



**PARK CITY MUNICIPAL CORPORATION
PLANNING COMMISSION MEETING MINUTES
COUNCIL CHAMBERS
MARSAC MUNICIPAL BUILDING
JULY 8, 2026**

COMMISSIONERS IN ATTENDANCE: Christin Van Dine (Chair), Rick Shand, John Frontero, Grant Tilson, Adam Strachan, Matthew Day, Seth Beal (attending virtually)

EX OFFICIO: Rebecca Ward, Planning Director; Alec Barton, Senior Planner; Nan Larsen, Senior Planner; Sara Wineman, Housing and Development Coordinator; Mark Harrington, Senior City Attorney; Meredith Covey, Planner II; John Robertson, City Engineer; Jacob Klopfenstein, Planner II

1. ROLL CALL

Chair Christin Van Dine called the Planning Commission Meeting to order at 5:30 p.m. All Commissioners were present with Commissioner Seth Beal attending virtually.

2. MINUTES APPROVAL

A. Consideration to Approve the Planning Commission Meeting Minutes from June 10, 2026.

MOTION: Commissioner Shand moved to APPROVE the Planning Commission Meeting Minutes from June 10, 2026. The motion was seconded by Commissioner Frontero. The motion passed with the unanimous consent of the Commission.

B. Consideration to Approve the Planning Commission Meeting Minutes from June 24, 2026.

MOTION: Commissioner Frontero moved to APPROVE the Planning Commission Meeting Minutes from June 24, 2026. The motion was seconded by Commissioner Shand. The motion passed with Commissioner Strachan abstaining from the vote.

3. STAFF AND BOARD COMMUNICATIONS AND DISCLOSURES

Planning Director, Rebecca Ward, reported that there is no Planning Commission Meeting scheduled for July 22, 2026. The next meeting will be held on August 12, 2026.

Commissioner Shand reported that he spoke to two individuals on his way into the building regarding one of the agenda items. However, this will not impact his decision. Commissioner Adam Strachan shared a similar disclosure. He has likely had similar conversations in the past but explained that this will not impact his decision.

4. PUBLIC COMMUNICATIONS

Chair Van Dine reviewed the public comment guidelines. She asked those making comments to state their full name, sign in, limit comments to three minutes or less, direct comments to the Planning Commission, and remain civil during the comment process.

There were no public communications.

5. REGULAR AGENDA

- A. Five-Acre Site – Subdivision, Master Planned Development, and Conditional Use Permit** – The Applicant Proposes to Redevelop the Five-Acre Site at the Southwest Corner of Kearns Boulevard and Bonanza Drive with a Mixed-Use Development Including 106 Residential Units, Over 30,000 Square Feet of Commercial and Multidisciplinary Art Space, Community Green Space, and an Underground Parking Garage. The Planning Commission Will Review the Applicant's Housing Mitigation Plan, Traffic Impact Study, and Proposed Building Height Exceptions. MPD: PL-26-06914, CUP: PL-26-06915, CUP: PL-26-06917, Subdivision: PL-26-06920.

Senior Planner, Alec Barton, presented the Staff Report and explained that this item is related to the Five-Acre Site, which was previously reviewed during a Work Session. He reported that Senior Planner, Nan Larsen, and Housing and Development Coordinator Sara Wineman are both present at the meeting. In addition, the applicant team is present.

Planner Barton reported that the Five-Acre Site is located at the corner of Kearns Boulevard and Bonanza Drive. It has three primary frontages: Kearns Boulevard, Bonanza Drive, and Munchkin Road. The site is located in the General Commercial Zoning District with portions of the site within the Frontage Protection Zone ("FPZ").

The applicant is proposing to redevelop the site with a mixed-use development that includes seven buildings. It is 185,512 square feet, and the proposal is to have 88 affordable housing units and 18 unrestricted housing units. The project also includes over 30,000 square feet of retail, restaurant, and non-profit art space. Additionally, there is a childcare center proposed as well as an amphitheater, playground, and art pavilion.

It was noted that Commissioner Beal joined the meeting at approximately 5:35 p.m.

Planner Barton reported that the Planning Commission held a Work Session and site visit two weeks ago. At that time, there was a brief overview of the proposal shared. The Planning Commission requested that Staff and the applicant team return with additional information so the proposal could continue to be evaluated. The applicant has provided:

- Pedestrian Vantage Renderings;
- Building Height Breakdown;
- Open Space Breakdown;
- Landscape Buffer;
- Parking Analysis; and
- Munchkin Road Parking and Drop-Off Area.

The current presentation will look at the Housing Mitigation Plan. There will also be a discussion about building height as well as the parking and traffic components of the project. After the Staff presentation, the applicant team will share additional information.

Coordinator Wineman explained that with a Master Planned Development (“MPD”), the Housing Team reviews the Housing Mitigation Plan to ensure compliance with the affordable housing requirements outlined in Housing Resolution 12-2025. As part of that review, the applicant submits a Housing Obligation Compliance Form and calculation that determines the required affordable housing obligation for the project. Although this project is on City-owned land in a public-private partnership with Brinshore Development and GTS Development, it is still required to comply with the housing mitigation requirements outlined in the Resolution. She shared the commercial and residential calculations. This development includes approximately 36,000 square feet of commercial space, and based on the proposed uses, the commercial component generates 18.3 affordable unit equivalents (“AUE”). The project includes 18 market-rate residential units, which generate an additional 1.5 AUEs. Together, the project generates a total housing obligation of 19.8 AUEs, which is equivalent to 17,820 square feet of affordable housing.

Housing Resolution 12-2025 identifies on-site construction of affordable housing as the preferred mitigation method, which is what the applicant is proposing. The project includes 88 affordable rental units serving households between 40% and 80% of the Area Median Income (“AMI”), with a mix of one-, two-, and three-bedroom units. In total, the development provides approximately 73,000 square feet of affordable housing, which substantially exceeds the required 17,820 square feet that was calculated.

Coordinator Wineman explained that the Housing Team also reviews the proposed affordable housing layouts for compliance with the Housing Resolution. The one- and two-bedroom units meet the required size standards as well as the requirements for storage and the square footage for bedrooms and restrooms. The proposed three-bedroom units exceed the maximum size by 57 square feet, but this is a modest increase. It does not negatively impact the ability of the project to satisfy the housing obligation. As a result, there is support from the Housing Team for the layouts that have been proposed.

In addition to calculating the housing obligation, the Housing Team also reviews the Housing Mitigation Plan for compliance with the additional requirements in the Resolution. The team finds that the Housing Mitigation Plan complies with all of the outlined requirements. Staff recommends the Planning Commission forward a positive recommendation to the City Council on the applicant-submitted Housing Mitigation Plan.

Commissioner John Frontero asked for clarification about the 18 market rate units. He pointed out that the applicant has been using the term “unrestricted units” to describe these. He wanted to understand how this differs from market rate units. Coordinator Wineman explained that both terms are used interchangeably. Since those are not Low-Income Housing Tax Credit (“LIHTC”) funded units, it is possible to categorize them into the AMIs there is a desire to see. If there is something higher than 80% AMI, those would be considered unrestricted or market rate units. Commissioner Frontero did not believe the units could be used for nightly rentals or be subleased, which was confirmed.

The AMI mix that the applicant worked with the City Council on was shared with the Commission. Commissioner Matthew Day asked if the AMI mix shown is the initial mix that will be approved. Coordinator Wineman explained that whatever is proposed for the LIHTC application will not change once the application is submitted or after there have been funding approvals. Commissioner Day wanted to know how long the category of housing will remain. Coordinator Wineman stated that this will be determined during the Development Agreement process, but there have not been final negotiations at this point.

Planner Larsen shared information about the requested building height. The project site is within the General Commercial Zoning District and the FPZ. The General Commercial building height maximum is 35 feet from existing grade. Certain building forms like gabled roofs may encroach into the maximum building height an additional 5 feet. The applicant has submitted for an MPD, where a perimeter setback of 25 feet for the project is required.

The FPZ extends 100 feet into the property along Kearns Boulevard. Planner Larsen explained that the FPZ requires a 30-foot setback for all structures along Kearns Boulevard. No structures are proposed within this required 30-foot setback. She reported that all construction activity within the FPZ requires a Conditional Use Permit (“CUP”) that is subject to review by the Planning Commission. The applicant is proposing additional height, and the Planning Commission may grant additional building height through the MPD process if the applicant sufficiently demonstrates that the six criteria required in the Land Management Code (“LMC”) are being met. The first criterion is that the increase in height does not increase square footage or building volume. The applicant has submitted a Development Density Potential showing the buildable area of the site. The allowed development potential is 482,078 square feet and the proposal is a development that is 185,512 square feet, which is approximately 38% of what is allowed.

The second criterion is that the buildings have been positioned to minimize visual impacts to adjacent structures. Potential problems on neighboring properties caused by shadows, loss of solar access, and loss of air circulation have been mitigated. Planner Larsen reported that the applicant has submitted a Solar/Shadow Study showing the potential impacts on adjacent structures. The third criterion is the requirement for adequate landscaping and buffering from adjacent properties and uses. The applicant has updated their Landscaping Plan at the request of the Planning Commission to include a tree landscape buffer along the west property line of the site. This area was highlighted.

Planner Larsen reported that the fourth criterion has to do with increased setbacks and separation from adjacent properties. The MPD requires a 25-foot setback along the perimeter of the project, which is provided. The applicant proposes a 40-foot setback from the west property line, which includes the previously mentioned tree landscape buffer. There is a 51-foot setback proposed from Kearns Boulevard and a 29-foot setback from Bonanza Drive. The fifth criterion requires that the additional height results in more than the minimum open space required and results in open space that is publicly accessible. The applicant provided an Open Space Plan that shows the location and amount of publicly accessible open space, which is shown in green on the presentation slides. For redevelopment in the General Commercial Zoning District, it is required that 30% of the site provide open space, but there is 60.6% open space proposed.

The sixth criterion was shared. Planner Larsen reported that the MPD requires that additional building height be designed to provide a transition in roof elements, in compliance with LMC 15-5 – Architectural Review. Several renderings were provided.

Planner Barton explained that in response to previous Planning Commission direction, the applicant has provided an updated Parking Analysis. There is a narrative that explains the proposed additional parking beyond what is required by code as well as a Parking Study. On August 12, 2026, the Planning Commission will review the Traffic Impact Study (“TIS”) and a Site-Specific Transportation Demand Management (“TDM”) Plan. The Draft TIS, Parking Study, and narrative have been included as exhibits in the Meeting Materials Packet. The applicant continues to work with Staff and consultants to refine the TIS.

An image was shared to illustrate how the site is proposed to be accessed. Planner Barton reported that there are currently four points of access to the Five-Acre Site on Kearns Boulevard, four points of access on Bonanza Drive, and two points of access on Munchkin Road. The applicant proposes a single point of access on each of those roads, with right-in/right-out only on Kearns Boulevard and Bonanza Drive. Some of the elements that will be reviewed during the meeting on August 12, 2026, include:

- Electric Vehicle Charging;
- Car Share and Ride Share;
- Transit;
- Street and Sidewalk Connections;

- Protected Bicycle Facilities;
- End-of-Trip Facilities;
- Pedestrian Safety; and
- Streetscape Improvements.

The applicant's team shared additional information with the Planning Commission. Steve Swisher from GTS Development introduced himself and noted that Karly Brinla with Brinshore Development is present at the meeting, as well as others from the team.

Mr. Swisher stated that there is agreement with the Staff analysis on housing. He believes this is an ideal location for housing, because it is close to jobs, transit, and services. Ideally, housing in this location will reduce commutes and assist with employment in the area. There was a market study conducted, and it is clear that there is a strong demand.

The site will be open to the public. There is no housing on the ground floor, as the entire ground floor area is intended to be public space. Mr. Swisher clarified that none of the units can be used for nightly rentals. It was added that unrestricted and market rate units are terms that are used interchangeably, but the applicant team prefers to use the term "unrestricted units" because in a mixed-income situation, those units do not tend to be rented at market rate. Those units are normally rented out at a discounted amount.

Mr. Swisher discussed building heights and what has been proposed. There were two new documents provided, one of which was added to the Meeting Materials Packet ahead of the Planning Commission Meeting. When building heights are calculated, this is done from an interpolated grade. There was a historic analysis conducted, which was reviewed by Staff and the consultants. On portions of the site, the interpolated grade is above the existing grade. He stated that there is one exhibit that shows the building heights from the interpolated grade and one that shows the building heights from the existing grade.

Information about the slope of the site was provided. Mr. Swisher reported that all of the dimensions were submitted to the Planning Commission for review. All of the buildings along Kearns Boulevard and Bonanza Drive are three-story buildings. In the southwest corner, there is a four-story building shown. Chair Van Dine asked if there is something that shows the heights from final grade to illustrate what the pedestrian will experience. This was confirmed. Mr. Swisher explained that there were two drawings submitted.

Findings for the six criteria were presented to the Planning Commission. To address the first criteria, it was noted that there is no increase in permitted density. The height is for roof articulation rather than additional floor area. This will allow for vertical mixed-use development per the Small Area Plan and will support the design objectives from the City Council. Mr. Swisher reported that in the response to the Request for Proposals ("RFP"), there were longer buildings with flat roofs submitted. However, the City Council asked for something that would provide more mountain town character. That inspired the redesign. Smaller buildings were designed, and gables and articulation were added.

Mr. Swisher reviewed the findings for the second criterion. He stated that the visual and environmental impacts are mitigated. The Solar/Shadow Study was reviewed. Most of the shadows that are cast will be cast over streets and parking spaces. The findings for the third criterion relate to landscaping and buffering. He reported that a tree line has been articulated along the adjacent property. The setback off of Kearns Boulevard was also increased from 30 feet to 50 feet along Building 3. It is 50 feet at the closest corner for Building 2, and it goes to 82 feet. The intention is to open up the area to preserve the view corridor. The setback varies somewhat on Bonanza Drive due to the curve of the road. There is a mix of canopy trees proposed, and the selections will be based on the City-approved list. There are a lot of activities and enhancements planned for the site.

The findings for the fourth criterion have to do with increased setbacks and separation. The findings for the fifth criterion relate to publicly accessible open space. Mr. Swisher reported that in the initial presentation, the outside dining areas, breezeways, sidewalks, and driveways were not counted, but the playground for the daycare was accidentally included. That is not publicly accessible, so the calculation has been revised to 60%. The project has been designed to preserve nearly two acres of highly activated public gathering space in the center. The vertical design minimizes the building footprint.

Mr. Swisher reviewed the findings for the sixth criterion and explained that this has to do with architectural design and roof transitions. The roof height transitions break up the building mass, and the gable roofs create visual interest and character. He noted that the proposal exceeds the façade articulation requirements. The additional height is limited primarily to the roof elements, and the proposal enhances the pedestrian experience.

Mr. Swisher highlighted some of the key project benefits, which include the following:

- Height increase improves design, not density;
- Provides 60% publicly accessible open space;
- Exceeds required setbacks and landscaping requirements;
- Minimizes visual and environmental impacts; and
- Delivers significant community and public benefits in line with Small Area Plan.

The requested renderings were shared with the Planning Commission. Mr. Swisher reported that there was one view that was requested by Commissioner Grant Tilson during the Work Session, but it was unable to be completed in time for the meeting. In lieu of that, there was a 3D walkthrough video of the entire site created for review. He played the video for the Planning Commission and highlighted several notable locations.

Based on Staff comments and Commissioner feedback, the Site Plan has been amended slightly. Mr. Swisher reviewed the site revisions made since the original submittal:

- Added north-south multi-use pathway;

- Added loading zones along Bonanza Drive;
- Buffering for on-street parking is under review with the City Engineer; and
- 5-foot existing walk is consolidated with the 15-foot multi-use pathway.

Mr. Swisher reported that the TIS has been provided and there has been a preliminary conversation. All recommendations will be incorporated, and the TIS will be resubmitted ahead of the next Planning Commission Meeting. There are a lot of on-site traffic mitigation strategies that have been designed for the project. He noted that there are bike share stations proposed as well as dedicated bicycle parking and bicycle storage. The curb cuts have been reduced, and the pedestrian experience has been prioritized.

During the Work Session, one of the Commissioners asked about the parking that was intended for tenant use and the parking that was intended for visitor use. The presentation materials indicate where tenants and visitors will park on the site. Mr. Swisher explained that the intention was to locate tenant parking closer to the elevators of the buildings. There is some separation between the tenant and visitor parking for security. He noted that the required residential parking is 118 spaces, but there is a desire to add 12 additional spaces so the three-bedroom units can park two vehicles. The required non-residential parking is 77 spaces. There is covered bicycle parking planned. As the plan is further refined, the bicycle parking will be distributed so it is located near each of the unit elevators. The intention is to exceed the bicycle parking requirements.

Mr. Swisher reported that the proposal offers a rich mixture of uses and will meet multiple community goals. He outlined several community goals this proposal meets, such as:

- Community Gathering Spaces;
- Green Space;
- Pedestrian Environment;
- Trail Connections;
- Arts Integration;
- Preserve Mountain Views;
- Transit Enhancement;
- Underground Parking;
- Shop Local by Locals;
- Affordable Housing;
- Sustainable Design; and
- Park City Authenticity.

Chair Van Dine asked if there is anywhere on the site where the underground parking is above grade. Mr. Swisher denied this. It will all be below grade with the exception of the drop-off spaces along Munchkin Road. Chair Van Dine reported that at the last meeting, there was a discussion about Figure 8. She wanted to better understand what this will look like from a street-level view. Mr. Swisher confirmed that this can be created.

Ahead of the public hearing, Chair Van Dine reminded those present that there will be at least two more meetings on this application. She also asked that comments focus on the application currently before the Planning Commission rather than what someone might want to see on the site. Additional comments can be submitted to planning@parkcity.gov.

Chair Van Dine opened the public hearing.

Sue Banerjee stated that she works in the zip code 84060. She thanked the Planning Commission and Staff for their hard work reviewing this proposal. The plan considers the community needs and looks aesthetically pleasing. She mentioned the proposed open space, underground parking, and affordable housing. Ms. Banerjee expressed appreciation that effort is being made to address both the current and future community needs. All residents are invested in a sustainable Park City economy.

Ms. Banerjee reported that Park City is the only city in Utah with more jobs than residents. The businesses are labor intensive, and the labor pressure will only increase over time. The labor demands will expand beyond retail and resort to specialized healthcare professionals if the Park City population plans to age in place. She noted that there is competition from other municipalities, such as Millcreek, who are actively investing to keep their workforce within their community. She thanked the Commission for thinking about this proposal through a long-term economic lens that will keep capital in Park City.

Patricia Kipp gave her zip code as 84060 and explained that Bonanza Drive is always a bottleneck for traffic. She pointed out that there will be many residents living in the development. It is a false assumption to state that the people living in the development will not regularly access Bonanza Drive and Kearns Boulevard. Just because someone lives in the center of town does not mean they will work in the area. Ms. Kipp pointed out that if there is a wildfire in the City, there are two ways out of town. There needs to be an adequate evacuation route. She reiterated her concerns about the existing bottleneck situation. Ms. Kipp asked the Planning Commission to seriously consider what can be done to Bonanza Drive so there is a smoother transition out to SR 248 and SR 224.

