



**PARK CITY MUNICIPAL CORPORATION
PLANNING DEPARTMENT ADMINISTRATIVE PUBLIC HEARING MINUTES
PLANNING DEPARTMENT CONFERENCE ROOM
MARSAC MUNICIPAL BUILDING
MAY 21, 2026**

STAFF PRESENT: Rebecca Ward, Planning Director; Lillian Zollinger, Planner III; Jacob Klopfenstein, Planner II; Meredith Covey, Planner II

Planning Director, Rebecca Ward, called the meeting to order at 12:00 p.m.

1. REGULAR AGENDA

- A. 300 McHenry Avenue – Administrative Conditional Use Permit** – The Applicant Proposes to Construct Nine Walls Over Six Feet in Height for Landscaping at a Single-Family Dwelling in the Estate Zoning District. PL-26-06882.

Director Ward explained that the first item on the Regular Agenda is an Administrative Conditional Use Permit (“ACUP”) for 300 McHenry Avenue, but the applicant needs additional time to update their plans. This item will be continued to a date uncertain. She explained that this item will be publicly noticed again before it is scheduled for action.

Director Ward opened the public hearing at 12:00 p.m. There were no comments. Director Ward closed the public hearing at 12:00 p.m.

MOTION: Director Ward CONTINUED the Administrative Conditional Use Permit for 300 McHenry Avenue to a date uncertain.

- B. 2909 Estates Place – Administrative Conditional Use Permit** – The Applicant Requests Approval to Maintain a 15-Foot-Tall Golf Net in the Rear Setback in the Residential Development Zoning District. PL-26-06891.

Planner III, Lillian Zollinger, presented the Staff Report and explained that this is an ACUP for 2909 Estates Place. She reported that this is located in the Residential Development (“RD”) Zoning District and that there is an existing single-family dwelling. The applicant is requesting approval for a 15-foot-tall and 45-foot-wide golf net in the rear setback. The applicant originally proposed up to a 25-foot-tall net, but is now requesting a 15-foot-tall net. Planner Zollinger shared an image of the area and pointed out the applicant property.

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The proposed golf net meets the RD Zone requirements. Planner Zollinger explained that golf nets are outlined as fences under the Land Management Code (“LMC”) and fences greater than 6 feet in the rear setback require an ACUP. As outlined in the Staff Report, the proposed golf net is compliant with the fence requirements outlined in LMC 15-4-2, as conditioned, and is compliant with the ACUP requirements, as conditioned.

Planner Zollinger reviewed several Conditions of Approval. She noted that there is an amendment proposed for Condition of Approval #6. The proposed language is as follows:

- Condition of Approval #6: The existing golf net is in a five-foot-wide utility easement. The installation is permitted at-risk, and the applicant is responsible for resolving any issues related to the installation within the platted easement and any rights associated with the easement. The applicant shall execute an acknowledgement of the at-risk status of the permit prior to issuance of a Building Permit or within 30 days, whichever comes first.

Staff recommends the Planning Director review the proposed ACUP at 2909 Estates Place, conduct a public hearing, and consider approval based on the Findings of Fact, Conclusions of Law, and Conditions of Approval in the amended Draft Final Action Letter.

Director Ward reported that there was an email received on Monday that confirmed the members of the Meadows Estates Homeowners Association (“HOA”) Architectural Review Committee reviewed and approved the golf net. The letter will be added to the record. The applicants, Ken and Sally Wilson, provided clarification about the initial 25 foot tall golf net proposal. Director Ward explained that the HOA letter mentions 15 feet.

Director Ward noticed that there was screening on the side of the golf net facing the home. She asked if there was any landscaping screening proposed on the other side. The applicants denied this because it is not their property. Director Ward asked if there are questions about the amended language for Condition of Approval #6. This was denied. The applicants thanked City Staff for their efforts and for providing clarification.

Director Ward opened the public hearing at 12:07 p.m. There were no comments. Director Ward closed the public hearing at 12:07 p.m.

