing historic structures and building height; and

WHEREAS, the Planning Commission held work session discussions on August 22, 2012, September 12, 2012, January 9, 2013, and February 13, 2013 and provided input and direction during their regular meetings on September 26, 2012, November 28, 2012, May 8, 2013, and June 26, 2013 and discussed the proposed LMC amendments as outlined in this report; and

WHEREAS, the Planning Commission duly noticed and conducted public hearings at the regularly scheduled meeting on October 17, 2013, and forwarded a positive recommendation to City Council; and

WHEREAS, the City Council duly noticed and conducted a public hearing at its regularly scheduled meeting on _____, 2013; and

WHEREAS, it is in the best interest of the residents of Park City, Utah to amend the Land Management Code to be consistent with the Park City General Plan and to be consistent with the values and identified goals of the Park City community and City Council to protect health and safety, maintain the quality of life for its residents, preserve and protect the residential neighborhoods, preserve historic structures, promote economic development within the Park City Historic Main Street business area, and preserve the community's unique character.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Park City, Utah as follows:

SECTION 1. AMENDMENTS TO TITLE 15 - Land Management Code Chapter 2- Sections 15-2.1, 15-2.2, 15-2.3, and 15-2.16. The recitals above are incorporated herein as findings of fact. Chapter 15-2.1, 15-2.2, 15-2.3, and 15-2.16 of the Land Management Code of Park City are hereby amended as redlined (see Attachment 1).

SECTION 2. EFFECTIVE DATE. This Ordinance shall be effective upon publication.

PASSED AND ADOPTED this ____ day of _____, 2013

PARK CITY MUNICIPAL CORPORATION

Dana Williams, Mayor

Attest:

Janet M. Scott, City Recorder

Approved as to form:

Mark Harrington, City Attorney

Attachment 1

Chapter 2.1 - Historic Residential-Low Density (HRL) District

15-2.1-5. BUILDING HEIGHT.

No Structure shall be erected to a height greater than twenty-seven feet (27') from Existing Grade. This is the Zone Height. Final Grade must be within four vertical feet (4') of Existing Grade around the periphery of the Structure, except for the placement of approved window wells, emergency egress, and a garage entrance. The following height requirement must be met:

(A) ~~A Structure may have a maximum of three (3) stories. A basement counts as a Story within this zone. A Structure shall have a maximum height of thirty five feet (35') measured from the lowest floor plane to the point of the highest wall top plate that supports the ceiling joists or roof rafters. Attics that are not Habitable Space do not count as a Story.~~

(B) A ten foot (10') minimum horizontal step in the downhill façade is required ~~for a third (3rd) Story of a Structure~~ unless the First Story is located completely under the finish grade on all sides of the Structure. ~~On a Structure in which the First Story is located completely under finish grade, a side or rear entrance into a garage which is not visible from the front façade or Street Right-of-Way is allowed. 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. Architectural features, that provide articulation to the upper story façade setback, may encroach into the minimum ten foot (10') setback but shall be limited to no more than twenty five percent (25%) of the width of the building encroaching no more than four feet (4') into the setback, subject to compliance with the Design Guidelines for Historic Sites and Historic Districts.~~

(C) **ROOF PITCH.** ~~The primary R~~roof pitch must be between seven:twelve (7:12) and twelve:twelve (12:12). ~~A Green Roof or a roof which is not part of the primary roof design may be below the required 7:12 pitch. A Green Roof may be below the required 7:12 roof pitch as part of the primary roof design. In addition, a roof that is not part of the primary roof design may be below the required 7:12 roof pitch.~~

(1) ~~A Structure contain a flat roof shall have a maximum height of thirty five feet (35') measured from the lowest floor plane to the highest wall top plate that supports the ceiling joists or roof rafters. The height of the parapets, railings, or similar features shall not exceed twenty four inches (24") above the highest top plate mentioned above.~~

(D) **BUILDING HEIGHT EXCEPTIONS.** The following height exceptions apply:

(1) Antennas, chimneys, flues, vents, or similar Structures, may extend up to five feet (5') above the highest point of the Building to comply with International Building Code (IBC) requirements.

(2) Water towers, mechanical equipment, and associated Screening, when Screened or enclosed, may extend up to five feet (5') above the height of the Building.

(3) **ELEVATOR ACCESS.** The Planning Director may allow additional height to allow for an elevator compliant with American Disability Act (ADA) standards. The Applicant must verify the following:

(a) The proposed height exception is only for the Area of the elevator. No increase in square footage of the Building is being achieved.

(b) The proposed option is the only feasible option for the elevator on the Site.

(c) The proposed elevator and floor plans comply with the American Disability Act (ADA) standards.

(4) **GARAGE ON DOWNHILL LOT.** The Planning Director may allow additional height on a downhill Lot to accommodate a single car garage in a tandem configuration. The depth of the garage may not exceed the minimum depth for an internal Parking Space as dimensioned within this Code, Section 15-3. Additional width may be utilized only to accommodate circulation and an ADA elevator. The additional height may not exceed thirty-five feet (35') from Existing Grade.

Chapter 2.2 - Historic Residential (HR-1) District

15-2.2-5. BUILDING HEIGHT.

No Structure shall be erected to a height greater than twenty-seven feet (27') from Existing Grade. This is the Zone Height. Final Grade must be within four vertical feet (4') of Existing Grade around the periphery of the Structure, except for the placement of approved window wells, emergency egress, and a garage entrance. The following height requirement must be met:

~~(A) — A structure may have a maximum of three (3) stories. A basement counts as a First Story within this zone. A Structure shall have a maximum height of thirty five feet (35') measured from the lowest finish floor plane to the point of the highest wall top plate that supports the ceiling joists or roof rafters. Attics that are not Habitable Space do not count as a Story.~~

(B) A ten foot (10') minimum horizontal step in the downhill façade is required ~~for a third (3rd) Story of a Structure~~ unless the First Story is located completely under the finish Grade on all sides of the Structure. ~~On a Structure in which the First Story is located completely under finish Grade, a side or rear entrance into a garage which is not visible from the front façade or Street Right of Way is allowed. 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. Architectural features, that provide articulation to the upper story façade setback, may encroach into the minimum ten foot (10') setback but shall be limited to no more than twenty five percent (25%) of the width of the building encroaching no more than four feet (4') into the setback, subject to compliance with the Design Guidelines for Historic Sites and Historic Districts.~~

(C) **ROOF PITCH.** ~~The primary R~~roof pitch must be between seven:twelve (7:12) and twelve:twelve (12:12). ~~A Green Roof or a roof which is not part of the primary roof design may be below the required 7:12 pitch. A Green Roof may be below the required 7:12 roof pitch as part of the primary roof design. In addition, a roof that is not part of the primary roof design may be below the required 7:12 roof pitch.~~

~~(1) A Structure contain a flat roof shall have a maximum height of thirty five feet (35') measured from the lowest floor plane to the highest wall top plate that supports the ceiling joists or roof rafters. The height of the parapets, railings, or similar features shall not exceed twenty four inches (24") above the highest top plate mentioned above.~~

~~(AD)~~ **BUILDING HEIGHT EXCEPTIONS.** The following height exceptions apply:

(1) Antennas, chimneys, flues, vents, or similar Structures, may extend up to five feet (5') above the highest point of the Building to comply with International Building Code (IBC) requirements.

(2) Water towers, mechanical equipment, and associated Screening, when enclosed or Screened, may extend up to five feet (5') above the height of the Building.

(3) **ELEVATOR ACCESS.** The Planning Director may allow additional height to allow for an elevator compliant with American Disability Act (ADA) standards. The Applicant must verify the following:

(a) The proposed height exception is only for the Area of the elevator. No increase in square footage is being achieved.

(b) The proposed option is the only feasible option for the elevator on the Site.

(c) The proposed elevator and floor plans comply with the American Disability Act (ADA) standards.

(4) **GARAGE ON DOWNHILL LOT.** The Planning Director may allow additional height on a downhill Lot to accommodate a single car garage in a tandem configuration. The depth of the garage may not exceed the minimum depth for an internal Parking Space as dimensioned within this Code, Section 15-3. Additional width may be utilized only to accommodate circulation and an ADA elevator. The additional height may not exceed thirty-five feet (35') from Existing Grade.

Chapter 2.3 - Historic Residential (HR-2) District

15-2.3-6 BUILDING HEIGHT.

No Structure shall be erected to a height greater than twenty-seven feet (27') from Existing Grade. This is the Zone Height.

Final Grade must be within four vertical feet (4') from Existing Grade around the periphery of the Structure, except for the placement of approved window wells, emergency egress, and a garage entrance. The Planning Commission may grant an exception to the Final Grade requirement as part of a Master Planned Development within Subzone A where Final Grade must accommodate zero lot line Setbacks. The following height requirements must be met:

(A) ~~A Structure may have a maximum of three (3) stories. A basement counts as a First Story within this zone. A Structure shall have a maximum height of thirty five feet (35') measured from the lowest finish floor plane to the point of the highest wall top plate that supports the ceiling joists or roof rafters. Attics that are not Habitable Space do not count as a Story.~~ The Planning Commission may grant an exception to this requirement as part of a Master Planned Development within Subzone A for the extension of below Grade subterranean HCB Commercial Uses.

(B) A ten foot (10') minimum horizontal step in the downhill façade is ~~required for a third (3rd) Story of a Structure~~ unless the First Story is located completely under the finish Grade on all sides of the Structure. The Planning Commission may grant an exception to this requirement as part of a Master Planned Development within Subzone A consistent with MPD requirements of Section 15-6-5(F). ~~On a Structure in which the First Story is located completely under finish Grade, a side or rear entrance into a garage which is not visible from the front façade or Street Right of Way is allowed.~~ The horizontal step shall take place at a maximum height of twenty three feet (23') from where Building Footprint meets the lowest point of existing Grade. ~~Architectural features, that provide articulation to the upper story façade setback, may encroach into the minimum ten foot (10') setback but shall be limited to no more than twenty five percent (25%) of the width of the building encroaching no more than four feet (4') into the setback, subject to compliance with the Design Guidelines for Historic Sites and Historic Districts.~~

(C) **ROOF PITCH.** ~~The primary R~~roof pitch must be between seven:twelve (7:12) and twelve:twelve (12:12). ~~A Green Roof or a roof which is not part of the primary roof design may be below the required 7:12 pitch. A Green Roof may be below the required 7:12 roof pitch as part of the primary roof design. In addition, a roof that is not part of the primary roof design may be below the required 7:12 roof pitch.~~

(1) ~~A Structure contain a flat roof shall have a maximum height of thirty five feet (35') measured from the lowest floor plane to the highest wall top plate that supports the ceiling joists or roof rafters. The height of the parapets, railings, or similar features shall not exceed twenty four inches (24") above the highest top plate mentioned above.~~

(D) **BUILDING HEIGHT EXCEPTIONS.** The following height exceptions apply:

- (1) An antenna, chimney, flue, vent, or similar Structure, may extend up to five feet (5') above the highest point of the Building to comply with International Building Code (IBC) requirements.
- (2) Water towers, mechanical equipment, and associated Screening, when enclosed or Screened, may extend up to five feet (5') above the height of the Building.
- (3) **ELEVATOR ACCESS.** The Planning Director may allow additional height to allow for an elevator compliant with American Disability Act (ADA) standards. The Applicant must verify the following:
 - (a) The proposed height exception is only for the Area of the elevator. No increase in square footage of the Building is being achieved.
 - (b) The proposed option is the only feasible option for the elevator on the Site.
 - (c) The proposed elevator and floor plans comply with the American Disability Act (ADA) standards.
- (4) **GARAGE ON DOWNHILL LOT.** The Planning Director may allow additional height on a downhill Lot to accommodate a single car garage in a tandem configuration. The depth of the garage may not exceed the minimum depth for an internal Parking Space as dimensioned within this Code, Section 15-3. Additional width may be utilized only to accommodate circulation and an ADA elevator. The additional height may not exceed thirty-five feet (35') from existing Grade.

15-2.16-5. SPECIAL REQUIREMENTS FOR SINGLE FAMILY AND DUPLEX DWELLINGS.

[...]

(L) **BUILDING HEIGHT.** No Single Family or Duplex Dwelling Structure shall be erected to a height greater than twenty-seven feet (27'). This is the Zone Height for Single Family and Duplex Dwellings. Final Grade must be within four vertical feet (4') of Existing Grade around the periphery of the Structure, except for the placement of approved window wells, emergency egress, and a garage entrance. The following height requirements must be met:

(1) ~~A structure may have a maximum of three (3) stories. A basement counts as a First Story within this zone. A Structure shall have a maximum height of thirty five feet (35') measured from the lowest finish floor plane to the point of the highest wall top plate that supports the ceiling joists or roof rafters. Attics that are not Habitable Space do not count as a Story.~~

(2) A ten foot (10') minimum horizontal step in the downhill façade is ~~required for a third (3rd) Story of a Structure~~ unless the First Story is located completely under the finished Grade on all sides of the Structure. ~~On a structure in which the first Story is located completely under finished Grade, a side or rear entrance into a garage which is not visible from the front façade of Street Right of Way is allowed. The horizontal step shall take place at a maximum height of twenty three feet (23') from where Building Footprint meets the lowest point of existing Grade. Architectural features, that provide articulation to the upper story façade setback, may encroach into the minimum ten foot (10') setback but shall be limited to no more than twenty five percent (25%) of the width of the building encroaching no more than four feet (4') into the setback, subject to compliance with the Design Guidelines for Historic Sites and Historic Districts.~~

(3) Roof Pitch. ~~The primary R~~roof pitch must be between seven:twelve (7:12) and twelve:twelve (12:12). ~~A Green Roof or a roof which is not part of the primary roof design may be below the required 7:12 pitch. A Green Roof may be below the required 7:12 roof pitch as part of the primary roof design. In addition, a roof that is not part of the primary roof design may be below the required 7:12 roof pitch.~~

(a) ~~A Structure contain a flat roof shall have a maximum height of thirty five feet (35') measured from the lowest floor plane to the highest wall top plate that supports the ceiling joists or roof rafters. The height of the parapets, railings, or similar features shall not exceed twenty four inches (24") above the highest top plate mentioned above.~~

(M) **BUILDING HEIGHT EXCEPTIONS.** The following height exceptions apply:

- (1) Antennas, chimneys, flues, vents, and similar Structures, may extend up to five feet (5') above the highest point of the Building to comply with International Building Code (IBC) requirements.
- (2) Water towers, mechanical equipment, and associated Screening, when Screened or enclosed, may extend up to five feet (5') above the height of the Building.
- (3) Elevator access. The Planning Director may allow additional height to allow for an elevator compliant with the American Disability Acts standards. The Applicant must verify the following:
 - (a) The proposed height exception is only for the Area of the elevator. No increase in square footage is being achieved.
 - (b) The proposed option is the only feasible option for the elevator on the site.
 - (c) The proposed elevator and floor plans comply with the American Disability Act (ADA) standards.
- (4) Garage on Downhill Lot. The Planning Director may allow additional height on a downhill Lot to accommodate a single car garage in a tandem configuration. The depth of the garage may not exceed the minimum depth for an internal Parking Space as dimensioned within this Code, Section 15-3. Additional width may be utilized only to accommodate circulation and an ADA elevator. The additional height may not exceed thirty-five feet (35') from Existing Grade.

**PARK CITY PLANNING COMMISSION
WORK SESSION MINUTES
AUGUST 22, 2012**

PRESENT: Charlie Wintzer, Brooke Hontz, Mick Savage, Adam Strachan, Jack Thomas, Thomas Eddington, Katie Cattan, Mathew Evans, Polly Samuels McLean

WORK SESSION ITEMS

Land Management Code Amendments – General Discussion

Planner Kirsten Whetstone reported that the Staff was doing an annual update of the Land Management Code. She handed out a Staff report that outlined a few of the major changes for consideration. Additional minor changes were not included in the Staff report. Planner Whetstone pointed out that four pages of the Staff report was a pending ordinance for these various amendments.

Planner Whetstone reviewed the redlined packet of amendments. The first was Review Procedure under the Code and addressed different sections of the Code related to review procedures, primarily the appeal process. Planner Whetstone explained that the primary reason for the change was that an applicant could not go through two appeals with the City. It has to move on to a court jurisdiction. She noted that it applied to design reviews, administrative reviews and final actions that get appealed to the Planning Commission and then to the Board of Adjustment.

Planner Whetstone acknowledged that the Planning Commission had only been given the material this evening. She recommended that the Planning Commission read the material and the pending ordinance and come prepared to discuss it at the next meeting on September 12, 2012.

Chair Wintzer asked if the next meeting would be a work session discussion or whether the Planning Commission would be asked to take action. Planner Whetstone stated that the LMC amendments would be noticed for public hearing and discussion, but no action would be requested.

Planner Whetstone referred to the redlined amendment addressing changes to roof pitch, patios and the proposal to require a building permit for certain impervious surfaces in the Historic District.

Planner Whetstone noted that the section titled Master Planned Developments was a relook at various items and issues raised over the past year regarding master planned developments in Old Town and criteria that should be looked at in Master Planned Developments.

Planner Whetstone referred to Chapter 10 – Board of Adjustment and noted that that redlined version removes the Special Exception. The Board of Adjustment is allowed to grant variances and various things, and they can also act on a Special Exception, which is no longer in the State Code. The Staff proposed to delete the Special Exception, but they had not decided what to replace it with. Some of their ideas would be presented to the Planning Commission at the next meeting for discussion.

Planner Whetstone commented on the Definitions Section and the proposal to add definitions for green roofs, impervious surface, split level, story, half-story, and a zero net energy building.

In response to a question of whether or not the Planning Commission would take public input on the proposed amendments, Chair Wintzer believed it was best to hold public comment until the next meeting to give the Planning Commission the opportunity to review the material handed out this evening. Chair Wintzer encouraged the Commissioners to carefully read the proposed amendments and contact the Planning Department with any questions prior to the next meeting. Director Eddington stated that Planner Whetstone was the lead planner on the amendments; however, other Staff members would also be involved. He encouraged the Commissioners to contact Planner Whetstone to schedule a time to meet with her or another Staff person.

Assistant City Attorney McLean commented on the review process for Historic District Design Review, as well as Administrative Conditional Use Permits. She explained that the proposed change came out of litigation involving 811 Norfolk, in which the court ruled that the City process applied in that case had excessive appeals, which is not allowed by State Code. However, Section 302 of the State Code allows for an application process that allows designation of routine land use matters. An application of proper notice will receive informal streamlined review and action if the application is uncontested, and shall protect the right of each applicant and third party to require formal consideration of any application by a land use authority; and that that decision can be appealed. Ms. McLean stated that that portion of State Code reflects the process the City has where the Staff review is a streamlined review that can be taken to the HPB and further appealed to the Board of Adjustment. Ms. McLean remarked that the amendment tailors the language to more closely reflect the State Code language to make clear that their intent is to follow the State Code.

Commissioner Strachan asked for the impetus behind the changes to the MPD portion of the Code, Chapter 6. Director Eddington explained that the Master Planned Development process began in 1994 and at that time it was allowed in most of the zones. It has morphed over the years and MPDs are allowed in some zones and disallowed in others. The language has been altered and it is now at a point where MPDs are allowed in the Main Street zone if it crosses over into another zone. The intent is to clean up the language and make it more applicable.

Director Eddington noted that a related discussion on the Kimball Arts Center was scheduled before the City Council to consider the opportunity to have that project go through an MPD. Projects on infill lots are challenging and currently there is no opportunity to look at an MPD. Director Eddington clarified that the City Council would not take action on the Kimball Arts Center. It would simply be a policy discussion on whether to allow an MPD to be applied in that situation. Director Eddington invited the Commissioners to attend the City Council meeting to hear that discussion. He clarified that it would be a general policy discussion and not specific to the Kimball Arts Center.

Commissioner Strachan pointed out that the information handed out this evening had a definition of story and split level. Therefore, when the Planning Commission provides the Staff direction for the next work session on the story issue, they should not ask for those definitions because they have already been provided.

Commissioner Savage noted that the applicants who had their projects continued this evening had stayed for the work session because the Planning Commission committed to have a discussion regarding the interpretation of story, independent of the proposed amendments. He pointed out

that whatever changes are made to the LMC would not apply to these applications. Commissioner Savage believed the Planning Commission needed to discuss the interpretation question in an effort to provide those applicants some guidelines related to their projects as a consequence of the continuation.

Planner Whetstone agreed that it was a two-prong discussion. One was an interpretation of the current Code and the other would be the LMC amendment that addresses potential reasons for different interpretations.

Commissioner Thomas was unsure if they could resolve both issues this evening without first seeing the minutes from the Planning Commission and City Council meetings when the Steep Slope criteria was established. He vaguely recalled talking about stories and heights and he would like to have those documents to clarify some of the issues.

Assistant City Attorney McLean recalled, and as reflected in the Code, that the three stories was under the Historic District height limitations for each zone; and not part of the Steep Slope CUP. Commissioner Thomas concurred, but he still felt that the previous minutes were important because it pertained to the discussion.

Planner Katie Cattan provided a brief history of the process. She explained that when the Planning Commission went through the Steep Slope process there was a 10 foot limit per story. It was quantifiable for Staff to enforce the 10-foot story limit. However, when the process reached the City Council level, the 10-foot limit per story was removed. That changed the clarity because people could expand the stories and work up the hill.