Jonathan Wilson gave his zip code as 84060 and stated that he is a Board Member of the Holiday Ranch Homeowners Association ("HOA"). Last night, the HOA held a meeting where the Five-Acre Site was discussed, and he was present to voice the collective concerns. It feels like precious public property is being developed as if it were private property. There are concerns about taking land that was originally set aside for arts, culture, and community, and instead using it for a large-scale development with multiple variances. Mr. Wilson believed there are alternative options for the five acres that could have a positive impact on Park City but would not permanently compromise the area.

The Kearns Boulevard and Bonanza Drive intersection is already heavily strained. Adding a high-density development at this specific bottleneck will inevitably worsen traffic, gridlock, and safety issues on a corridor that local residents rely on. Mr. Wilson noted that there seems to be a growing trend across Utah to develop every available acre of open space, but Park City has always been different. The City has historically focused on visionary planning and the aggressive preservation of community spaces. The Holiday Ranch HOA urged the Planning Commission to reject or reconsider the proposal, explore alternative community uses for the land, and protect the existing neighborhood.

Craig Dennis explained that he is the Executive Director of the Prospector Square Property Owners Association. The Association has not taken a stand on any specific plan, but there are several concerns that he would like to share with the Planning Commission. There is a desire to see something done on this site, but he would like to see improved connectivity across Bonanza Drive to Prospector Square connecting to Berrett Lane. He reported that \$4 million in infrastructure improvements were completed and there is a desire to activate Berrett Lane. Mr. Dennis stated that there are concerns about parking, because the lot directly across the street is full every day. He does not want to see that lot become an overflow lot for the development on the Five-Acre Site.

Debbie Sebek stated that she has lived in Park City with her husband for 32 years. In addition, they own rental properties in the 84060 zip code, so there is an understanding of the housing challenges in the community. Ms. Sebek asked the Planning Commission to separate two important needs: the need for affordable housing and the need for a civic area in Bonanza Park. The Five-Acre Site is not just another parcel, but one of the last central and publicly owned locations in Park City. Once developed, it cannot be undone. This might be the final opportunity to create a lasting community gathering place for locals. It can have music, art, outdoor events, restaurants, shops, galleries, and green space.

Park City has already made a commitment to affordable housing. The City reports there are 829 deed-restricted affordable units to date with a goal of 1,864 by 2032. Ms. Sebek understands that there are also affordable workforce housing projects located elsewhere. She is not against affordable housing but is not certain that it makes sense on the Five-Acre Site. Bonanza Park should be where Park City residents come together. There needs to be a place that belongs to the entire community rather than tenants and visitors.

Arts and culture are part of the identity of Park City, and this site was long envisioned as a place for public events, open space, arts, culture, and galleries. However, there are now small open spaces proposed on the site. She pointed out that music, outdoor events, and gatherings could create conflicts with the residents living in the development. Ms. Sebek asked the Commission to let Bonanza Park be a gathering place for residents.

Charlotte O'Connell gave her zip code as 84060. In her experience, if there is a bedroom, then there is a vehicle, so it is important to be mindful of the number of parking spaces as well as the potential traffic impacts. She asked what kind of water study has been

conducted, because the water flows downhill. She wants to know whether the water issues have been considered. Ms. O'Connell stated that she is opposed to development on the land. She does not believe a lot of what has been proposed should count as open space. It is important to be careful about what development on this property looks like.

Deb Stafsholt stated that her zip code is 84060. She is concerned about the traffic issues that the density and proposed number of parking stalls will create. There are also concerns about the impact of excavation. She asked the Commission to consider the prohibitive cost of underground parking and the amount of excavation material. Kearns and Bonanza is one of the evacuation points for Deer Valley, Old Town, Aerie, and Park Meadows, and the excavation of materials for 280 underground parking spots will create traffic issues. Ms. Stafsholt noticed that on the third story, the ceiling height seems to be taller than the second story. She asked that the applicant team be held to the LMC requirements, which would be 209 parking spaces and a building height of 35 feet.

Peter Tomai gave his zip code as 84098 and stated that he is currently the Chairman of the Mountainlands Community Housing Trust. He likes that the application integrates mixed uses onto the Five-Acre Site. He believes open space is critical to the community but noted that there is a lot of open space available. The key to preserving open space and minimizing the pressure on the remaining green spaces is to take an area like this one and turn it into an asset to the community. In order for Park City to be a complete community, it is important to think about how to provide more accessible housing. His only disappointment with the proposal is that there is no more affordable housing.

Betsy Wallace gave her zip code as 84060. She has been involved with this piece of property for some time. She used to run the Sundance Film Festival and was part of the discussion within the offices of Sundance. It is now possible to step back and realize what an important parcel this is to the City. There is only one chance to maintain the land and create a community asset that could include a park, local restaurants, and galleries.

Ms. Wallace noted that the open space appears to include the sidewalks along Kearns Boulevard and Bonanza Drive. She asked that additional clarification be provided about the open space. Comments were shared about traffic and other developments in the community. She is not certain that the Five-Acre Site is appropriate for housing due to the increase in traffic. While she is supportive of affordable housing in the community, this is not necessarily the best location. It is possible to step back and take a broader look at what is being done in Park City. She thanked the Commission for their efforts.

Browne Sebright stated that he is speaking as a Board Member and representative of Wasatch Advocates for Livable Communities ("WALC"). WALC is a regional non-profit that champions community development across the Wasatch Region through work on housing, community planning, local governance, and transportation. WALC cares about housing because everyone in the region deserves access to a home that they can afford and is located near jobs, transit, and community. Decisions like the one currently before

the Planning Commission determine whether that is actually possible. He is present at the meeting to voice support for the mixed-use redevelopment on the Five-Acre Site.

This project is the result of a long process that has engaged a variety of stakeholders and will deliver 106 new housing units. Mr. Sebright explained that the development will directly address one of the most pressing challenges facing Park City: housing the workforce that keeps the community running. Beyond housing, the proposal brings more than 30,000 square feet of commercial, retail, and community-serving space, a childcare facility, and public gathering areas, which will create a meaningful neighborhood center.

Mr. Sebright referenced the concerns that have been expressed about traffic. He explained that housing located this close to jobs and services can actually reduce commute distances. It is part of the solution rather than a new source of vehicle trips. As for building height, the materials submitted by the applicant indicate that the requested increases do not add square footage beyond what is already permitted for the site. Instead, there is open space preserved as well as the delivery of affordable housing units. WALC urges the Planning Commission to advance this application and support approval.

Ryan Wineman gave his zip code as 84060. He noted that there will likely be comments from residents stating that there is support for affordable housing, but not this specific project. Those objections might have to do with views, density, or different ideas of what should be on the parcel. However, there is an opportunity to alleviate affordable housing issues in the community with this development. Claims that there are other opportunities to develop parcels ring hollow when other projects face the same opposition. When every affordable housing project in the community faces objections and requests for alternate uses, it is clear that the objection is not to the project, but affordable housing. He expressed support for the project and highlighted the need for affordability.

Rick Smail stated that his zip code is 84060 and next year will mark his 40th year in Park City. He appreciates that the applicant has provided a lot of materials, including a video. Mr. Smail believed the corridor from Park Avenue along Kearns Boulevard to Bonanza Drive should stay where it is now in terms of height. He urged the Planning Commission not to approve variances for this project, especially when it comes to the building height. Comments were shared about traffic and the gridlock issues that occur during the ski season. Mr. Smail is concerned that the development will make the situation worse.

John Stafsholt gave his zip code as 84060. He has been in Old Town for 35 years and has spent 25 years fighting to preserve Treasure Hill. He asked Commissioners to consider what is missing from the renderings shared, such as vehicles, stop lights, and turnouts. Mr. Stafsholt pointed out that the citizens own this land. He is concerned that the City is setting a poor precedent by considering variances on their own project. The citizens paid for this property for community and not for profit. Mr. Stafsholt believed the Planning Commission and City Council should be known for what they preserve.

Katherine Fagin noted that her zip code is 84060 and she has lived in Park City for over 20 years. Her issue with the proposed housing is that the density far exceeds the space. She wants to ensure that housing supports the local workers and residents. Ms. Fagin does not believe it is realistic that the vehicle use associated with this development will be as low as it has been presented. She asked that peak winter traffic be included in the traffic study and noted that she has been unable to find information about the project costs. Ms. Fagin stressed the importance of transparency during this process. She is concerned about the renderings that were provided, as the views will be impacted.

Rich Wyman gave his zip code as 84060. He is a local performing artist and has been a Park City resident for 35 years. He asked that the Planning Commission reconsider this proposal and request significant modifications. This project was intended to add to the community rather than take away from it, but in the current form, it does the latter. Since this is publicly owned land, he feels it should set the standard for thoughtful planning and reflect the long-term interests of the entire community. Mr. Wyman believed the proposal is too large, dense, and tall for this location. He asked that the development be redesigned so it does not violate existing code. The project creates a one-sided experience, as the people inside will enjoy spectacular views while those approaching from SR 248 and Kearns Boulevard will have those views blocked by the buildings.

Mr. Wyman stated that he is concerned about the economic impact on the existing businesses that have invested in the neighborhood. Adding this much new commercial space in the development risks diverting customers away from the businesses that have helped make the area what it is now. He asked that the existing business community be strengthened rather than weakened. While he is an advocate for affordable housing, he does not believe this is the right location for affordable housing in the community.

Based on the presentation, it appears that the arts component has become a relatively small piece of a much larger mixed-use project. Mr. Wyman stated that this is a missed opportunity, as the site represents one of the last chances to create dedicated art space. He asked the Commission to reduce the density, reduce the height, eliminate code violations, protect public views, consider impacts on existing businesses, and place arts and culture at the heart of this project. He noted that there is one chance to get this right.

Cheryl Fox lives in 84060 and works in the Prospector Square area. She rides her bicycle and frequently walks through the Kearns and Bonanza area, which is a difficult intersection. She asked that the application comply with the existing codes. Ms. Fox was upset to see that the view of Treasure Hill will be impacted as a result of this development. It was stated earlier in the meeting that the unrestricted units will not be available for nightly rentals, but she wanted to know how that will be enforced. Ms. Fox shared information about traffic conditions and highlighted the gridlock. She asked that the traffic studies consider the busiest times and the other development that will be added to the community.

Ginny Schulman gave her zip code as 84060. She asked the Planning Commission to only allow the maximum building height, which in this case is 35 feet. At the last Planning Commission, the applicant team stated that additional height was needed for the retail and so there could be 9-foot ceilings in the apartment units. She does not believe that is needed in the development. She asked that the LMC requirements be adhered to.

Peter Marth stated that he is a 45-year resident and has attended a lot of Planning Commission Meetings over the years. He believes the proposed project is in the wrong location and expressed concerns about traffic that will be generated in the area.

Kathy Carey gave her zip code as 84060 and thanked the Planning Commission for their work. She attended the Planning Commission Meeting on June 24, 2026, and learned a lot about the proposal. At the end of the meeting, the developer stated that this is a private park that is open to the public, but that is not what was requested when the land was purchased. When the municipality purchased this important piece of land, the goal was to prevent development and meet the needs of the community. The proposal might meet the needs of a small number of individuals, but there is no guarantee that the residents of the buildings will work in Park City. Additionally, she feels the developers have misconstrued the meaning of open space and is concerned about the proposal.

Ms. Carey asked if the Housing Mitigation Plan takes into account how many workers there will be in the commercial spaces. She also had questions about the childcare facility and would like to know if it is intended to be used by those living in the development or the public. She has a similar question about the gym and would like additional information about garbage pick-up on Bonanza Drive. She felt further review is needed.

John Kenworthy gave his zip code as 84060 and stated that he supports a City Hall and park being built on the property. He mentioned the EngineHouse open space requirement, which was presented as a community space. It is currently a small grass area with metal grates at the bottom to drain off snow. He suggested that residents look at what was presented to the Planning Commission and what was created. Mr. Kenworthy wondered what will happen with the current proposal before the Commission.

Dan Dillard thanked the Planning Commission for considering approval of this well-balanced plan for the community. As a local healthcare professional, he is in favor of this plan. It includes a place that he could call home in the community that he serves. The people who are serving residents deserve a chance to live in the community as well. Mr. Dillard has overheard several negative comments about affordable housing but pointed out that the workforce is included in the threads of the tapestry that make up Park City.

Kelly Pfaff stated that her zip code is 84060. The current design is not something that she supports. She lives in Park Meadows, has a business in Prospector, and serves on

a Board. Parking and trash are the most common issues discussed during Board Meetings. As a result, her concerns with this project have to do with parking and traffic. As for affordable housing, she expressed appreciation for the previous comments shared by Mr. Dillard but does not believe this is the appropriate location for affordable housing.

Luisa Katoa stated that she is the Program Director at Summit County Clubhouse. She recently wrote an article about how housing transforms lives, which she encouraged others to read. Ms. Katoa explained that Summit County Clubhouse was invited to Park City approximately six years ago because of suicides that happened at Park City High School in the past. It was thought that there were not enough mental health services in Park City for children and families. She stressed the importance of serving one another.

Dakota Turney lives in the Prospector area and works at a local establishment. He asked the City to activate the area, use it productively, and wait for a complete Master Plan before approving a project of this size and permanence. One of his concerns is that the developer continues to refer to the height in terms of stories, but the LMC regulates the height in feet. He trusts that the Commission will take into account the visual impacts before considering a height variance. The proposed development will likely have an impact on the perceived value of properties in the City due to the impacted views.

There were no additional comments. The public hearing was continued to the August 12, 2026, Planning Commission Meeting.

The Planning Commission took a short break before continuing discussion on this item.

Planner Barton posed several questions to the Planning Commission:

- Is there additional information the Planning Commission needs to evaluate the six criteria for the Building Height exception?
- Does the Planning Commission need additional information to evaluate the proposed Building Height exception within the FPZ?
- Are there additional mitigations needed for the requested Building Height exception?
- Does the Planning Commission find the Applicant's proposal meets the six required criteria?

The six criteria that the Planning Commission must evaluate were shared. Commissioner Day asked that the next Staff Report clearly outline how the six criteria have or have not been met. He shared comments about open space and mentioned some of the comments made during the public hearing. It would be helpful for the future Staff presentation to include additional information about the definition of open space.

Commissioner Shand was looking at the six criteria collectively. In his opinion, the configuration of the buildings will impact accessibility to the public. Commissioner

Strachan compared this proposal to Rail Central. When that was considered, there was a height analysis conducted, and exceptions were requested. He would like to review those Meeting Minutes because he believes this proposal is similar.

Commissioner Tilson asked about Figure 2 in the Staff Report, which shows some of the buildings without the gabled roofs. He wanted to understand why those were included in the Staff Report. He asked if it is possible to satisfy the requirements without those gables. He also wanted to know how many units are lost without the gable roofs. Director Ward clarified that this rendering was requested during the last Planning Commission Meeting. Figure 2 and Figure 3 highlight the impacts of the additional height request.

Mr. Swisher explained that if the building height is 35 feet, it will cut off a portion of the third floor of the affordable units. There would be a floor lost on Buildings 2 and 3. This would result in a reduction of 16 to 19 units, which would take the project below the total number of units needed for this to be an affordable project that can be financed with LIHTC. If the gables were removed, but the additional height was allowed for the third floor, the buildings would be smaller, but the same number of units would be constructed. The gables were added in response to a request from the City Council that there not be a long and flat building, as originally proposed. The City Council wanted something that had Park City character, so the gables were added to the building design. If the gables are removed, the building height will be lower than what is currently being proposed.

Commissioner Tilson stated that it is helpful to see the visual impact of the additional height. He would like to see the ridge line view maintained. Commissioner Frontero finds the current submittals with the gables to be concerning. He believed there was a statement made during the applicant presentation that a lot of the additional height is because of the gables and asked if that is accurate. He requested that this be clarified at the next Planning Commission Meeting. Mr. Swisher reported that dimensions were included on the elevations. Joel Jennings from Method Studio introduced himself to the Commission and reviewed the elevations. The tallest building is Building 1, and the parapet is approximately 6 feet above the 35-foot height limit at the shortest point. At the tallest point above, it is approximately 14.6 feet taller than the 35-foot height limit.

Commissioner Frontero noted that the applicant narrative indicates that the gables are causing a lot of the additional height. Mr. Swisher confirmed this. Commissioner Frontero pointed out that the City Council appeared to prefer the gables over the originally proposed flat roofs. However, the Planning Commission is concerned about the height. He would like to know how tall the proposed development will be without the gables.

Commissioner Frontero reported that he has visited a similar site in Colorado. The entire project was in a step down, approximately four to five feet, and the parking garage was built underneath. This was done to protect the views. He asked if something similar could be considered on the Five-Acre Site. Mr. Swisher confirmed that it is possible, but it would be expensive to do. He added that it also becomes challenging when retail is not at street

level, because people want to walk directly into a shop. On this site, the retail will already be a challenge, because it is not possible to pull up to the front door and park, like it is possible to do across the street. The intention is to make retail as accessible as possible at the pedestrian level. There was additional discussion about the design. Commissioner Frontero asked the applicant to look at different options that would lower the height. This could include the removal of the gables, or there could be a stepped-down approach.

Commissioner Frontero acknowledged that the gables satisfy some of the architectural requirements, but those could be satisfied in other ways. Including gables is not the only solution. He believed it is possible to remove the gables and satisfy the architectural variation in another way, such as more mass variation. Mr. Swisher confirmed that different options can be explored but noted that affordable housing must remain affordable. That normally means there are buildings with fairly straight hallways and units on either side. More mass variation might be difficult given the constraints.

Chair Van Dine agreed with Commissioner Frontero. She mentioned the elevations and expressed concerns about the pedestrian experience. Commissioner Beal had a question about Page 7 of the Staff Report, which references the General Commercial Zoning District maximum building height of 35 feet, but states that there is an additional 5 feet allowed for mechanical screening or gabled roofs. Planner Larsen clarified that it could be 40 feet with the gabled roofs, as the gables would qualify for the 5-foot exception.

Commissioner Beal acknowledged that there is a lot of concern about the views and the proposed building heights. At the last Planning Commission Meeting, there was a discussion about how modern buildings need 9-foot ceilings in the apartments and 16-foot ceilings for the commercial spaces. One of the public comments pointed out that the LMC does not think about the number of stories, but feet. Given the desire for affordable housing in Park City, there is likely demand for apartments that have less than 9- or 10-foot ceilings. There is likely demand for commercial without 16-foot ceilings. In addition to exploring ways to lower the roofline by minimizing architectural features, he believes it would make sense to consider lowering the ceiling heights inside the buildings.

Mr. Swisher explained that there are 12-foot ceiling heights envisioned in the commercial space and 8.9-foot ceiling heights in the residential units. He pointed out that these are small units, so having a bit of additional ceiling height is beneficial. With a commercial space, if there are 12-foot ceilings, there is then three feet of interstitial space above that where all of the mechanical ducts run. There is another foot for structure, soundproofing, and insulation before the apartments. Commissioner Beal appreciated the clarification.