MOTION: Director Ward APPROVED the Administrative Conditional Use Permit for 2909 Estates Place, based on the following, as amended:

Findings of Fact:

1. 2909 Estates Place is a Single-Family Dwelling (SFD) in the Residential Development Zoning District.

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2. 2909 Estates Place is Lot 14 of the Meadow Estates Subdivision No. 1A in the Park Meadows neighborhood.
3. The Applicant requests approval to maintain a 15-foot-tall and 45-foot-wide golf net in the Rear Setback to screen the site from golf balls from the neighboring course.
4. Land Management Code (LMC) Chapter 15-2.13 outlines the requirements for the Residential Development (RD) Zoning District.
5. LMC § 15-15-1 defines Fence as, “A Structure to separate or divide outdoor Areas. The term Fence includes, but is not limited to, net Screening for golf balls, and masonry walls. A Fence need not be sight obscuring or light tight.”
6. Pursuant to LMC § 15-2.13-2(B)(40), Fences greater than six feet in Height from Final Grade are a Conditional Use and require an Administrative Conditional Use Permit (ACUP) in the RD Zoning District.
7. LMC § 15-2.13-3 outlines the following Lot and Site requirements for the RD Zoning District:

Requirement	Analysis of Proposal
Density – 3 units per acre	There is an existing SFD and the Applicant is not proposing any changes to the Density.
Front Setback – 20 feet	There are no proposed Structures in the Front Setback.
Rear Setback – 15 feet	<p>Reason for review – LMC § 15-2.13-3(E)(9) outlines exceptions to the Rear Setbacks, which include: “Fences, walls, and retaining walls not more than six feet (6’) in height.”</p> <p>Additionally, “Fences and walls greater than six feet (6’) in height requires an administrative Conditional Use permit.”</p>
Side Setbacks – 12 feet	There are no proposed Structures in the Side Setbacks.

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8. LMC § 15-2.13-4 outlines the maximum Building Height is 28 feet. The existing net is 15 feet tall and complies.
9. Land Management Code Section 15-4-2 outlines requirements for Fences and Retaining Walls.
10. Pursuant to LMC § 15-4-2(A), “The height of retaining walls in the Side or Rear Setback may exceed six feet (6’), measured from Final Grade, subject to approval of an Administrative Conditional Use permit[.]”
11. The proposal, as conditioned, complies with the Conditional Use Permit criteria outlined in Land Management Code Section 15-1-10(E).
12. There are certain Uses that, because of unique characteristics or potential impacts on the municipality, surrounding neighbors, or adjacent land Uses, may not be Compatible in some Areas or may be Compatible only if certain conditions are required that mitigate or eliminate the detrimental impacts.
13. The Planning Department shall approve a Conditional Use if reasonable conditions are proposed, or can be imposed, to mitigate the reasonably anticipated detrimental effects of the proposed Use in accordance with applicable standards. The Planning Department may deny the Conditional Use if the proposed Use cannot be substantially mitigated by the proposal or imposition of reasonable conditions to achieve compliance with applicable standards. LMC § 15-1-10.

CUP Review Criteria	Analysis of Proposal
Size and location of the Site	No Required Mitigation – The size and location of the site are not being modified. The Applicant is requesting approval to maintain an existing golf net that is 15 feet tall.
Traffic considerations including capacity of the existing Streets in the Area	No Required Mitigation – The proposed net will not impact traffic.
Utility capacity, including Storm Water run-off	No Required Mitigation – The Snyderville Basin Water Reclamation District reviewed the proposal on May 5, 2026, and confirmed the proposal complied with their standards.