Planner Cattan recalled that the reason for removing the 10-foot limit was based on construction issues on some of the challenging slopes, particularly for the garage. The City Council decided to take out the 10-foot limit for the garage level to create a garage entrance on grade.

Planner Whetstone remarked that the current definition of story in the LMC does not make sense because the City Council took out the vertical measurement. Commissioner Thomas thought it still made sense, but it changed the definition. Planner Whetstone pointed out that the LMC does not address how the stories should be added up.

Commissioner Savage asked Commissioner Thomas to explain his perspective on the story issue and his concerns.

Commissioner Thomas stated that the issue evolves from the beginning of the Steep Slope criteria. The intent was to reduce the mass and scale of projects that were coming before the Planning Commission. They were seeing projects that cascaded up as high as eight stories. Therefore, size, visual impact, and commonality with other projects in the neighborhood became a primary concern. Steep Slope criteria was established to reduce the mass and scale. Commissioner Thomas believed the Planning Commission clearly intended to have a Code that created buildings that had more commonality with the historic character of the community. He noted that the Steep Slope process included discussions about number of stories, modifying grade, maximum heights, and shifts in building. It was not isolated to the number of stories inside the volume. It was also the impact from across the canyon.

Commissioner Thomas recalled the 10-foot per story limit and he thanked Planner Cattan for reminding him that the City Council had made that modification. Commissioner Thomas stated that the floor to ceiling issue was still defined in the definition. He believed the issues have been clarified and defined, but they need to see the minutes and come together on the interpretation.

Commissioner Savage believed there was a clear misunderstanding on the definitions since three applications came from the Planning Commission with a recommendation to approve, and the Planning Commission would not move forward on those applications based on interpretation. If the Planning Commission thinks the Staff misinterpreted the definition, he wanted like to hear the Staff's reasoning.

Director Eddington stated that part of the challenge was the vertical measurement between finished floor to finished floor. What is not addressed in the definition is the issue of a half floor and/or a split level. Depending on where they take a section drawing, a project could end up with three or six levels if they are split levels. Director Eddington remarked that finished floor to finished floor was ill-defined in the definition section of the Code.

Commissioner Strachan believe there were two separate issues. The first is from which point inside the structure to take the vertical measurement. The second is the issue of getting around the story requirement by creating separate accessory structures. There may not be three stories in one structure, but cumulatively there could be several. Commissioner Savage agreed, and felt they could have divided the applications this evening into those two different parts. Commissioner Savage concurred; however, those projects were still tied to the definition of a story and different interpretations.

Planner Whetstone read the definition of a half-story taken from the Webster definitions. "A half story is an uppermost story, which is usually lighted by dormer windows in which a sloping roof replaces the upper part of the front wall". She clarified that the definition only talks about half stories on the upper portion.

Commissioner Strachan stated that he attended the City Council meeting when they approved the LMC amendments proposed by the Planning Commission. He recalled from the discussion that the Council took the position that what happens inside the structure does not matter if the applicant is bound by the 27 foot requirement. The City Council was not concerned with how large the story could get, which is the problem they have today.

Commissioner Thomas pointed out that the Code does not say you can have 3.5 or 3.25 stories. It specifically says three stories, whether the stories are 10 feet floor to floor, 9 feet floor to floor, or 12 feet. Using an example similar to a plan they saw this evening, Commissioner Savage thought they could keep the outside looking exactly the same and reconfigure the inside to where it would adhere to the three story rule. If applicants have that ability they would be compliant. Beyond that he did not understand why they should care how the inside is configured.

Planner Whetstone explained that the Staff interpreted some projects as three stories because it had a mezzanine or landing. She asked if they should count a landing that gives character inside a

house as a story. Planner Whetstone felt that was the issue that needed clarification.

Chair Wintzer stated that the mistake they continually make is that they write the Code with words and not with pictures. He suggested that the Staff prepare drawings that clarify and interpret the definition of a story. Commissioner Strachan noted that the definition of a basement in the LMC does show a drawing.

Commissioner Hontz stated that she attended the same City Council meeting that Commissioner Strachan had referenced, and the entire reason for removing the 10-foot limitation was to create flexibility between the three stories and the height. The City Council felt that defining 10-feet per story would limit flexibility. Commissioner Hontz thought they were where they were supposed to be based on the idea of flexibility. She understood that the Planning Commission needed to come to some consensus, and believed the City Council had set them up for this.

Commissioner Thomas stated that not allowing the additional half level above three stories reduces the mass of the building. In effect, that is working according to the initial intent of the Code. Commissioner Savage argued from the perspective that if someone presents a plan that is compliant with Code, it is no one's business what it looks like inside. Chair Wintzer and Commissioner Thomas explained why they disagreed with Commissioner Savage. Commissioner Savage thought the criteria should be based upon whether it is consistent with the objectives about how it looks from across the valley. The valley does not know how many stories are in the building. Commissioner Thomas pointed out that if a limit is not set on the number of stories it can cascade up the hill. That was the reason for having the criteria. Commissioner Savage believed that could be constrained by footprint, setbacks and other constraints from the outside.

Chair Wintzer clarified that the Planning Commission could not move forward on any applications as long as they are in conflict with Staff on the definition of story.

Planner Cattan suggested that they talk about whether a story that goes up 5 feet in elevation is considered a half story or one story. She stated that if the Planning Commission agrees that the three applications seen this evening were 3-1/2 stories, then the Staff interpreted the Code wrong by saying that the level of a story could be split.

Planner Whetstone referred to a house on Park Avenue that has a door, two windows, a roof and dormers. The structure is a simple box without a basement. It has a 9 foot ceiling because of the roof pitch. Based on her research, that structure is a 1-1/2 story house.

Chair Wintzer called for public input on the issue of a story. Speakers were advised to keep their comments general and not related to a specific project.

Craig Elliott with the Elliott Work Group asked the Commissioners to clear their minds of their own opinions and listen to his comments. Mr. Elliott regretted that he had not come before the Planning Commission to argue the three-story issue during the amendment process. At the time he thought it dealt primarily with Ridge Avenue and 75' lots that had 50 feet of grade change. Mr. Elliott stated that the interpretation had become such that it was changing the way he thinks about what they were doing in town. Mr. Elliott remarked that the Code definition is nearly identical to the definition

in the International Residential Code and the International Building Code. It talks about a story being vetted from a floor level to the floor level next above. That means perpendicular to the floor or the roof; and not to the side. Mr. Elliott noted that the Building Code never addresses a shift in floor plane. He pointed out that the discussion is about a shift in floor plane and not different floors or different stories. It is all one floor that shifts. He stated that being able to shift the floor plane is a fantastic tool for an architect because it provides variety, the opportunity for interest, and delight. It is something that is valuable and can add interest to the town and the community, and not just the interior of a space.

Mr. Elliott stated that he lives in a split level house in Thaynes. He designed it, built it and has lived there for 18 years. He has been in Park City for 19 years and he never thought they would be having this discussion.

Mr. Elliott stated that an interpretation like this is not going to protect neighboring property owners or Park City. It is not going to provide additional value to the community. It will not reduce the densities in these houses because they will design them differently. Instead of having a garage with a level above it and three stories, the garage will be the top floor with two floors below it, just like all the houses on the east side of Lowell. Mr. Elliott remarked that the solutions they have seen through the shift in the floor plane gives variety and building mass above a garage. It is an opportunity to do something good. Mr. Elliott stated that if everything is pushed down to the same floor, they would be digging a deeper hole. They would be trucking more dirt out of town and driving more dump trucks. It would require more shoring and more concrete to support and retain the earth around it. The result will be more dangerous to the adjacent house than what already exists. Mr. Elliott reiterated that changing the interpretation will not change the amount of square footage that people build, and it will not improve the character of the architecture on the street. It will not change how things look from across the valley.

Mr. Elliott commented on issues that deal with the depth of a lot. Discussions over the past year with Staff have been about building multiple buildings on a lot and the story definition made by individual buildings. Mr. Elliott stated that a story is defined across the entire lot. A 140 feet deep lot is typical of what is going on. Different colors, forms and shapes are unique to Park City and the goal is not to put everything into the same box.

Mr. Elliott stated that he was not interested in doing any more houses on a steep slope in town. He has three under contract that he intends to finish. If the interpretation goes in the direction of their discussion it will not benefit the town and it will not benefit the people who own the property.

Commissioner Thomas stated that Mr. Elliott's interpretation of story and that a story is relative to the immediate space below, goes back to the notion of stepping a house completely up the hillside. He noted that the Code was created to put a limitation on that.

Mr. Elliott drew a sketch of a storied house to make his point.

Commissioner Strachan asked Mr. Elliott for his opinion on how the definition of a story applies to a structure that has a number of detached accessory structures, but has the appearance cross-canyon of seven or eight stories. Mr. Elliott replied that on a lot deeper than 75', separate buildings

in a surrounding context was not a bad thing. Commissioner Strachan asked Mr. Elliott's opinion if the compatibility requirement was the only regulation and there was no objective limitation. Mr. Elliott stated that as some who does design work, he believed the context of the site and where you build is the most important element in any design.

Commissioner Thomas thought Mr. Elliott would agree as a professional that they also have the responsibility to look at how a structure fits into the compatibility of a community and its impact on the historic character of the community in terms of mass, scale and size. He remarked that the Code originated with trying to create a Code that resulted in more commonality with the historic character of the community. Commissioner Thomas stated that the building could still be stepped in the process Mr. Elliott identified in his diagram, but only three stories were allowed.

Chair Wintzer suggested that the Staff schedule this as a work session item and come back with a series of drawings that show different scenarios to help define the definition of a story.

Commissioner Hontz stated that the Code change was precipitated by multiple structures that came in. She was not on the Planning Commission at the time and she opposed one of the structures. She came in a demonstrated that it did not meet the Code. Commissioner Hontz stated that when she came to the Planning Commission with her concerns they agreed with her but could not make that finding, and it went to the City Council. She believed it would have been a better design had it done what they were trying accomplish this evening. That era is the reason why they got to three stories. She did not want to turn back the clock. Commissioner Hontz stated that she lives in a two-story house; however by Staff interpretation, it is actually one story. There are many consequences to contemplate and she thought the Planning Commission should refine what they wanted to see come back. She needed time to read and digest the definitions and personally did not want more input before they had the conversation.

Director Eddington suggested that the Staff come back with a set of clear drawings to help the Planning Commission understand and aid in their discussion. Chair Wintzer noted that the Planning Commission had three applications that were waiting on an answer to the question. He thought the Staff should come back with a professional opinion on the definition of story.

Commissioner Savage acknowledged that he was not on the Planning Commission when the definition was written. However, speaking from logic, he believed the constraint that was applied related to the mass, scale and appearance from the exterior. In his opinion, a story is what is directly above and not what is on the other end of the building.

Director Eddington pointed out that the definition as written talks about the interior and floor plane to floor plane; and that is the challenge. He agreed that the intent may have been misguided in the definition, but they have to work within the definition. Commissioner Savage stated that if floor plane to floor plane is a vertical measurement, he would argue that at least one structure they saw this evening was never more than three stories at any point.

Planner Evans noted that not all development in Old Town require a Steep Slope CUP. Therefore, some structures with the same scenario may have been approved by various Staff members under

the HDDR process and never came before the Planning Commission. Commissioner Savage stated that if that did occur, it would be valid precedence independent of the CUP requirements. Planner Evans noted that he currently has two applications that do not require a Steep Slope CUP that do exactly what they were talking about. Commissioner Thomas felt that was another reason to come to some agreement on interpretation.

Assistant City Attorney McLean explained that the definitions were in the Code. In thinking about this issue, she directed them to the definitions in the last chapter and the key words, 1st story, story and structure. They should also look in the H Districts for guidance on what constitutes a story. Commissioner Savage requested that the Staff email a document to the Planning Commission that includes all the components of the Code that would help prepare them for the next meeting. Director Eddington offered to provide that documentation and include images.

Jonathan DeGray was not opposed to the Planning Commission discussing heights and levels and amending the Code for future projects. However, he agreed with Ms. McLean about looking at the Code as written because the projects currently before them were based on that Code. It was important for the Planning Commission to come back with a solid interpretation on what is written.

Chuck Heath asked about process and the time frame for taking action on the projects that were continued this evening. His project was continued once for additional information and when the information was provided, it was continued again because there was a question about interpretation. He felt it was important for the Planning Commission to define the interpretation of a story so these projects could move forward or go away. Chair Wintzer stated that the issue should be resolved at the next meeting. Once they have that resolution, they could begin discussing projects that were continued for that reason.

Assistant City Attorney McLean pointed out that the applications this evening were continued to a date uncertain. To be fair to the applicants, the Planning Commission should resolve the issue at the September 12th meeting and the items could be re-noticed for the meeting on September 26th.

Commissioner Thomas clarified that he raised the issue because he had heard three different interpretations of a story and he felt it was important to have a consistent interpretation that benefits the community.

The Work Session was adjourned.

**PARK CITY PLANNING COMMISSION
WORK SESSION MINUTES
SEPTEMBER 12, 2012**

PRESENT: Nann Worel, Brooke Hontz, Stewart Gross, Adam Strachan, Jack Thomas, Thomas Eddington, Francisco Astorga, Polly Samuels McLean

WORK SESSION ITEMS

Land Management Code – Discussion of Story & Height

The Staff recommended that the Planning Commission discuss the interpretation of story as currently defined in the LMC.

Planner Astorga stated that in 2009 the Planning Commission and City Council held several meetings to discuss amending the Land Management Code. At that time the Steep Slope Conditional Use permit criteria was updated, as well as the overall height and how height is measured. It also addressed specific regulations related to the HR-1, HR-2 and the HRL District. Planner Astorga reviewed the existing regulations using a hand-drawn illustration.

Planner Astorga remarked that the major change in 2009 was the requirement to add a 10 foot setback for the third story. Another regulation indicated that final grade had to be within 4 feet of existing grade. The maximum number of stories was limited to three, and the basement counts as a first story. Planner Astorga pointed out that on a 30% lot and with the 27' height regulation, the numbers for a 10' setback do not work. If the entire lot is 30%, the minimum setback has to be 18 feet. Planner Astorga noted that another item added to the LMC in 2009 was that the roof pitch had to be between 7:12 and 12:12.

On a downhill lot, if the applicant wanted to accommodate a tandem two-car garage, an exception could be authorized for up to 35' instead of 27' to accommodate tandem garages. The Code indicates that a single family dwelling must have at least two parking spaces.

Planner Astorga noted that items were also removed from the LMC in 2009. The Planning Commission had the ability to allow a maximum height of up to 45 feet on lots with slopes 30% or greater, and that was removed.

Planner Astorga read the definition of a story per the current Land Management Code. "The vertical measurement between floors taken from finish floor to finish floor. For the top most Story, the vertical measurement is taken from the top finish floor to the top of the wall pate for the roof structure." Planner Astorga stated that the Staff has recently received several applications on downhill lots, where different architects have introduced a split level concept. He requested that the Planning Commission discuss split level this evening.

Planner Astorga reviewed a diagram to show the shift in levels and the staircases dividing the structure. He noted that the application would meet all the requirements of the LMC, with the exception of the number of stories based on interpretation of the definition.

Commissioner Thomas believed the present interpretation is the same interpretation the Planning Commission has given in the last two meetings. According to the strict definition of the Code as written, the diagram shown exceeds the three-story limit. Commissioner Thomas agreed that the

definition needed to be modified and corrected, and he thought the Planning Commission should consider the modification as suggested by Staff. He favored the idea of varying the floor plates as long as they stay within the maximum height. The Staff had suggested 37-1/2 feet as a discussion point, and Commissioner Thomas thought it was an appropriate height and closer to the intent.

Commissioner Thomas pointed out that when the Code first came before the Planning Commission there was a 10-foot story criteria that would have allowed more flexibility. When it went to the City Council, that criteria was modified and changed and the result affected the process. The Commissioners concurred.

Planner Astorga stated that the Staff understood the concerns and was prepared to introduce a solution, which would add a regulation to the Land Management Code. The measurement would be the vertical distance between the lowest finished floor towards the highest point on the highest ridge. The Staff believes that if they could implement that specific regulation, it would stop the terracing affect that could take place on a longer than usual lot.

Planner Astorga presented a diagram to show how the Staff reached the 37-1/2 feet height recommendation.

Commission Thomas felt that the overall maximum height made the story discussion less significant. Director Eddington felt it was best to define a story as one above the other and add a vertical maximum measurement. Planner Astorga pointed out that the intent for the 7:12 to 12:12 range was to encourage variety and avoid every building having the same pitch. Director Eddington remarked that the steeper the slope, the more impacted the project would be by the vertical measurement.

Planner Astorga stated that the Planning Commission researched the definition of story in other ski resort town. Based on that research, The Staff recommended changing the definition of story to, "That portion of a building included between the upper surface of a floor and the upper surface of the floor next above, except that the top most story shall be that portion of a building included between the upper surface of the top most floor and the ceiling or roof above." He asked for feedback from the Planning Commission on the proposed definition. Planner Astorga noted that the difference between the existing language and the proposed language is the reference to the floor next above it. He remarked that the language mirrors the definition of a story per the International Residential Code.

Commissioner Thomas stated that if they remove the three story restriction and add a new height restriction, the definition of a story has less meaning. However, he liked having some commonality with other communities on what is logical in the building world. Commissioner Thomas thought that cleaning up the story definition was a good idea.

Director Eddington clarified that the Staff had not considered completely removing the three-story issue. They had talked about giving better definition and parameters to a mezzanine or a split level.

Commissioner Thomas thought they needed to think of the effects of half-story. Under the current definition, some of the cross sections are six stories. He felt the definition was too restrictive.

Commissioner Gross thought the 25% limitation on the intermediate floor seemed reasonable. Commissioner Thomas wanted to see diagrams of how that would work before making a decision. He suggested taking input from the design community to see if there were other conditions they had not thought about. The idea sounded good and he would like to support it, but he wanted to understand the fallout and what situations could occur under different scenarios. He felt the discussion was going in the right direction, but it needed to come back for further consideration.

Director Eddington stated that the Staff would work with different scenarios and come back with alternatives.

Commissioner Hontz was leaning towards the revised definition of a story because the new language clarifies that it has to be above. She favored keeping the 3-story limitation and the additional height limitation. She agreed with Commissioner Thomas about looking for unintended consequence.

Commissioner Thomas believed the intent of the Code is to reduce the mass and scale of houses in the Historic District, but there should be some flexibility in doing that.

Commissioner Strachan asked if the definition of mezzanine floor or loft had been pulled from somewhere. Planner Astorga recalled that it was a combination from Crested Butte and other towns. The language was not pulled word for word and the Staff tweaked it specific to Park City. Commissioner Strachan thought it set up inconsistent and vague language in the Code. He felt the revised definition of a story and the 37-1/2 overall height limitation was sufficient. The architects would have the ability to do what they wanted inside those parameters. He believed the mezzanine, loft, or intermediate floor definition was unnecessary and would only create problems. Director Eddington clarified that Commissioner Strachan was not concerned about split levels or mezzanines. Commissioner Strachan replied that this was correct. He thought if everything could be accomplished by the stepping requirement, setbacks, and a change to the height requirement. He was concerned that the 25% floor area calculation would be hard to do because the total floor area of the story in which it is placed would not be calculable. There would be so many half stories and steps that they would never reach the 25% point. Commissioner Thomas agreed.

Commissioner Thomas believed a critical step was the addition of the 37-1/2 foot height limitation, because it restricts the height of the building without being concerned about the stories inside. However, he still wanted time to think it through to make sure they were not opening Pandora's box.

Director Eddington stated that the Staff would come back with code definitions that address that issue, as well as definitions that would address keeping in the story and mezzanine.

Commissioner Hontz suggested keeping the story definition as revised and the 37-1/2-foot height limitation, and not the mezzanine definition. From her reading, when it is stepped, there would never be a loft or a split level. Commissioner Strachan asked if Commissioner Hontz was suggesting that a story is the portion of the building included between the upper surface of any floor and the upper surface of the next floor above, and that measurement could be taken from anywhere in the home. Commissioner Strachan provided a scenario based on Commissioner Hontz's interpretation. He noted that not all the floors in the diagram may expand the width of the home.

Director Eddington stated that it would be the entire width of the home depending on where the sections are drawn.

Commissioner Strachan was concerned about a building cascading up the hillside on a long lot. Director Eddington explained how the 37-1/2 overall height limitation would address that issue. Commissioner Strachan felt the explanation made it more certain that the mezzanine definition and the three story definition were not needed, as long as the height controls the cascade effect up the hillside and the concern for the cross canyon view.

Commissioner Thomas pointed out that the cross sections, like the example they were looking at, was consistent with the Code, as long as it remains under the 37-1/2 foot limit. However, under the current definition, the cross section would show six stories. Commissioner Strachan stated that without a cross canyon view, it would be difficult to know if that home would present the cascade problem. Commissioner Thomas replied that it has a footprint restriction and a maximum height from one point to another point.

Chair Worel thanked Planner Astorga for the background information he provided. It was helpful to see how other communities address these issues. Chair Worel opened the public hearing.