Commissioner Beal reported that there is a 35-foot height limit with an additional 5 feet allowed for certain uses. He is not certain there is a need for anything above that height. Mr. Swisher explained that there are difficulties due to the slope of the site. The requested gables also add additional height to the design. At the next Planning Commission Meeting, it is possible to show what the heights would be without the gables included.

Planner Barton posed additional questions to the Planning Commission:

- Are there other considerations the Planning Commission would like to discuss regarding the TIS?
- Are there additional TDM strategies the Planning Commission recommends Staff and the Applicant evaluate?

Commissioner Strachan mentioned the entrance to the garage off of Bonanza Drive. He asked if there was a discussion about putting that in the Munchkin Road area. Mr. Swisher confirmed that all possible ways to enter the garage were considered. He shared information about slopes in the area and how that impacted the garage entrance.

Commissioner Strachan stated that he would like to see evidence or studies that show the development will remove vehicles from the road, as has been indicated. Commissioner Tilson would like more information about the service road behind Building 1. It seemed that Building 1 blocks access to the public site, because all of the other buildings have breezeways and walkways between them while Building 1 does not.

Director Ward shared information about the Housing Mitigation Plan. If there is consensus that there is compliance with the Housing Resolution, the Planning Commission can forward a recommendation to the City Council, who will take final action as the Housing Authority. There does not need to be a vote taken at the current meeting, but the housing component is something where the applicant is meeting the requirements. Moving that forward will allow the focus to remain on traffic, parking, and building height.

Commissioner Shand asked if approving the Housing Mitigation Plan will approve the scale and mass of the project, which was denied. Director Ward explained that it does not approve the development, but the units and affordability. Commissioner Shand pointed out that the number of units is tied to the proposed massing. Commissioner Frontero stated that he is not in a rush to forward something to the City Council. He would like to see this project develop more holistically, rather than forwarding piecemeal recommendations. Commissioner Beal is not comfortable voting on the Housing Mitigation Plan during the current meeting. It was noted that both items will be continued.

MOTION: Commissioner Strachan moved to CONTINUE the Five-Acre Site – Subdivision, Master Planned Development, and Conditional Use Permit, the Housing Mitigation Plan, and the public hearing to the August 12, 2026, Planning Commission Meeting. The motion was seconded by Commissioner Shand. The motion passed with the unanimous consent of the Commission.

- B. 685, 695, 705, and 725 Saddle View Way – Modification to a Condominium Plat Amendment** – The Applicant Proposes a Modification to the Planning Commission's March 11, 2026, Approval of the Saddle Condominiums Phase One, Amending Units 6, 7, 8, and 10 Plat. PL-26-06968.

Planner Barton presented the Staff Report and explained that this is a Modification to a Condominium Plat Amendment application for 685, 695, 705, and 725 Saddle View Way. He explained that this Plat was originally reviewed and approved by the Planning Commission on March 11, 2026, but after the approval, the applicant discovered that there were some discrepancies. As a result, a Modification has been requested. Planner Barton shared images of the proposed Plat and what was approved back in March.

The requested Modification updates the amount of private ownership area:

- Level 1 – reduced from 391 square feet on 338 square feet. The smaller private ownership area corresponds with an increase in common area, reflecting both existing structural elements, and a secondary foundational support wall needed in the crawl space where excavation to support the addition is occurring;
- Level 2 – reduced from 1,090 square feet to 1,073 square feet because the outer walls are common area;
- Level 3 – reduced from 620 square feet to 580 square feet because the outer walls are common area.

Chair Van Dine opened the public hearing. There were no comments. The public hearing was closed.

Commissioner Frontero asked if the Modification request will reduce the square footage. Planner Barton clarified that it does not reduce the actual square footage, but changes what was platted as private area that should have been platted as common area. This Modification will correctly identify how the areas should have been platted previously.

MOTION: Commissioner Frontero moved to APPROVE the Modification to a Condominium Plat Amendment for 685, 695, 705, and 725 Saddle View Way, Units 6, 7, 8, and 10, based on the following:

Background:

1. Saddle Condominiums Phase One is a 16-Unit Condominium project in the Residential Development (RD) Zoning District.
2. The Saddle Condominiums Phase One Plat was recorded with Summit County on January 23, 1981 (Recorder Entry No. 175675).

3. Unit 6 was amended along with Unit 9 on June 25, 2025, when the Planning Commission approved a Plat Amendment to construct separate 318-square-foot additions within the existing Building Footprints.
4. The Planning Commission approved the Saddle Condominiums Phase One Amending Units 6, 7, 8 and 10 Plat on March 11, 2026. The plat was never recorded.
5. The Applicant applied for a Modification to the approved Plat Amendment on June 15, 2026.

Findings of Fact:

1. Units 6 (685 Saddle View Way), 7 (695 Saddle View Way), 8 (705 Saddle View Way), and 10 (725 Saddle View Way) are three-level units that originally had the same layout and dimensions, each 3,102 square feet.
2. The Applicants propose a 274-square-foot addition to the first floor of Units 6, 7, 8, and 10. The proposed additions increase the private area for each unit to 3,376 square feet.
3. On February 9, 2026, 82.06% of the Saddle Condominiums Homeowners Association (HOA) ownership voted in favor of the proposed Plat Amendment.
4. The proposed Plat Amendment complies with the RD Zoning District requirements.
 - a. Setbacks for the RD Zoning District are as follows: Front – 20 feet, Rear – 15 feet, Side – 12 feet.
 - i. Complies. The proposed additions are within existing Building Footprints. The Structures maintain Setbacks greater than 120 feet from all property lines.
 - b. Building Height for the RD Zoning District is 28 feet from Existing Grade.
 - i. Complies. The proposed additions do not increase the Building Height of any Structure. The existing Structures are approximately 27 feet from Existing Grade.
 - c. Density for the RD Zoning District is three Units per acre.
 - i. Complies. The Lot for the Saddle Condominiums is 3.71 acres. The Saddle Condominiums were platted in 1981 for 16 units. The LMC in effect at the time did not have a Density limitation. The proposed Plat Amendment complies with LMC Section 15-9-6(A) because it does not create an additional

Unit or enlarge any non-compliance. The proposed Plat Amendment complies with the original Condominium approval for 16 units.

5. The proposal complies with LMC Chapter 15-3, Off-Street Parking Requirements.
 - a. Condominiums greater than 2,000 square feet require two Parking Spaces per Dwelling Unit. Units 6, 7, 8, and 10 are each proposed to expand from 3,102 square feet to 3,376 square feet. Each unit currently requires two Parking Spaces.
 - i. Complies. The proposed additions do not increase the Off-Street Parking requirement for any unit.
 - b. Two-car garages must have a minimum interior dimension of twenty feet in width by twenty feet in depth.
 - i. Complies. Each unit has a two-car garage that is approximately 26 feet wide by 20.33 feet deep.
6. The proposal complies with LMC § 15-7.1-3(B), Plat Amendment.
 - a. Changes to platted elements including private area additions within a condominium require a Plat Amendment. Plat Amendments shall be reviewed according to the requirements of LMC Section 15-7-1.6 and approval shall require a finding of Good Cause.
 - b. LMC Section 15-15-1 defines Good Cause as “providing positive benefits and mitigating negative impacts, determined on a case by case basis to include such things as: providing public amenities and benefits, resolving existing issues and non-conformities, addressing issues related to density, promoting excellent and sustainable design, utilizing best planning and design practices, preserving the character of the neighborhood and of Park City and furthering the health, safety, and welfare of the Park City community.”
 - i. The Planning Commission found Good Cause for the Saddle Condominiums Phase One Plat Amending Units 6, 7, 8 and 10 approved March 11, 2026. The requested modifications to the Plat Amendment are minor and reflect a smaller addition for each unit.
 - ii. There is Good Cause for the requested modifications to the Plat Amendment because the amendment, as modified, does not require any exterior expansion or external changes to the existing units. The proposed additions do not increase the parking requirements, and the proposed Plat Amendment does not create any non-conformities. The original plat, approved in 1981, does not include plat notes that impose

limitations on the size of the units. Saddle Condominiums was platted in 1981 for 16 units, and no additional unit is proposed. The LMC in effect at the time did not have a Density limitation. No Public Street, Right-of-Way, or easement will be vacated or amended.

Conclusions of Law:

1. There is Good Cause for the modifications to the Plat Amendment.
2. The Plat Amendment is consistent with Land Management Code Section 15-7.1-3(B) *Classification of Subdivision*, Section 15-7.1-6 *Final Subdivision Plat*, Chapter 15-3 *Off-Street Parking*, and Chapter 15-2.13 *Residential Development District*.
3. No Public Street, Right-of-Way, or Easement has been vacated or amended.
4. Neither the public nor any person will be materially injured by the proposed Plat Amendment.
5. Approval of the modifications to the Plat Amendment, subject to the conditions below, does not adversely affect the health, safety, and welfare of the citizens of Park City.

Conditions of Approval:

1. The City Planner, City Attorney, and City Engineer will review and approve the final form and content of the plat for compliance with State law, the Land Management Code, the Conditions of Approval, and the amended Declaration of Condominium of The Saddle Condominiums prior to recordation of the plat.
2. The Applicant shall record the plat at the County within one year from the date of Planning Commission approval. If recordation is not complete within one year, this approval will be void, unless a request for an extension is made in writing prior to the expiration date and an extension is granted by the Planning Director.

The motion was seconded by Commissioner Tilson. The motion passed with the unanimous consent of the Commission.

It was noted that Commissioner Beal has left the Planning Commission Meeting.

C. 209 Norfolk Avenue – Steep Slope Conditional Use Permit – The Applicant Proposes to Construct a Single-Family Dwelling on a Very Steep Slope in the Historic Residential - 1 Zoning District. PL-26-06955.

Planner II, Meredith Covey, presented the Staff Report and explained that this is a Steep Slope Conditional Use Permit (“SSCUP”) application for 209 Norfolk Avenue. She explained that this is located in the Historic Residential – 1 Zoning District. The lot is currently vacant, and the applicant proposes a new single-family dwelling. The Planning Commission is being asked to review the SSCUP, and the Historic District Design Review (“HDDR”) will take place on July 16, 2026, with a review from the Planning Director.

As conditioned, the proposal complies with the Historic Residential – 1 Zoning District regulations. The applicant has proposed a building footprint that is under the maximum, a building height that is under the maximum, and increased setbacks. There is a bay window on the south side of the property that is 5.5 feet from the property line, but the building footprint is over 7 feet from the property line. The proposal also complies with the building height regulations, including the internal building height, horizontal step on the downhill façade, and the roof form requirements. The Planning Commission previously reviewed the access for both 209 and 213 Norfolk Avenue in a Work Session. The applicant has proposed to minimize impacts to steep slopes with shared access to both of those structures. Planner Covey highlighted some of the Conditions of Approval.

Staff recommends the Planning Commission review the proposed SSCUP, conduct a public hearing, and consider approval based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the Draft Final Action Letter. Planner Covey reported that the applicant team is present at the meeting to answer any Planning Commission questions. Doug Ogilvy and Jonathan DeGray introduced themselves and stated that there is agreement with the Staff Report and the recommendations.

Chair Van Dine opened the public hearing.

Justin Keys was present on behalf of the neighbors, Eric Hermann and Susan Fredston. There is appreciation that the plans are compliant with code as far as height and massing. However, there is one issue he would like to bring to the attention of the Commission. There is some fine print that indicates there is a proposal to remove a section of his client's driveway. He is not sure what the purpose of that would be. When looking at the renderings in the Meeting Materials Packet, it looks like this area will be landscaped, so it seems unnecessary to remove a section of the existing driveway. Mr. Keys asked that the section of the driveway not be removed. If there is some reason it has to be removed, he asked that there be language that states this will not disrupt the heat melt system that has been in place for approximately 20 years.

There were no further comments. The public hearing was closed.

Planner Covey asked the applicant to address the comment made during the public hearing. Mr. Ogilvy clarified that there is no intention to remove any of the heated driveway. Since the slope off the end of the driveway comes down to the driveway in the 209 Norfolk Avenue plan, the thought was that there could be a concrete curb there. He reviewed the Alliance Engineering Upper Norfolk Overall Site Plan that was submitted.

Director Ward reported that both of the driveways are in the right-of-way. It is possible to add a Condition of Approval that this would be reviewed during the Building Permit phase. She does not believe there are any plans to alter the existing driveway. There was discussion regarding appropriate language for a condition. Condition of Approval #12 was drafted. City Engineer, John Robertson, agreed with the Planning Director's request that this be evaluated during the Building Permit process. The details can be finalized at that time.

MOTION: Commissioner Shand moved to APPROVE the SSCUP at 209 Norfolk Avenue, based on the following, as amended:

Background:

1. 209 Norfolk Avenue is a vacant Lot with Steep Slopes in the Historic Residential – 1 (HR-1) Zoning District. The property is located along Upper Norfolk Avenue, a steep narrow road that splits from Norfolk Avenue due to Steep Slopes to provide access to seven other Lots.
2. The Applicant evaluated access to 209 Norfolk Avenue and the adjacent 213 Norfolk Avenue to minimize impacts to Steep Slopes and proposed:
 - a. Shared access to the properties from Upper Norfolk Avenue.
 - b. Widening the portion of Upper Norfolk from where it splits from Norfolk Avenue to the shared access for 209 and 213 Norfolk Avenue.
 - c. Heating Upper Norfolk Avenue to the northern boundary of 213 Norfolk Avenue.
3. On April 8, 2026, the Planning Commission conducted a site visit and work session to evaluate the shared access and impacts to Steep Slopes for the Single-Family Dwellings (SFDs) and Plat Amendment for 209 and 213 Norfolk Avenue. The Planning Commission expressed support for shared access for the properties because it reduced disturbance to Steep Slopes and complied with Land Management Code (LMC).
4. On May 13, 2026, the Planning Commission approved the Plat Amendment creating two Lots with shared access: Lot A (213 Norfolk Avenue) is 3,750 square feet and Lot B (209 Norfolk Avenue) is 3,750 square feet.

Findings of Fact:

1. On June 4, 2026, the Applicant submitted a Steep Slope Conditional Use Permit (SSCUP) to construct a SFD on 209 Norfolk Avenue.
2. LMC Chapter 15-2.2 outlined the requirements for SFDs in the HR-1 Zoning District.
3. LMC § 15-2.2-2(A)(1) Uses establishes SFDs as an allowed Use in the HR-1 Zoning District.
4. LMC § 15-2.2-3 *Lot and Site Requirements* outlines the HR-1 Zoning District standards:

Requirement	Analysis of Proposal
Lot Size: The minimum Lot Area is 1,875 square feet for a SFD and the maximum Lot Area is 3,750 square feet.	Complies: 209 Norfolk is 3,750 square feet.
Lot Width: The minimum width of a Lot is 25 feet when measured 15 feet back from the Front Lot Line.	Complies: 209 Norfolk is 50 feet wide.
Building Footprint: The maximum Building Footprint of any Structure located on a Lot or combination of Lots, not exceeding 18,750 square feet in Lot Area, shall be calculated according to the following formula: $\text{MAXIMUM FP} = (A/2) \times 0.9A^{1/1875}$ The maximum Building Footprint for the Lot is 1,518 square feet.	Complies: The proposed Building Footprint is 1,417 square feet, 101 square feet less than allowed.
Front and Rear Setbacks: For Lots that are up to 75 feet the Front and Rear Setback must be 10 feet each for a combined total of 20 feet.	Complies: The proposed SFD is 12 feet 5 inches from the Front Lot Line and is compliant. The proposed SFD is 13 feet 11 inches

	from the Rear Lot Line and is compliant. In the Front Setback retaining walls are permitted to be no taller than 4 feet in height pursuant to LMC § 15-4-2. The proposed retaining wall in the Front Setback is no more than 4 feet in height. In the Rear Setback retaining walls are permitted to be no taller than 6 feet in height pursuant to LMC § 15-4-2. The proposed retaining wall in the Rear Setback is 6 feet in height and is compliant. Pursuant to LMC § 15-2.2-3(H) patios not more than 30 inches above Final Grade, not including any required handrail, and located at least one foot from the Rear Lot Line are permitted within the Rear Setback. The proposed patio in the Rear Setback is at grade and is 6 feet 8 inches from the Rear Lot Line and is compliant.
Side Setbacks: The Side Setbacks for a Lot that is 50 feet wide are 5 feet each for a combined total of 10 feet.	Complies: The proposed Structure is set back 7 feet 2 inches from the east side property line. The proposed SFD is set back 7 feet 5 inches from the west side property line. The combined total of the two Setbacks is 14 feet 7 inches and is compliant. Pursuant to LMC § 15-2.2-3(J) roof overhangs or eaves projecting not more than 2 feet into the Side Setback on Lots with a minimum required Side Setback of five feet or greater are an allowed exception. The proposed roof eaves do not project more than two feet into the Side Setbacks.

	In the Side Setback retaining walls are permitted to be no taller than 6 feet in height pursuant to LMC § 15-4-2. The tallest proposed retaining wall in the Side Setback is 6 feet in height and is compliant.
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5. LMC § 15-2.2-5 *Building Height Regulations in the Historic Residential – 1 Zoning District* outlines the required standards:

Building Height: The maximum height from Existing Grade is 27 feet. Final Grade must be within 4 vertical feet.	Complies as Conditioned The proposed maximum height from Existing Grade is approximately 24 feet and 4 inches and is 2 feet 8 inches under the maximum Building Height for the Zoning District. Condition of Approval 4 requires the Applicant update Final Grade to be within 4 vertical feet of Existing Grade, except for the placement of approved window wells, emergency egress, and a garage entrance pursuant to LMC § 15-2.2-5.
Interior Building Height: A Structure shall have a maximum height of 35 feet measured from the Lowest Floor Plane to the point of the highest wall top plate that supports the ceiling joists or roof rafters.	Complies: The maximum interior height is 35 feet.
Stepback: A 10-foot minimum horizontal step in the downhill façade is required unless the First Story is located completely under the finish Grade on all sides of the Structure. The horizontal step shall take place at a maximum height of 23 feet 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	Complies: On the north elevation the Structure steps back 14 feet 5 and ¼ inch at 16 feet 10 and ¼ inch from Existing Grade. On the south elevation the Structure steps back 10 feet 2 inches where the Building Footprint is 19 feet 1 and ¼ inch from Existing Grade. There is a bay window that encroaches 2

10-foot setback but shall be limited to no more than 25% of the width of the building, encroaching no more than 4 feet into the setback, subject to compliance with the Design Guidelines for Historic Sites and Historic Districts.	feet into the setback area. The proposed bay window provided articulation to the upper story is 2 feet deep and 8 feet 8 inches deep. The width of the SFD is 35 feet 8 inches. The bay window is 24% the width of the SFD. The encroachment into the setback is compliant with LMC § 15-2.2-5(B).
Roof Form: The roof pitch of a Structure's Contributing Roof Form shall be between seven: twelve (7:12) and twelve: twelve (12:12) and shall occupy a minimum horizontal distance of 20 feet measured from the primary façade to the rear of the building, as viewed from the primary public right-of-way. Secondary Roof Forms may be below the required 7:12 roof pitch and located on the primary façade (such as porches, bay window roofs, etc.).	Complies: The Structure's Contributing Roof Form occupies approximately 26 feet in depth. There is a roof deck that is approximately 20 feet wide. The roof deck is set behind a gable roof form and is not visible from the public right-of-way.