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Emergency vehicle Access	No Required Mitigation - The Park City Fire District reviewed the proposal on May 5, 2026, and confirmed the proposal complied with their standards.
Location and amount of off-Street parking	No Required Mitigation – The proposed golf net does not require additional parking.
Internal vehicular and pedestrian circulation system	No Required Mitigation – The proposed golf net does not impact the vehicular or pedestrian circulation systems.
Fencing, Screening, and landscaping to separate the Use from adjoining Uses	Complies – The proposed golf net is to screen the SFD from the golf course.
Building mass, bulk, and orientation, and the location of Buildings on the Site; including orientation to Buildings on adjoining Lots	Complies – The proposed golf net is to screen the SFD from the golf course.
Usable Open Space	No Required Mitigation – The proposed golf net does not require additional parking.
Signs and lighting	No Required Mitigation – The Applicant does not propose signs or lighting.
Physical design and Compatibility with surrounding Structures in mass, scale, style, design, and architectural detailing	Review requested – The existing golf net is 15 feet tall and the posts are black powder steel poles.
Noise, vibration, odors, steam, or other mechanical factors that might affect people and Property Off-Site	No Required Mitigation – The proposed golf net does not cause noise or other mechanical factors.
Control of delivery and service vehicles, loading and unloading zones, and Screening of trash and recycling pickup Areas	No Required Mitigation – The proposed golf net does not require delivery or service vehicles.
Expected Ownership and management of the project as primary residences, Condominiums, time interval Ownership, Nightly Rental, or commercial tenancies,	Complies - The proposed net is entirely within the property and will be maintained by the property owner.

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how the form of Ownership affects taxing entities	
Within and adjoining the Site, Environmentally Sensitive Lands, Physical Mine Hazards, Historic Mine Waste and Park City Soils Ordinance, Steep Slopes, and appropriateness of the proposed Structure to the existing topography of the Site	No Required Mitigation – The proposed golf net is not on environmentally sensitive lands.
Reviewed for consistency with the goals and objectives of the Park City General Plan; however, such review for consistency shall not alone be binding	The General Plan Community Character Strategy 2B states, “Strengthen existing neighborhoods through context-sensitive design requirements.” The proposed net is like other nets in the neighborhood that are adjacent to the Park Meadows Country Club golf course.
Radon mitigation; the Planning Director or Planning Commission shall require residential Conditional Uses to include the installation of a basic radon remediation system that allows for the installation of a radon remediation air handler if or when radon mitigation is required for the space in accordance with residential building codes	Not applicable.

14. The Development Review Committee reviewed the proposal on May 5, 2026, and confirmed the proposal complies with the required standards.

15. The Engineering Department requires Conditions of Approval 5 and 6.

Conclusions of Law:

1. The proposal, as conditioned, complies with Land Management Code Chapter 15-2.13 *Residential Development District*.
2. The proposal, as conditioned, complies with Land Management Code Section 15-4-2 *Fences and Retaining Walls*.

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3. The proposal, as conditioned, complies with Land Management Code Section 15-1-10 *Conditional Use Review Process*.

Conditions of Approval:

1. Final building plans shall be substantially similar to the plans reviewed on May 21, by the Planning Director. Any significant changes, modifications, or deviations from the approved plans that have not been approved in advance by the Planning and Building Departments may result in a stop work order.
 2. The Applicant shall obtain a Building Permit for the existing golf net and complete all inspections by Building and Planning.
 3. The existing golf net may not exceed 15 feet in height or 45 feet in width.
 4. The proposed golf net shall be supported by four black powder coated steel poles and shall be limited to black golf netting material.
 5. The golf net requires structural engineering, building permit approval, and final inspection.
 6. The existing golf net is in a five-foot-wide utility easement. The installation is permitted at-risk, and the applicant is responsible for resolving any issues related to the installation within the platted easement and any rights associated with the easement. The applicant shall execute an acknowledgement of the at-risk status of the permit prior to issuance of a Building Permit or within 30 days, whichever comes first.
- C. 1455 Woodside Avenue – Extension of a Historic District Design Review** – The Applicant Requests a One-Year Extension to a Material Deconstruction and Relocation Approval for a Significant Historic Structure in the Recreation Commercial Zoning District. PL-26-06898.

Planner Zollinger presented the Staff Report and explained that this is an Extension of a Historic District Design Review (“HDDR”) request for 1455 Woodside Avenue. This is located in the Recreation Commercial (“RC”) Zoning District and is a Significant Historic Site. On May 7, 2025, the Historic Preservation Board reviewed and approved Material Deconstruction and Relocation. The applicant requested an extension to that approval prior to the expiration of the approval. There are no proposed modifications and a one year extension has been requested. Several Conditions of Approval were reviewed.