Craig Elliott, an architect with Elliott Work Group, felt the Planning Commission was headed in the right direction as far as capping maximum height and removing the requirements for floors. He noted that most sites have cross slope in addition to the slopes front and back. Removing the discussion about stories and maximizing the height and using the 27 foot grade makes a lot of sense with respect to a 75-foot deep lot. Mr. Elliott presented an image of homes in Park City that was taken from the Marsac parking lot. He noted that the majority of buildings in the photograph do not meet the existing current Code for various reasons, but it is a great depiction of what Park City is and can be. He chose that photograph because it is one of the steepest sections in Old Town. Mr. Elliott would like to have the discussion on lots greater than 75 feet deep and breaking the building into separate buildings or structures that are not connected. He believed there was an opportunity to maintain the existing character and scale, and still give people with larger lots the ability to create diverse and interesting projects. Mr. Elliott agreed with the discussion about removing the floor definition. He liked the cap of the building and the maximum height and following the 27 foot grade, as long as it pertains to a typical lot depth. Variations in lot depth and shape becomes a separate issue.

Joe Tesch disagreed with Commissioner Thomas' comment that the idea of the Code was to reduce massing and height. That was the case in 2009, but additional suggestions were made in 2011. There were joint meetings with the Planning Commission, Planning Staff and City Council and the idea of reducing height and size further was rejected. Mr. Tesch remarked that they were dealing with what occurred in 2009, but the idea is to not go smaller. Operating today under the impression of a mandate to reduce what has been occurring is a mistake. Mr. Tesch stated that another thing that came out of those joint discussions was that Park City is different neighborhoods and one size does not fit all. His recollection for those discussions was that there was no mandate for any neighborhood to attempt to reduce height or massing.

Chuck Heath, the applicant for 916 Empire, understood that there were recommendations to change the Code and possibly the rules. He wanted to know how this would affect his application, since his application was submitted under the current Code.

Assistant City Attorney McLean explained that Mr. Heath was vested under the Code in place at the time his application was submitted, and the interpretation of that Code. If the changes are less restrictive Mr. Heath could avail himself of that, but if they are more restrictive, he was still vested under the current application.

Mr. Heath asked how the new interpretation would differ from the current Code and how it would affect his application.

Commissioner Thomas clarified that the Planning Commission was talking about general amendments to the LMC with regard to stories, and not specific to any project. He recommended that Mr. Heath talk with the Staff regarding the interpretation to evaluate whether it would be more beneficial to move forward with his current application or wait until the changes are made and adopted and then resubmit his application.

Mary Wintzer commented on Mr. Tesch's remarks about there not being a mandate. She thought the visioning result had brought this to the forefront. Over 400 people responded and the City spent \$60,000 to do a survey. People overwhelmingly talked about scale and wanting to keep the small town feel and the historic nature. Ms. Wintzer believed the home on Ontario was the poster child for loopholes and being able to build a house far out of scale of the adjacent historic home. Ms. Wintzer believed there was wide sentiment among many people in Old Town to look at mass and scale to keep with natural setting, historic character and the small town feel.

The Work Session was adjourned.

Exhibit D

Planning Commission Meeting
September 26, 2012
Page 14

changes would not permit that. The reason for a master planned development does not match the construction of one building in one zone on one lot. He was unsure what changes were being proposed, but he hoped they could prevent that from occurring.

Coleen Webb an owner in the Town Lift condos stated that her building is next to the Kimball Arts Center. She is a part-time resident in Park City and it is difficult to always attend meetings when a subject of interest is being discussed. She tries to attend as often as she can. Ms. Webb stated that she would not be in town on October 24th. She is on the Board of the Town Lift Condominiums HOA. Last week the Board members and residents met with Robin and others from the Kimball Arts Center to express their concerns and the impacts that would be created for the residents living next to the Kimball Arts Center, and what an expansion under an MPD would do to their property. Ms. Webb also had concerns with how a project that size would affect the look and feel of Old Town if the MPD goes through. Ms. Webb was comforted when she saw the concern the Planning Commission had for the neighbors when discussing the Stein Eriksen project and the Richards annexation. As a neighbor to the Kimball and a resident of Old Town, she hoped the Planning Commission continues to be that detailed and that interested in what the change of allowing an MPD could do on Main Street. It is more than a white fence or one house in your face impact. It impacts the Historic District and those who live there and abide by the 84 page guidelines of the Historic Preservation Board. Ms. Webb was not opposed to amending the LMC to make them better over time, but it is important to understand the circumstances as to why they were put in place to protect the Historic District. Ms. Webb stated that everyone respects the Kimball and the HOA and owners want the Kimball Arts Center to expand. They would like the property improved and the programs expanded. They have been great neighbors and have worked together many times with the Kimball Arts Center; but the issues that an MPD would allow has caused them great concern. She asked the Planning Commission to consider the impacts that would be created by allowing MPDs in a community that is so dedicated to keeping the District historic. Changing the LMC for a one-time project would hurt what the rest have tried to maintain and the rules they have lived by in Old Town.

Chair Worel closed the public hearing.

Commissioner Hontz thought the Planning Commission should discuss some of the issues in the Chapters that would be continued to give the Staff direction for the next meeting.

Building Height Measurement and Story Definition

Commissioner Hontz found the exhibits in the Staff report to be helpful, but she had expected additional information based on the discussion at the last meeting. She wanted to see an exercise on a variety of unbuilt lots in Old Town, both downhill and uphill, that maxes out the heights using stories as an example to see what the mass and scale and height would do. She wanted an idea of worst case scenario. Commissioner Hontz remarked that they look at the existing built environment in analyzing the definition and the application. They overlook what type of development could occur on the existing vacant lots. She recalled a recent application where the applicant was asked to do that exercise and he was unable to show that he could build a house on the lot. Commissioner Hontz pointed out that based on the proposed language a house could not be built on a 40% slope.

She believed the analysis was important to make sure they would not make all the vacant lots in Old Town undevelopable.

Planner Francisco Astorga stated that the Staff could provide the variety of examples on unbuilt lots. However, there are a number of lots that are not listed as Landmark or Significant status, and could potentially be demolished and rebuilt. Planner Astorga proposed to come back with the information requested as well as other scenarios he had created for massing and volume on various slopes. He believed they could create specific worst case scenarios. Director Eddington thought that the Planning Commission would be able to see how different aspects of the Code work in each scenario depending on the location of the slope.

MOTION: Commissioner Hontz moved to CONTINUE the LMC amendments for Chapter 2-Zoning Districts; Chapter 6-MPDs; Chapter 7-Subdivisions; and Chapter 15-Definitions as identified in the Staff report to October 24, 2012. Commissioner Strachan seconded the motion.

VOTE: The motion passed unanimously.

The Planning Commission discussed the remaining LMC amendments outlined in the Staff report.

Amendment to require a building permit for driveways, parking areas, patios and other non-bearing construction that create impervious areas.

Planner Whetstone noted that the Planning Commission discussed this change at the last meeting. The Staff had recommended a building permit for all flat work in all zones. Requiring a building permit would ensure that all LMC requirements are met. Currently a building permit is not required and it is difficult to know when flat work is being done and whether it meets the requirements.

City Engineer, Matt Cassel, stated that the amendment allows the City to be proactive on an issue they have struggled with for years. When someone calls to ask if his neighbor has a permit for a patio or driveway, they have to inform that person that a permit was not required. The City then has to follow up to make sure the work was done within the requirements and many times they find Code violations. The intent is to communicate with people before work is started. He used 170 Daly Avenue as an example. They were fortunate enough to catch it before the driveway was poured; otherwise, the owner would have a new driveway that accessed at the intersection. Mr. Cassel explained that it would be a simple permitting process. The owner would be required to pay a minimal fee and have their plans reviewed for Code compliance before starting any work.

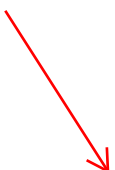
Chief Building Official, Chad Root, stated that another factor is to provide guidance for the homeowners who do the work themselves in an effort to reduce the number of neighbor issues. If a permit is required City-wide, the City has control over types of materials, size, and encroachment issues. Mr. Root pointed out that most jurisdictions outside of Utah regulate all flatwork and driveway work. Utah has a State Adopted Code that adopts the minimum standards, and the minimum standards cannot be exceeded. The proposed LMC amendment would provide a mechanism around the provision in the State Building Code and allow the ability to regulate driveways and flatwork in Park City.

Exhibit E

Planning Commission Meeting
November 28, 2012
Page 32

by a private, non-private, educational, religious, recreational, charitable, or philanthropic institution serving the general public”.

Commissioner Strachan thought Public and Quasi-Public should be capitalized in the definitions, and should say “Public Uses” with “Use” capitalized and “Quasi-Public Use” capitalized.



Commissioner Strachan asked if there was a definition for Industrial, and if so, that should also be capitalized. Director Eddington stated that there was not a definition for Industrial, and the Staff would write one. Commissioner Strachan thought “Commercial and Industrial” was redundant language. Planner Whetstone pointed out that it was actually Light Industrial (LI). Park City does not have a zone that allows straight Industrial business. Planner Whetstone thought that they should also define a “lodging project”.

The Planning Commission moved on to the remaining LMC Amendments.

Chair Worel stated that due to the late hour and the number of amendments that still needed to be discussed, Planner Francisco Astorga would give a presentation on Stories and the Planning Commission would discuss the proposed changes at a work session on December 12th.

Planner Astorga referred to page 164 of the Staff report, and an added regulation related to the split level concept. He had failed to put the language in the ordinance and he wanted that mistake clarified. He noted that the regulation language should be added between bullets C and D on pages 198, 200 and 201. The regulation read, “The overall height of a structure measured from the lowest point of the finished floor to the highest exterior ridge point shall not exceed thirty-seven and a half feet (37.5’). Planner Astorga noted that the language was introduced to the Planning Commission on September 12th, at which time the Commissioners had issues with the language and wanted to explore specific scenarios.

Planner Astorga stated that the Staff had prepared the different scenarios and wanted to hear as much input as possible from the Planning Commission. However, due to the late hour this evening, there was not enough time to sufficiently review the scenarios and give the Planning Commission the opportunity to brainstorm and provide comments. He noted that the regulation was applied to scenarios on a flat lot in the worst case scenario. The same was done on uphill lots at 15% grade, 30% grade, 45% grade and 60% grade. Consideration was given to the fact that many buildings are not historic and could be demolished for brand new construction.

Planner Astorga noted that Commissioner Thomas was absent this evening and his input on the regulation would be valuable based on his professional expertise. Planner Astorga apologized if any members of the public had waited for this discussion, but he felt it was better to wait and give the issue the time it needs to make sure everyone is on the same page and that they fully understand what was adopted in 2009.

Planner Astorga briefly reviewed some of the visuals to give the Planning Commission and the public a preview of the massing scenarios.

Commissioner Hontz was unsure if she could support the regulation because the historic portion of the structure could be on the bottom. She would like to see the step on new construction. Director Eddington stated that the Staff would have drawings to present at the next meeting to help address her concern. Commissioner Hontz felt that by now the Planning Commission should have a good understanding of the changes made in 2009, but it would be important to understand the effects of applying the new definitions. At this point, she was not comfortable with half stories and split levels shown in the scenarios provided. Commissioner Strachan agreed. He suggested that Planner Astorga redraft a couple of options because the ones shown were difficult to understand.

Planner Astorga clarified that he was not speaking about stories at this point. His comments related to the regulation regarding overall height on page 164 of the Staff report. Commissioner Strachan requested that Planner Astorga re-draft the definition of split level and story. Commissioner Wintzer suggested that the Staff draft two or three definitions to give the Planning Commission a choice.

Chair Worel opened the public hearing.

Ruth Meintsma, a resident at 305 Woodside, addressed the overall height of 37.5 feet. She assumed the language, "...from the lowest point of the finished floor..." probably means from the lowest point of the lowest finished floor. Ms. Meintsma thought better language would be, "from the lowest point where grade meets footprint", because often the lowest floor is quite a bit above grade and sometimes on piers. She requested that the Planning Commission consider her suggested revision because where the grade meets footprint is where the massing begins visually.

Commissioner Hontz thought Ms. Meintsma made a good point, however, under the current Code you could not build on piers because of the four-foot return to grade regulation. Planner Astorga noted that it would also not be approved through the design guidelines.

Director Eddington agreed that Ms. Meintsma made a good point and the Staff would discuss her revision.

Craig Elliott commented on the Story issue. He was generally comfortable with the resolution, but he wanted to confirm his understanding of how the zone works. On a very large parcel with multiple structures the height resets with each structure. He wanted to make sure that was still the case.

Commissioner Strachan replied that it was subject to discussion at the work session on December 12th.

Mr. Elliott felt it was important to keep because otherwise the Code, particularly in the HR1 addresses designers to create smaller buildings in scale and mass. If they do not allow that to happen in this form, they would encourage larger buildings in scale and mass on those types of properties. The unintended consequence of trying to limit something would only create what they do not want. Mr. Elliott wanted to make sure this issue was addressed in the process so they get the right things in the historic district.

Commissioner Wintzer asked Mr. Elliott to give an example. Mr. Elliott stated that he has worked on several properties, but he was hesitant to give an example because those projects may come back to the Planning Commission. Mr. Elliott provided a hypothetical example to explain the importance of keeping with what the Code currently allows to keep structures smaller in the historic district. Chair Wintzer was concerned about the cross canyon views. Mr. Elliott stated that the nature of Park City is that looking across the canyon you see a series of buildings that march up and have different colors, shapes and forms. That was the intent of his comments at a previous meeting when he talked about the quality of design and the ability to solve those issues as designers.

Chair Worel closed the public hearing.

Planner Astorga remarked that interpretation of story was the reason why they were having this story discussion. Based on discussions in July and August the height did not reset. Commissioner Strachan believed there was a difference of opinion as to how to read the Code based on Mr. Elliott's comments. The purpose of the work session is to determine what they uniformly believe the Code says.

Planner Whetstone reviewed the list of topics for discussion on page 154 of the Staff report and identified the ones that were time sensitive for recommendations to the City Council.

1. Pre-application process, review process for Historic District Design Review and revisions to the notice Matrix (Chapters 1 and 11).

Planner Whetstone referred to page 157 and noted that language was added to Strongly recommend that the Owners and/or Owner's representative attend a pre-application conference with the Planning and Building Departments. She clarified that the existing language requires a pre-application conference. She explained that if a pre-application conference is required it becomes an application and can be vested. The Staff felt that changing the language to "strongly recommended" resolved many of the issues. A pre-application conference benefits the applicant and the Staff believed the applicants would still request one.

Chair Worel opened the public hearing.

There were no comments.

Chair Worel closed the public hearing.

MOTION: Commissioner Wintzer moved to forward a POSITIVE recommendation to the City Council for the amendment to Item 1 as written. Commissioner Hontz seconded the motion.

VOTE: The motion passed by all Commissioners present.

Planner Whetstone stated that (B) on page 157 address proposed language to the Appeals process for administrative applications (HDDR and Administrative CUPS) including revisions to the Notice

**PARK CITY PLANNING COMMISSION
WORK SESSION MINUTES
JANUARY 9, 2013**

PRESENT: Nann Worel, Brooke Hontz, Stewart Gross, Jack Thomas, Mick Savage, Adam Strachan, Charlie Wintzer, Thomas Eddington, Kirsten Whetstone, Francisco Astorga, Matt Cassel, Polly Samuels McLean

WORK SESSION ITEMS

Land Management Code – Discussion of height/story in Chapter 2 and 15

Commissioner Wintzer provided a topo map of Old Town showing every ridge. He requested that the Staff use the map to prepare for a future discussion regarding ridges.

Planner Astorga remarked that the objective this evening was to make sure the Staff and the Planning Commission were correctly interpreting building height in the Historic Residential Districts; the HR-1, HR-2 and the HRL. He noted that some of the Commissioners have been on the Planning Commission long enough to understand heights in Old Town; while others have only been on the Planning Commission a short time. The Staff believed this work session would be a good exercise for everyone.

Planner Astorga explained that the Staff chose scenarios of different slopes starting at 15%, 30%, 45% and 60% for uphill and downhill lots. The structures were designed to the highest maximums allowed by Code in terms of height and footprint and the setbacks were minimized to create the worst case scenario. Planner Astorga wanted this exercise to be a true discussion and he wanted the Commissioners to ask questions and critique the individual scenarios.

Planner Astorga reviewed the LMC Height Restrictions as outlined in the Staff report. The allowed height is 27-feet maximum from existing grade. Final grade shall be within four-feet of the existing grade around the periphery. A structure may have a maximum of three stories. A ten-foot minimum horizontal stepback is required. The roof pitch must be between 7:12 and 12:12. The downhill lot has an exception for the tandem garage. Planner Astorga recalled previous discussions regarding exceptions to roof pitch; however, until that was adopted he preferred to focus on the existing Code.

Commissioner Savage asked for clarification on how existing grade is defined. Planner Astorga replied that existing grade is the existing topography. Commissioner Savage wanted to know how they could be certain that the grade was not changed. Commissioner Thomas explained that the topo is examined at the beginning of the project and the grade is examined at the end of the project. The Building Department should be able to confirm whether the grade has been manipulated. Commissioner Hontz thought Commissioner Savage made a good point because there are situations where the previous owner changed the grade of the site. She recalled a project where Planner Astorga realized that the grade had been change and suggested that the Planning Commission add a condition that the structure should be built from the previous existing grade and not the current existing grade. Commissioner Hontz stated that if someone moves the dirt now and calls it existing grade ten years later, they would probably get away with it. Commissioner Thomas pointed out that it is supposed to be natural existing grade.

Commissioner Savage asked if there was a way to make a definite determination on grade. Commissioner Thomas replied that if there is an interpolation to be made between the existing grade and the natural grade, the Planning Director has the purview to make that decision. Planner Astorga recalled that when the Code was amended in 2009, a specific definition of existing grade was added. Planning Director stated that existing grade is defined as the grade of a property prior to any proposed development or construction and activity. Therefore, it is the grade prior to any altering of the site. Commissioner Savage pointed out that the language states, "prior to any proposed" altering of the site. Commissioner Hontz agreed. She may not be proposing to do anything, but that would not keep her from moving dirt on the site. Commissioner Savage thought it was important to find a way to tighten the definition with respect to interpolation of some extension of natural topological grade.

Director Eddington explained that the Staff visits the site and assesses the grade. If the existing grade appears to be different than what is shown on the topo, the Staff assesses the natural grade which, by definition, is "The grade of the surface of the land prior to any development activity or any other manmade disturbance or grading. The Planning Department shall estimate the natural grade not readily apparent by reference".

Commissioner Savage was satisfied that the existing definition addressed his concern. Commissioner Thomas remarked that grade is a game that had been played and he expected it to continue.

Planner Astorga reviewed the first scenario, Scenario A, on a downhill lot. A blue line represented the property lines. The lot is 75' in length. The first scenario had the requirement of one exterior and one interior parking space. He noted that the property could be designed with two interior parking spaces. The structure was three stories. In this particular scenario the lot was accessed from the left-hand side. Planner Astorga reminded the Commissioners that these examples were worst case scenarios. Based on the access in this scenario, the front yard setback increased from 10-feet to 18-feet because of the minimum standard of the parking pad. He indicated the 10' stepback on the downhill façade. This scenario was drafted at a 15% grade and it would not require a review by the Planning Commission because it does not reach the 30% or greater requirement. The project could be three stories, meet the 10-foot stepback and still meet the height requirement. Planner Astorga pointed to the line indicating existing grade. Two other redlines showed 4' up or down from grade. This scenario had a one-car garage. The second required parking space was outside.

Commissioner Strachan noted that the basement was almost totally submerged, and he asked how low it could go. Planner Astorga replied that the basement could be completely submerged. Director Eddington referred to the heavy red line indicating existing natural grade, and noted that it could go 4' down from there and expose more light in the basement. Commissioner Strachan pointed out that someone could also make the floor 25' feet high and dig down further. It would provide very little light but they might not care. If someone wanted to excavate more dirt to increase the square footage of the overall home, they could do that. Commissioner Thomas commented on the ramifications that would occur with over-excavation. He questioned whether it was unrealistic to define a basement depth. Commissioner Wintzer thought the control would be shoring engineering to address the issue of digging a large hole three feet away from the neighbor.

Commissioner Strachan remarked that larger basements have been the trend in more recent applications and the amount of excavation continues to grow. Because the lots are so steep, the portion that daylights gets bigger with the slope and results in significantly more excavation in the back. He understood that the LMC states that the effects of excavation must be mitigated, but he believed it was a very loose standard.

Commissioner Thomas was unsure about placing a restriction on the depth of the lowest level. Commissioner Hontz suggested that they continue with the presentation before discussing specific restrictions, since the other scenarios may help provide the answers.

Planner Astorga presented the second scenario, Scenario B, which was also a 15% slope. The difference between this scenario and the previous scenario is that scenario two has two interior parking spaces. The setback was only 10' feet from the front. Planner Astorga noted that in the second scenario, the third floor was completely buried. The Code indicates that window wells could be approved, however, the setbacks must be at least 5' and the window wells could encroach 4' onto the side yard setback. Planner Astorga stated that some of the basement space could be used for mechanical equipment, but he did not believe anyone would use an entire floor for that purpose.

Commissioner Strachan asked why there was not a 10-foot stepback. Planner Astorga replied that the basement was buried completely. The stepback is only required for the third floor above grade.

Planner Astorga presented the third scenario, Scenario C. It was still a 15% slope, however, the difference between the first two scenarios and the next two was that the building would go down the slope. In scenarios one and two the driveway went up 14% positive grade. In the next two scenarios, the driveway goes down 14% negative grade. Planner Astorga noted that the roof pitches in all the scenarios were designed at 7:12 pitch, to again create the worst case scenario.