6. LMC § 15-2.2-6 outlines requirements for development on Steep Slopes in the HR-1 Zoning District.
7. Pursuant to LMC § 15-2.2-6, "a Steep Slope Conditional Use Permit is required for construction of any Structure with a Building Footprint in excess of two hundred square feet (200 sq. ft.) if said Building Footprint is located on or projecting over an existing Slope of 30% or greater" or "a Steep Slope Conditional Use Permit is required for any Access driveway located on or projecting over an existing Slope of 30% or greater."
8. The proposed SFD is located on Slopes that are over 30% with some of the proposed work on Slopes over 40%.
9. LMC § 15-2.2-6 outlines requirements for development on Steep Slopes within the HR-1 Zoning District, shown in the table below:

Requirement	Analysis of Proposal
Geotechnical Analysis. Structures that create a change from Existing Grade or elevation greater than four feet, cut into the Steep Slope, or require retaining walls to construct the Structure require a geotechnical report.	Mitigating Condition of Approval Recommended: The Applicant submitted a Geotechnical Analysis prepared by a licensed geotechnical engineer (Exhibit C). The engineer provided recommendations on pages 5 through page 17 and the Geotechnical Analysis will undergo final review in the Building Permit phase. Condition of Approval 5 requires that the slopes be revegetated to protect from erosion.
Slope/Topographic Map. Certified boundary survey depicting contours at an interval of two feet (2') or less that identifies: Greater than fifteen percent (15%), but less than or equal to thirty percent (30%) (shown in yellow); Greater than thirty percent (30%) but less than or equal to forty percent (40%) (shown in orange); Very Steep Slopes, greater than forty percent (40%) (shown in red).	Complies: The Applicant submitted a topographic map.
Location of Development. Development is located and designed to reduce visual and environmental impacts of the Structure.	Complies: The Applicant located the SFD on the Site in a way that minimizes the need for retaining walls as the SFD will act as the primary retaining Structure. The Applicant has set the SFD back from the Front Lot Line further than required by the Setback. This reduces the visual impact of the Structure from the Street. Additionally, the Applicant has situated the SFD in such a way that access can be shared with 213 Norfolk Avenue which consolidates the development and minimizes disturbances to Steep Slopes.

Visual Analysis. A visual analysis of the project from key Vantage Points is required to determine potential impacts of the proposed Access, Building mass and design; and to identify the potential for Screening, Slope stabilization erosion mitigation, vegetation protection, and other design opportunities.	Complies: The Applicant provided a Streetscape analysis of both 209 Norfolk and 213 Norfolk Avenue. Additionally, the Applicant provided a cross-canyon view from Ontario and Sandridge Avenues. The Applicant has designed the massing of the SFD in such a way that it steps back with the slope of the Lot. The SFD does not maximize Building Footprint, exceeds required Setbacks, and is below allowable Building Height. The site is vacant. The Applicant will be required to revegetate and landscape the site to provide screening of retaining walls, as well as erosion mitigation as required by Condition of Approval 5.
Access. Access points and driveways must be designed to minimize Grading of the natural topography and to reduce overall Building scale. Shared Driveways and Parking Areas, and side Access to garages are strongly encouraged, where feasible.	Complies as Conditioned: The Planning Commission reviewed the proposed access for both 209 and 213 Norfolk Avenue and found that the shared access consolidated and reduced disturbance to Steep Slopes. The access minimizes Grading of the natural topography, reduces the need for new retaining walls, and limits retaining wall heights to four feet or less. The shared access and driveway have been designed in such a way that the common accessway will not have a slope of more than 10%.
Terracing. Retaining walls shall be terraced to return to Natural Grade. The Plans shall include detailed information, including height from existing Grade, width, and length of all proposed retaining	Complies: The Applicant proposes a series of retaining walls that are terraced as the site slopes up toward the rear. The tallest wall is 6 feet in height, is located

walls. A Building Permit, including drawings stamped by a licensed engineer, is required for any retaining wall or combination retaining wall with a total or combined height greater than four feet in height.	along the Rear Lot Line, and is screened from view by the SFD.
Building Location. Buildings, Access, and infrastructure must be located to minimize cut and fill that would alter the perceived natural topography of the Site. The Site design and Building Footprint must coordinate with adjacent properties to maximize opportunities for open Areas and preservation of natural vegetation, to minimize driveway and Parking Areas, and to provide variation of the Front Yard.	Complies: The SFD is designed to be compatible with other SFDs in the area. The SFD does not maximize Building Footprint, Setbacks, or Height. The SFD follows the slope of the Site and is designed in a way where it is set back from the Streetscape.
Building Form and Scale. Where Building masses orient against the Lot's existing contours, the Structures must be stepped back with the Grade and broken into a series of individual smaller components that are Compatible with the District. Low profile Buildings that orient with existing contours are strongly encouraged. The garage must be subordinate in design to the main Building. In order to decrease the perceived bulk of the Main Building, the Planning Commission may require a garage separate from the main Structure or no garage.	Complies: The SFD steps back with the grade and follows the Steep Slope of the Site. The Applicant has created articulation in the design of the Structure to break the SFD into smaller components that are compatible with other Structures in the Zoning District and streetscape. The garage is subordinate in scale to the primary Structure. The Applicant proposes a tandem parking configuration that reduces the visual impact of the garage on the street. The entryway is proud of the garage and is set closer to the Street.
Setbacks. The Planning Commission may require an increase in one or more Setbacks to minimize the creation of a "wall effect" along the Street front and/or the Rear Lot Line. The Setback variation will be a function of the Site constraints, proposed Building scale, and Setbacks on adjacent Structures.	Complies: The Applicant proposed increased Setbacks which minimizes the creation of a wall effect. The Applicant has provided articulation on the front façade which also minimizes large massing along the Streetscape.

Dwelling Volume. The maximum volume of any Structure is a function of the Lot size, Building Height, Setbacks, and provisions set forth in this Chapter. The Planning Commission may further limit the volume of a proposed Structure to minimize its visual mass and/or to mitigate differences in scale between a proposed Structure and existing Structures.	Complies: The SFD is designed to break up the massing into modules which mitigates its visual mass. The Applicant has broken up the roof form which also provides articulation that breaks up the massing when viewed from Norfolk Avenue.
Building Height: The Zone Height in the HR-1 Zoning District is 27 feet and is restricted as stated above in LMC § 15-2.2-5. The Planning Commission may require a reduction in Building Height for all, or portions, of a proposed Structure to minimize its visual mass and/or to mitigate differences in scale between a proposed Structure and the Historic character of the neighborhood's existing residential Structures.	Mitigating Condition of Approval Recommended: The proposed SFD height is 24 feet 4 inches from Existing Grade, 2 feet 8 inches below the allowable Zone Height. Condition of Approval 4 requires that the Applicant not change Final Grade more than 4 feet from Existing Grade, except for the placement of approved window wells, emergency egress, and a garage entrance.

10. LMC Chapter 15-3 outlines Off-Street Parking Requirements, shown in the Table below:

Requirement	Analysis of Proposal
Driveway Width: 10 Feet	Complies: The proposed driveway is 10 feet wide. Pursuant to LMC § 15-3-8 shared access in the Historic Zoning Districts is encouraged to minimize the impact of vehicles on the Streetscape. The Applicant proposes a shared access and paved area within the Front Yard. This access has been reviewed by the City Engineer as well as the Planning Commission as part of the

Requirement	Analysis of Proposal
	Plat Amendment. The proposed paved area helps to mitigate impacts to Steep Slopes.
SFD Single Car Garages: Minimum 11 feet by 20 feet	Complies: The proposed garage is 21 feet 5 inches long by 11 feet wide.
Two Parking Spaces: Exterior 9 feet by 18 feet; interior 11 feet by 20 feet.	Complies: Two tandem Parking Spaces are provided, one in the garage, and one in the Driveway. Both spaces comply with dimension requirements for Parking Spaces.

11. The Development Review Committee reviewed the proposal on August 20, 2024.
12. Staff published notice on the City's website and the Utah Public Notice website and posted notice to the property on June 24, 2026. Staff mailed courtesy notice to property owners within 300 feet on June 24, 2026. The Park Record published a courtesy notice on June 24, 2026.

Conclusions of Law:

1. The proposed SFD, as conditioned, complies with LMC Chapter 15-2.2 *Historic Residential – 1 District*.
2. The proposed SFD complies with LMC Chapter 15-3 *Off-Street Parking*.

Conditions of Approval:

1. Final building plans and construction details shall reflect substantial compliance with the plans reviewed July 8, 2026, by the Planning Commission, with required modifications in the Conditions of Approval of this Final Action Letter and pending additional design modifications required as part of the Historic District Design Review.
2. The Applicant is responsible for notifying the Planning Department prior to making any changes to the approved plans; any changes, modifications, or deviations from the approved scope of work shall be submitted in writing for review and approval/denial in accordance with the applicable standards by the Planning Director or designee prior to construction.

3. 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.
4. The Applicant shall update Final Grade to be within 4 vertical feet of Existing Grade, except for the placement of approved window wells, emergency egress, and a garage entrance.
5. The Applicant shall revegetate and landscape the site to provide screening of retaining walls, as well as erosion mitigation.
6. Additional modifications to the structural components may be required based on Engineering review and approval of the Geotechnical and Soils Investigation Report, prior to Building Permit issuance.
7. The Applicant will be required to provide intermediary shoring plans at the Building Permit phase.
8. Snow Shed and Access Agreements shall be obtained with the neighboring properties where the homes are 5' from the property line if not already in place.
9. No portion of the retaining wall (including but not limited to footings or pins) may cross into neighboring properties without an easement from the affected property.
10. Stormwater runoff must be retained on site in accordance with Municipal Code of Park City § 13-5-3 Long-Term Storm Water Management.
11. If the Applicant does not obtain a Building Permit within one year of the date of this approval, this SSCUP approval will expire unless the Applicant submits a written extension request to the Planning Department prior to the expiration date and the Planning Director approves an extension.
12. The Applicant shall update the proposed plans for the driveway within the City right-of-way to clarify that no portion of the heated driveway is to be removed. The City Engineer shall evaluate the proposed changes to the adjacent driveway within the right-of-way and the existing heating system during the Building Permit process.

The motion was seconded by Commissioner Strachan. The motion passed with the unanimous consent of the Commission.

D. 213 Norfolk Avenue – Steep Slope Conditional Use Permit – The Applicant Proposes to Construct a Single-Family Dwelling on a Very Steep Slope in the Historic Residential - 1 Zoning District. PL-26-06957.

Planner Covey presented the Staff Report and explained that this is an SSCUP application for 213 Norfolk Avenue. This is located in the Historic Residential – 1 Zoning District and is currently a vacant lot. The applicant is proposing to build a new single-family dwelling.

As conditioned, the proposal complies with the Historic Residential – 1 Zoning District, has a reduced building footprint, reduced building height, and increased setbacks. The proposal also complies with the building height regulations, including the internal building height, horizontal step on the downhill façade, and the roof form requirements. The Planning Commission reviewed the access during a previous Work Session. Planner Covey highlighted some of the Conditions of Approval and explained that it is also possible to amend this Draft Final Action Letter to include Condition of Approval #12.

Staff recommends the Planning Commission review the SSCUP application, conduct a public hearing, and consider approval based on the amended Draft Final Action Letter.

Chair Van Dine opened the public hearing. There were no comments. The public hearing was closed.

MOTION: Commissioner Shand moved to APPROVE the SSCUP application for 213 Norfolk Avenue, based on the following, as amended:

Background:

1. 213 Norfolk Avenue is a vacant Lot with Steep Slopes in the Historic Residential – 1 (HR-1) Zoning District. The property is located along Upper Norfolk Avenue, a steep narrow road that splits from Norfolk Avenue due to Steep Slopes to provide access to seven other Lots.
2. The Applicant evaluated access to 213 Norfolk Avenue and the adjacent 209 Norfolk Avenue to minimize impacts to Steep Slopes and proposed:
 - a. Shared access to the properties from Upper Norfolk Avenue.
 - b. Widening the portion of Upper Norfolk from where it splits from Norfolk Avenue to the shared access for 209 and 213 Norfolk Avenue.
 - c. Heating Upper Norfolk Avenue to the northern boundary of 213 Norfolk Avenue.

3. On April 8, 2026, the Planning Commission conducted a site visit and work session to evaluate the shared access and impacts to Steep Slopes for the Single-Family Dwellings (SFDs) and Plat Amendment for 209 and 213 Norfolk Avenue. The Planning Commission expressed support for shared access for the properties because it reduced disturbance to Steep Slopes and complied with Land Management Code (LMC).
4. On May 13, 2026, the Planning Commission approved the Plat Amendment creating two Lots with shared access: Lot A (213 Norfolk Avenue) is 3,750 square feet and Lot B (209 Norfolk Avenue) is 3,750 square feet.

Findings of Fact:

1. On June 4, 2026, the Applicant submitted a Steep Slope Conditional Use Permit (SSCUP) to construct a SFD on 213 Norfolk Avenue.
2. LMC Chapter 15-2.2 outlined the requirements for SFDs in the HR-1 Zoning District.
3. LMC § 15-2.2-2(A)(1) Uses establishes SFDs as an allowed Use in the HR-1 Zoning District.
4. LMC § 15-2.2-3 Lot and Site Requirements outlines the HR-1 Zoning District standards:

Requirement	Analysis of Proposal
Lot Size: The minimum Lot Area is 1,875 square feet for a Single-Family Dwelling and the maximum Lot Area is 3,750 square feet.	Complies: 213 Norfolk is 3,750 square feet.
Lot Width: The minimum width of a Lot is 25 feet when measured 15 feet back from the Front Lot Line.	Complies: 213 Norfolk is 50 feet wide.
Building Footprint: The maximum Building Footprint of any Structure located on a Lot or combination of Lots, not exceeding 18,750 square	Complies: The proposed Building Footprint is 1,415 square feet, 103 square feet less than allowed.

feet in Lot Area, shall be calculated according to the following formula: MAXIMUM FP = (A/2) x 0.9 A/1875 The maximum Building Footprint for the Lot is 1,518 square feet.	
Front and Rear Setbacks: For Lots that are up to 75 feet the Front and Rear Setback must be 10 feet each for a combined total of 20 feet.	Complies: The proposed SFD is 12 feet 5 inches from the Front Lot Line and is compliant. The proposed SFD is 13 feet 11 inches from the Rear Lot Line and is compliant. In the Front Setback walls are permitted to be no taller than 4 feet in height pursuant to LMC § 15-4-2. The proposed wall in the Front Setback is no more than 4 feet in height. In the Rear Setback walls are permitted to be no taller than 6 feet in height pursuant to LMC § 15-4-2. The proposed wall in the Rear Setback is 6 feet in height and is compliant. Pursuant to LMC § 15-2.2-3(H) patios not more than 30 inches above Final Grade, not including any required handrail, and located at least one foot from the Rear Lot Line are permitted within the Rear Setback. The proposed patio in the Rear Setback is at grade and is 6 feet 8 inches from the Rear Lot Line and is compliant.
Side Setbacks: The Side Setbacks for a Lot that is 50 feet wide are 5 feet each for a combined total of 10 feet.	Complies: The proposed Structure is set back 7 feet 3 inches from the east property line. The proposed SFD is set back 7 feet from the west property line. The combined total of the two Setbacks is 14 feet 3 inches and is compliant. Pursuant to LMC § 15-2.2-3(J) roof overhangs or eaves projecting not more than 2 feet into the Side Setback on Lots with a minimum required Side Setback of five feet or

	greater are an allowed exception. The proposed roof eaves do not project more than two feet into the Side Setbacks. In the Side Setback walls are permitted to be no taller than 6 feet in height pursuant to LMC § 15-4-2. The tallest proposed wall in the Side Setback is 6 feet in height and is compliant.
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5. LMC § 15-2.2-3 *Lot and Site Requirements* outlines the HR-1 Zoning District standards:

Building Height: The maximum height from Existing Grade is 27 feet. Final Grade must be within 4 vertical feet.	Complies as Conditioned: The proposed maximum height from Existing Grade is approximately 26 feet 7 inches and is under the maximum Building Height for the Zoning District. Condition of Approval 4 requires the Applicant update Final Grade to be within 4 vertical feet of Existing Grade, except for the placement of approved window wells, emergency egress, and a garage entrance pursuant to LMC § 15-2.2-5.
Interior Building Height: A Structure shall have a maximum height of 35 feet measured from the Lowest Floor Plane to the point of the highest wall top plate that supports the ceiling joists or roof rafters.	Complies as conditioned: The maximum interior height is 34 feet 8 inches.
Stepback: A 10-foot minimum horizontal step in the downhill façade is required unless the First Story is located completely under the finish Grade on all sides of the Structure. The horizontal step shall take place at a maximum height of 23 feet from where the Building Footprint meets the lowest point of existing	Complies: On the south elevation the Structure steps back 13 feet 1 and 1/2 inch where the Building Footprint is 16 feet 10 and 1/4 inches from Existing Grade. On the north elevation the Structure steps back 10 feet 6 and 1/2 inches at 18 feet 4 and 3/4 inches from Existing Grade. There is a bay window that encroaches 2 feet into the stepback area. The proposed bay window provided articulation to the upper story is 2 feet deep and 8 feet 8 inches wide. The width of the Building is 35 feet 8 inches.

Grade. Architectural features, that provide articulation to the upper story façade setback, may encroach into the minimum 10-foot setback but shall be limited to no more than 25% of the width of the building encroaching no more than 4 feet into the setback, subject to compliance with the Design Guidelines for Historic Sites and Historic Districts.	The bay window is 24% the width of the Building. The encroachment into the setback is compliant with LMC § 15-2.2-5(B).
Roof Form: The roof pitch of a Structure's Contributing Roof Form shall be between seven: twelve (7:12) and twelve: twelve (12:12) and shall occupy a minimum horizontal distance of 20 feet measured from the primary façade to the rear of the building, as viewed from the primary public right-of-way. Secondary Roof Forms may be below the required 7:12 roof pitch and located on the primary façade (such as porches, bay window roofs, etc.).	Complies: The Structure's Contributing Roof Form occupies a distance of approximately 27 feet. There is a roof deck that is approximately 20 feet wide. The roof deck is set behind a gable roof form and is not visible from the public right of way.

6. LMC § 15-2.2-6 outlines requirements for development on Steep Slopes in the HR-1 Zoning District.
7. Pursuant to LMC § 15-2.2-6, “a Steep Slope Conditional Use Permit is required for construction of any Structure with a Building Footprint in excess of two hundred square feet (200 sq. ft.) if said Building Footprint is located on or projecting over an existing Slope of 30% or greater” or “a Steep Slope Conditional Use Permit is required for any Access driveway located on or projecting over an existing Slope of 30% or greater.”