Staff recommends the Planning Director review the proposed Extension of an HDDR for 1455 Woodside Avenue, conduct a public hearing, and consider approval based on the Findings of Fact, Conclusions of Law, and Conditions of Approval in the Draft Final Action

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Letter. Director Ward asked about the anticipated timeline. The applicant representative, Molly Guinan, explained that there have been delays, but she is trying to move the process forward as quickly as possible. It was noted that the homeowner has a plan in place. The financial guarantee is linked to the historic structure, so there have been conversations about a subdivision first. Discussions were had about the lot lines.

Director Ward believed the recordation of the plat would need to be tied to the relocation so it is within the new lot. Ms. Guinan stated that she will continue to communicate with Staff throughout this process, especially as the homeowner determines the next steps.

Director Ward opened the public hearing at 12:12 p.m. There were no comments. Director Ward closed the public hearing at 12:12 p.m.

MOTION: Director Ward APPROVED the Extension of Historic District Design Review for 1455 Woodside Avenue, based on the following:

Findings of Fact:

1. 1455 Woodside Avenue is a Significant Historic T/L cottage constructed circa 1904.
2. On March 5, 2025, the Historic Preservation Board (HPB) reviewed the proposal to remove a 1960s addition, restore the front porch, and Relocate 1455 Woodside Avenue, a Significant Historic Structure, conducted a public hearing, and directed staff to draft a Final Action Letter approving the project.
3. On May 7, 2025, the HPB approved the Material Deconstruction and Relocation and on May 9, 2025, the HPB Chair signed the Final Action Letter.
4. Land Management Code (LMC) § 15-11-12(E) states, “The Planning Director or designee may grant an extension of [a Historic District Design Review] approval for one (1) additional year when the Applicant is able to demonstrate no change in circumstance that would result in an unmitigated impact or that would result in a finding of non-compliance with the Park City General Plan or the Land Management Code in effect at the time of the extension request. Change of circumstance includes physical changes to the Property or surroundings. Notice shall be provided consistent with the original [Historic District Design Review] approval per Sections 15-1-12 and 15-1-21. Extension requests must be submitted to the Planning Department in writing prior to the date of the expiration of the [Historic District Design Review] approval.”

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5. On April 24, 2026, prior to the May 9, 2026 expiration date, the Applicant submitted the Extension application and request in writing. See Exhibit B for the Applicant's extension request.
6. The Applicant proposes no changes to the original approval.
7. There has been no change in circumstance, nor have there been any changes to the property or surroundings that would result in an unmitigated impact or a finding of noncompliance.
8. Staff provided notice consistent with the original approval pursuant to LMC § 15-1-12 and § 15-1-21.

Conclusions of Law:

1. The extension complies with LMC § 15-11-12(E).

Conditions of Approval:

1. All Conditions of Approval outlined in the HPB's Final Action Letter dated May 9, 2025, continue to apply.
2. This extension shall expire May 7, 2027.

- D. 732 Crescent Road – Extension of a Steep Slope Conditional Use Permit** – The Applicant Requests a One-Year Extension to a Steep Slope Conditional Use Permit Approval to Construct an Addition to a Landmark Historic Structure in the Historic Residential - 1 Zoning District. PL-26-06875.

Planner Zollinger presented the Staff Report and explained that this is an Extension of a Steep Slope Conditional Use Permit ("SSCUP") at 732 Crescent Road. This is located in the Historic Residential – 1 ("HR-1") Zoning District and is a Landmark Historic Site. Last year, the Planning Commission approved the SSCUP for an addition to the historic structure. The applicant is not requesting any modifications, but a one year extension.

All of the previous Conditions of Approval outlined in the Planning Commission Final Action Letter dated April 2, 2025, will continue to apply and the extension will expire on April 2, 2027. The applicant requested an extension prior to the original expiration date.

Staff recommends the Planning Director review the proposed SSCUP Extension for 732 Crescent Road, conduct a public hearing, and consider approval based on the Findings of Fact, Conclusions of Law, and Conditions of Approval in the Draft Final Action Letter.