Commissioner Savage commented on the tendency towards thinking that taking a structure to the maximum allowed by Code is negative. He did not believe the end result was always negative, and sometimes it could be positive. Commissioner Savage stated that maximum utilization of a lot is within the rights of the applicant, and the Planning Commission should not consider that to be a negative independent of subsequent analysis.

Planner Astorga reviewed the scenario, which showed one interior and exterior parking space. Because the grade goes down 14%, the vehicle is stored on the main floor. Due to stepbacks and the roof pitch, the third story is smaller than in the first two scenarios, which affects overall square footage. Planner Astorga stated that the floor area in this structure was 2100 square feet. The floor area in the first scenario was 2400 square feet, and 2500 square feet in the second scenario. He noted that the third scenario would have a walkout level on the lower basement.

Commissioner Thomas noted that most cars are fairly long and the larger vehicles can exceed 18' long. He pointed out that the bumper on larger vehicles touch the front of the house on one end and the property line at the other end. He was not in favor of adding to the front yard setback, but there is a challenge with larger vehicles. Director Eddington stated that if someone has that large of

a vehicle, they would probably reduce the square footage of the house to make the garage larger. Commissioner Hontz remarked that instead of reducing the house size, people build the minimum size garage and park on the street. Either that or they park one car in the garage but leave the door open because the vehicle extends out, and then park their other cars in the street. Commissioner Hontz believed that the standards were not working and there were many questions on how to resolve the garage issue.

Commissioner Savage asked who was responsible for making decisions regarding parking and parking density on the streets. Director Eddington replied that Public Works handles parking issues. Since this was an issue with respect to car length, Commissioner Savage thought it would be appropriate to have Public Works look at a regulation that would prohibit cars greater than a certain length from parking in the driveway unless the driveway is a certain length. Commissioner Thomas pointed out that such a regulation would create an enforcement issue. Commissioner Hontz noted that enforcement is contracted out; therefore, Public Works would not be the enforcers. She believed it was a larger problem than just trying to solve it on paper. Commissioner Hontz thought they needed to look at places with 14% uphill and 14% downhill. She could not think of too many with 14% uphill; and the downhill ones were disasters.

Commissioner Wintzer indicated the potential for a green roof in one area, and noted that it could create living space per the Code. In that situation, the green roof was an issue of increasing square footage, not being compatible with the house. Commissioner Thomas stated that in Park Meadows, for a flat roof less than 4:12, the maximum height is reduced from 33' to 28'. Director Eddington replied that the rule did not apply in Old Town. Commissioner Thomas thought it might be worth considering that for Old Town. If they could encourage green roofs and reduce the heights, the visual impact of the volumetric would be overwhelming. If they allow flat roofs they should have a reduced height below 27'. Commissioner Wintzer thought the green roof issue in Old Town should be revisited because allowing green roofs was passed without any input from the Planning Commission. The language basically allows green roofs in Park City without consideration for compatibility with historic structures or other related issues. Commissioner Wintzer agreed that flat roofs were better in Park City's climate than pitched roofs, but he thought the green roof scenario should be revisited for Old Town.

Planner Astorga reviewed scenario four, Scenario D, which was still at 15% grade. This scenario had two interior parking spaces. The basement was exposed with a rear walkout. The garage was tandem. The house size was 2050 square feet, which was slightly decreased from the previous scenario at 2100 square feet.

Planner Astorga presented scenario five, Scenario E, which was on 30% grade and would require Planning Commission review. It was a downhill scenario because at 30% there was no way to go up. The driveway was 14% grade with one exterior and one interior parking space. The lower level had a rear walkout. Planner Astorga noted that the lot would meet the height requirement and the 10' foot stepback would become 20 feet. The house size at 2200 square feet was slightly larger than some of the 15% grade lots.

Planner Astorga noted that the black lines in all the scenarios indicated the story. The stories in all the scenarios were designed at 10' each.

The sixth scenario, Scenario F, was also 30% grade. There were two interior cars. This scenario breaks the maximum height of 27'; however, the Code states that for a two-car garage in tandem configuration, a height of 35' would be allowed. This scenario would meet the Code.

Commissioner Thomas asked for the allowed length of a tandem garage. Planner Astorga replied that the Staff capped the length at 37 feet. The Code does not indicate the length of a two-car garage in tandem configuration. It only specifies that the garage must be 11' x 20' for a single car and 20' x 20' for a double car garage not in tandem. Commissioner Strachan asked if the garage could be larger than 400 square feet but not smaller. Planner Astorga replied that it could be larger. The 400 square feet is the standard used for allowances. Commissioner Thomas pointed out that the impact of having a tandem garage on a downhill lot over 30% was dramatic. He has a tandem garage on his home and it is less than 32 feet long. He parks two smaller cars in tandem and the larger car on the other side. Commissioner Thomas believed it was realistic to have an 18' car on one side and a 13' car on the other side, parked 16" apart. He expressed concerns about designing to the maximum and suggested that they design for the minimum.

Planner Astorga stated that for consistency with the LMC, the Staff decided to cap the garage length at 37' to achieve a 400 square foot garage. Commissioner Thomas stated that a 400 square foot garage could still be accomplished with a 34' length. Director Eddington stated that the downside of a shorter garage is the inability to park two larger cars, which puts one on the street. Another downside is lack of space to store skis.

Commissioner Hontz remarked that a current problem in Old Town is that people were not using their tandem garages. Rather than focusing on the dimensions of the garage, a better idea might be to have the square footage of the garage count against the overall square footage of the house. If someone wants a larger garage it would reduce the size of their house. Commissioner Thomas stated that his concern was the visual impact of the overall mass. Commissioner Hontz was not opposed to having tandem garages as an option, but they continue to see repercussions resulting from tandem garages. To address Commissioner Thomas' concern, Commissioner Hontz suggested resolving the problem from a height standpoint rather than square footage. Commissioner Thomas asked if the Code currently has a depth limit for tandem garages. Director Eddington replied that the Code did not specify a depth limit; however, the depth would be defined and limited by the 35' foot height limitation. Commissioner Thomas agreed with Commissioner Hontz's suggestion to stay within the height limitation and not allow height exceptions for tandem garages.

The Commissioners discussed flat roofs on tandem garages. Commissioner Savage asked what advantage that would be for Park City. Commissioner Thomas replied that aesthetically it demasses the volumetrics and it allows the second space in the garage to get a car off the street.

Planner Astorga offered to consider their suggestions to see what would work. He asked if the Commissioners would be more comfortable if the height exception was closer to 32' rather than 35'. Commissioner Savage preferred to leave it alone. Commissioner Thomas outlined the worst that could be done on the premise of a worst case scenario. Director Eddington pointed out that the depth of the garage could not exceed the minimum depth for an internal parking space within the Code, which is 40 feet.

Commissioner Hontz pointed out that Scenario F was on a 30% grade and would require a Steep Slope CUP. She clarified that the Planning Commission currently has the ability under the Steep Slope CUP to deny a height exception. The purpose of this discussion was to codify certain requirements so applicants would know upfront that a height exception would not be granted.

Commissioner Savage understood that the height exception was in place to encourage tandem parking, but now they were concerned that people would use the tandem garage for storage and not cars. Commissioner Strachan stated that whether the garage is used for storage or cars, it would still have the visual impact Commissioner Thomas had mentioned.

Planner Astorga presented the seventh scenario, Scenario G, which was on a 45% grade. He noted that development on steeper slopes was unusual, but it does occur and it was worth the discussion. This scenario was allowed one exterior and one interior parking space. The garage was 11'x 20' and it would meet the exception. The only issue was the 10' setback at the end of the structure. A portion of the house would have to be shaved, otherwise it would be on stilts. Planner Astorga noted that the structure could not accommodate any type of walkout because it would not meet the 4-foot grade provision. Commissioner Gross pointed out that they could build a deck to level it out.

Commissioner Strachan wanted to know why living space could not be stilted. Commissioner Hontz stated that it would violate the 4-foot return to grade requirement. Commissioner Thomas did not believe the Code addressed stilt houses. Planner Astorga believed it was a question for the Historic District Design Review analysis.

Director Eddington noted that a deck could not exceed the setback because it would exceed 30" above final grade. Planner Astorga pointed out that a workable deck in this scenario would require a very creative solution. Commissioner Thomas thought this scenario demonstrated that the steeper the slope, the more difficult it was to build a house. Commissioner Strachan agreed, however, he used the drawing to show how the livable space could be increased. In his opinion, a deck is usable space, even if it is not technically considered livable space. The Commissioners discussed additional issues related to building on the steepest slopes. Commissioner Hontz believed the Code was written on the idea of 15-30% slopes. Planner Astorga noted that steeper slopes push the designers to move forward on a split level. Commissioner Thomas stated that the discussion had focused on stepping the exterior of the facade and the massing of the building. However, in terms of impact to the community and over-excavating the site, he wondered whether they should begin thinking about stepping the foundation to create a reasonable depth and maximum excavation requirement.

Commissioner Hontz referred to scenarios on extremely steep slopes and asked what happens when the driveway exceeds 14%. The average slope may be 45% or 60%, but the initial portion of the slope is 80% or 100% and a 14% driveway could not be reached within the setbacks. Commissioner Gross assumed that the percentage was calculated from the edge of the right-of-way to the building envelope. Planner Astorga stated that in his analysis he found that one thing affected another thing in the Code. In his experience, nothing could be built on a slope greater than 30% without a variance. However, Park City is different because of its historic character and

topography and someone could apply for a variance. The 14% grade is a standard in the LMC, which the Board of Adjustment has the ability to override with appropriate findings. Commissioner Hontz pointed out that someone could ask for that variance or a six or four foot front yard setback variance. Commissioner Wintzer stated that a variance request typically goes to hardship. In most cases, the hardship is that the person could not build as large they would like. In his opinion, that hardship could be mitigated by building a smaller house and shifting it on the lot; however, the Board of Adjustment does not take that fact into consideration when reviewing the variance request. Commissioner Wintzer did not believe hardship was valid in those cases.

Commissioner Savage asked how often hardship cases go before the Board of Adjustment and how often they get approved. He questioned whether the Board of Adjustment would actually grant a variance if the only hardship was the inability to build a larger home. Commissioner Strachan pointed out that most people do not give home size as the hardship. Instead, they make the case that their lot is difficult to build on.

Commissioner Thomas asked if a tandem garage could be done on a very steep uphill lot. Director Eddington stated that it would exceed the 35 feet before the second car, and there is no exception on an uphill lot. Commissioner Thomas clarified that he was talking about the impact to grade below ground. He asked them to imagine an uphill lot with a tandem garage on a 100% slope. If the garage depth is 35 feet, there would be a 35' retaining wall on the backsides of that garage, which creates a significant impact. He thought consideration should be given to discouraging tandem garages on super steep slopes. Director Eddington asked if someone should be allowed to put a theater room underground if they chose not do a tandem garage. Commissioner Strachan felt the problem was the requirement for two parking spaces. If the lot is steep enough, it would be impossible to have two cars on site. He stated that one option would be to combine two or three 25' x 75' lots so they could access the driveway on an angle. He believed the issue was how deep to excavate and whether they could step back the problem, similar to stepping back the height problem.

Planner Astorga presented Scenario H, which was at 45% grade and two interior parking spaces. The driveway was 14%. This scenario would require an exception. Mandatory increased setbacks were placed on the rear because of the grade provision. Planner Astorga believed they would most likely see a split level with this scenario.

Commissioner Strachan asked why they were looking at the exceptions assumed. Planner Astorga replied that it was due to the requirement for two interior spaces. Commissioner Thomas clarified that there was an exception in the Code that allows the Staff to make the ratio determination. Commissioner Gross pointed out that they could also apply the green roof scenario that was discussed earlier. Planner Astorga recalled from the Code that a garage in tandem configuration could be as much as 35-feet. Commissioner Strachan stated that going to 35-feet would require an exception. It is not entitled. Planner Astorga read from the Code, "The Planning Director may allow additional height on a downhill lot to accommodate a single-car garage in tandem configuration." Commissioner Thomas pointed out that the tandem configuration could still be achieved by going to a green roof for the other segment and stay within 27-feet. Commissioner Wintzer stated that if half of the roof was a green roof, he was unsure how that could be considered historically compatible. Commissioner Thomas believed that should be a separate discussion. Planner Astorga stated that the Staff was in the process of drafting specific language for the LMC as an

exception to the 7:12, 12:12 provision, if it complies with the guidelines and is granted by the Planning Director. The Commissioners discussed possible alternatives for meeting the requirements in Scenario H without an exception.

Commissioner Thomas recalled that the 7:12, 12:12 provision was established in an effort to find compatibility with the historic character of Old Town. Before the Code change people were flattening out the roof and making the volumetric as large as possible. If they decide to allow green roofs, they need to think it through and define the specifics.

Planner Astorga reviewed Scenarios I and J together. Both were on 60% grade. Scenario I has one exterior parking space, and Scenario J has two interior parking spaces. Planner Astorga noted that there were major issues with variances in both scenarios. If such a lot existed with 60% grade, it would again make sense to try and do a split level concept.

Commissioner Hontz pointed out that in addition to not meeting the height due to the garage, it also would not meet Code because the driveway could not be returned to within 4-feet of natural grade. The bottom two floors would also have to be on stilts. Scenarios I and J could not be built based on all three reasons.

Planner Astorga had prepared another packet of scenarios on uphill lots that he would present at a work session on February 13th.

**496 McHenry Avenue, McHenry Subdivision Replat – Plat Amendment.
(Application #PL-12-01717)**

Due to a conflict, Commissioner Thomas recused himself from this discussion and left the room.

Planner Astorga reviewed the application for the proposed McHenry subdivision replat. Sean Kelleher was the property owner. Planner Astorga reported that Mr. Kelleher owns approximately 12 lots of record. Three do not meet the minimum lot size; therefore, the lot lines would need to be shifted for development.

Planner Astorga reported that the current plan is to construct seven single-family houses that would be accessed from an underground, shared parking garage. The Staff report outlined specific points for discussion, and Planner Astorga requested that the Planning Commission provide direction to the Staff and the applicant on how to proceed. As part of the discussion, the Staff report also included the minutes from the December 12th meeting, at which time the Planning Commission held a site visit and a work session discussion on the three lots down the street from Mr. Kelleher's property.

Mr. Kelleher provided a power point presentation reviewing the history and background of the property. He has been in the periphery of Rossi Hill for a long time, but he has never come before the Planning Commission. Mr. Kelleher stated that when he first became involved with the property in 2006, he was a tenant in common with Mr. Bilbrey, a former owner. Mr. Bilbrey retained all the development rights for the property and Mr. Kelleher was the traditional silent partner. Mr. Kelleher remarked that his only involvement regarding plat applications that came forth since 2007 was to sign the plat as a co-owner of the property. All discussions and decisions made on the property

**PARK CITY PLANNING COMMISSION
WORK SESSION MINUTES
February 13, 2013**

PRESENT: Nann Worel, Brooke Hontz, Stewart Gross, Mick Savage, Adam Strachan, Jack Thomas, Thomas Eddington, Katie Cattan, Kirsten Whetstone, Francisco Astorga, Polly Samuels McLean

WORK SESSION ITEMS

Land Management Code – Discussion of height/story in Chapters 2 and Chapter 15.

On January 9, 2013 the Planning Commission discussed a number of scenarios prepared by the Staff that could occur on downhill lots. The Commissioners would review scenarios for uphill lots for discussion this evening. Planner Astorga had prepared specific scenarios for 50%, 30%, 45% and 60% slopes. He wanted to make sure the Staff and Commissioners had the same understanding regarding the current Land Management Code height provisions in the HR-1, HR-2 and HR-L zones.

Planner Astorga noted that the blue lines on the drawings in the packet represented the property lines on 75' lots. The red line on the bottom represented the grade. The bold red line was the existing regulation that indicates that the final grade shall be within four feet of existing grade on the periphery of each structure. The red line on top was the maximum height, which was capped at 27'. Planner Astorga noted that the Staff had designed what they considered to be worst case scenarios.

Planner Astorga presented Scenario A at 15% grade. The scenario has one exterior and one interior parking space, which pushed the front yard setback to 18 feet; the minimum area required for the exterior parking. This scenario has a mid-level access and a top level rear walk-out. It would be impossible to have a walk-out on the mid-level because it would not be within four feet of existing grade. Director Eddington pointed out that there could be windows on the mid-level. Planner Astorga agreed, noting that there could also be window wells on the basement level. Commissioner Gross asked about cathedral windows. Planner Astorga replied that cathedral windows would be allowed as long as they comply with the Historic District Design Guidelines. It would be challenging but good designers could make it work. The driveway in this first scenario was the 14% maximum.

Commissioner Thomas pointed out that if the driveway is 14% off the edge of the road and there is no transition, you would hit your bumper before you started driving up the hill. He suggested that practical and logical may be less than 14%.

Planner Astorga noted that Scenario A did not include the 10-foot stepback on the front because the basement is completely buried and stepback is not required. Commissioner Strachan asked if the stepback would be required if the basement was not completely

buried and was within four feet of existing grade. Planner Astorga answered yes because a portion of the basement would be exposed.

Planner Astorga presented Scenario B at 15% grade with two interior parking spaces. The driveway is 14%. The house is slightly larger than Scenario A. Commissioner Savage asked why the front distance in Scenario B was shorter than in Scenario A. Commissioner Gross assumed it was because Scenario B had two interior parking spaces and Scenario A parks one car outside. Planner Astorga replied that this was correct.

The Commissioners discussed house size and footprint. Craig Kitterman, a member of the public, remarked that there is a maximum footprint which determines the size of the house. Planner Astorga agreed. He noted that all the scenarios were governed by the maximum building footprint.

Commissioner Strachan had questions regarding the stepback. Chair Worel asked if a stepback would be required if any part of the bottom level was exposed. Planner Astorga answered yes, except for a window well. He read from Page 3 of the Staff report, second bullet point, "Final grade must be within four vertical feet of existing grade around the periphery of the structure except for the placement of approved window well, emergency egress, and garage entrances". He noted that the basement could still be buried and have a window well, but it would not require the stepback.

Commissioner Thomas noted that emergency egress can be any window or door out of a bedroom, and he found that to be problematic.

NOTE: Due to equipment problems, a portion of the meeting was not recorded. The problem was discovered and resolved.

During the non-recorded portion, Planner Astorga had continued his presentation and the Commissioners discussed the remaining scenarios.

Craig Elliott, as a member of the public, questioned why they were having this discussion. He passed around photos that were taken in 2003 and in 2013. From the standpoint of a big picture for the City, he was trying to figure out whether anything was really causing a problem. Mr. Elliott presented boards illustrating various built structures and noted that the majority of the buildings were over 27 feet tall. He stated that in the last ten years there has not been a significant change in Old Town that has created a negative impact to the visual. Mr. Elliott pointed out that with every application the Commissioners want to see a cross-canyon view, but in looking at the illustrations, there has been no changes over the years, other than the trees grew larger.

Commissioner Thomas remarked that the boards Mr. Elliott presented showed the

perspective from a distance, and it did not take into consideration the streetscape and the visual impact walking down the street. He believed the purpose of the Steep Slope CUP is to bring down the scale.

Mr. Elliott understood that the neighbors complain whenever the Planning Commission reviews a Steep Slope project, but that just happens. Neighbors always fight new development because they want to keep the land next door vacant. However, people have the right to build. Mr. Elliott stated that the difference is minimal between what was there and what changed in ten years through the largest building boom. He realized that the LMC changes in 2009 were in response to specific projects, and in hindsight he should have attended the public hearings to argue about the 3-story limitation. It was a mistake on his part and he was attending now to have this discussion. Mr. Elliott noted that there were nine statements of purpose in the LMC. They might be accurately discussing one, but the rest were going the wrong way. Applicants are always asked whether they read the purpose statement. He was now asking the Planning Commission if the discussion they were having meets the purpose statement. He could not understand the purpose of their discussion and he did not believe anything in their discussions would improve things through the Land Management Code. Mr. Elliott stated that restricting height on a 75' lot to 35' to 37-1/2' might make sense; but he could not understand it for a lot over 75'. The nature of Park City is that it keeps stepping up the mountain.

Commissioner Strachan asked if there would be a difference if Mr. Elliott had taken the picture 25 years ago. Mr. Elliott believed that most of the structures shown were built before the 1980's. Commissioner Strachan believed that most of the larger houses Mr. Elliot was showing were not built 25 years ago. Mr. Elliot pointed out that the larger houses would never go away. If they were to burn down they would be replaced with the same size structure in the same place. He felt that the Planning Commission has spent the last few months talking about heights and squares and angles, when they should be talking about the big picture and why they were having these discussions. If the discussion is that they want to limit the ability to develop, they were moving in the wrong direction.

Commissioner Savage stated that Mr. Elliott is a professional who presented visuals to support his position. He believed Mr. Elliott had a valid point. They can look at the various scenarios presented, but the reality of importance is the sense from the perspective of where these developments will take place and whether something is or is not consistent with that particular location and a particular set of visuals. Commissioner Savage thought that should be their guiding parameters more than trying to create a formula for calculating volume as a function of lot size.

Mr. Elliott stated that he works in Old Town every day. He experiences the streets every day and he walks to most of his projects. He was confident that the things that have happened over the past ten years have not negatively impacted the quality of the town.