8. The proposed SFD is located on Slopes that are over 30% with some of the proposed work on Slopes over 40%.
9. LMC § 15-2.2-6 outlines requirements for development on Steep Slopes within:

Requirement	Analysis of Proposal
Geotechnical Analysis. Structures that create a change from Existing Grade or elevation greater than four feet, cut into the Steep Slope, or require retaining walls to construct the Structure require a geotechnical report.	Mitigating Condition of Approval Recommended: The Applicant submitted a Geotechnical Analysis prepared by a licensed geotechnical engineer. The engineer provided recommendations on pages 5 through page 17. Condition of Approval 5 requires that the slopes be revegetated to protect from erosion.
Slope/Topographic Map. Certified boundary survey depicting contours at an interval of two feet (2') or less that identifies: Greater than fifteen percent (15%), but less than or equal to thirty percent (30%) (shown in yellow) Greater than thirty percent (30%) but less than or equal to forty percent (40%) (shown in orange) Very Steep Slopes, greater than forty percent (40%) (shown in red)	Complies: The Applicant has submitted a topographic map.
Location of Development. Development is located and designed to reduce visual and environmental impacts of the Structure.	Complies: The Applicant has located the home on the Site in a way that minimizes the need for retaining walls as the SFD will act as the primary retaining Structure. The Applicant has set the Structure back from the Front Lot Line further than required by the Setback requirements. This reduces the visual impact of the Structure from the street.

	Additionally, the Applicant has situated the home in such a way that access can be shared with 209 Norfolk which consolidates the development and minimizes disturbances to Steep Slopes.
Visual Analysis. A visual analysis of the project from key Vantage Points is required to determine potential impacts of the proposed Access, Building mass and design; and to identify the potential for Screening, Slope stabilization erosion mitigation, vegetation protection, and other design opportunities.	Complies: The Applicant provided a Streetscape analysis of both 209 Norfolk and 213 Norfolk Avenue. Additionally the Applicant provided a cross-canyon view from Ontario and Sandridge Avenues. The Applicant has designed the massing of the SFD in such a way that it steps back with the slope of the Lot. The SFD does not maximize Building Footprint, exceeds required Setbacks, and is below allowable Building Height. The site is vacant. The Applicant will be required to revegetate and landscape the site to provide screening of retaining walls, as well as erosion mitigation as required by Condition of Approval 5.
Access. Access points and driveways must be designed to minimize Grading of the natural topography and to reduce overall Building scale. Shared Driveways and Parking Areas, and side Access to garages are strongly encouraged, where feasible.	Complies as Conditioned: The Planning Commission reviewed the proposed access for both 209 and 213 Norfolk and found that the proposed access consolidated disturbance to Steep Slopes. The access minimizes Grading of the natural topography, reduces the need for new retaining walls, and limits retaining wall heights to four feet or less. The shared access and driveway have been designed in such a way that the common accessway will not have a slope of more than 10%.
Terracing. Retaining walls shall be terraced to return to Natural Grade. The Plans shall include detailed information, including height from existing Grade, width, and length of all proposed retaining walls. A Building Permit, including drawings stamped by a	Complies: The Applicant proposes a series of retaining walls that are terraced as the site slopes up toward the rear. The tallest wall is 6 feet in height, is located along the Rear Lot Line, and is screened from view by the SFD.

licensed engineer, is required for any retaining wall or combination retaining wall with a total or combined height greater than four feet in height.	
Building Location. Buildings, Access, and infrastructure must be located to minimize cut and fill that would alter the perceived natural topography of the Site. The Sign design and Building Footprint must coordinate with adjacent properties to maximize opportunities for open Areas and preservation of natural vegetation, to minimize driveway and Parking Areas, and to provide variation of the Front Yard.	Complies: The SFD is designed to be compatible with other homes in the Historic District. The SFD does not maximize Building Footprint, Setbacks or Height. The SFD follows the slope of the Site and is designed in a way where it is set back from the Streetscape.
Building Form and Scale. Where Building masses orient against the Lot's existing contours, the Structures must be stepped back with the Grade and broken into a series of individual smaller components that are Compatible with the District. Low profile Buildings that orient with existing contours are strongly encouraged. The garage must be subordinate in design to the main Building. In order to decrease the perceived bulk of the Main Building, the Planning Commission	Complies: The SFD steps back with the grade and follows the slope of the Site. The Applicant has created articulation in the design of the Structure to break the Dwelling into smaller components that are compatible with other Structures in the Zoning District. The garage is subordinate in scale to the primary Structure. The Applicant proposes a tandem parking configuration that reduces the visual impact of the garage on the street. The entryway is proud of the garage and is set closer to the Street.

may require a garage separate from the main Structure or no garage.	
Setbacks. The Planning Commission may require an increase in one or more Setbacks to minimize the creation of a "wall effect" along the Street front and/or the Rear Lot Line. The Setback variation will be a function of the Site constraints, proposed Building scale, and Setbacks on adjacent Structures.	Complies: The Applicant proposed increased Setbacks which minimizes the creation of a wall effect. The Applicant has provided articulation on the front facade which also minimizes large massing along the Streetscape.
Dwelling Volume. The maximum volume of any Structure is a function of the Lot size, Building Height, Setbacks, and provisions set forth in this Chapter. The Planning Commission may further limit the volume of a proposed Structure to minimize its visual mass and/or to mitigate differences in scale between a proposed Structure and existing Structures.	Complies: The SFD is designed to break up the massing into modules which mitigates its visual mass. The Applicant has broken up the roof form which also provides articulation that breaks up the massing when viewed from Norfolk Avenue.
Building Height: The Zone Height in the HR-1 District is 27 feet and is restricted as stated above in Section 15-2.2-5. The Planning Commission may require a reduction in Building Height for all, or portions, of a proposed Structure to minimize its visual mass and/or to	Mitigating Condition of Approval Recommended: The proposed SFD height is 26 feet 7 inches from Existing Grade. Condition of Approval 4 requires that the Applicant not change Final Grade more than 4 feet from Existing Grade, except for the placement of approved window wells, emergency egress, and a garage entrance.

mitigate differences in scale between a proposed Structure and the Historic character of the neighborhood's existing residential Structures.	
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10. LMC Chapter 15-3 outlines Off-Street Parking Requirements, shown in the Table below:

Requirement	Analysis of Proposal
Driveway Width: 10 Feet	Complies: The proposed driveway is 10 feet wide. Pursuant to LMC § 15-3-8 shared access in the Historic Zoning Districts is encouraged to minimize the impact of vehicles on the Streetscape. The Applicant proposes a shared access and paved area within the Front Yard. This access has been reviewed by the City Engineer as well as the Planning Commission as part of the Plat Amendment. The proposed paved area helps to mitigate impacts to Steep Slopes.
SFD Single Car Garages: Minimum 11 feet by 20 feet	Complies: The proposed garage is 21 feet 5 inches long by 11 feet wide.
Two Parking Spaces: Exterior 9 feet by 18 feet; interior 11 feet by 20 feet.	Complies: Two tandem Parking Spaces are provided, one in the garage, and one in the Driveway. Both spaces comply with dimension requirements for Parking Spaces.

11. The Development Review Committee reviewed the proposal on August 20, 2024, and June 30, 2026.
12. Staff published notice on the City's website and the Utah Public Notice website and posted notice to the property on June 24, 2026. Staff mailed courtesy notice to property owners within 300 feet on June 24, 2026. The Park Record published courtesy notice on June 24, 2026.

Conclusions of Law:

1. The proposed SFD, as conditioned, complies with LMC Chapter 15-2.2 *Historic Residential – 1 District*.
2. The proposed SFD complies with LMC Chapter 15-3 Off-Street Parking.

Conditions of Approval:

1. Final building plans and construction details shall reflect substantial compliance with the plans reviewed July 8, 2026, by the Planning Commission, with required modifications in the Conditions of Approval of this Final Action Letter and pending additional design modifications required as part of the Historic District Design Review.
2. The Applicant is responsible for notifying the Planning Department prior to making any changes to the approved plans; any changes, modifications, or deviations from the approved scope of work shall be submitted in writing for review and approval/denial in accordance with the applicable standards by the Planning Director or designee prior to construction.
3. 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.
4. The Applicant shall update Final Grade to be within 4 vertical feet of Existing Grade, except for the placement of approved window wells, emergency egress, and a garage entrance.
5. The Applicant shall revegetate and landscape the site to provide screening of retaining walls, as well as erosion mitigation.
6. Additional modifications to the structural components may be required based on Engineering review and approval of the Geotechnical and Soils Investigation Report, prior to Building Permit issuance.
7. The Applicant will be required to provide intermediary shoring plans at the Building Permit phase.
8. Snow Shed and Access Agreements shall be obtained with the neighboring properties where the homes are 5' from the property line if not already in place.
9. No portion of the retaining wall (including but not limited to footings or pins) may cross into neighboring properties without an easement from the affected property.
10. Stormwater runoff must be retained on site in accordance with Municipal Code of Park City § 13-5-3 Long-Term Storm Water Management.

11. If the Applicant does not obtain a Building Permit within one year of the date of this approval, this SSCUP approval will expire unless the Applicant submits a written extension request to the Planning Department prior to the expiration date and the Planning Director approves an extension.
12. The Applicant shall update the proposed plans for the driveway within the City right-of-way to clarify that no portion of the heated driveway is to be removed. The City Engineer shall evaluate the proposed changes to the adjacent driveway within the right-of-way and the existing heating system during the Building Permit process.

The motion was seconded by Commissioner Strachan. The motion passed with the unanimous consent of the Commission.

Director Ward asked if the Planning Commission would like to continue the Work Session item to the August 12, 2026, Planning Commission Meeting, which was confirmed.

- E. 1362 Aerie Drive – Plat Amendment** – The Applicant Requests a Plat Amendment to Reduce the Front Setback From 20 Feet to 10 Feet for the Main Building and From 25 Feet to 15 Feet for the New Front-Facing Garage for a New Single-Family Dwelling in the Single-Family District and Sensitive Land Overlay. PL-26-06947.

Planner II, Jacob Klopfenstein, presented the Staff Report and explained that this is a Plat Amendment application for 1362 Aerie Drive. He reported that the applicant is requesting a Plat Amendment to reduce the front setback from 20 feet to 10 feet for a proposed single-family dwelling and from 25 feet to 15 feet for the front facing garage.

LMC 15-2.11-3(C) allows the Planning Commission to grant a reduced front setback through a Plat Amendment to address certain issues, which includes the following:

- Solve access problems with relatively steep grades;
- Preserve significant vegetation;
- Eliminate or minimize cut and fill areas;
- Promote clustered development; and
- Preserve open space.

This site is in the Single-Family Zoning District and is also within the Sensitive Land Overlay (“SLO”). It is within the Aerie Phase I Subdivision. The analysis regarding the zoning requirements and SLO regulations are included in the Staff Report. Planner Klopfenstein shared several images with the Commission, including one that compares the lot to other single-family dwellings in the area and one that shows the ridge line area. This site is visible from several vantage points and example images were shared.

In order to approve the Plat Amendment, the Planning Commission needs to make a finding of Good Cause and a finding that no public streets, rights-of-way, or easements have been vacated. Planner Klopfenstein reviewed the proposed Conditions of Approval. Staff recommends the Planning Commission review the Plat Amendment request, conduct a public hearing, and consider approval based on the Draft Final Action Letter.

Commissioner Shand noted that the homes that abut the applicant property have similarly steep slopes. He asked if there was an exception or Plat Amendment requested by the other property owners. Planner Klopfenstein reported that this application is the first request of this nature in the subdivision. None of the other lots have been granted a reduced front setback. Chair Van Dine asked if the other properties have limits on their total disturbance area. Planner Klopfenstein was not certain. Commissioner Day wanted to understand the rationale for the request. The applicant representative, Riley Angelo, explained that the motivation for the request is the reduction in height from the street view.

Mr. Angelo shared a drawing of the front setback option. One item in the Staff Report that he feels could be better explained is the difference between the 14% and 13.4% driveway options. Commissioner Day asked about the minimum depth of a driveway in the code. Director Ward explained that in this case, all of the required parking spaces would be in the garage. Commissioner Shand noted that a lot of the other driveways in this area traverse the hill as opposed to coming in straight off Aerie Drive. Mr. Angelo stated that the width of this lot makes it difficult for the total lot disturbance to be under a reasonable percentage. Right now, it is at 85% open space and it would be closer to 50% if there was a longer driveway. The house would need to be located further down the hill.

Commissioner Shand pointed out that the further the house is pushed up the hill, the more it breaks the ridgeline. Mr. Angelo confirmed this but noted that while it is possible to add more height, a decision was made not to. The client initially asked that a second story be added, but it was suggested that there not be one. A rendering was reviewed.

Chair Van Dine opened the public hearing. She noted that there were some comments received via email ahead of the meeting, which the Planning Commission has reviewed.

Evelyn Saunders stated that she has lived on the mountain for 35 years and has been in Park City for 50 years. No one in the area has received this kind of Plat Amendment. Everyone else has managed to move their houses back enough to accommodate the setbacks. Ms. Saunders explained that this house will sit at the top of the worst hairpin turn for speed. As a result, it would be dangerous to have a house 10 feet from the road. In addition, she has seen large snowbanks that would take over that entire 10-foot area. She shared comments about the proposed location and asked that the request be denied.

William Keith explained that he owns the lot across from the applicant property. He expressed opposition to the proposed Plat Amendment. The community has existed for 45 years and there have been no exceptions granted in that time. He believes common

sense and fairness should be taken into account. Mr. Keith pointed out that there is no hardship or issue with access. He noted that the nearby lots have comparable sloping, but all of the homes have proper setbacks. Mr. Keith added that this Plat was approved in 1981. The developers and planners knew about the slope of Lot 16 and no exception was designated at that time. He hopes the Commission will deny this application.

Ginny Schulman lives in the area and has been there for 28 years. When her home was built, there was a difficult driveway, but the situation was manageable. At the time her home was built, there was an HOA that required the home and garage to be 25 feet from the road. There are no homes in the area that have something different than what the City now allows or what the HOA allowed at the time. Ms. Schulman pointed out that the applicant has not proven there is a hardship. She expressed concerns with what has been proposed and asked the Planning Commission to deny the applicant request.

There were no further comments. The public hearing was closed.

Commissioner Frontero explained that he visited the area and parked on the road. During that time, he noticed several other homes in the neighborhood appeared to have 25-foot driveways. A straight driveway would create a 14% grade and what the applicant is requesting would create a 13.4% grade. The small percentage improvement is not something that makes him comfortable with granting an exception for the driveway.

15-2.11-3(C)(1) specifically states that the Planning Commission may consider a shorter driveway if the shorter driveway resolves a steep slope problem. Commissioner Frontero clarified that he does not see a steep slope problem. When this area was originally platted, it was noted that certain lots could be considered for an exception. However, the applicant lot was not one of the designated lots. He does not find there has been a strong enough argument presented that this will solve a steep slope problem.

Commissioner Day asked the applicant representative to further explain the hardship. Mr. Angelo pointed out that the 13.4% slope driveway is an option that works with the 28-foot height restriction, but the 14% driveway does not. 13.4% is a safe number, because if there is a small construction error, the code will still be met. Chair Van Dine asked if the request is due to a preferred design. Mr. Angelo explained that if there is a 25-foot setback and a longer driveway, it would come off of the low end of the street, which is the southwest corner of the lot. There would be a 90 degree right turn that moves along with the topography. This is what others have done. He stated that because of the steep slope, there is not the width to have a side load garage, so a front load garage has been chosen. He clarified that the garage will not be 10 feet from the road but will be 27.5 feet. There were comments made during the public hearing about the house being too close to the road, but moving 10 feet closer does not mean it will be 10 feet from the road.

Commissioners discussed Figure 7 in the Meeting Materials Packet. Mr. Angelo explained that Figure 7 indicates that the 25-foot setback does not allow them to stay

within the 28-foot height restriction. The back corner of the garage is the issue. Director Ward asked about the depth of the proposed garage. Mr. Angelo reported that it is proposed to be 26 feet. Commissioner Shand does not see a hardship. He believed modifications could be made to the back end of the garage so there can be compliance.

Commissioner Strachan believed what has been outlined by the applicant is a design inconvenience rather than a hardship. Commissioner Tilson agreed and stated that he does not find Good Cause for the Plat Amendment, as there is no documented hardship.

Director Ward explained that if the Commission does not believe there is Good Cause, it is possible to direct Staff to draft a Final Action Letter for denial based on the criteria identified in Section 15-2.11-3(C)(1). The Chair can be authorized to sign the letter.

MOTION: Commissioner Shand moved to DENY the Plat Amendment application at 1362 Aerie Drive, finding that there is no Good Cause for the amendment. The Commission directs Staff to draft a Final Action Letter for denial based on the criteria identified in 15-2.11-3(C)(1), with the Chair authorized to sign the letter. The motion was seconded by Commissioner Frontero. The motion passed with the unanimous consent of the Commission.

- F. 1364 Golden Way – Sensitive Land Overlay –** The Applicant Requests the Planning Commission Modify Application of Sensitive Land Overlay Regulations to Provide the Applicant Reasonable Use of the Property, Lot 93 of the Aerie Phase II Subdivision in the Single-Family Zoning District and Sensitive Land Overlay to Construct a Single-Family Dwelling Within a Ridge Line Area. PL-26-06972.

Planner Klopfenstein presented the Staff Report and explained that this is an SLO application for 1364 Golden Way. The applicant is requesting the Planning Commission modify the application of the SLO Ridge Line Area regulations to allow for the development of a single-family dwelling on this lot. The single-family dwelling would encroach approximately 70 feet into the 150-foot ridge line area. He shared an image that shows the approximate disturbance on the lot caused by the single-family dwelling.

This lot is Lot 93 of the Aerie Phase 2 Subdivision, which was platted in 1983. This was before the SLO was enacted in 1992. Under the current regulations, this lot likely would not have been created because the SLO regulations prohibit structures within the ridge line areas. The applicant is requesting hardship relief from the SLO Ridge Line Area restrictions. Planner Klopfenstein shared an image of the existing conditions on the lot and a streetscape that shows what the proposed single-family dwelling would look like.

The site is visible from several vantage points in the City. Planner Klopfenstein shared example images from different vantage points. The proposed dwelling complies with the Single-Family Zoning District lot and site requirements. As for building height, the zone

height is 28 feet above existing grade, but the Single-Family Zoning District allows gable roofs of a 4:12 pitch or greater to extend up to 33 feet. In this case, the applicant proposes a single-family dwelling with gable roofs that are 4:12 or greater. The proposed single-family dwelling will be a maximum height of 33 feet above existing grade.

Planner Klopfenstein reviewed some of the proposed Conditions of Approval. To reduce the impact of the single-family dwelling on the ridge line areas and protect environmentally sensitive land, there are several conditions outlined in the Draft Final Action Letter.

Staff recommends the Planning Commission review the SLO hardship relief request for 1364 Golden Way to build a single-family dwelling within a ridge line area, conduct a public hearing, and consider approving the request based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the Draft Final Action Letter.

Chair Van Dine opened the public hearing.

Ginny Schulman was present speaking on behalf of several homeowners on Golden Way. She mentioned some of the written comments that were submitted ahead of the Planning Commission Meeting. There is a home around the corner from the applicant property, and it was built so it did not reach the ridge line. It is possible to move the proposed single-family dwelling down the hill, so it is away from the ridge line area. She is opposed to what has been presented and asked the Commission to deny the request.