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Director Ward opened the public hearing at 12:14 p.m. There were no comments. Director Ward closed the public hearing at 12:14 p.m.

MOTION: Director Ward APPROVED the Extension of a Steep Slope Conditional Use Permit for 732 Crescent Road, based on the following:

Findings of Fact:

1. 732 Crescent Road is a Landmark Historic Structure and an unusual 5,668-square-foot Lot in the Historic Residential - 1 (HR-1) Zoning District.
2. On April 2, 2025, the Planning Commission approved a Steep Slope Conditional Use Permit to construct a basement and rear addition to a Landmark Historic Structure at 732 Crescent Road on Very Steep Slopes.
3. Land Management Code (LMC) § 15-1-10(G) states "[t]he Planning Director may grant an extension of a Conditional Use Permit for one (1) additional year when the Applicant is able to demonstrate no change in circumstance that would result in an unmitigated impact or that would result in a finding of non-compliance with the review criteria in Section 15-1-10(E) or other provisions of the Land Management Code in effect at the time of the extension request. Change of circumstance includes physical changes to the Property or surroundings. Notice shall be provided consistent with the original Conditional Use Permit approval per Section 15-1-12. Extension requests must be submitted in writing prior to the expiration of the Conditional Use Permit."
4. The Applicant's Steep Slope Conditional Use Permit expires April 2, 2026.
5. On March 31, 2026, prior to the expiration date, the Applicant submitted the Extension application and request in writing.
6. The Applicant proposes no changes to the original approval.
7. There has been no change in circumstance, nor have there been any changes to the property or surroundings that would result in an unmitigated impact or a finding of noncompliance.
8. Staff provided notice consistent with the original approval pursuant to LMC § 15-1-12.

Conclusions of Law:

1. The extension complies with LMC § 15-1-10(G).

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Conditions of Approval:

1. All Conditions of Approval outlined in the Planning Commission's Final Action Letter dated April 2, 2025, continue to apply.
 2. The extension shall expire April 2, 2027.
- E. 844 Empire Avenue – Extension of Historic District Design Review Approval** – The Applicant Requests a One-Year Extension to the Historic District Design Review Approved by the Planning Director on May 1, 2025. PL-26-06902.

Planner II, Jacob Klopfenstein, presented the Staff Report and explained that this is an Extension of an HDDR request for 844 Empire Avenue. The Planning Director approved the HDDR on May 1, 2025. This is a remodel, rehabilitation, and addition project at a Significant Historic Site. The property changed ownership in September 2025, so the new owner and applicant is requesting a one year extension to explore modifications to the approved HDDR. The extension request was submitted on April 27, 2026.

Staff recommends the Planning Director review the proposed HDDR Extension for 844 Empire Avenue, conduct a public hearing, and consider approval based on the Findings of Fact, Conclusions of Law, and Conditions of Approval in the Draft Final Action Letter.

Director Ward opened the public hearing at 12:16 p.m. There were no comments. Director Ward closed the public hearing at 12:16 p.m.

MOTION: Director Ward APPROVED the Extension of a Historic District Design Review at 844 Empire Avenue, based on the following:

Procedural History:

1. The Historic Preservation Board (HPB) approved the previous owner's Material Deconstruction and Panelization request to panelize the Significant Historic Structure and remove approximately 386 square feet of siding from the east façade on February 7, 2024.
2. The Planning Director's designee approved the previous owner's HDDR to rehabilitate and remodel the Significant Historic Structure and construct an addition on May 1, 2025.
3. The previous owner entered into an Encumbrance and Agreement for Historic Preservation on July 2, 2025.

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4. The property ownership changed in September 2025, and the Applicant recorded an assignment of encumbrance on Sept. 22, 2025 (Summit County Recorder Entry No. 1241341).
5. The Applicant obtained the previously approved HDDR plans and the architect provided authorization for the Applicant to use the plans on Nov. 12, 2025.