Changes are made and it does not make any difference in the overall impact. These discussions have kept people from building houses for the last six months and will cause them to miss two seasons of construction. Mr. Elliott believed the major question was why they were having these discussions and what it would accomplish.

Commissioner Thomas stated that prior to creating the 2009 LMC, they were seeing buildings stepping up the mountainside to maximize the volumetric. That had a dramatic visual impact on the neighbors, the street and the scale of the community. The reason for these discussions is to have a sense of scale to the historic fabric of the community at the street level. He did not think some of the images Mr. Elliott presented was a fair comparison of what this town is about or the character of the town. Mr. Elliott disagreed. Commissioner Thomas stated that the image does not represent what the neighbors experience when someone builds an enormous house next to an historic house. The purpose of the 2009 changes was to respect the neighbors and what was left of the historic fabric that was being whittled away by these monstrous structures.

Mr. Elliott reiterated that the Planning Commission should address the real question of "why" and if whether the "why" fits within the Land Management Code purpose statement. In his opinion it did not.

Commissioner Strachan asked if Mr. Elliott had any recommendations on how they could bring more families and primary homeowners back into Old Town. Mr. Elliott felt that would be driven by a number of different things. He suggested that current projects would bring people into town. He thought they would be fighting the issue of value for a long time because of its proximity to Main Street.

Ruth Meintsma stated that she lives on a street that is primarily second homes and nightly rentals. She does not mind nightly rentals in her neighborhood because it works. However, the houses in-between where people live are very important and adds cohesion to the neighborhood. Ms. Meintsma understood the reasons for limitations. A house across the street from hers is nightly rental. People come in and out and you never talk to them. The number of cars is astounding and the amount of trash in one weekend is more than she creates in two months. Ms. Meintsma believes there needs to be a balance. In talking about limitations, she understood the three stories limit and size reduction for second homes and nightly rentals because extra space is not needed for that type of living. However, when someone has a family they need to think about a new way of living. They need to think about space for storage, tools, food storage, etc. She believes that if there could be a second criteria of house building where a home or a residence is signed in perpetuity to no nightly rental, it would add to affordable housing because people could come in a rent for a minimum of one year. With larger structures people would create a home and it would allow for families. Sometimes the fourth story is necessary for a family. If someone wants to build a home for their family and wants extra space, the City should

hold them to the family home use by having them sign in perpetuity to no nightly rental.

Planner Cattan stated that limiting nightly rental was not necessarily limiting second homes. Ms. Meintsma agreed, but it would still be someone's home. Commissioner Savage commented on the economic impact. If someone did not have the ability for nightly rental they possibly could not afford the home. In other cases, some people buy second homes on the fact that they can enjoy it themselves and offset some of their expenses by renting when they are not there. Ms. Meintsma understood the concern, but if someone was willing to sign their home into perpetuity from nightly rentals, they should be given some incentive such as extra space in their home.

Mary Wintzer stated that when side yard setbacks were reduced years ago, they saw huge impacts with snow shedding and people began to maximize their houses. The lifestyle of those living in Old Town has been drastically affected. Her neighbors raised four kids in a three-story house. When she was growing up people shared bedrooms. Ms. Wintzer was not totally opposed to the incentive of a fourth story, but if they return to what used to be they would not need monstrous homes.

Ms. Meintsma pointed out that lifestyles are completely different than how they used to live. She clarified that she was not talking about greater height or greater mass. She was only talking about an additional story. She understood that excavation was a major concern, but she believed that could be mitigated.

Ms. Wintzer remarked that several years ago four owners on Rossi Hill imposed a house size restriction on themselves. They realized that it would limit their profit when they decide to sell because the lots could not be maximized, but they did it because they value their neighborhood. Ms. Wintzer stated that they love Old Town, they love the mountain and they love what the community has given them. It is the neighborhood, the people and the land, and they are building up every square inch of the earth in Town. She believed they would pay a price some day. The old timers talk about the years when they had bad spring runoff and mud slides on this side of the Canyon. They have not seen that yet, but it is possible. If it occurs, there is no earth left to absorb it because it is all developed.

Commissioner Hontz felt good about this exercise because it was based on the purpose statements and it came out of the realization and the factual evidence of how many undeveloped lots are left and how tightly constrained they are. In her mind this was an exercise of education, but it also explored whether what they have meets what they want to do, how they need to tweak it, if at all, and if the scenarios were representative of what they thought they were trying to achieve. The discrepancy on the definition of story was another reason that prompted the exercise. Without those reasons they would have never done this and nothing would change. Instead, they went through this very thorough discussion to possibly visit some potential changes. Commissioner Hontz thought this was a useful

experience. She was unsure what the result would be based on all their opinions, but this was instrumental in educating the Planning Commission to be able to move forward.

Planner Astorga noted that page 2 of the Staff report contained language from the current Code. He asked if the Planning Commission had issues with any of the regulations and whether it needed to be strengthened or rewritten. He believed there was some consensus for spending more time and resources on adding internal maximum height. He asked if any of the other height parameters needed to be fine tuned. Commissioner Strachan felt it was sufficient to have the internal height limitation.

Commissioner Savage had issues with the third bullet point and the definition of three stories, and whether three stories was measured from a vertical point or by some other metric. Commissioner Strachan thought the three story restriction could be eliminated if they use the internal height restriction. Commissioner Thomas agreed. The internal height gives the designers more flexibility with the floor plan.

Director Eddington understood that the Planning Commission would not have as much consternation with regard to split levels and partial stories inside the building. He was told that this was correct. Commissioner Strachan clarified that applicant could do whatever he wanted within his own box as long as it meets the internal height limit.

Commissioner Thomas suggested a site visit to several sites that reflect the conditions discussed on uphill and downhill lots so they could see them in the field.

General Plan – Discussion and Overview of neighborhoods – the neighborhoods to be discussed include: Thaynes Canyon, Park Meadows, and Bonanza Park/Prospector

Nightly Rentals

Planner Cattan reported that the Staff had prepared a discussion on nightly rental because it was one of the more controversial topics to be discussed neighborhood by neighborhood as they decide to rezone and talk about residential neighborhood versus resort neighborhood. She preferred to start with nightly rentals before moving into the neighborhoods discussion.

Planner Astorga read that the current Land Management Code definition of a nightly rental. "The rental of a dwelling unit for less than 30 days." Another clause states, "Nightly rentals do not include the use of dwelling units for commercial uses." Commissioner Savage asked for clarification on the language regarding the use of dwelling units for commercial uses. Assistant City Attorney McLean explained that as an example, gifting parties cannot be held in a home that is a nightly rental.

Exhibit H

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Said landscape plan shall incorporate the reintroduction of native landscape materials within this area, and reduce the amount of sod-grass, especially near the creek.

9. No pesticides, herbicides, or other non-organic fertilizers shall be applied to this landscape area.

2. Land Management Code – Amendments to Chapter 2.1, Chapter 2.2, Chapter 2.3, and Chapter 2.16 regarding Building Height (Application PL-13-01889)

Planner Francisco Astorga noted that this item addressed LMC amendments to change some of the parameters of the building height in the HRL, HR1, HR2 and RC Districts. The Planning Commission has had significant work session discussions as reflected in the Minutes from those meetings and included in the Staff report. The Staff was before the Planning Commission this evening with recommended proposed changes for review and a possible recommendation to the City Council.

Planner Astorga reviewed the current height provisions: 1) The height must be within 27 feet of existing grade. This provision was unchanged. 2) Final grade must be within four (4) vertical feet of existing grade around the peripheral of the structure except for approved window wells and access to the structure. Planner Astorga reviewed highlighted changes to this provision. The current language addressing a maximum of three stories would be replaced with an internal height parameter. The 10-foot minimum horizontal step on the downhill façade would remain. The mandated roof pitch would also remain based on direction from the Planning Commission during the February work session. The height exception would also remain.

Planner Astorga noted that the 3-story language would be replaced with language regarding internal height that would vary on a specific roof pitch on the roof form, as indicated in the table on page 230 of the Staff report. The language was revised to read, "The internal height of a structure measured from the lowest point of the finished floor level to the highest exterior ridge point shall not exceed the number based on the following table". Planner Astorga explained that they would still achieve the mass and scale of three stories, without saying that the maximum is 3-stories. The Staff thought it was better to use a scale because otherwise people would try to capitalize on their wall height for their stories and then give the lowest roof pitch each time. Therefore, the Staff created an incentive of 1' foot of step per higher roof.

Planner Astorga explained that the logic for the internal height was wall height plus the roof height. The wall height was derived from 3-stories. A ten-foot story including a floor joist may not be doable, and that number was increased to 11 feet for a wall height of 33 feet. The Staff calculated what each roof height might be depending on the pitch of the roof to determine the varying height.

Commissioner Wintzer was unclear why the Staff thought a 9-foot or 10-foot story was not doable. Planner Astorga stated that the scenarios the Staff presented in January and February were based on 10-foot stories, which included a floor joist. The intent was to be more consistent with what the market might drive. He pointed out that the proposed change does not dictate how tall the story might be. It could be less or more and the applicant has the ability to work with the design. Planner

Astorga understood from previous comments that the Planning Commission thought the 10-foot story maximum was too small.

Commissioner Hontz thought believed that 10-feet was adequate and that 11-feet was a gift. However, she recognized that it did allow more flexibility. Commissioner Thomas was not concerned with whether it is 9, 10 or 11 feet on the interior. Commissioner Hontz was concerned that if someone takes the maximum internal height of 43', they would need to grub out again. She pointed out that the 27' would only keep it with the slope. However, internally, the house could continue to go further down. Planner Astorga noted that the internal measurement creates a split level. Commissioner Hontz was comfortable with split levels, but the question is how many splits. They were keeping down the height, but they also wanted to keep the structure from growing bigger side to side. She preferred the ten-foot story because it keeps the building from creeping down the slope too far.

Planner Astorga stated that based on the methodology selected for the scale, if they use the 10-foot measurement it would drop 3-feet from each internal height. Therefore, the internal height would range from 35' to 40'. Commissioner Hontz was more comfortable with those numbers. Commissioner Hontz stated that because the current Code does not allow stepping within the house, the current three-story solution works because it limits how far people are willing to go out and down the hill. Commissioner Hontz wanted to make sure that by allowing more flexibility in terms of steps within the interior, that they were not allowing creep up or down the hill.

Director Eddington asked if the Commissioners wanted to go to 10-foot floor plates and reduce the internal height by 3-feet each. Commissioners Hontz and Wintzer answered yes.

Commissioner Thomas was more concerned with the impact on footprint. They would still have the 27' maximum height from existing grade, but he was interested in knowing the relative difference in footprint between a 10-foot floor plate and an 11-foot floor plate.

Director Eddington did not believe the footprint would change either way because most people max out their footprint. He noted that the City has a formula for footprint for all of the historic zones. Commissioner Thomas stated that he was very comfortable with the 11-foot for interpretation as long as people are held to the 27' maximum height and the footprint could not creep up or down the hillside. Director Eddington clarified that it was a formula of lot size.

Commissioner Savage thought they should stay with the 11-foot floor plate as proposed. Chair Worel was comfortable with 11-feet as long as the footprint could be limited. Commissioner Wintzer was not opposed to 11-feet because people do build to the maximum. Commissioner Wintzer suggested that Planner Astorga include an illustration for clarification to show how it should be interpreted.

Commissioner Hontz asked for the definition of finished floor level? Commissioner Savage suggested that it could be defined as, the lowest point of the lowest finished floor level to the maximum vertical height of the structure. The Commissioners supported that definition. Commissioner Savage wanted to know how the number relates to not counting a basement if it is totally subterranean. Planner Astorga clarified that subterranean basements are counted. Commissioner

Savage clarified that regardless of whether or not the basement is buried, the lowest level of the lowest floor is Point A, and Point B is the highest point of the exterior.

Director Eddington clarified that the language indicates the lowest point of the finished floor level and/or any structural element is the lowest point. Commissioner Thomas gave a scenario to show how talking about structure complicates the issue. Commissioner Savage thought the confusing word was internal.

Planner Astorga remarked that the next proposed change was to add two provisions to the Existing Historic Structures. This portion of the Code states that historic structures are valid complying structures in terms of parking and other issues. Planner Astorga noted that the LMC defines a Historic Structure, but it does not include any additions to the structure. The Staff wanted to keep the regulation for valid complying and added Footprint and Height to the existing Code language for the three Historic Residential Districts and the RC District.

Director Eddington clarified that it was already understood that if a structure exists with an existing footprint or building height, it is existing non-complying. Planner Astorga believed that most of the historic structures comply with the building footprint.

Commissioner Hontz noted that someone could take away some of the property associated historically with the historic structure that makes it complying currently. Director Eddington clarified that a building could not violate the Code and be taken into non-compliance. However, he understood Commissioner Hontz's concern. If someone had more than a single Old Town lot they could split a portion of the land and put it on another property. He pointed out that the footprint would be limited to the 844 square feet or whatever it exists as and the building would never get bigger. Commissioner Hontz agreed that the structure could not be bigger, but splitting a portion of the property would allow a larger structure next door.

Planner Astorga stated that the Staff also tried to clean up the section regarding Building Height. A number of historic structures do not comply with the existing heights. One of the parameters is a 7:12 to 12:12 roof pitch. The Staff did not think it was appropriate to do a complete analysis on how a structure is legal non-conforming, when a similar clause in the Code addresses setbacks.

Commissioner Savage asked if complying and conforming were synonyms for purposes of the Code. Director Eddington explained that conforming is for a use and complying is for a structure. Commissioner Savage understood that a valid complying structure could be legal non-conforming.

Planner Astorga noted that the final proposed change was a roof pitch exception. He explained that periodically the Staff encounters a historic structure that may have a 5:12 or 4:12 roof pitch. The Staff felt it would be more appropriate if the addition that comes in for that structure would be held to the same type of roof pitch or possibly lower. Planner Astorga noted that currently the Code would not allow that because it specifies 7:12 to 12:12 roof pitch.

Planner Astorga stated that the Staff was proposing to add language for additions to historic structures, stating that through an HDDR review and compliance with the Historic District

Guidelines, the Planning Director has the ability to approve a roof pitch lesser than the one required in the Code.

Planner Astorga stated that the next question was how that would apply in the case of a split level and the maximum height. He noted that a secondary table was added for these types of exceptions.

Planner Astorga asked if the Planning Commission was comfortable adding the roof exception for additions to historic structures; and whether it would be appropriate to add the same type of scale for the maximum building height. Commissioner Thomas liked the idea because it would allow for a more appropriate design and more flexibility. The Commissioners concurred.

Commissioner Wintzer referred to the table on page 231 of the Staff report and corrected the 5:15 roof pitch to be a 5:12 roof pitch. Commissioner Thomas noted that 5:15 appears several times in the Staff report and it should be corrected throughout.

Commissioner Hontz referred to page 244 of the Staff report and asked what they would do about the 10-foot horizontal step that is referenced in conjunction with a third story, because people would now be able to have three stories. Planner Astorga replied that the provision is based on a 3-story building and it is mathematically impossible to have more than three stories. Commissioner Hontz did not believe it referenced what they were trying to accomplish now. She thought the language should be re-written relevant to where they want the 10-foot horizontal step to occur. Commissioner Thomas agreed that it was no longer clearly defined as the third story. Director Eddington suggested that it may need to be a numeric value.

The Commissioners were not comfortable forwarding a recommendation to the City Council without seeing the drafted verbiage regarding the roof pitch exception and associated illustrations.

Chair Worel opened the public hearing.

Ruth Meintsma, a resident at 505 Woodside, commented on the 3-story versus internal height issue and did not believe they were accomplishing what they intend to accomplish. Ms. Meintsma understood that they were first trying to accomplish visual height and mass from the exterior, and secondly to control the height and mass from stepping up the side of the hill with a 3-story limit. She thought the height limitation seemed complicated and she believed they would cause other issues. Ms. Meintsma presented a visual to support her concerns. Regarding the discussion about the lowest point of the lowest floor to the highest exterior to limit crawling up the hill, Ms. Meintsma pointed out that many houses in town have an exposed foundation way below the first floor. If they do not consider the exposed foundation and start from the bottom first floor and limit the interior, people will lift their house out of the ground and have an exposed foundation, which will significantly increase the visual mass. Ms. Meintsma stated that the interior measurement from the lowest floor was not accomplishing what they wanted. She believed that starting from grade would accomplish their goal and keep the structure from creeping up the hillside.

Ms. Meintsma commented on the different roof pitch options with different heights. She pointed out that a green roof is 33 feet and a 12:12 is 43 feet. No one will choose a green roof unless they are very environmentally conscientious, because people prefer an open ceiling roof. She believed the

proposed formula would discourage green roofs. Ms. Meintsma also thought it discourages a steeper pitch because with a 27' height limitation a steeper pitch would move the structure further underground. She noted that most people want to be above ground as much as possible for light and windows.

Ms. Meintsma suggested that there were different ways of controlling visual height and mass. She thought it would be better to control the height and visual and put a limitation on cubic dirt moved under the house. That would address both issues separately and in a more appropriate way than the interior number of floors. Ms. Meintsma was pleased that Commissioner Hontz mentioned the third floor, because in her opinion the 3-story step back did not work. She provided different scenarios to explain her point.

Ms. Meintsma thought there needed to be some way to encourage green roofs through some type of height limitation. She asked if a conditional use for a higher height could be used as a negotiating tool for green roofs. Ms. Meintsma pointed out that the advantages of a green roof. She believed everything needed to be thought through to be productive and to have the control the Commissioners wanted.

Commissioner Wintzer asked the Staff to consider Ms. Meintsma's comments and work it through a number of drawings.

MOTION: Commissioner Wintzer moved to CONTINUE the LMC Amendments regarding Building Height to May 22, 2013. Commissioner Savage seconded the motion.

VOTE: The motion passed unanimously. Commissioners Gross and Thomas were not present for the vote.

3. Land Management Code – Amendments to Chapter 2.1, Chapter 2.2, and Chapter 2.3 and Chapter 2.16 regarding underground parking structures. Amendments to Chapter 2.18 regarding Prospector Overlay. Amendments to Chapter 6 regarding Master Planned Developments. (Application PL-1301888)

Planner Whetstone stated that these were the remaining amendments of the 2012 annual update of the Land Management Code. This agenda item addressed three amendments. The first was to clarify the purpose and the applicability of the Master Planned Development review process throughout Park City. It was not specific to any one area, but it clarifies the language. The second was to clarify and add additional review criteria to the Master Planned Development Review process. This would apply to any Master Planned Development. The review criteria were clarified and updated to make references that are specific to the Code. The third amendment was to clarify the lots within the Prospector Square overlay in the General Commercial (GC zone) that are subject to zero lot line development. Planner Whetstone noted that added language clarifies the lots subject to exceptions in the overlay. One of those exceptions is to have a zero lot line development. Planner Whetstone stated that when the Prospector Square subdivision was amended, the Code was not also amended to identify that those lots are also allowed zero lot line development.

Planner Whetstone referred to the General Commercial Zones, Section 15-2.18-3 of the LMC, Lot and Site Requirements. This section addresses lot and site requirements and several changes were

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amendment.

3. Approval of the plat amendment, subject to the conditions stated below, does not adversely affect the health, safety and welfare of the citizens of Park City.

4. There is Good Cause to approve the proposed plat amendment as the plat does not cause undo harm on any adjacent property owners because the proposal meets the requirements of the Land Management Code and all future development will be reviewed for compliance with requisite Building and Land Management Code requirements.

Conditions of Approval – 305 Park Avenue

1. The City Attorney and City Engineer will review and approve the final form and content of the plat amendment for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.

2. The applicant will record the plat amendment at the County within one year from the date of City Council approval. If recordation has not occurred within one year's time, this approval for the plat will be void, unless a complete application requesting an extension is made in writing prior to the expiration date and an extension is granted by the City Council.

3. No building permit for any work that expands the footprint of the home or would first require the approval of an HDDR shall be granted until the plat amendment is recorded with the Summit County Recorder's office.

4. Modified 13-D sprinklers may be required by the Building Official for renovation of the existing structure.

5. A ten foot (10') foot wide public snow storage easement will be provided along the frontage of the property.

2. Land Management Code – Amendments to Chapter 2.1, Chapter 2.2, Chapter 2.3 and Chapter 2.6 regarding Building Height. (Application PL-13-01889)

Planner Francisco Astorga remarked that the proposed amendments address development in the HRL, HR-1, HR-2 and the RC zones. The RC zone was included because specific

standards for single-family dwellings and duplexes mirror the same standards that apply for the Historic Residential Districts.

Planner Astorga requested that the Planning Commission discuss the proposed language shown on Attachment 1. If the language needed to be amended, the changes would be included in a recommendation to the City Council in an effort to move forward.

Planner Astorga reported that the proposed amendments were two-fold. The first one related to the Building Height analysis on pages 66-71 of the Staff report. The second amendment related to the Existing Historic Structures Analysis on pages 71-72.

The Staff recommended that the Planning Commission review the proposed amendments to the Land Management Code for Chapter 2 as described in the Staff report, conduct a public hearing, and forward a positive recommendation to the City Council to adopt the ordinance in Exhibit A with any further changes resulting from the discussion.

Vice-Chair Thomas opened the public hearing.

Ruth Meintsma, a resident at 305 Woodside, had prepared a presentation showing various heights, stories and roof shapes. She recalled that stepping was an issue because the Code did not read as stepping three stories, and the Planning Commission wanted the ability to apply the Code in a way that stepping would work.