Julia Gregory gave her address as 1359 Golden Way, which is directly opposite the applicant property. This is a scenic area and there are a lot of visitors because of the views. She hopes the beauty of the area will remain. The applicant proposal is not something she believes will maintain the beauty of the area, because of the impacts to the ridge line. There is enough space to move the house into a different location. She believes the proposal is an economic decision and asked that the request be denied.

There were no further comments. The public hearing was closed.

The applicant representative, Rick Otto, introduced himself to the Planning Commission. He explained that the further the single-family dwelling is moved down the hill, the steeper the conditions become and the more difficult the driveway becomes. There is a misconception that moving the single-family dwelling down the hill is a simple solution, but that is not accurate. He pointed out that the SLO was established after the lot was created. Justin Keys stated that he is also present on behalf of the applicant. This was platted back in 1983 before the SLO was contemplated. The Staff Report demonstrates this well in Figure 7. In that submission, it is clear that the majority of the homes constructed in this phase were constructed in a similar location to what is proposed.

Mr. Keys explained that the hardship is not the result of a design component. This is a lot that was platted without contemplation of the SLO. Commissioner Strachan asked if

it is the position of the applicant team that if the single-family dwelling was moved out of the ridge line area, it would be too steep to build according to code. Mr. Keys stated that it would not be possible to build there in a way that complies with all other requirements.

Director Ward noted that movement down the lot would change the development pattern. She reported that there are many homes built within the ridge line area that are visible from different vantage points. The question becomes how to create a design that is the least impactful. There are two other vacant lots, 1368 and 1367, and those are fully within the ridge line area. She asked the Planning Commission to consider how the proposed structure compares to what currently exists and if there are Conditions of Approval that could provide mitigation. There are some recommended Conditions of Approval outlined.

Commissioner Strachan asked if the applicant is requesting a hardship exception under the correct section of code. He wanted to know if there would be a better outcome if there was an exception requested to the 50-foot requirement of a Very Steep Slope Conditional Use. He would be more comfortable making a finding under that section of the code. Based on the other homes that have been built within the ridge line, it is warranted to place the single-family dwelling where proposed, but he asked about the code section.

Mr. Otto shared additional information about the site conditions and further described the hardship on this lot. Mr. Keys addressed the comments from Commissioner Strachan. If the location of the single-family dwelling is shifted down, there would need to be a variance process, because the house would be within 50 feet of Very Steep Slopes. For that to be approved, seven criteria would need to be met, which would become difficult. He reviewed the seven criteria and explained some of the difficulties that would arise.

Commissioner Frontero asked when the applicant purchased the property. It was clarified that it was purchased in 2001. Commissioner Frontero pointed out that when the lot was purchased, there was an awareness of the SLO. Director Ward clarified that the nearby homes that were built in the ridge line were built after the SLO was adopted. When the SLO was adopted, the initial intention was to apply it to new subdivisions moving forward.

The homes built fully in the ridge line area did not go through the SLO analysis. There was a Building Permit process and then construction occurred. Director Ward explained that there have been changes made to the SLO code over time, which is the reason this application has been brought forward to the Planning Commission for consideration.

There was additional discussion about the SLO and when the applicant purchased the property. Mr. Keys explained that the reason there is a hardship provision in the code is that otherwise, the City could retroactively apply an overlay zone and take away the right to construct in a platted subdivision. Commissioner Frontero noted that this comes down to whether the applicant has made a strong enough argument that without the hardship relief, the City would be denying all reasonable use of the property. He is not sure the applicant has made a strong enough argument during the current meeting.

Commissioner Day requested that additional evidence be shared with the Planning Commission. He suggested that this item be continued so more information can be provided. Senior City Attorney, Mark Harrington, explained that the Commission can also ask Staff to provide additional analysis. He acknowledged that this is a complicated situation. Commissioners expressed support to continue the item to a future meeting.

MOTION: Commissioner Strachan moved to CONTINUE the Sensitive Land Overlay application for 1364 Golden Way to the August 12, 2026, Planning Commission Meeting. The motion was seconded by Commissioner Tilson. The motion passed with the unanimous consent of the Commission.

- G. Land Management Code Amendments –** The Planning Commission Will Consider Amendments to Land Management Code Sections 15-1-8 *Review Procedure Under the Code*, 15-1-21 *Notice Matrix*, 15-7-4 *Authority*, and 15-7.1-3 *Classification of Subdivision* to Create an Administrative Review Process for Certain Condominium Plat Amendments. PL-26-06883.

Director Ward reported that the Condominium Plat Amendments have been reviewed by the Planning Commission multiple times. She reminded Commissioners that the proposed LMC Amendments will send certain Condominium Plat Amendments to Staff. This is scheduled for City Council consideration on August 13, 2026. The next item on the agenda concerns code requirements mandated by the State Legislature.

Planner Barton presented the Staff Report and explained that this item has to do with an Administrative review process for certain Condominium Plat Amendments. During the Work Session on May 27, 2026, the Commission recommended a provision be added to state that amendments outside the purview of the Administrative Review require Commission review and approval. This change has been made to the Draft Ordinance.

Chair Van Dine opened the public hearing. There were no comments. The public hearing was closed.

MOTION: Commissioner Shand moved to forward a POSITIVE RECOMMENDATION to the City Council for LMC Amendments – Administrative Review Process for Certain Condominium Plat Amendments. The motion was seconded by Commissioner Frontero. The motion passed with the unanimous consent of the Commission.

- H. Land Management Code Amendments –** The Planning Commission Will Consider Amendments to Address City Council Final Action on Land Management Code and Zoning Map Amendments in Section 15-1-7, the Process for Business License Reviews of New or Unlisted Uses in Section 15-1-8, Appeals in Section 15-1-18, and Detached Accessory Dwelling

Units in Section 15-4-7.2 Required to Align with Senate Bill 284 Local Land Use and Water Modifications. PL-26-06940.

Director Ward presented the Staff Report and explained that this item focuses on updates needed to comply and align with Senate Bill ("S.B.") 284. Certain updates are required:

- Establish City Council authority to enact a land use regulation if a recommendation is not timely forwarded by the Planning Commission;
- Update the review process for new and unlisted Business Licenses;
- Revise the burden of proof and standard of review for land use appeals; and
- Effective October 2026, allow Detached Accessory Dwelling Units on single-family lots 11,000 square feet or larger.

Director Ward explained that under State Code and in the LMC, if the Planning Commission does not take action within a certain timeline, the City Council can move forward and assume there is a recommendation of denial for LMC and Zone Amendments. The Legislature has changed that to allow more flexibility and discretion for the City Council. If an applicant files a request for Final Action on a complete application within 45 days or if the City Council makes a determination that a Code Amendment or Rezone has been before the Planning Commission for sufficient time, it is then possible to take action. This is one of the updates that is proposed to be made.

A few years ago, the Legislature established a process for Business Licenses and the reviews for uses that are not identified in the Zoning Use Table. For new uses or uses that are not clear in the code, the State now requires that there be an application process. If a use is similar to a use that is identified in the table, it can be approved. If it is not similar, the State requires the City to take action and make a decision on whether that use should or should not be allowed in the zone. The initial process allowed the Planning Commission to make a recommendation to the City Council, but that review has been eliminated. The State requires that question to move directly to the City Council.

The third update has to do with the burden of proof and standard of review for land use appeals. Director Ward reported that the amendments establish the burden of proof if the appellant is an applicant. There is a higher burden of proof if an adversely affected party is the appellant. She explained that this would amend the appeals section of the code so there is alignment with the new standard that has been adopted at the State level.

Director Ward reviewed the final proposed change. There is still a comprehensive evaluation underway for accessory apartments and internal accessory dwelling units ("I-ADU"). In the meantime, there is a proposed amendment to the code that would bring the City into compliance with the baseline State requirements. For all single-family lots that are 11,000 square feet or larger, it is possible to build a detached accessory dwelling unit ("D-ADU"). The draft code would put the most restrictive code allowed under the State in effect. She explained that it would come into effect in October 2026. This will

give the City additional time to conduct a more comprehensive review. Commissioner Shand noted that there are a lot of ways to get around the 30-day minimum. Director Ward stated that there can be a modification incorporated into the language. Commissioner Strachan suggested that only the first three items move forward.

MOTION: Commissioner Strachan moved to forward a POSITIVE RECOMMENDATION to the City Council for the first three LMC Amendments outlined. The fourth item, related to D-ADUs on Single-Family Lots 11,000 Square Feet or Larger, will be continued to a date uncertain. The motion was seconded by Commissioner Frontero. The motion passed with the unanimous consent of the Commission.

6. WORK SESSION

- A. Land Management Code Amendments –** The Planning Commission Will Conduct a Work Session Regarding Proposed Amendments to Integrate and Update the Wildland Urban Interface (WUI) and Water Wise Landscaping Requirements. PL-26-06865.

The Work Session item on LMC Amendments was moved to the next meeting.

7. ADJOURNMENT

MOTION: Commissioner Strachan moved to ADJOURN the Planning Commission Meeting. There was no second. The motion passed with the unanimous consent of the Commission.

The Planning Commission Meeting adjourned at approximately 10:18 p.m.

FIVE-ACRE SITE

July 8, 2026

PL-26-06914 | Master Planned Development

PL-26-06915 | Conditional Use Permit

PL-26-06917 | Conditional Use Permit

PL-26-06920 | Subdivision



Location



- Corner of Kearns Boulevard and Bonanza Drive
- Three Frontages
- Zoning Districts:
 - General Commercial
 - Frontage Protection

Proposed

Redevelop with Mixed-Use

- 7 Buildings
- 185,512 Square Feet
- 88 Affordable Housing Units
- 18 Unrestricted Housing Units
- Over 30,000 Square Feet of Retail, Restaurant, Non-Profit Art Space
- Child Care Center
- Amphitheater, Playground, Public Art and Art Pavilion



Work Session

Introductory Work Session

- Overview of the Proposal

Commission Requested Additional Information

- Pedestrian Vantage Renderings
- Building Height Breakdown
- Open Space Breakdown
- Landscape Buffer
- Parking Analysis
- Munchkin Road Parking and Drop-Off Area



— Housing Mitigation Plan —

In Alignment With:

- General Plan (2025)
- Moderate Income Housing Plan (2025)
- Bonanza Park Small Area Plan (2025)

Complies with Housing Resolution 12-2025:

- Proposes 73,291 Sq. Ft. of Affordable Housing
- More than Four Times the Requirement

Staff recommends the Planning Commission forward a positive recommendation to City Council



An aerial photograph of a mountain town covered in snow. The town is densely packed with buildings, mostly with snow-covered roofs. In the foreground, a row of colorful buildings (green, blue, and brown) stands out. The background shows steep, snow-covered mountain slopes. The overall tone is cool and wintry.

Bonanza 5-Acre

Housing Mitigation Plan



Housing Obligation

Commercial Calculation

Type of Use	Full-Time Equivalents (1,560 hours) per 1,000 New Leaseable SF	SF	FTEs
Restaurant/ Bar	6.5	4,300 SF	28.0 FTE
Education	2.3	4,300 SF	9.9 FTE
Finance/ Booking	3.3	0 SF	0.0 FTE
Medical Professional	2.9	0 SF	0.0 FTE
Other Professional Services	3.7	11,156 SF	41.3 FTE
Personal Services	1.3	0 SF	0.0 FTE
Real Estate/ Property Manage	5.9	2,188 SF	12.9 FTE
Commercial/ Retail	3.3	13,711 SF	45.2 FTE
Recreation/ Amusements	5.3	0 SF	0.0 FTE
Utilities	2.9	0 SF	0.0 FTE
Lodging/ Hotels	0.6 per room	0 rooms	0.0 FTE
Condominium Hotel	Greater of lodging/ hotel calculation or residential mitigation rate		
Overall/ General*	4.4	0 SF	0.0 FTE
Total			137.3 FTE
Mitigation Rate			27.5 households
Workers per Household			18.3 AUE
SF net livable area			16,470 SF

Residential Calculation

Net SF	15,018 SF
RUE Equivalent	7.5 RUE
Residential Mitigation Rate	1.5 AUE
SF net livable area	1,350 SF



Housing Obligation

Total Housing Obligation

MPD to Provide (TOTAL)			
Residential	1.5 AUE	EQUALING	1,350 SF
Commercial	18.3 AUE	EQUALING	16,470 SF
TOTAL	19.8 AUE	EQUALING	17,820 SF

Proposed Unit Mix

Unit Type	# units	Net Liveable SF/ unit	Total NSF	Max Occupancy	Sale/ Rental	Target AMI
1 BR	2	553.39	1,107	2	Rental	40%
2 BR	9	845.47	7,609	3	Rental	40%
3 BR	3	1,155.97	3,468	4	Rental	40%
1 BR	7	553.39	3,874	2	Rental	50%
2 BR	10	845.47	8,455	3	Rental	50%
3 BR	4	1,155.97	4,624	4	Rental	50%
1 BR	11	553.39	6,087	2	Rental	60%
2 BR	11	845.47	9,300	3	Rental	60%
3 BR	8	1,155.97	9,248	4	Rental	60%
1 BR	3	553.39	1,660	2	Rental	70%
2 BR	9	845.47	7,609	3	Rental	70%
3 BR	2	1,155.97	2,312	4	Rental	70%
1 BR	1	553.39	553	2	Rental	80%
2 BR	6	845.47	5,073	3	Rental	80%
3 BR	2	1,155.97	2,312	4	Rental	80%
TOTAL	88		73,291			

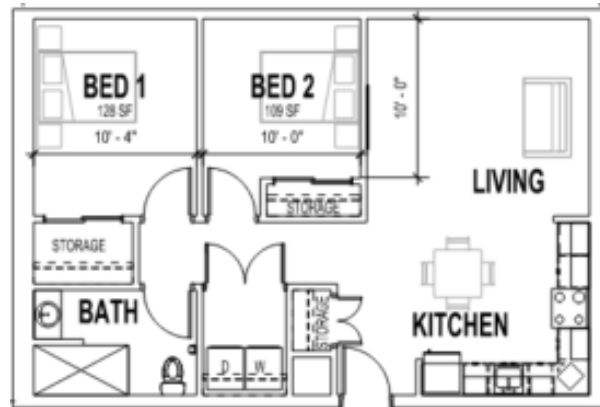


Unit Layouts



1-BEDROOM UNIT

553 SF



2-BEDROOM UNIT

845 SF



3-BEDROOM UNIT

1,156 SF

–Additional Items Reviewed–

- Methods to Fulfill Housing Obligations (*Section 9*)
- Minimum Green Building Requirements (*Section 9.F*)
- Affordable Unit Amenities (*Section 9.G*)
- HOA/ CC&R Requirements (*Section 9.H*) *n/a*
- Deed Restriction (*Section 10*)
- Timing of Occupancy (*Section 11*)
- Construction Timing (*Section 14*)
- Good Faith Marketing Requirement (*Section 15*)
- Household Qualifications (*Section 16*)
- Application Process (*Section 17*)
- Calculation of Sale Price (*Section 18*) *n/a*
- Rental Procedures (*Section 19*)
- Term of Affordability (*Section 20*)

Recommendation

- Staff recommends Planning Commission forwards a positive recommendation on the applicant's Housing Mitigation Plan to City Council

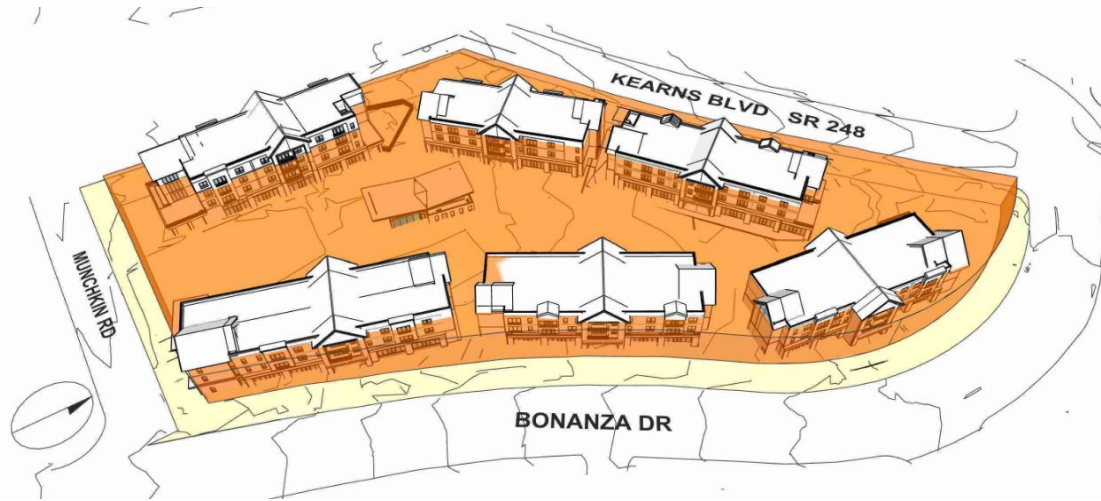


General Commercial

- # Frontage Protection

-
- ADJACENT SITE: COMMERCIAL
- VIEW CORRIDOR
- BUILDING 1
- BUILDING 2
- BUILDING 3
- BUILDING 4
- BUILDING 5
- BUILDING 6
- BUILDING 7
- BUILDING 8
- BUILDING 9
- KEARNS BLVD SR-248
- BONANZA DR
- WELCOME PLAZA (7,300 SF)
- BIKE PARKING - 14 SPACES
- PARKING GARAGE DRIVEWAY AT KEARNS BLVD
- FIRE LANE (BUILDING 1 ACCESS)
- BUILDING 2 LOADING
- FIRE LANE (BUILDINGS 2 & 3 ACCESS, DRIVEABLE TURF)
- NOT-FOR-PROFIT CONCORD ARTS STUDIOS (7,100 SF)
- BIKE PARKING - 14 SPACES
- FITNESS STUDIO (1,499 SF)
- BIKE PARKING - 12 SPACES COVERED BREZZEWAY
- MULTI-USE TRAIL
- SIDEWALK
- RESIDENT AMENITIES (3,800 SF)
- FIRE LANE (BUILDINGS 2 & 3 ACCESS)
- COVERED BREZZEWAY
- BIKE PARKING - 14 SPACES
- RETAIL / COMMERCIAL LEASE SPACES (2,500 SF)
- PLAYGROUNDS / PLAY SCULPTURE
- BUS / DELIVERIES LOADING
- RETAIL / COMMERCIAL LEASE SPACES (5,518 SF)
- BIKE PARKING - 20 SPACES
- COVERED BREZZEWAY
- BONANZA DRIVE UNDERGROUND PARKING GARAGE ENTRANCE
- PARK STRIP
- MULTI-USE TRAIL
- SIDEWALK
- PROVISION FOR FUTURE BUS LANE / ROAD WIDENING
- RETAIL / COMMERCIAL LEASE SPACES (2,140 SF)
- BIKE PARKING - 20 SPACES
- CAFE LEASE WITH OUTDOOR DINING
- NORTH