Findings of Fact:

1. The Planning Director may approve an extension to an HDDR pursuant to Land Management Code (LMC) § 15-11-12(E) when the Applicant demonstrates that there have been no physical changes to the property or surroundings or other changes of circumstance that would result in an unmitigated impact or that would result in a finding of non-compliance with the Park City General Plan or the LMC.
2. Staff mailed public notice to property owners within 300 feet regarding the Applicant's extension request on May 6, 2026, consistent with the public notice of the original HDDR approval, as required by LMC § 15-11-12(E).
3. The Applicant submitted the extension of approval request on April 27, 2026, prior to the May 1, 2026 expiration date for the HDDR approval, as required by LMC § 15-11-12(E).

Conclusions of Law:

1. The extension of approval complies, as conditioned, with LMC § 15-11-12(E).

Conditions of Approval:

1. All previous Conditions of Approval applicable to the project at 844 Empire Avenue remain in effect, including but not limited to those outlined in the:
 - a. February 7, 2024, Historic Preservation Board Final Action Letter,
 - b. May 1, 2025, Historic District Design Review Final Action Letter,
 - c. February 5, 2026, Modification to Historic District Design Review Final Action Letter.

- F. 121 Sampson Avenue – Extension of a Historic District Design Review – The Applicant Requests a One-Year Extension to Construct a New Single-Family Dwelling on a Steep Slope on a Vacant Lot. PL-26-06901.**

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Planner II, Meredith Covey, presented the Staff Report and explained that this is an Extension of an HDDR request at 121 Sampson Avenue. This is located in the Historic Residential Low Density (“HRL”) Zoning District. On May 15, 2025, the Planning Director approved the HDDR. On April 27, 2026, the applicant requested a one year extension to finalize the selection of a contractor. The Conditions of Approval were reviewed.

Staff recommends the Planning Director review the proposed HDDR Extension for 121 Sampson Avenue, conduct a public hearing, and consider approval based on the Findings of Fact, Conclusions of Law, and Conditions of Approval in the Draft Final Action Letter.

Director Ward believed there was a SSCUP for this site that was extended as well. The applicant representative, Jonathan DeGray, reported that it was extended in the fall.

Director Ward opened the public hearing at 12:18 p.m. There were no comments. Director Ward closed the public hearing at 12:18 p.m.

MOTION: Director Ward APPROVED the Extension of a Historic District Design Review for 121 Sampson Avenue, based on the following, as amended:

Procedural History:

1. On September 11, 2024, the Planning Commission held a public hearing and approved a Steep Slope Conditional Use Permit (SSCUP) to construct a new Single-Family Dwelling (SFD) on vacant 121 Sampson Avenue.
2. On September 22, 2024, the Applicant appealed the Planning Commission’s Conditions of Approval 21 and 23 requiring modifications to a two-car garage.
3. On November 4, 2024, the Appeal Panel granted the Appeal, allowing the Applicant to have a two-car garage with a side-by-side parking configuration.
4. On May 15, 2025, the Planning Director approved the Historic District Design Review (HDDR) for the proposed SFD.
5. On October 9, 2025, the Applicant submitted a request for a one-year Extension to the SSCUP to extend the expiration date for one year.
6. On November 20, 2025, the Planning Director approved a one-year Extension to the SSCUP.
7. On April 27, 2026, the Applicant submitted a request for a one-year Extension to the HDDR to extend the expiration date to May 15, 2027.

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Findings of Fact:

1. Land Management Code (LMC) § 15-11-12(E) states “[t]he Planning Director or designee may grant an extension of an HDR approval for one (1) additional year when the Applicant is able to demonstrate no change in circumstance that would result in an unmitigated impact or that would result in a finding of non-compliance with the Park City General Plan or the Land Management Code in effect at the time of the extension request. Change of circumstance includes physical changes to the Property or surroundings. Notice shall be provided consistent with the original HDR approval per Sections 15-1-12 and 15-1-21. Extension requests must be submitted to the Planning Department in writing prior to the date of the expiration of the HDR approval.”
2. The Applicant requests additional time to finalize the selection of a General Contractor and proposes no changes to the approved plans.
3. Staff publicly noticed the extension consistent with the original HDDR approval according to the requirements of the LMC and published notice on the City’s website and the Utah Public Notice website and posted notice to the property on May 7, 2026, Staff mailed courtesy notice to property owners within 100 feet on May 7, 2026.