Ms. Meintsma had prepared a series of drawings. The first one had a third story, ten-foot horizontal step at a 27' foot height which was allowed under the current Code. A second drawing presented was not allowed under the current Code. A third visual showed the same mass in the third story and the fourth story, except there was more mass with the allowed structure versus the structure that is currently not allowed.

Commissioner Savage asked if the difference was attributed to the setback requirements in the front. Ms. Meintsma answered yes, because the only way to fit four stories in the 35' interior top plate ceiling height would be if the four stories had 8' ceilings. Vice-Chair Thomas clarified that the floor to floor heights were 9' floor to floor with an 8' ceiling. Ms. Meintsma believed it was in the best interest of the City to allow a structure that would actually have less mass.

Ms. Meintsma had prepared additional drawings to explain what she believed were the positives for allowing stepping and four stories and why the building would have a smaller appearance. She stated that the horizontal lines on four stories has a tendency to chop up the visual and makes it more attractive. Ms. Meintsma remarked that because the height

would be 35' on top plate, it would possibly allow steeper roof pitches, which everyone would like to see, and still maintain the 27' height. She was working on language regarding a half-story to encourage steeper roof lines and more variety in roof pitches.

Ms. Meintsma stated that if stepping is allowed because it remains under the 35' height, the unintended negative of a split level is that the roof tends to create a roller coaster roof that is reminiscent of the ski slope roof. Ms. Meintsma presented a photograph of the structure that triggered the discussion and explained how the roller coaster roof could be mitigated. Ms. Meintsma believed that stepping could create a smaller structure.

Ms. Meintsma outlined the unintended negative flaws in the language proposed for height and roof pitch. She noted that the language talks about primary roof design; however, primary roof design is not defined in the Code, which makes it arbitrary. She believed they needed a definition for primary roof design. Ms. Meintsma reviewed a series of drawings with different heights, roof pitch and design to show some of the flaws resulting from the language. She suggested that "Primary Roof Design" should be changed to "Primary Roof", and the primary roof should be defined as the main roof structure to keep all the pitches at 7:12 to keep the roof from flattening against the 27' height.

Ms. Meintsma referred to language stating that the roof pitch must be a 7:12. She presented drawings showing that the 7:12 pitch were only small portions of the roof that she had marked.

Commissioner Hontz asked if Ms. Meintsma was saying that adding the word "primary" would make it less likely to see the hip roof. Ms. Meintsma believed that the hip roof was on its own regardless of whether or not it is allowed or how much is allowed. Commissioner Hontz clarified that in her interpretation, if the word "primary" is added it would allow someone to identify a secondary roof. Ms. Meintsma stated that a primary roof would be a 7:12 pitch roof; however, if it has a hip on it that would change the visual.

Mr. Meintsma presented an image of a barge rafter roof, which is one of the two rafters that support the roof and projects beyond the gable wall. She found the image as the best example of a gable roof. She was unsure whether it would flatten the roof or accomplish the visual they wanted.

Planner Astorga stated that the challenge in Old Town is that if the roof forms are perpendicular to the street, there is not an issue. The specific project that Ms. Meintsma used in her examples is parallel to the street. He believed it was a 7:12 roof pitch but the issue is that the ridge is parallel to the road and as it comes down, the massing perceived is different from seeing a gable on the street. The designer's intent is to provide additional

headroom, and that is a challenge. However, the City cannot plainly prohibit these types of structures because historically those types of roof forms existed in Old Town. The Staff faces this challenge on a daily basis with the Historic District Design Review.

Commissioner Wintzer used the image of the house identified as hip, and noted that there was no reason for what was done on that house. The roof is under height everywhere and it could have been higher. He thought they could follow Ms. Meintsma's suggestion to make the roof simpler. Ms. Meintsma clarified that she was not implying that it should not have been done. She only questioned it because the 7:12 pitch was small portions and she wanted to know if this was what the Planning Commission wanted, because it did flatten the roof.

Vice-Chair Thomas closed the public hearing.

Vice-Chair Thomas remarked that someone would always do something creative with a roof that is unfamiliar or unfavorable. For that reason he felt it was hard to write a Code that limits every condition and still gives the applicant the opportunity to design what they think is an attractive house.

Planning Manager, Kayla Sintz, stated that the Historic District Guidelines direct the applicants to choose a style. The language proposed reduces the roof pitch in order to be consistent with other types of historic homes, and that means that someone chooses that style of a home with a shallower roof pitch. It does not mean they could choose all the options and put them on to one house. She believed there was a need for a strong statement and direction to an applicant to select one style. The Historic District is simple and it is not about a conglomeration of roof lines. Planning Manager Sintz thought it was an issue of choosing a style of architecture and one with compatibility through design.

Planning Manager Sintz cautioned against a primary roof form definition because people would eventually challenge the definition. She thought the Planning Commission should be cautious about delineating primary versus secondary or taking a stricter stance.

Commissioner Savage applauded Ms. Meintsma for her insight, efforts and continued participation in these important issues for the City. Commissioner Savage believed that the Planning Commission should focus on the exterior of a building and let the applicant focus on the inside. He noted that the City has an HDDR process and Design Guidelines and the Planning Commission should not be concerned with the design. The Planning Department is mandated with the responsibility of making sure the issue of compatibility is being met. Commissioner Savage stated that he would continue to trust in that process until he is given a good reason not trust the process. Commissioner Savage liked what Ms.

Meintsma had done with the volumetrics and he personally felt it was the right way to look at it. Whether it is three stories or four stories inside, both can be accommodated within the same volumetrics and the external appearance would be essential the same or possibly improved with the multiple stories.

Commissioner Savage was unsure as to how they could draft an appropriate definition for a primary roof and what they would call that roof. He was thought it would be difficult to define a primary roof. Commissioner Savage stated that he had not thought about the roller coaster issue Ms. Meintsma had raised and he was unprepared to comment.

Commissioner Wintzer echoed Commissioner Savage regarding his appreciation to Ms. Meintsma. It makes a difference when someone comes in with a different idea. Commissioner Wintzer agreed that the job of the Planning Commission is to focus on the volumetrics, but they are also challenged with making the structure compatible with the neighborhood and the existing structures. Therefore, he believed the Planning Commission should look at design and compatibility. Regarding the issue of flat roofs, he noted that four 9' floor to floor heights would allow four stories and still be within the height limit and the volumetrics would be totally different than if it was filled in. Commissioner Wintzer felt it was important to understand flat roofs and how they relate to structures in Old Town. He recommended that as they discuss heights that they look at structures with flat roofs in mind.

Commissioner Hontz thought they had made progress and she believed they were getting closer. She stated that some of the things affected by height is the amount of excavation, setbacks, and snow shed and that should be considered as they determine the height definition. Commissioner Hontz referred to the drawing on page 69 of the Staff report and noted that 14% driveways are allowed on uphill lots. Drawing a line at 14% and starting the structure at that point, and then drawing a straight line from the top of car, she pointed out the amount of excavation that would be reduced on an uphill lot. In her scenario, Commissioner Hontz noted that the garage elevation would not start until 15 or 20 feet higher. Therefore, the 27' height is 20 feet higher. Commissioner Hontz remarked that this was the type of house they keep seeing built on both uphill and downhill lots. She remarked that that entrance into a structure is not historic and it ruins how people approach structures and the feel of Old Town. Secondly, it is not useful. The first rainfall on the downhill lots in certain places fills the driveways and garages because it is a good place for water to run. On the uphill lot the garages cannot accommodate the height of an SUV and they end up being parked in the driveway. Commissioner Hontz reiterated that it adds to the height and the steepness of these driveways, which is not historic, and they are not useful.

Commissioner Hontz stated that moving the finished floor plane up puts the structure at 20-30 feet taller from the street, and makes it appear to be 80 feet tall. She believed that needed to be a component in their discussion. Commissioner Hontz thought the biggest failure is the fabric that is eroding due to the driveways, as well as the perceived height.

Commissioner Hontz liked Ms. Meintsma's comment about the benefit of less mass with four floors. However, in looking at the 9' foot ceiling structure of the 4th floor, they would see more bedrooms and more people, which generates more cars and more impacts. Commissioner Hontz agreed that the Planning Commission does not need to regulate the interior, but they still need to regulate the scale and mass, particularly when the mass is also bedrooms and number of people in an area that cannot accommodate the extra traffic.

Commissioner Hontz stated that based on where they allow people to go up in height, because of the retaining required, the limits of disturbance is the lot line and every piece of vegetation on the entire site is eliminated to accommodate the structure. Commissioner Hontz did not believe the proposed solutions address all the concerns. It is difficult to grow vegetation in Park City and when the removed vegetation is replaced, it will not be the same quality.

Commissioner Hontz stated that another proliferation they see on the uphill and downhill is the manipulation of the Code with window wells allowing habitable space, which results in more massing and additional excavation under the house and to the setbacks. She thought disallowing the 14% driveway might resolve the problem because people could no longer dig out that space.

Commissioner Hontz understood that they were still looking at green roof and roof pitch. She thought they needed to consider that a green roof could turn into a brown roof that is never planted or maintained. They needed to find a way to manage it and require that someone continues to manage it. Vice-Chair Thomas suggested that a green roof could be subject to a landscape plan approved by the Planning Director. Commissioner Hontz clarified that a green roof cannot be considered as setbacks or open space.

Commissioner Gross agreed with most of the comments expressed by his Fellow Commissioners. However, he believed that people should be able to do whatever is allowed within the 35' maximum as long as it complies with the Building Codes. The Planning Commission is tasked with looking at the exterior and making sure the impacts are properly mitigated. Commissioner Gross recalled a previous discussion regarding green roofs and that a landscaping plan needs to be part of the package before receiving the certificate of occupancy permit. He was unsure how the green roof could be monitored over time.

Vice-Chair Thomas believed they were moving in the right direction. The intent was to allow flexibility within the volume to have shifted floor planes and accessing grade. He believed the 35' height helps tighten it up, but a few things still need to be resolved and the green roof is one issue, along with the landscape plan relative to the green roof. Vice-Chair Thomas stated that a flat roof has a bigger visual impact if it is allowed the same 27' height. In many parts of the community if someone chooses to use a flat roof, there is a reduced height associated with the flat roof. He asked if that had been factored into the flat roof discussion.

Planner Astorga replied that flat roofs were only incorporated with regards to green roofs. The Staff analysis is that when the application comes in the applicant needs to demonstrate that it will not cause any additional shade and it would not be taller than a standard gabled roof. Vice-Chair Thomas asked if a standard roof would be allowed to go up to the ridge height with a flat roof. Planner Astorga explained that the applicant would have to demonstrate how the proposed green roof/flat roof fits in a 7:12, 9:12, all within 27' from existing grade. Commissioner Wintzer asked if they could go up as high as 27'. Planner Astorga replied that it could, but it would be breaking on the corners. Therefore, it would have to be reduced until the entire flat roof is down within a standard compliant mass of roof form.

Director Eddington understood that Vice-Chair Thomas was asking whether a flat roof could appear to be a bigger mass because it does not have the sky on the side of the slope. If that was the question, the answer was no. Commissioner Wintzer asked Planner Astorga to bring back some drawings. Planner Astorga was prepared to do drawings this evening to demonstrate how the green fits at a standard gable. Vice-Chair Thomas clarified that the maximum height of the green roof would have to fit within the 7:12 context. Commissioner Savage understood that the higher the roof, the skinnier the building. Planner Astorga replied that this was correct. Commissioner Savage stated that most people want the square footage and that would keep them from building a taller building. Therefore, the footprint trumps the roof. Planner Astorga reiterated that the Staff analysis only applied it to green roofs and not standard flat roofs. Commissioner Wintzer clarified that green roofs was the only thing allowed in Old Town.

Vice-Chair Thomas stated based on his education and experience, mass, form, scale and compatibility are design; and to that extent the Planning Commission is involved in design.

Vice-Chair Thomas thought Commissioner Hontz made an excellent point about the driveways. There needs to be a transition slope from the street to the driveway and based on industry standards, it is a 5% slope up to 20 feet. The City allows 14% and he

questioned how they could get a transition slope into that realm. He believed that issue needed to be addressed because it is impossible to get a car up those driveways without bottoming out. The impact is that people will park on the street.

Commissioner Gross asked why they could not change the 14% slope. Commissioner Hontz replied that it could be changed but it also affects other things, such as height and mass. Vice-Chair Thomas pointed out that 14% slope would be sufficient with a long enough driveway, but there needs to be a transition slope at the curb approaching the street. Summit County has a code requiring driveways to be within 5% for the first 20 feet of the public street. He recognized that 5% was too restrictive for Old Town, but he thought they should factor it down and consider a more reasonable length that would still allow the transition.

Commissioner Savage asked if the driveway issue was a height issue. Vice-Chair Thomas replied that it is connected because it cascades into the lowest finished floor. Commissioner Savage could not understand why they would need to adjust the building height if they control the driveway slope. Vice-Chair Thomas replied that they would exceed the maximum height. Commissioner Hontz stated that if they add the driveway component and control it through some calculation, they would be addressing the height issue. Vice-Chair Thomas stated that if they lower the slope of the driveway and drop the elevation of the driveway it would increase the excavation of the project. He believed there were ramifications that needed further thought and discussion.

Commissioner Savage felt they needed a robust discussion regarding excavation. He thought the issue warranted further dialogue and education. He personally could not understand why they should care about the amount of excavation as long as the footprint was managed. Vice-Chair stated that they care about the amount of excavation because of the impacts created by the number of truck loads of material hauled through the neighborhood. The issue is life safety, as well as the depth of footings and excavation and cuts.

Commissioner Hontz commented on the vegetation removal that occurs with significant excavation, particularly the vegetation that has existed historically for 50 years and is habitat. She pointed out that projects that required significant excavation take longer because of the process. Some projects take years, which is an impact to the neighbor who lives next to the hole in the ground. Commissioner Savage thought those concerns could be addressed through bonding, obligations, and other requirements. He believed that at some level they need to support people's ability to make choices about how they want to develop their property as long as it fits within the guidelines. Commissioner Savage remarked that people should be able to work to the maximum within the LMC, without

feeling that they are getting more than they should get. The maximum should be what they are allowed to do.

Commissioner Wintzer remarked that the real issue is not how much is being excavated, but how many cars and people it takes to maintain the structure for the rest of its life. He noted that several structures on Deer Valley Drive have 15 cars parked in front for a weekend because it is allowed, but it completely impacts how he gets to his house and how people get around town. The owner built what the LMC said they could build, and the end result was a party house with two parking spaces. Commissioner Wintzer stated that in addition to regulating mass and scale, their job is also to regulate and protect the neighborhood and the integrity of the neighborhood. He commented on a house that he believed had excavated 100 feet and has window wells that are probably 12-14 feet high and have bedrooms behind the garage.

Vice-Chair Thomas remarked that window wells could allow someone to create a building area and usable space or living space below grade. He felt it was important to consider the impact of window wells and the intention for having a window well. If the intent is to create natural light and egress for a bedroom, that would be the wrong intention and he would not encourage that type of space.

Commissioner Hontz stated that it is difficult to police and enforce use. By allowing 14% and building to the maximums, she thought they needed to look at whether the maximums are too big. People do not always make good decisions on their use and they tend to do things that are illegal. It generates additional traffic and other things that are not allowed in the community. Commissioner Hontz believed they needed regulations that are easy for everyone to build to and live to so they are not in a constant police state trying to stop people from doing what they are not allowed to do.

Commissioner Savage stated that the Planning Commission has a specific role. A City Councilman attends their meetings and several other organizations within the Park City Municipality have responsibilities for the enactment of legislation and maintenance of that legislature. There are ways to cause people to be appropriately penalized when they abuse the privileges. Commissioner Savage remarked that there was nothing the Planning Commission could do within the Land Management Code to fix the problems that occur in larger homes in terms of overnight rentals and huge parties. However, the City can implement the appropriate Codes and Regulations and taxation rules to ensure that the problem gets minimized and is forced into a more acceptable position. Commissioner Savage felt it was important to make sure they were using the right tools to fix the right problem. He noted that the Planning Commission is not mandated to be the panacea for

all the issues inside Park City. He thought the Planning Commission should focus on their job instead of trying to fix problems outside of their purview.

Commissioner Hontz disagreed. She believed it was 100% design related. Commissioner Wintzer concurred. It is the job of the Planning Commission to find whether something is compatible and fits the Land Management Code. It is also their job to look at neighborhoods and the bigger picture. Commissioner Savage believed it was their job to decide whether an application was compliant with the Land Management Code. Commissioner Wintzer replied that compatibility is addressed in the Land Management Code and the purposes statements talk about compatibility.

Vice-Chair Thomas remarked that the intent of the proposed amendment was to allow flexibility within the footprint of the house for stepping. He thought the general direction they were going with the 35' step was appropriate. Vice-Chair Thomas believed the Planning Commission was willing to consider a maximum slope as a transition slope to a driveway to access the house. In his opinion, it did not make sense to have a 14% grade right from the street curb to the finished floor of the garage. It is not practical and it does not work. It is difficult to get a normal car into a driveway that has a 14% slope without a transition.

Vice-Chair Thomas remarked that the Commissioners had concerns about flat roofs and how they would be planted. He believed they were comfortable with the diagram showing that the height of the roof would come down if it fits within the 7:12 triangle. Commissioner Wintzer asked Planner Astorga to prepare a better diagram for the next meeting.

Vice-Chair Thomas wanted to address the window well. The City Council had opened the window well as a modification to the initial ideas for steep slope. However, it is an issue that that should be looked at again because it creates an unsafe situation as well as other impacts. Commissioner Wintzer thought one alternative would be to define a window well with a specific height requirement.

Planner Astorga pointed out that the Code did not specify a maximum height of a window well. Vice-Chair Thomas agreed and felt it was open to interpretation. He requested clarification regarding window wells.

Planner Astorga understood that Commissioner Wintzer had requested a diagram of the flat roof/green roof and how it fits into a gable roof. Vice-Chair Thomas clarified that the Planning Commission was referring to green roofs and not flat roofs.

Commissioner Hontz referred to the redlined language on page 68 of the Staff report regarding building height. In addition to the items Commissioner Thomas had identified, she asked the Planning Commission to consider removing the language, “finished lowest floor plane.” She was concerned that someone could leave the garage floor dirt so it would not be considered a finished floor plan. Commissioner Hontz did not believe the word “finished” made the definition stronger.

Vice-Chair Thomas thought “finished floor” was the elevation of the earth. After further discussion the Commissioners agreed to remove the word “finished” from the sentence. Commissioner Hontz referred to the same paragraph, last sentence, and asked why they were talking about attics as a story. The Commissioners agreed to remove the last sentence.

Commissioner Hontz referred to the second redlined paragraph on page 68 of the Staff report and revised the paragraph to read, “A ten foot minimum horizontal step in the downhill façade is required to take place at a maximum height of 23’ from where elevation meets existing grade. An exception is for when the first story is located completely under the finished grade on all sides of the structure. Commissioner Hontz felt it was better to separate what is allowed and what is prohibited for clarity. The Commissioners discussed the revised language and asked Planner Astorga to re-write the language for the next meeting to address some of the issues that were raised. Commissioner Savage requested a visual to help clarify the language.

Vice-Chair Thomas noted that at some point the Planning Commission would have to address separate structures. He believed there would be a tendency for people to pull two buildings apart and have a garage and something else and another structure uphill. The result is the impact of seeing a very tall, large massive structure on lots that are not compatible with the historic adjacent properties. He asked the Commissioner to begin thinking about how they could approach the issue. He asked the Staff to factor in language that addresses new construction without historic buildings and stops the cascading down the mountainside, regardless of whether the structures are connected.

Planning Manager Sintz stated that in the discussion of whether to define primary roof form and how it is calculated, and because the green roof definition is tied to the primary roof form, she suggested that the Planning Commission direct Staff on how to marry the two together. She offered suggestions on how it could potentially be done. Vice-Chair Thomas was uncomfortable with using a percentage because it becomes mathematical without considering the aesthetics. He suggested that the Staff Architect review primary roof forms and green roofs in terms of their compatibility. Planner Astorga asked if the Commissioners were comfortable with the language as proposed, which added the word

“primary” for clarification. Vice-Chair Thomas was comfortable if the language gives the Staff the ability to look at the design and determine the primary roof and that a smaller roof element on the structure is a lower percentage of area and not a significant dominant roof form. He believed the Planning Commissioner needed to trust the judgment of the Staff

Vice-Chair Thomas recalled from the last meeting that the Planning Commission was comfortable with the 7:12 and 12:12 roof pitch in terms of compatibility in Old Town. However, the proposed language on page 71 of the Staff report provides the caveat of allowing a shallow roof it is more compatible with the historic structure. He thought that was appropriate. Planner Astorga clarified that the process for approval is through the HDDR by the Planning Director.

Commissioner Savage commented on green roofs in the Historic District. He noted that they continually talk about historic precedence and to the best of his knowledge green roofs did not exist in those eras. Commissioner Savage asked if the Historic Preservation Board was willing to integrate green roofs into the design guidelines for renovations of historically significant structures. Planner Astorga replied that the Code already allows a green roof if it is under the required roof pitch. That was added as part of the 2009 amendments. He explained that the intent is to clarify the language in terms of measuring. Commissioner Savage asked how a green roof would impact registering the home on the Historic Register. Planner Astorga stated that green roofs would not be allowed on historic structures. Green roofs would be allowed on new construction in the historic district or on addition to historic structures. He noted that the Code applied specifically to the Historic Residential Districts.