Building Height



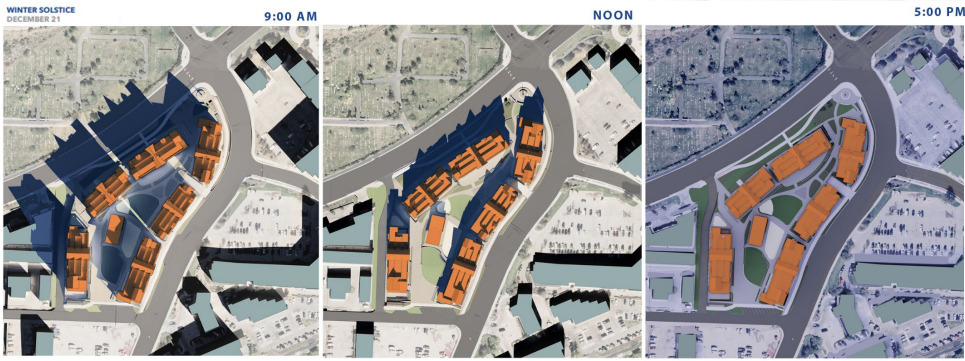
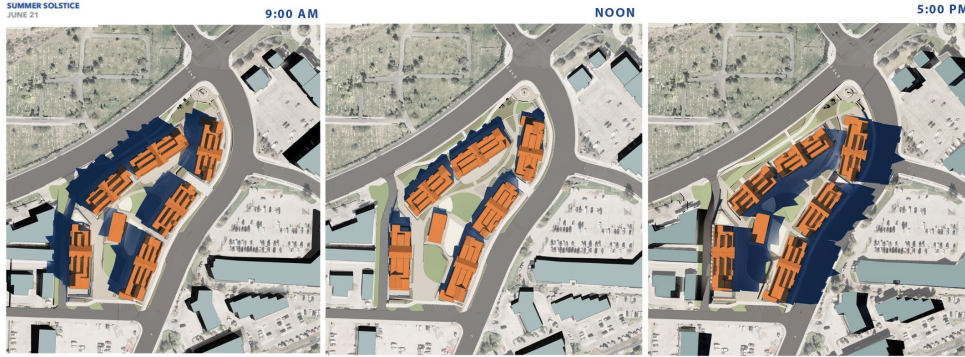
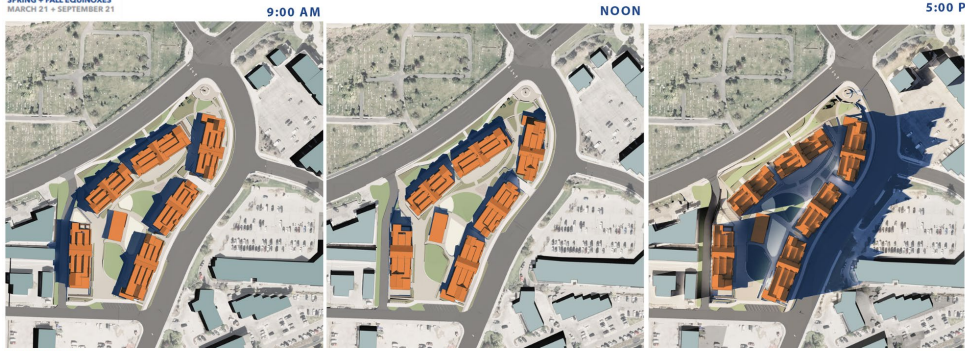
Six MPD Criteria

1. Increase in Height Doesn't Result in an Increase in Sq. Ft. or Building Volume.

Development Density Potential.

Allowed: 482,078 Sq. Ft.

Proposed: 185,512 Sq. Ft.
(38% of Allowed)



– Building Height –

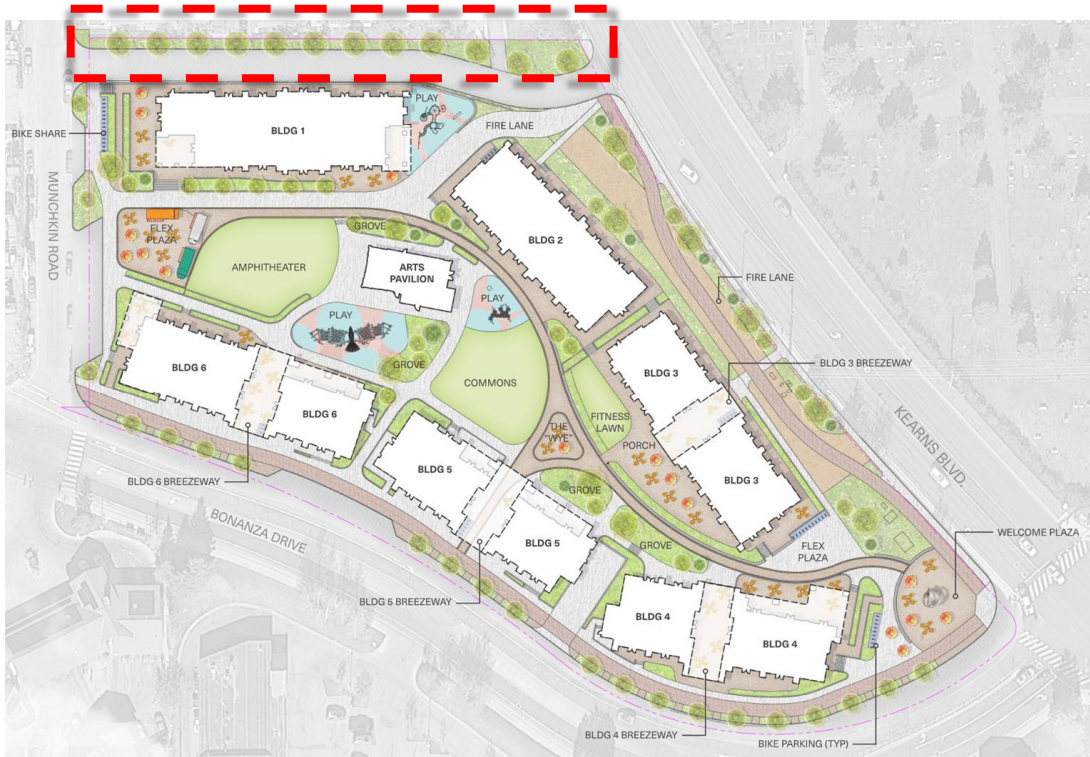
Six MPD Criteria

2. Minimize Visual Impacts on Adjacent Structures.

Caused by Shadows, Loss of Solar Access, Loss of Air Circulation

Solar/Shadow Study

Building Height



Six MPD Criteria

3. Adequate Landscape and Buffer from Adjacent Properties.

Landscaping Plan

Building Height



Six MPD Criteria

4. Increased Setbacks / Separation from Adjacent Projects.

Site Plan with Frontage Protection Zone Highlighted.

Building Height



Six MPD Criteria

5. Additional Height results in increased Open Space that is Publicly Accessible.

Open Space Plan.

30% Required

60.6% Proposed

Building Height

Six MPD Criteria

6. Additional Height
Designed to Provide
Transition in Roof
Elements.

Compliance with LMC
15-5 Architectural
Review.

Rendering From Kearns
Blvd.



Traffic and Parking

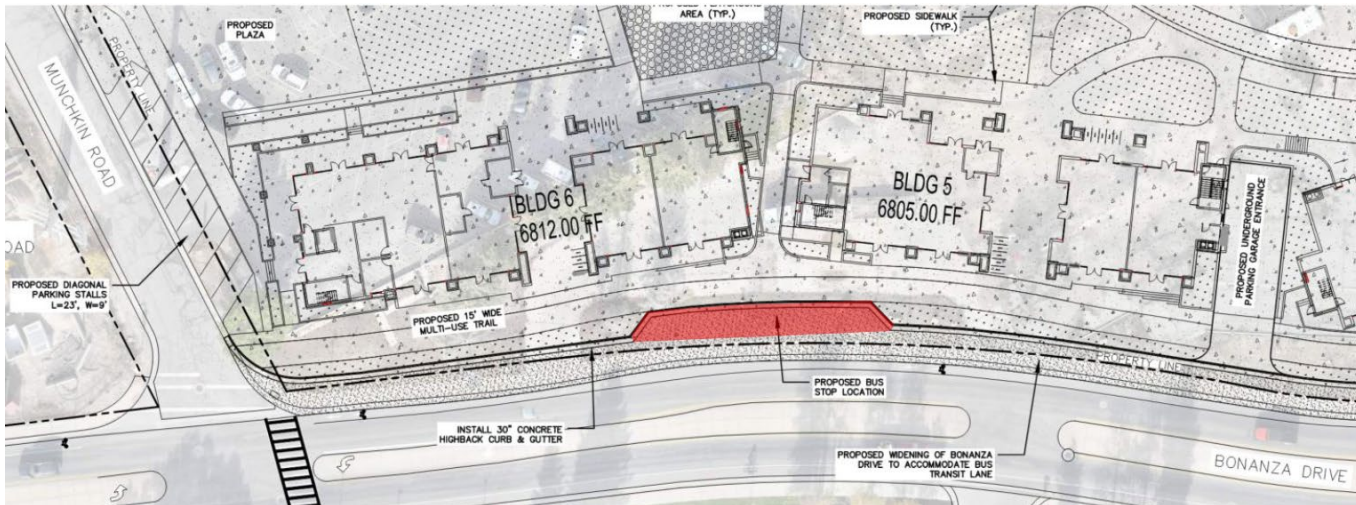
- Updated Parking Analysis
 - Narrative
 - Parking Study
- Commission To Review August 12:
 - Traffic Impact Study
 - Site-specific Transportation Demand Management Plan





Traffic and Parking

- Electric Vehicle Charging
- Car Share And Ride Share
- Transit
- Street And Sidewalk Connections
- Protected Bicycle Facilities
- End-of-trip Facilities
- Pedestrian Safety
- Streetscape Improvements



Building Height

Questions for the Commission:

- Is there additional information the Planning Commission needs to evaluate the six criteria for the Building Height exception?
- Does the Planning Commission need additional information to evaluate the proposed Building Height exception within the FPZ?
- Are there additional mitigations needed for the requested Building Height exception?
- Does the Planning Commission find the Applicant's proposal meets the six required criteria?

Building Height

1. The increase in Building Height does not result in increased square footage or Building volume over what would be allowed under the zone-required Building Height and Density, including requirements for Facade variation and design, but rather provides desired architectural variation, unless the increased square footage or Building volume is from the Transfer of Development Credits;
2. Buildings have been positioned to minimize visual impacts on adjacent Structures. Potential problems on neighboring Properties caused by shadows, loss of solar Access, and loss of air circulation have been mitigated as determined by the Site specific analysis;
3. There is adequate Landscaping and buffering from adjacent Properties and Uses;
4. Increased Setbacks and separations from adjacent projects are proposed;
5. The additional Building Height results in more than the minimum Open Space required and results in Open Space that is publicly accessible;
6. The additional Building Height is designed in a manner that provides a transition in roof elements in compliance with Chapter 15-5, Architectural Review.

Traffic and Parking

Questions for the Commission:

- Are there other considerations the Planning Commission would like to discuss regarding the TIS?
- Are there additional TDM strategies the Planning Commission recommend staff and the Applicant evaluate?

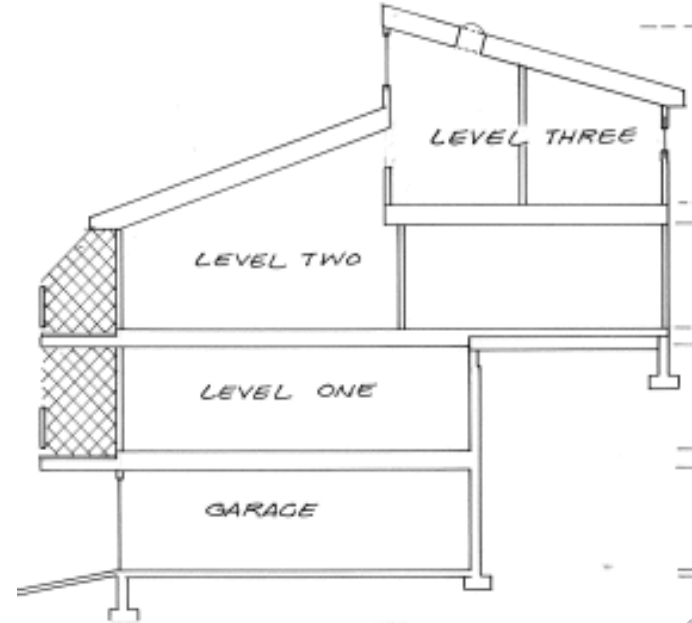
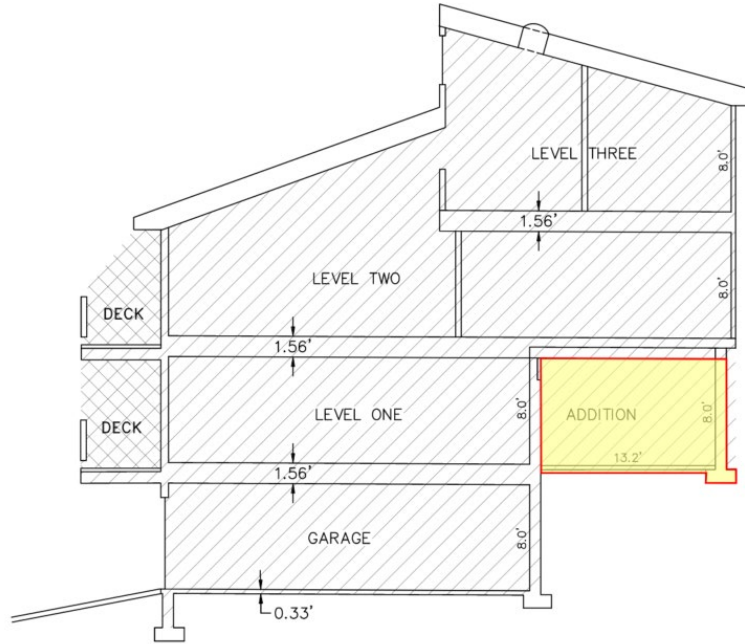
Schedule

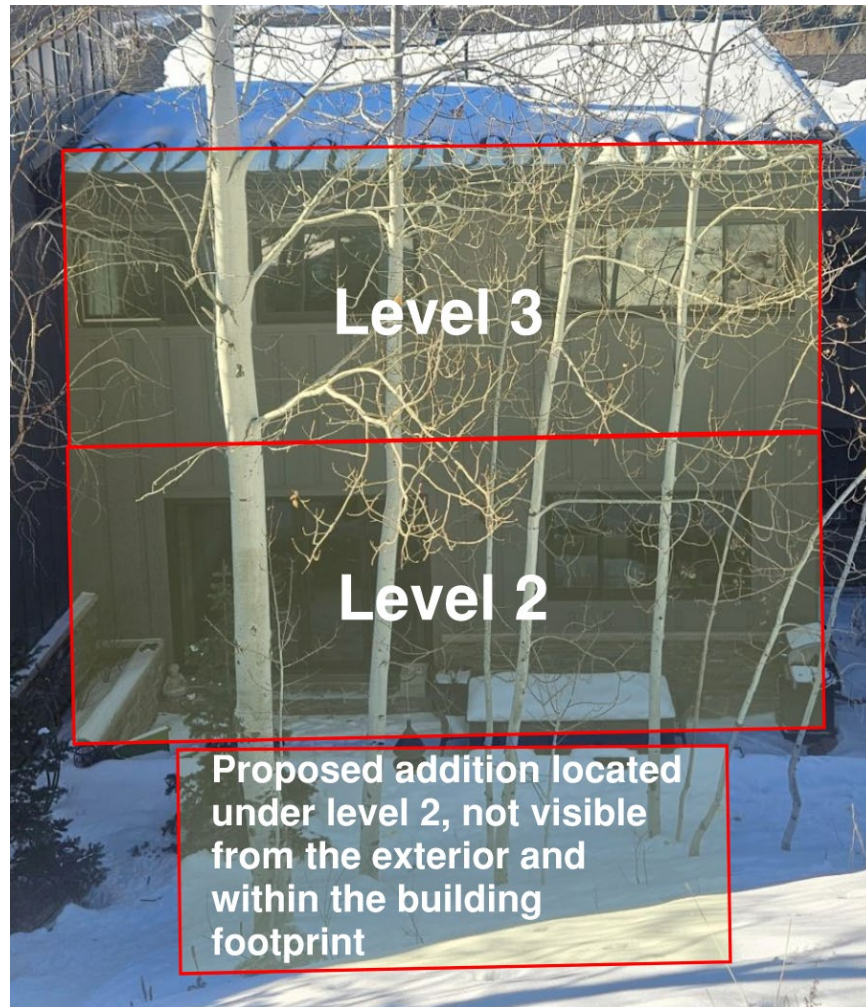
- August 12, 2026: Public Hearing
- August 26, 2026: Public Hearing, Potential Final Action Or Continuation To September 9, 2026
- Additional Meetings May Be Scheduled At The Discretion Of The Planning Commission

Public comment may be submitted to Planning@parkcity.gov



685-725 SADDLE VIEW WAY

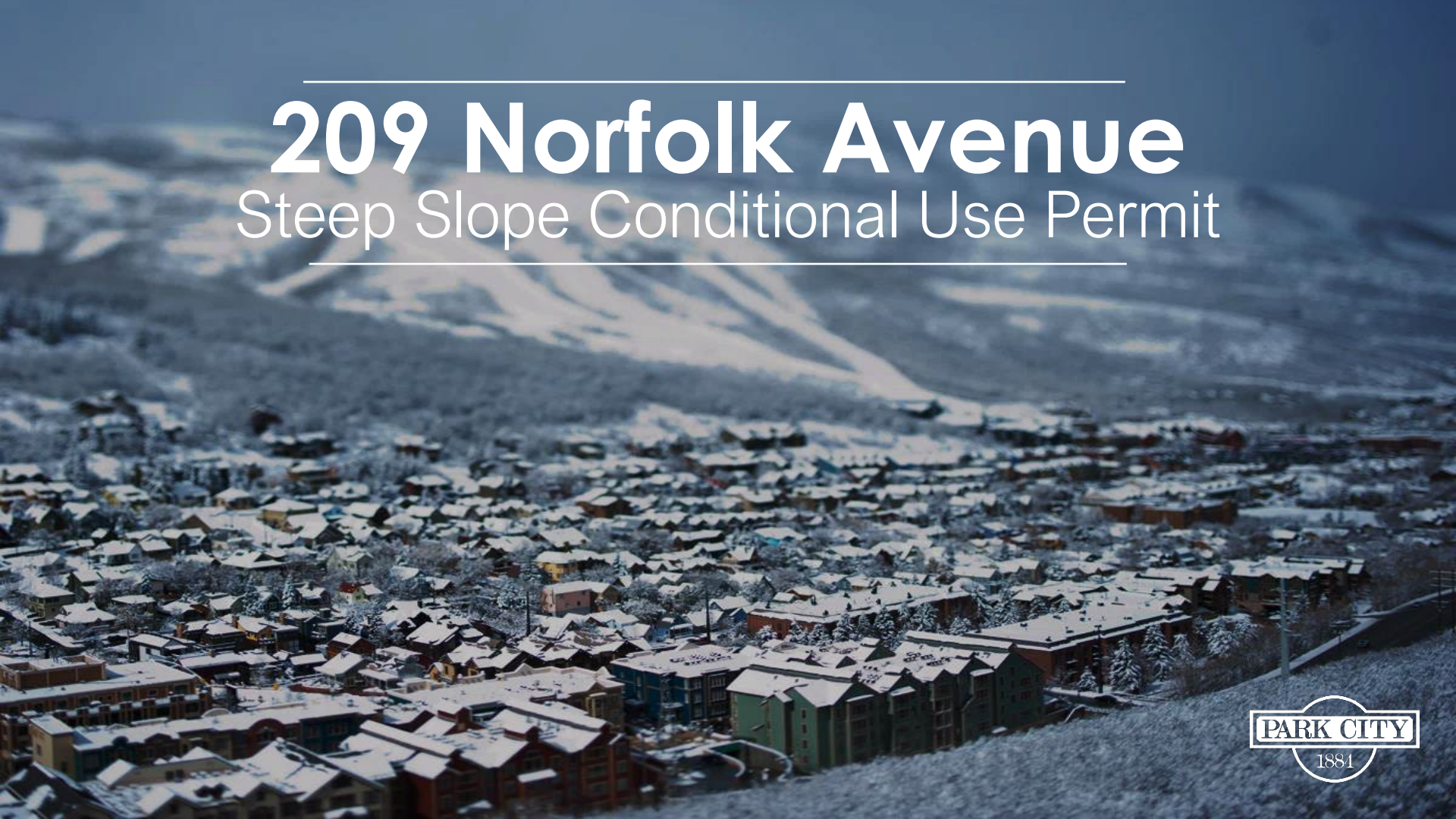




Level 3

Level 2

**Proposed addition located
under level 2, not visible
from the exterior and
within the building
footprint**

An aerial photograph of a mountain town covered in snow. The town is densely packed with buildings, mostly with dark roofs, and is situated on a steep slope. In the background, there are more snow-covered mountains and a winding road. The overall scene is serene and wintry.