Conclusions of Law:

1. The request for extension complies with LMC § 15-11-12(E) *Historic District or Historic Site Review Extensions*.


Conditions of Approval:

1. Final building plans and construction details shall reflect substantial compliance with the plans reviewed May 15, 2025, by the Planning Director. Any changes, modifications, or deviations from the approved design that have not been approved in advance by the Planning and Building Departments may result in a stop work order.
2. The extension shall expire May 15, 2027.

2. ADJOURNMENT

The Park City Administrative Public Hearing adjourned at approximately 12:19 p.m.

Approved by Planning Director:

Signed by:

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2909 Estates Place

Administrative Conditional Use Permit

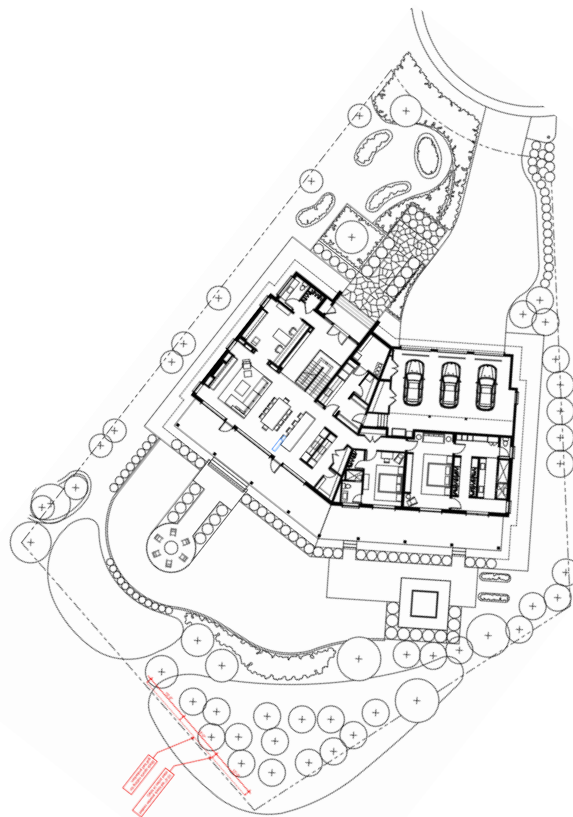
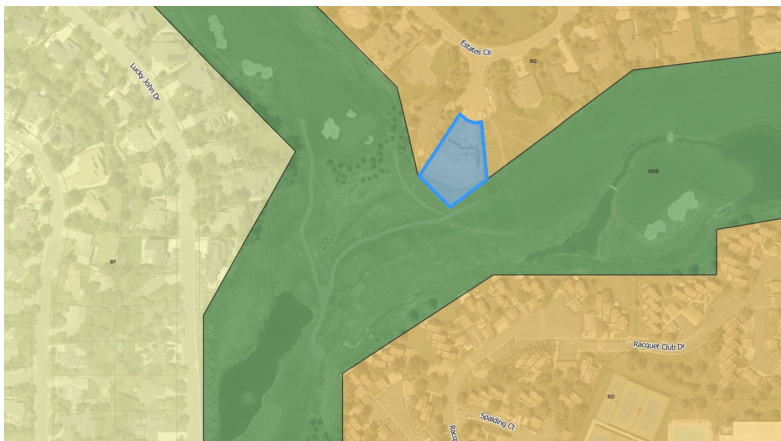
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2909 Estates Place

- Residential Development Zoning District
- Existing SFD
- Applicant requests approval for 15-foot-tall and 45-foot-wide golf net in the Rear Setback



2909 Estates Place

- RD Zoning Requirements:
 - Fences greater than 6' in rear setback require ACUP
- Compliant with Fence Requirements outlined in LMC 15-4-2, as conditioned
- Compliant with ACUP requirements, as conditioned