Planner Astorga remarked that several people have asked if they could have a flat roof that is not green but has solar panels. He asked the Planning Commission for input on that scenario. The Commissioners pointed out that the panels would have to be on an angle for sufficient use of the solar. Vice-Chair Thomas stated that solar collectors have been used on various roof pitches and they work in a lot of conditions.

Commissioner Hontz referred to the historic structures analysis on page 71 and the recommendation to add building footprint and building height. She pointed out several negative scenarios that could occur, which was why she did not favor adding the language. rector Eddington pointed out that the language only applies to structures listed on the Historic Sites Inventory. Planning Manager Sintz suggested adding, “designated historic structures.” Commissioner Hontz was still uncomfortable adding building footprint and height. Under the current process the Planning Director makes the determination and she preferred to keep that review process.

Planner Astorga explained that the Staff recommended the change because they recognized that not all of the historic structures would comply with the height parameters in terms of the 10' setback. Commissioner Hontz still preferred to keep the process of review and determination by the Planning Director for all structures. She was willing to consider the possibility of only allowing the change for structures under 1500 square feet. Director Eddington stated that the Staff would look at revising the language to address the concerns.

Commissioner Hontz referred to a news article regarding a \$1 billion deficit the Jordan School District is facing next year because their Planning Department, Planning Commission and City Council approved more density than what they could accommodate for the number of people it generated. Commissioner Hontz pointed out that what the Planning Commission does matters because the number of people in a house affects the amount of traffic on the roads and the number of children in the schools. Vice-Chair Thomas pointed out that the Jordan School District was the best funded school district in the State of Utah. Unfortunately, they lost a lot of their funding due to the transformation Kennecott and how the money was disbursed. He agreed that growth was also a factor, but it is natural to expect some growth to occur. Commissioner Gross thought it was important to plan around growth expectations.

Director Eddington believed the Staff had enough direction to revise the proposed amendments and incorporate their comments. Commissioner Wintzer thought it would be helpful for the Staff to summarize the comments this evening and email it to the Planning Commission for verification and consensus before they make the revisions.

Assistant City Attorney McLean replied that the Staff could send a summary to the Planning Commission, but the Commissioners could only reply and communicate with the Staff. They could not do a "reply all". Vice-Chair Thomas felt a better approach would be for the Commissioners to visit the Planning Department two at a time to meet with the Staff prior to the next meeting. Vice-Chair Thomas thanked Planner Astorga for his patience throughout this process.

MOTION: Commissioner Hontz moved to CONTINUE the Amendments to Chapter 2 to a date uncertain. Commissioner Savage seconded the motion.

VOTE: The motion passed unanimously.

3. Lots 21-32, Echo Spur – 9 Lot Subdivision
(Application PL-12-01717)

with the language in blue. The Commission concurred that the language in the Annexation Agreement allowed the condition to provide a certain level of Green Building to evolve as the standards evolve. The Commission concurred that Finding of Fact 1e. could be amended to include the language from the Annexation Agreement. The Commission agreed that restricting the language to "LEED Silver" did not allow the project to keep up with the Green Building standards as they evolve.

The Commissioners were opposed to heated driveways. Mr. White indicated that they discussed requiring off-sets to heated driveways, such as additional solar panels, consistent with Condition #49 of the MPD.

The Commissioners and Staff point out findings of fact and conditions of approval that may need to be modified due to the amended plat layout and requested changes. Such as Condition #43 regarding wildlife report update, Condition #55 regarding limits of disturbance and retaining walls for streets, Condition #24 regarding the new soils report, and Condition #59 regarding snow storage restrictions on the actual repository. The applicant stated that some conditions have been address by the revised plat, such as Condition #24 regarding the trail access between Lots 89 and 90. Planner Whetstone commented that Condition #56, which refers to lot numbers of the preliminary plat by Ensign Engineering could be updated to match the new preliminary plat.

The Staff and applicants discussed a schedule for future meetings to keep the process moving forward.

MOTION: Commissioner Strachan moved to CONTINUE the proposed Park City Heights MPD amendments and extension to November 6, 2013. Commissioner Hontz seconded the motion.

VOTE: The motion passed unanimously.

5. Land Management Code – Amendments to Sections 15-2.104, 15-2.1-5, 15-2.2-4, 15-2.2-5, 15-2.3-5, 15-2.3-6, 15-2.16-5(L), 15-2.16-5(M) & 15-2.16-6 regarding existing historic structures and building height in the HRL, HR-1, HR-2 and RC Districts (Application PL-12-02070)

Planner Astorga reported that the Planning Commission originally discussed the definition of a story during a work session in August 2012. During a Planning Commission meeting in September 2012, the Staff recommended reviewed the interpretation of a story as currently defined in the Land Management Code. At that time the Planning Commission had concerns related to the current building height parameters and how they applied to split-level concepts. It was interpreted that a three story split-level, per the current LMC definition of a story, would qualify as multiple stories adding up to six. The Staff had introduced an additional regulation which was based on the internal height of a structure measured from the lowest floor level to the highest roof form. The Staff offered to work with different scenarios and come back to the Planning Commission with alternatives.

Planner Astorga stated that during the September 2012 meeting the Planning Commission forwarded several items to the City Council for review and possible adoption. However, the Commissioner continued the proposed amendments regarding building height measurement

and story definition to a later date, and requested additional information. On January 9, 2013 the Planning Department discussed with the Planning Commission specific scenarios regarding Building Height in the Historic Residential Districts (HRL, HR-1 & HR-2) relating to downhill lots. Another group of scenarios regarding uphill lots was presented on February 13, 2013. Planner Astorga noted that the January and February work session discussions were based on the current building height parameters outlined on page 260 of the Staff report.

Planner Astorga noted that currently the LMC defines a story as:

The vertical measurement between floors taken from finish floor to finish floor. For the top most story, the vertical measurement is taken from the top finish floor to the top of the wall plate for the roof structure.

Planner Astorga stated that there is no maximum or minimum number of feet for a story or a wall plate. The height of a structure is simply measured from existing grade, not to exceed twenty-seven feet. After analyzing the impacts of split-levels and multiple split-levels concepts on a standard lot of record, the Staff proposed adding provisions to the LMC related to Building Height which would limit the split-level concept so a project would not contain multiple numbers of splits stepping up or down the hillside.

Planner Astorga referred to the proposed amendment language in red on page 263 of the Staff report. He noted that the amendment deals with the alternate language to replace the maximum three-stories and does not replace the maximum height of 27' measured from existing grade. The proposed language reads:

A structure shall have a maximum height of thirty five feet (35') measured from the lowest floor plan to the point of the highest wall top plat that supports the ceiling joists or roof rafters.

The Staff also recommended adding clarifying language to the ten foot 10' minimum horizontal step. Planner Astorga noted that the current code does not indicate where the step back takes place on a vertical plane. The Staff found that the added language in red at the bottom of page 263 clarifies where the horizontal step should occur. The proposed language reads:

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. Architectural features that provide articulation to the upper story façade setback, may encroach into the minimum ten foot (10') setback but shall be limited to no more than twenty-five percent (25%) of the width of the building encroaching no more than four feet (4') into the setback, subject to compliance with the Design Guidelines for Historic sites and Historic Districts.

Planner Astorga presented a number of exhibits to show what could occur under the exiting Code and with the proposed changes.

The Staff proposed language under Roof Pitch to clarify green roofs. "A green roof may be below the required 7:12 roof pitch as part of the primary roof design. In addition, a roof that is not part of the primary roof design may be below the required 7:12 foot pitch." The Staff proposed adding a provision reflected in red on page 265 of the Staff report. Proposed provision clarifies the required roof pitch for green roofs, as well as adding a specific parameter of measurement. The proposed language reads:

(1) A Green Roof is allowed on a Structure where it will not increase the visual mass, nor create additional shade on an adjacent property when compared to the allowed 7:12 to 12:12 roof pitch on the same structure. A structure containing a flat roof shall have a maximum height of thirty feet (30') measured from the lowest floor plane to the highest point of the roof including parapets, railings, or similar features.

The Planning Commission discussed split levels and whether or not to place a cap on the number of levels. Planner Astorga noted that when the discussions started in August of 2012 the Planning Commission said they would allow a cap. They needed to let the Staff know if they had changed their minds. He noted that there would be less excavation under the new scenario.

The Commissioners discussed footprint. Commissioner Strachan remarked that the footprint discussion trickles down to plat amendments. Planner Astorga noted that last year three applications proposed the split level concept and none required a plat amendment. Commissioner Strachan remarked that the standard 75' x 25' lot was no longer an issue because of plat amendments.

The Planning Commission discussed window wells that become bedroom space. The Commissioners generally did not like the idea of window wells and thought they should be minimized or restricted. Window wells encourage more livable space which generates more people and more traffic. Planner Whetstone pointed out that the Planning Commission wanted like to encourage more families in Old Town, and families require additional living space.

Vice-Chair Thomas opened the public hearing.

Steve Parker stated that he has a child and he would love to live in Old Town. Mr. Parker suggested that instead of limiting everything the Planning Commission should find better ways to design and create better spaces.

Vice-Chair Thomas closed the public hearing.

The Commissioners were not prepared to forward the proposed amendments to the City Council this evening. They requested that the Staff come back with more information on driveways, restrictions on window wells, particularly in setbacks, and footprint analysis. Vice-Chair Thomas referred to the language on page 263 proposing a 35' maximum height. He thought that should be reduced to 33' in the back and 27' in the front.

Commissioner Wintzer stated that this was a good opportunity to address flat roofs and requested that the Staff come back with language to start the discussion. He suggested the possibility of allowing a percentage of a structure to be a flat roof. Director Eddington noted that flat roofs are already addressed in the Design Guidelines. Commissioner Wintzer pointed out that the Planning Commission needed to have a conversation regarding flat green roofs in Old Town because the Design Guidelines are not in their purview. Vice-Chair Thomas agreed.

Commissioner Strachan thought the Planning Commission should forward the amendments they could agree on and discuss the rest at a later meeting. He was comfortable with the proposed horizontal stepping language on page 263.

MOTION: Commissioner Strachan moved to forward a POSITIVE recommendation to the City Council to amend the LMC for the HRL, HR-1, HR-2 & RC Districts with the proposed language at the bottom of page 263 of the Staff report for a horizontal step at a maximum height of twenty three feet (23') from where the Building Footprint meets the lowest point of existing grade. Commissioner Wintzer seconded the motion.

VOTE: The motion passed unanimously.

MOTION: Commissioner Strachan moved to forward a POSITIVE recommendation to the City Council to amend the LMC for the HRL, HR-1, HR-2 & RC District with the proposed language at the top of page 263 of the Staff report, with a revision to change the maximum height from 35 feet to 33 feet at the rear. Commissioner Wintzer seconded the motion.

VOTE: The motion passed unanimously.

Commissioner Strachan referred to the proposed language on page 265. He was comfortable with the second sentence but he thought the first sentence should be part of the green roof discussion.

MOTION: Commissioner Strachan moved to forward a POSITIVE recommendation to the City Council to amend the LMC for the HRL, HR-1, HR-2 & RC District with the second sentence of the proposed language on page 265 of the Staff report regarding the 30' maximum height for a flat roof. Commissioner Gross seconded the motion.

VOTE: The motion passed unanimously.

The Park City Planning Commission meeting adjourned at 11:45 p.m.

Approved by Planning Commission: _____

City Council Staff Report



Subject: Sign Code Amendment
Author: Christy Alexander, Planner II
Date: November 21, 2013
Type of Item: Legislative, Sign Code Amendments

Summary Recommendation

Staff recommends that the City Council hold a public hearing and consider approving the proposed amendment to the Sign Code for Section 12-4-4(A) as described in this report.

Description

Project Name: Sign Code Amendments
Project Number: PL 13-02031
Applicant: Planning Department
Reasons for Review: Revisions to the Sign Code require City Council approval

Background

The current sign code requires that signs shall be located below the second level of a building or (at a maximum of) twenty feet (20') above final grade, whichever is lower. For buildings with existing conflicts with this requirement, the Planning Director may grant an exception to the sign height restriction. For those wishing to place a sign above the finished floor elevation of the second floor, the sign code currently allows only window signs.

The height limitations in Section 12-4-4(A) may result in the effective visibility of a sign being materially impaired by existing topography, other buildings or signs, natural vegetation or other visual impairment. In order to accommodate better signage that would be more visible, staff recommends that the City Council consider the following proposed Sign Code amendments.

Staff took this proposed change to the Planning Commission on October 9, 2013 for input (Municipal Code changes do not require a formal positive or negative recommendation from the Planning Commission) during a work session. The Planning Commission had concerns with allowing this exception to increase the height of signs throughout Park City. They felt that signs should be directed toward pedestrians and cars. They were also concerned that staff was amending the Sign Code for one business only. The Planning Staff then went back and looked at restricting the ordinance even further so as to limit the proposed height exceptions to the RD (Residential Development) and RC (Recreation Commercial) zones where it may be more appropriate given the building size and set backs of large resort-related structures. The St. Regis then provided renderings of their proposed signage and how it would look as placed on their proposed location. Staff took these renderings and changes to the

proposed ordinance back to the Planning Commission for a work session on November 6, 2013 and received positive feedback on the proposed changes. After seeing the renderings and understanding that the ordinance would restrict the possibility of these special exceptions to large resort-related structures in two zones, the Commission was in favor of amending the ordinance. However, the one thing they asked staff to then look at was the lighting standards for signage at that height. Staff feels the lighting standards should remain as is currently stated in the sign code, however, staff recommends that the Planning Director should look at each application on an individual basis and depending on the height requested, determine if the lighting will be sufficient. Park City's lighting standards pertaining to signage is already fairly strict and subdued and should this ordinance be approved, granting exceptions to sign heights would not change the lighting standards.

Analysis

The proposed changes to Section 12-4-4(A) would allow for the Planning Director to grant an exception to the height limitations described above. As proposed, the signage must still adhere to the location, orientation, and compatibility requirements set forth in Subsections 12-4-4 (B)-(D). The proposed language notes that the location of a building, its existing topography, natural vegetation, other buildings or signs, or other visual impairment should be taken into account when determining a sign's location on a building.

For larger buildings such as hotels (e.g. the St. Regis, Montage, etc.), Section 12-4-4(A), which states, "Signs shall be located below the finished floor of the second level of a building or twenty feet (20') above final grade, whichever is lower," often prevents signage on these buildings from being optimally visible. The proposed changes would grant an exception, reviewed by Planning Director with the criteria proposed, so that such buildings would not need to adhere to the restriction disallowing signs above the second floor finished elevation to window signs only. These changes would allow the Planning Director to allow an exception to improve the location and visibility of a proposed sign, allowing it to exceed the current height restrictions only while still abiding by all other sign code regulations.

The need for height for signage comes up a few times a year, primarily for resort related structures. Staff agrees with the Planning Commission's comments and does not want to allow increased heights for signs on Main Street, Prospector, Bonanza Park, etc.; however for those instances related to the resort uses, there are times when a sign would look more architecturally appropriate up at the top of the building even if that point is higher than 20'. Currently, the Code would require the sign to be located no higher than 20' up the side of the building. Often this simply looks silly, just plastered at this random point on the building's façade, or is not visible and/or ineffective.

Given the input of the Planning Commission and staff's ongoing analysis, staff revised the proposed amendments to the ordinance to include limiting the proposed height exceptions to the RD (Residential Development) and RC (Recreation Commercial) zones where it may be more appropriate given the building size and set backs of large

resort-related structures. Staff suggests limiting the exceptions to the RD and RC zones so as to allow flexibility at the Planning Director's determination when considering sign height on various buildings such as resort-related structures where signage may be materially impaired at the pedestrian level due to topography, other buildings or signs, unique ingress/egress, natural vegetation or other visual impairment. Staff does not believe this amendment would affect one business only nor does Staff think exceptions are appropriate city-wide. By limiting the exceptions to solely the RD and RC zones where there is more spacing between buildings, and having the applicants meet the criteria in the code, the City can prevent a proliferation of exceptions being requested.

Community Ideals

Staff finds that the proposed changes do not detract from the four (4) community ideals: Sense of Community, Natural Setting, Small Town, and Historic Character.

St. Regis Hotel

Staff does disclose that these changes will indeed affect the signage at the St. Regis Hotel. These proposed LMC changes came from the Planning Commission work session deliberations as well as internal discussions within the Park City Planning Department. The St. Regis asked the City to consider amending the ordinance because of issues at its location and there is no provision for a variance or exception to the sign code. Exhibit B illustrates an example of signage that would be above 20' high at the St. Regis.

Notice

Legal notice was published in the Park Record and on the public notice website in accordance with the requirements of the Municipal Code.

Public Input

Staff has not received public input on this application at the time of this report.

Significant Impacts

There are no significant fiscal or environmental impacts from this application.

Consequences of not taking the Suggested Recommendation

The Sign Code would remain as it currently exists and no special exceptions would be permitted at the Planning Director's determination of criteria met.

Recommendation

Staff recommends that the City Council hold a public hearing and consider approving the proposed amendment to the Sign Code for Section 12-4-4(A) as described in this report.

Exhibits

Ordinance

Exhibit A –The entirety of section 12-4-4 of the Municipal Code as proposed

- Exhibit B – Renderings of proposed St. Regis signage placed higher than currently allowed within the Sign Code
- Exhibit C – Photos of existing St. Regis signage
- Exhibit D – Photos demonstrating height of proposed sign indicated by a *yellow* line and height current sign code allows indicated by a *red* line
- Exhibit E – Planning Commission Work Session discussion minutes 10.9.13; meeting minutes for 11.6.13 have not been submitted to the Planning Department yet

Ordinance No. 13-

**ORDINANCE AMENDING SECTION 12-4-4 OF THE MUNICIPAL CODE
OF PARK CITY, UTAH, TO ALLOW FOR
EXCEPTIONS TO LOCATION OF SIGNS ON BUILDINGS**

WHEREAS, the Park City Municipal Code is designed and enacted to implement the objectives of the Park City General Plan; to protect the general health, safety, and welfare of Park City's citizen's and property owners; to maintain the quality of life and experience for its residents and visitors; and to preserve the community's unique character and values; and

WHEREAS, Title 12- Sign Code regulates the maximum height at which a sign may be located on a building for the purpose of ensuring that signs enhance the architecture of the building; and

WHEREAS, the Planning director has determined that in some unique situations, signs in the RD (Residential Development) and RC (Recreation Commercial) zones may have better visibility if given an exception to the allowed sign height while still meeting all other regulations of the Sign Code; and

WHEREAS, the Planning Commission held a work session on October 9, 2013 to discuss the proposed sign code amendment and the Planning Commission did not support the amendment because the signs would not be at pedestrian level; and

WHEREAS, the City Council duly noticed and conducted a public hearing at its regularly scheduled meeting on November 7, 2013; and

WHEREAS it is in the best interest of Park City, Utah to amend the Municipal Code to be consistent with the values and identified goals of the Park City community to protect health and safety, maintain the quality of life for its residents, and to preserve the community's unique character.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Park City, Utah as follows:

SECTION 1. AMENDMENT TO TITLE 12, CHAPTER 4, SECTION 4 OF THE MUNICIPAL CODE OF THE CITY OF PARK CITY. Section 12-4-4 is hereby amended to read as follows:

12- 4- 4. LOCATION ON BUILDING.

The location of a sign on a structure or building has a major impact on the overall architecture of the building. To ensure that signs enhance this architecture, the following criteria must be met:

(A) **HEIGHT**. Signs shall be located below the finished floor of the second level of a building or twenty feet (20') above final grade, whichever is lower. For buildings with approved or existing conflicts with this requirement, the Planning Director may grant an exception to the second floor level sign restriction.

Signs located above the finished floor elevation of the second floor shall be restricted to window signs.

Within the RC (Recreation Commercial) and RD (Residential Development) zoning districts only, the Planning Director may grant an exception to the height limits set forth herein, as long as it is found that:

(A) The height limitations of this Subsection (A) would result in the effective visibility of a sign being materially impaired by existing topography, other buildings or signs, landscaping, or other visual impairment

(B) The proposed location and design of the sign satisfies the requirements of Subsections 12-4-4 (B)-(D).

(C) The proposed sign shall be for a building/site that is a hotel or resort commercial structure.

In the event that the Planning Director grants such an exception, the above provision restricting signs above the second floor finished elevation to window signs only would not be applicable. The decision of the Planning Director to deny a requested exception to the height limitations, as provided herein, may be appealed to the Planning Commission within ten (10) business days following the issuance of a written decision by the Planning Director, in accordance with the provisions of Section 12-15-1.

(B) **LOCATION**. Architectural details of a building often provide an obvious location, size, or shape for a sign. Wherever possible, applicants should utilize these features in the placement of signs. Signs should complement the visual continuity of adjacent building facades and relate directly to the entrance. Signs shall not obstruct views of nearby intersections and driveways.

(C) **ORIENTATION**. Signs must be oriented toward pedestrians or vehicles in the adjacent street right-of-way.

(D) **COMPATIBILITY**. A sign, including its supporting structure and components, shall be designed as an integral design element of a building and shall be architecturally compatible, including color, with the building to which it is attached. Signs must not obscure architectural details of the building; nor cover doors, windows, or other integral elements of the facade.

SECTION 2. EFFECTIVE DATE. This Ordinance shall be effective upon publication.

PASSED AND ADOPTED this ____day of November, 2013.

PARK CITY MUNICIPAL CORPORATION

Dana Williams, MAYOR

ATTEST:

Marci Heil, City Recorder

APPROVED AS TO FORM:

Mark Harrington, City Attorney

EXHIBIT A

CHAPTER 4 - SIGN STANDARDS

12- 4- 1. TOTAL SIGN AREA REQUIREMENTS.

The sign area, per building facade, may not exceed thirty-six square feet (36 sq. ft.). Historic signs are exempted from these requirements.

Subject to the criteria below, the Planning Director may grant additional sign area, provided the total area requested does not exceed five percent (5%) of the building face to which the signs are attached. The Planning Director must make findings based on the following criteria:

(A) **LOCATION**. Signs must be designed to fit within and not detract from or obscure architectural elements of the building=s façade;

(B) **COMPATIBILITY**. Signs must establish a visual continuity with adjacent building facades and be oriented to emphasize pedestrian or vehicle visibility;

(C) **MULTIPLE TENANT BUILDINGS**. The building must have more than one (1) tenant in more than one (1) space; and

(D) **STREET FRONTAGE**. The building must have more than fifty feet (50') of street frontage.

(Amended by Ord. No. 05-79)

12- 4- 2. AREA OF INDIVIDUAL SIGNS.

The area of a sign shall include the entire area within any type of perimeter or border that may enclose the outer limits of any writing, representation, emblem, figure, or character, exclusive of the supporting framework.

When the sign face of a backed sign is parallel or within thirty degrees (301) of parallel, one (1) sign face is counted into the total sign area. If the sign faces are not parallel or within thirty degrees (301) of parallel, each sign face is counted into the total sign area.

(Amended by Ord. No. 05-79)

12- 4- 3. INDIVIDUAL LETTER HEIGHT.

Signs shall be limited to a maximum letter height of one foot (1'). The applicant may request that the Planning Director grant an exception provided the request is for an increase of no more than six inches (6") for a maximum height of eighteen inches (18"). The applicant must demonstrate that the requested exception would be compatible with the letter=s font, the building=s architecture, and the placement of the sign upon the building.

For buildings located along the Frontage Protection Zone, the Planning Director may grant a letter height exception for buildings farther than one-hundred and fifty feet (150') from the right-of-way of which the building has vehicular access. The maximum letter

height in these cases shall be no greater than thirty inches (30").

(Amended by Ord. No. 05-79)

12- 4- 4. LOCATION ON BUILDING.

The location of a sign on a structure or building has a major impact on the overall architecture of the building. To ensure that signs enhance this architecture, the following criteria must be met:

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Signs located above the finished floor elevation of the second floor shall be restricted to window signs.

Within the RC (Recreation Commercial) and RD (Residential Development) zoning districts only, the Planning Director may grant an exception to the height limits set forth herein, as long as it is found that:

(A) The height limitations of this Subsection (A) would result in the effective visibility of a sign being materially impaired by existing topography, other buildings or signs, landscaping, or other visual impairment

(B) The proposed location and design of the sign satisfies the requirements of Subsections 12-4-4 (B)-(D).

(C) The proposed sign shall be for a building/site that is a hotel or resort commercial structure.

In the event that the Planning Director grants such an exception, the above provision restricting signs above the second floor finished elevation to window signs only would not be applicable. The decision of the Planning Director to deny a requested exception to the height limitations, as provided herein, may be appealed to the Planning Commission within ten (10) business days following the issuance of a written decision by the Planning Director, in accordance with the provisions of Section 12-15-1.

(B) **LOCATION.** Architectural details of a building often provide an obvious location, size, or shape for a sign. Wherever possible, applicants should utilize these features in the placement of signs. Signs should compliment the visual continuity of adjacent building facades and relate directly to the entrance. Signs shall not obstruct views of nearby intersections and driveways.

(C) **ORIENTATION.** Signs must be oriented toward pedestrians or vehicles in the adjacent street right-of-way.

(D) **COMPATIBILITY.** A sign, including its supporting structure and components, shall be designed as an integral design element of a building and shall be architecturally compatible, including color, with the building to which it is attached.

Signs must not obscure architectural details of the building; nor cover doors, windows, or other integral elements of the facade.

(Amended by Ord. No. 05-79)

12- 4- 5. SETBACK REQUIREMENTS.

Permanent signs shall not be placed in the setback area as defined for the zone in which the sign is located, except in the General Commercial (GC) District. Signs in the GC zone may be set back ten feet (10') from the property line with the exception of those in the Frontage Protection Zone. The Planning Director may decrease the setback if it is determined that the public will benefit from a sign located otherwise, due to site specific conditions such as steep terrain, integration of signs on retaining walls, heavy vegetation, or existing structures on the site or adjoining properties.

(Amended by Ord. No. 05-79)

12- 4- 6. PROJECTION AND CLEARANCE.

No portion of a sign may project more than 36 inches (36") from the face of a building or pole.

Awnings, projecting and hanging signs must maintain at least eight feet (8') of clearance from ground level.

Signs may not extend over the applicant's property line except over the Main Street sidewalk. Signs may extend over City property only after review and written approval by the City Engineer and an encroachment agreement acceptable to the City Attorney is recorded.

(Amended by Ord. No. 05-79)

12- 4- 7. SIGN MATERIALS.

Exposed surfaces of signs may be constructed of metal, glass, stone, concrete, high density foam board, brick, solid wood, or cloth. Other materials may be used in the following applications:

(A) **FACE**. The face or background of a Sign may be constructed of exterior grade manufactured composite board or plywood if the face of the sign is painted and the edges of the sign are framed and sealed with silicone.

(B) **LETTERS**. Synthetic or manufactured materials may be used for individual cut-out or cast letters in particular applications where the synthetic or manufactured nature of the material would not be obvious due to its location on the building and/or its finish. Letters shall be raised, routed into the sign face or designed to give the sign variety and depth.

Ivory colored plastic shall be used for internally illuminated letters.

Other materials may be approved by the Planning Commission at its discretion, but are otherwise prohibited. The sign materials should be compatible with the face of the building and should be colorfast and resistant to corrosion.

(Amended by Ord. No. 05-79)

12- 4- 8. COLOR.

Fluorescent colors are prohibited. Reflective surfaces and reflective colored materials that give the appearance of changing color are prohibited.

(Amended by Ord. No. 05-79)

12- 4- 9. ILLUMINATION.

The purpose of regulating sign illumination is to prevent light trespass and provide clear illumination of signs without causing potential hazards to pedestrians and vehicles.

(A) EXTERNALLY ILLUMINATED SIGNS. Externally lit signs shall be illuminated only with steady, stationary, shielded light sources directed solely onto the sign without causing glare. Light bulbs or lighting tubes used for illuminating a sign shall be simple in form and should not clutter the building or structure. Light bulbs or lighting tubes should be shielded so as to not be physically visible from adjacent public right-of-ways or residential properties.

The intensity of sign lighting shall not exceed that necessary to illuminate and make legible a sign from the adjacent travel way or closest right-of-way; and the illumination of a sign shall not be obtrusive to the surrounding area as directed in Chapter 15-5 of the Land Management Code.

(1) FIXTURES. Lighting fixtures shall be simple in form and should not clutter the building. The fixtures must be directed only at the sign and comply with Chapter 15-5.

(2) COMPONENT PAINTING. All light fixtures, conduit, and shielding shall be painted to match either the building or the supporting structure that serves as the background of the sign.

(B) INTERNALLY ILLUMINATED SIGNS. Internally illuminated signs include any sign face that is lit or outlined by a light source located within the sign.

(1) LETTERS. Individual pan-channel letters with a plastic face or individual cutout letter, letters routed out of the face of an opaque cabinet sign, are permitted. Cutout letters shall consist of a single line with a maximum stroke width of one and one-half inch (1 ½"). Variations in stroke width may be reviewed and approved by the Planning Director. The plastic face of backing of the letters must be ivory colored.

Reversed pan-channel letters with an internal light source reflecting off of the building face may also be used for "halo" or "silhouette" lighting. Internally illuminated pan-channel letters are prohibited on free-standing signs.

(2) LIGHT SOURCE. The light source for internally illuminated signs must be white.

(3) WATTAGE. Wattage for internally illuminated signs shall be specified on the sign application.

(4) **ZONING**

RESTRICTIONS. Individual pan-channel letters and individual reversed pan-channel letters are prohibited within the Historic District.

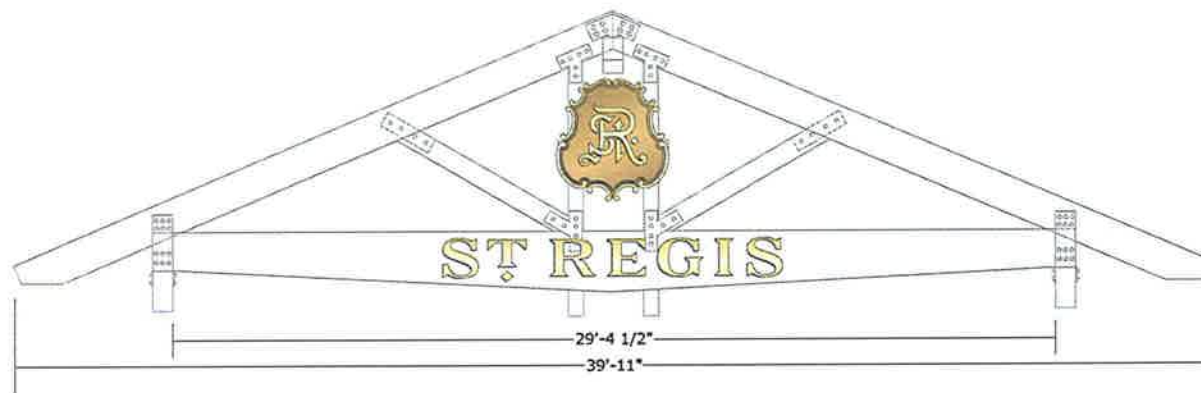
(C) **SEASONAL.** Strings of lights that outline buildings, building architectural features, and surrounding trees, shall be allowed from the 1st of November through the 15th of April only. These lights shall not flash, blink, or simulate motion. These restrictions apply to all zones except residential uses within the HR-1, HR-2, HRL, SF, RM, R-1, RDM, and RD Districts.

(D) **PROHIBITED LIGHTING.** Lights that flash or move in any manner are prohibited.

(Amended by Ord. No. 02-50; 05-79)

EXHIBIT B

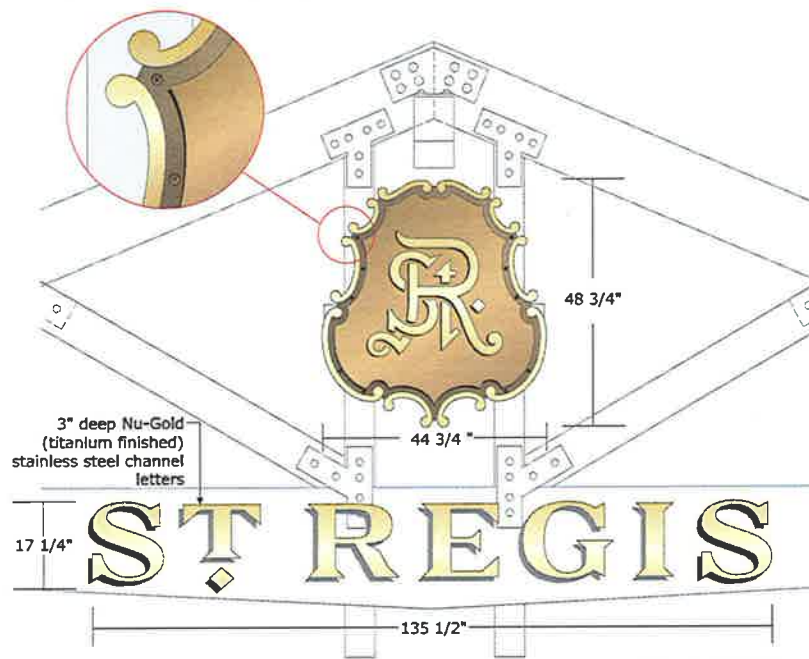




1/4" = 1'-0" scale

logo is mounted to wooden beam through reveal (between filigree and inner plate)
w/ #14 RH wood screws (3" deep embedment) - painted to match backplate

logo components are all mechanically attached together
from behind



1/2" = 1'-0" scale

Exterior Logo Signage

Details as noted.

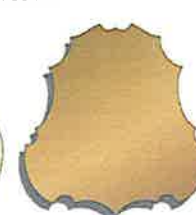
1 set each required



3/16" aluminum
backplate
w/ 90° edges
- dark bronze
paint finish



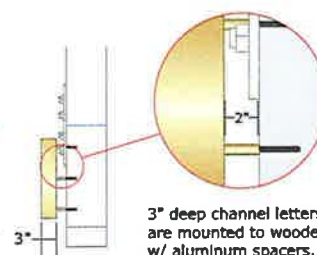
2" deep Nu-Gold
(titanium finished)
stainless steel
channel forms



2" deep Nu-Bronze
(titanium finished)
stainless steel
pan



1 1/2" deep Nu-Gold
(titanium finished)
stainless steel
channel letters



3" deep channel letters
are mounted to wooden beam
w/ aluminum spacers, stainless steel
pins and liquid adhesive



Approved by: _____ Date: _____

All concepts, designs, arrangements and plans indicated or represented by this drawing are owned by and are the explicit property of EEC Industries Ltd., and were created, evolved and developed for use in and in connection with the specified project. None of such concepts, designs, arrangements or plans shall be used or disclosed to any person, manufacturer or corporation for any reason whatsoever without the written permission of EEC Industries Ltd. Furthermore the client is responsible for final approval of all dimensions, specifications, codes, materials and colors.

Client / Project

St. Regis
Deer Valley

Sign Type

Exterior Signage

Dates

Nov.15.12

Jan 29 2013 -Rev.1
Feb.05.13 -Rev.2
-Rev.3
-Rev.4

Scale 1/8" = 1" scale

1/8" = 1" scale

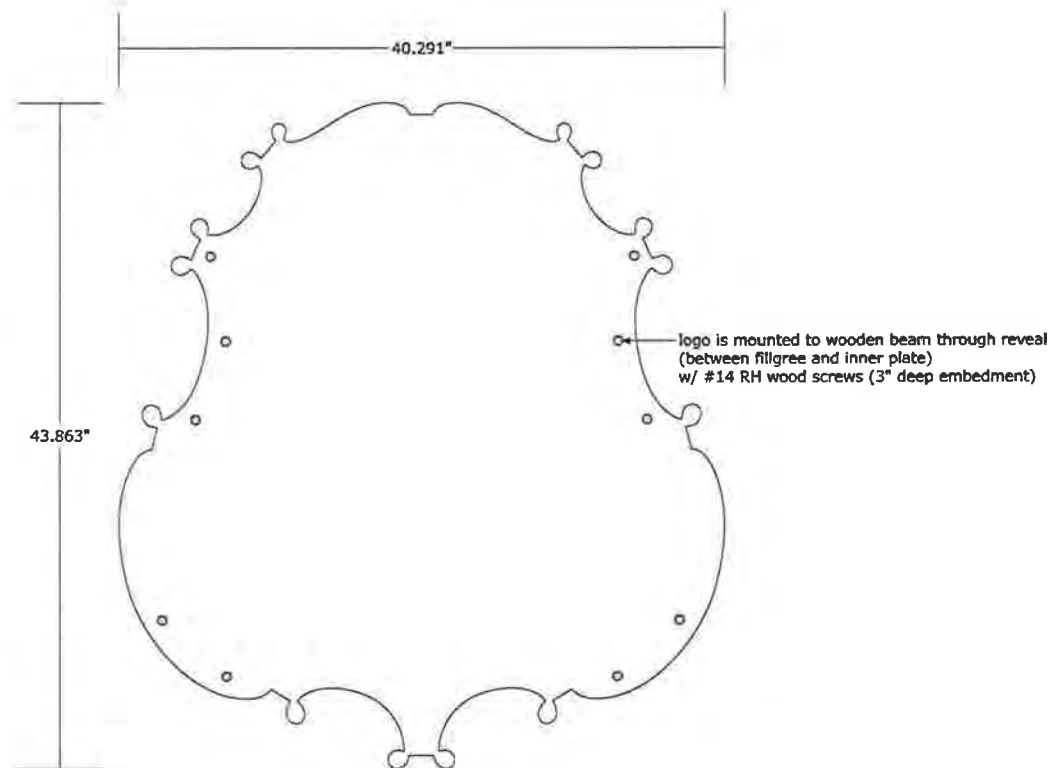
Drawn By

PK/CC

Font(s)

Page

2 of 2



3/16" aluminum backplate w/ 90° edges

mounting hole pattern for review

Approved by: _____ Date: _____

EXHIBIT C



EXHIBIT D







EXHIBIT E

**PARK CITY PLANNING COMMISSION
WORK SESSION MINUTES
OCTOBER 9, 2013**

PRESENT: Jack Thomas, Brooke Hontz, Stewart Gross, Adam Strachan, Charlie Wintzer, Thomas Eddington, Kayla Sintz, Christy Alexander Polly Samuels-McLean

WORK SESSION ITEMS

Sign Code Amendment – Discussion

Planner Christy Alexander reviewed the proposed change to the Municipal Sign Code to allow for the Planning Director to grant a special exception to the height limitation described in the Sign Code. She read from the Municipal Sign Code, “Signs shall be located above the finished floor of the second level of a building or 20 feet above final grade, whichever is lower.” Planner Alexander stated that in certain cases the topography, landscaping or buildings can visually impair smaller signs, which makes it difficult for people to locate hotels and other buildings. Planner Alexander referred to the St. Regis as an example of where special exception to allow for signs above the second floor could be useful.

Director Eddington stated that the St. Regis was a good example where a higher placed sign would be a benefit for wayfinding purposes. People have trouble seeing their monument sign and a sign placed higher on the building would help with direction. Director Eddington clarified that this was a Municipal Code issue and not a Land Management Code issue. The Staff wanted feedback from the Planning Commission before taking the proposal to the City Council.

Vice-Chair Thomas stated that he designed signs for properties in Honolulu and the signs were very small and low key. It was a community commitment to keep the sign low profile. He stated that the bigger the signs the bigger the eyesore and he was not in favor of changing the Sign Code to raise the signs higher.

Planner Alexander clarified that the signs would not be larger. They would only be allowed to be placed higher on the building. Vice-Chair Thomas thought placement was also a visual impact.

Commissioner Strachan asked why the Staff was proposing this change to the sign code. Planner Alexander explained that it was a request from the St. Regis because people tend to miss the monument sign and drive past it. Commissioner Strachan clarified that it was not a result of problems and requests from many businesses to change the Sign Code. Planner Alexander replied that it was only the St. Regis and the change would be a special exception that the Planning Director could grant at his discretion.

Commissioner Strachan could not see a need to change the Code because one particular business has a perceived difficulty. In today’s world most people locate places on the internet and get directions. He concurred with Vice-Chair Thomas. The town has been pleasantly bereft of signs. They have done a good job and eliminated the problems that the County has had with its sign code. Commissioner Strachan was reluctant to change it.

Commissioner Wintzer echoed his fellow Commissioners. He is always hesitant to make code or ordinance changes based on one request. If this proposal goes to the City Council, he

recommended that they place the sign in a number of locations either through modeling or photos to consider all the ramifications. He cautioned the Staff to move slowly because it would never go back to what it is today if the change is approved. Commissioner Wintzer thought the sign placement should be restricted to building size.

Commissioner Gross assumed the Sign Code addresses size, type, color, etc. He was more concerned about the sign being placed on the building in a proper location so it has a meaning rather than just being a sign. Commissioner Gross recommended a limitation on height.

Commissioner Hontz stated that she came to this meeting in support of the proposed change, but after listening to the other Commissioners, she understood and supported their opinions. Commissioner Hontz was unsure how the St. Regis would qualify under Subsection A as written on page 8 of the Staff report. She believed it was more of an ingress and egress issue. The St. Regis had not done a good job of wayfinding in terms of having a statement entry, but that is not a sign issue. Commissioner Hontz stated that if the City Council were to consider allowing the special exception, she would ask that they consider adding the word "natural vegetation" under Subsection A because that is different than landscaping. In her opinion, it was better to place a sign higher than to cut down a tree to make a lower sign visible.

Vice-Chair Thomas noted that higher placed signs can be seen from a distance, but lower profile signs can be seen from a car or by a pedestrian. Signs from a distance change the character.

Vice-Chair Thomas opened the public hearing.

Tom Bennett, representing the owner of the St. Regis, stated that he did not want their comments to be specific about the St. Regis. However, since it turned in that direction he explained that the discussion came about from a specific set of complaints that had been received by the hotel guests.

People cannot find the hotel, especially at night. Mr. Bennett explained why this is a unique problem. In looking for a solution they thought it might be preferable to find a solution that is discretionary and puts the decision in the hands of the Planning Director. If an incident arises where there is a genuine issue regarding visibility, they would have some flexibility to allow something that works. Mr. Bennett commented on a number of signs in town where the signs are placed higher on the building. He believed there was historical precedent for building names placed high up. He agreed with their concerns, but this a problem where the signage does not work under the existing code and they were trying to find a solution.

Vice-Chair Thomas closed the public hearing.

The Work Session was adjourned.