Conditions of Approval

2. The Applicant shall obtain a Building Permit for the existing golf net and complete all inspections by Building and Planning.
3. The existing golf net may not exceed 15 feet in height or 45 feet in width.
4. The proposed golf net shall be supported by four black powder coated steel poles and shall be limited to black golf netting material.
5. The golf net requires structural engineering, building permit approval, and final inspection.
6. The existing golf net is in a five-foot-wide utility easement. The installation is permitted at-risk, and the applicant is responsible for resolving any issues related to the installation within the platted easement and any rights associated with the easement. The Applicant shall execute an acknowledgement of the at-risk status of this permit prior to issuance of a building permit or within 30 days, whichever comes first.

Recommendation

- (I) Review the proposed ACUP at 2909 Estates Place,
- (II) conduct a public hearing, and
- (III) consider approving the proposal based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the draft Final Action Letter.

The Planning Director may:

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

1455 Woodside Avenue

Extension of Historic District Design Review

Planning Department

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1455 Woodside Ave

- Recreation Commercial Zoning District
- Significant Historic Site
- Historic Preservation Board approved Material Deconstruction and Relocation
- No proposed modifications



Conditions of Approval

1. The Applicant must complete Historic District Design Review and Subdivision prior to submitting a building permit.
2. The Applicant shall submit a Subdivision Application and propose to the Planning Commission three Lots: the southern Historic Lot shall measure 37 feet, 4 inches in width, the middle Lot shall measure 26 feet, 8 inches in width, and the northern-most Lot shall measure 43 feet, 4 ½ inches in width.
3. The Relocation of the Significant Historic Structure is conditioned upon approval of a Subdivision as conditioned herein, and recordation of the Subdivision plat with Summit County.
4. The Applicant shall locate the driveway on the north side of the Historic Structure to create a buffer between the Historic Structure and new development.
5. The Setbacks on the Historic Lot shall be 12-foot, 6-inch Front Setback, three-foot Side Setbacks, and 12-foot, 6-inch Rear Setback.
6. The Applicant shall provide the City with a Financial Guarantee, in accordance with LMC § 15-11-19, to be recorded with the Summit County Recorder's Office prior to submitting a building permit.

Recommendation

- (I) Review the proposed Extension of HDDR at 1455 Woodside Avenue,
- (II) conduct a public hearing, and
- (III) consider approving the proposal based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the draft Final Action Letter.

The Planning Director may:

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

732 Crescent Tram

Extension of Steep Slope Conditional Use Permit

Planning Department

PL-26-06875 | May 21, 2026



732 Crescent Tram

- Historic Residential – 1 Zoning District
- Landmark Historic Site
- Planning Commission approved Steep Slope Conditional Use Permit
- No proposed modifications



Conditions of Approval

1. All Conditions of Approval outlined in the Planning Commission's Final Action Letter dated April 2, 2025, continue to apply.
2. This extension shall expire April 2, 2027.

Recommendation

- (I) Review the proposed Extension of SSCUP at 732 Crescent Tram,
- (II) conduct a public hearing, and
- (III) consider approving the proposal based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the draft Final Action Letter.

The Planning Director may:

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

121 SAMPSON AVENUE

HDDR EXTENSION

Planning Department

PL-26-06901 | May 21, 2026



121 Sampson Ave

- HRL Zoning District
- May 15, 2025: Planning Director approval of HDDR
- April 27, 2026: Applicant requests one year extension to finalize the selection of a contractor.



121 Sampson Ave

1. Final building plans and construction details shall reflect substantial compliance with the plans reviewed May 15, 2025, by the Planning Director.
2. The extension shall expire May 15, 2027.



Recommendation

- (I) Review the request for an extension of HDDR approval for 121 Sampson Avenue,
- (II) conduct a public hearing, and
- (III) consider approving the extension based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the draft Final Action Letter.

The Planning Director may:

- Approve the extension of HDDR approval request;
- Deny the extension of HDDR approval request and direct staff to make Findings for the denial; or
- Request additional information and continue the discussion to a date certain.