209 Norfolk Avenue

Steep Slope Conditional Use Permit



—————**209 Norfolk Avenue**—————

- Historic Residential – 1
- Vacant Lot
- New Single-Family Dwelling Proposed
- Steep Slope Conditional Use Permit (SSCUP) required
- Historic District Design Review (July 16)



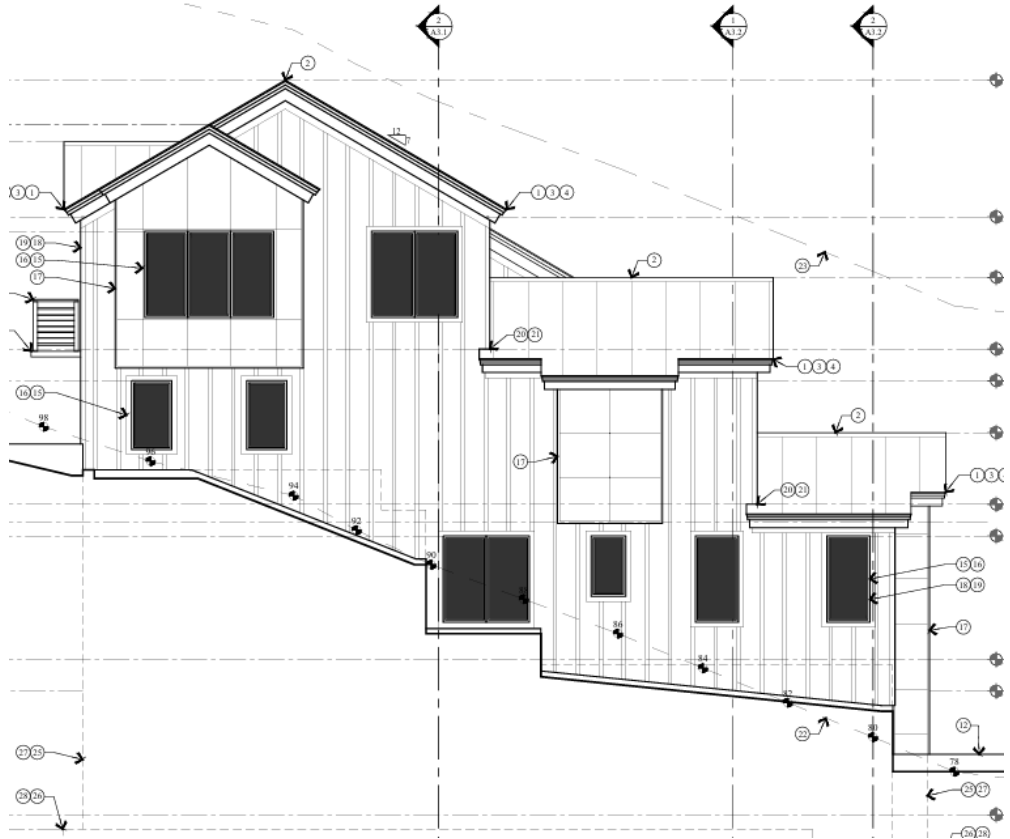
Analysis

- Complies with the HR – 1 Zoning District
 - Reduced Building Footprint
 - Reduced Building Height
 - Increased Setbacks



Analysis

- Complies with Building Height
 - Maximum Building Height
 - Internal Building Height
- Horizontal Step on the Downhill Façade
- Roof Form



— Analysis —

- Complies with SSCUP
 - Location & Building Location
 - Visual Analysis
 - Access
 - Minimized impacts to Steep Slopes with shared access
- Terracing
- Building Form and Scale
- Dwelling Volume



Conditions of Approval

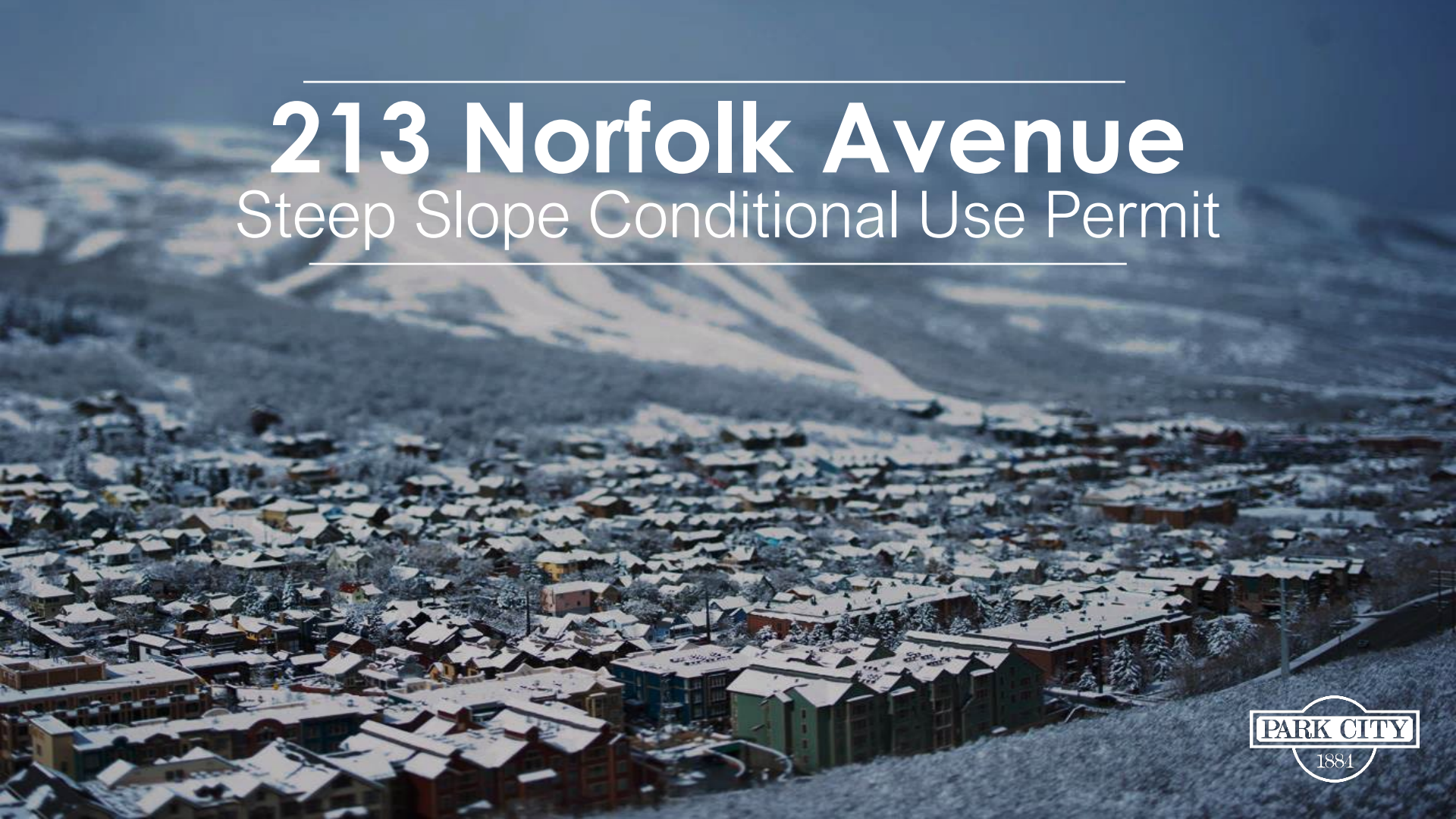
4. The Applicant shall update Final Grade to be within 4 vertical feet of Existing Grade, except for the placement of approved window wells, emergency egress, and a garage entrance.
5. The Applicant shall revegetate and landscape the site to provide screening of retaining walls, as well as erosion mitigation.
6. Additional modifications to the structural components may be required based on Engineering review and approval of the Geotechnical and Soils Investigation Report, prior to Building Permit issuance.

Recommendation

- (I) Review the proposed SSCUP at 209 Norfolk 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 Commission may:

- Approve the SSCUP at 209 Norfolk Avenue
- Deny the SSCUP at 209 Norfolk Avenue and direct staff to make Findings for the denial or;
- Request additional information and continue the discussion to a date certain.

An aerial photograph of a mountain town covered in snow. The town is densely packed with buildings, mostly with dark roofs, and is surrounded by steep, snow-covered slopes. The background shows more of the mountain range under a clear sky.

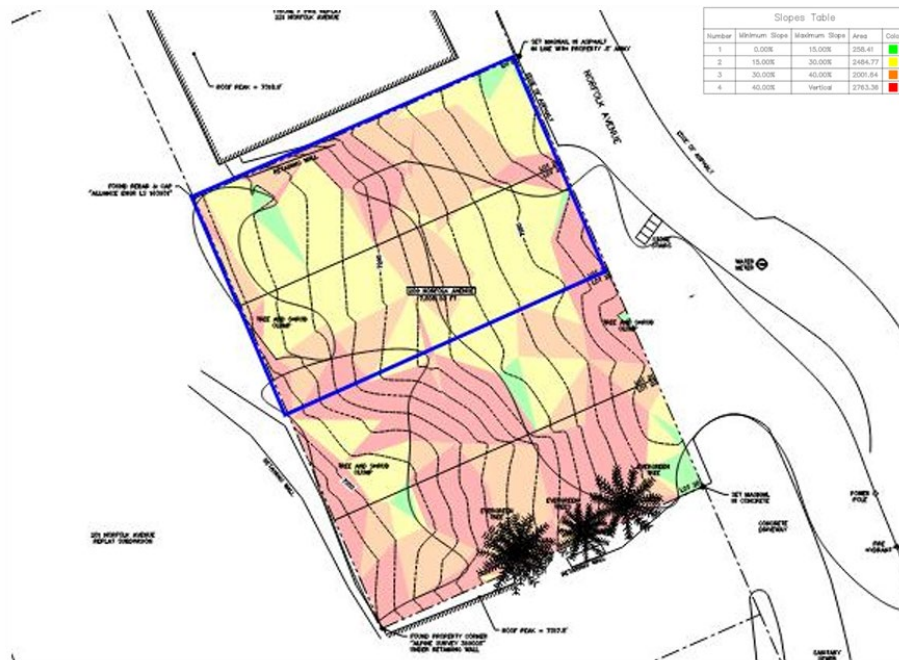
213 Norfolk Avenue

Steep Slope Conditional Use Permit



—————**213 Norfolk Avenue**—————

- Historic Residential – 1
- Vacant Lot
- New Single-Family Dwelling Proposed
- Steep Slope Conditional Use Permit (SSCUP) required
- Historic District Design Review (July 16)



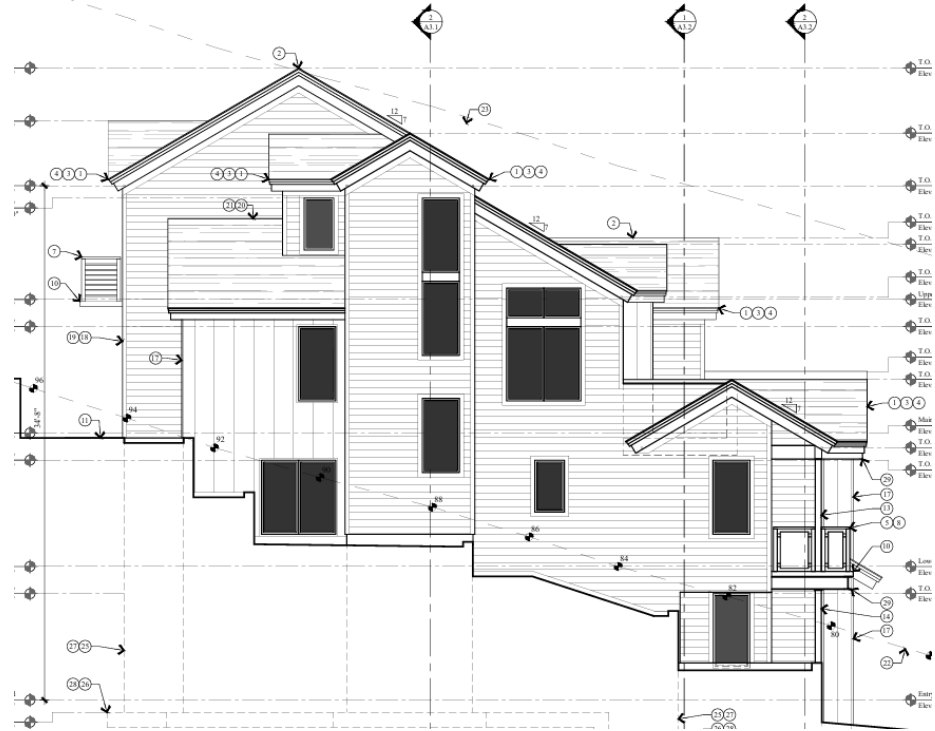
Analysis

- Complies with the HR – 1 Zoning District
 - Reduced Building Footprint
 - Reduced Building Height
 - Increased Setbacks



Analysis

- Historic Residential – 1
- Complies with Building Height
 - Maximum Building Height
 - Internal Building Height
 - Horizontal Step on the Downhill Façade
 - Roof Form



— Analysis —

- Complies with SSCUP
 - Location & Building Location
 - Visual Analysis
 - Access
 - Minimized impacts to Steep Slopes with shared access
 - Terracing
 - Building Form and Scale
 - Dwelling Volume



Conditions of Approval

4. The Applicant shall update Final Grade to be within 4 vertical feet of Existing Grade, except for the placement of approved window wells, emergency egress, and a garage entrance.
5. The Applicant shall revegetate and landscape the site to provide screening of retaining walls, as well as erosion mitigation.
6. Additional modifications to the structural components may be required based on Engineering review and approval of the Geotechnical and Soils Investigation Report, prior to Building Permit issuance.

Recommendation

- (I) Review the proposed SSCUP at 213 Norfolk 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 Commission may:

- Approve the SSCUP at 213 Norfolk Avenue
- Deny the SSCUP at 213 Norfolk Avenue and direct staff to make Findings for the denial or;
- Request additional information and continue the discussion to a date certain.



1362 Aerie Drive

Plat Amendment

Planning Commission | July 8, 2026
PL-26-06947



1362 Aerie Drive

Summary

- Applicant requests a Plat Amendment to reduce Front Setback from 20 feet to 10 feet for proposed SFD and from 25 feet to 15 feet for Garage.



1362 Aerie Drive

Summary

- LMC § 15-2.11-3(C) allows Planning Commission to grant a reduced Front Setback via a Plat Amendment to:
 1. Solve Access problems with relatively steep Grades,
 2. Preserve Significant Vegetation,
 3. Eliminate or minimize cut and fill Areas,
 4. Promote Clustered Development, and
 5. Preserve Open Space
- Lots to which this exception applies must be so designated on the Subdivision Plat at the time the plat is approved



1362 Aerie Drive

Plat Amendment

- Site is in the SF Zone, SLO, and Aerie Phase 1 Subdivision
- Analysis regarding zoning requirements and SLO regulations outlined in the Staff Report



1362 Aerie



1362 Aerie



1362 Aerie



1362 Aerie



Thaynes Canyon Drive / HWY-224 Vantage Point

1362 Aerie



McPolin Barn Vantage Point

1362 Aerie



PCSD Campus Vantage Point

1362 Aerie Drive

Good Cause

- Commission must find Good Cause and find that no Public Street, Right-of-Way, or easement has been vacated/amended to approve Plat Amendments
- Good Cause: *“Providing positive benefits and mitigating negative impacts, determined on a case by case basis to include such things as: providing public amenities and benefits, resolving existing issues and non-conformities, addressing issues related to density, promoting excellent and sustainable design, utilizing best planning and design practices, preserving the character of the neighborhood and of Park City and furthering the health, safety, and welfare of the Park City community.”*



1362 Aerie Drive

Conditions of Approval

- Conditions of Approval require Applicant to:
 - Replace existing evergreen tree on-Site and use a landscape buffer,
 - Reduce driveway width to 27 feet;
 - Plat the Ridge Line Area and designate at least 85% of the Lot as undisturbed Open Space;
 - Limit the total disturbance area to 4,664 square feet;
 - Submit soils investigation and geotechnical report;
 - Use non-reflective and earth-toned materials and roofing; and
 - Use Dark Sky-compliant outdoor lighting.



Recommendation

(I) Review the Aerie Phase 1 Lot 16 Plat Amendment for 1362 Aerie Drive to reduce required Front Setbacks to accommodate access on a Steeply Sloped site,

(II) conduct a public hearing, and

(III) consider approving the Plat Amendment based on the Findings of Fact, Conclusions of Law, and Conditions of Approval, as amended, in the Draft Final Action Letter.

The Planning Commission may:

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

Public Input – 1362 Aerie Drive

James Brown III

Park City Municipal Corporation Planning Department / Board of Adjustment 445 Marsac Avenue | PO Box 1480 Park City, UT 84060 July 2, 2026 RE: Public Comment and Objection to Proposed Variance Request PL-26-06947 - 1362 Aerie Drive (Located within the Sensitive Land Overlay) Dear Members of the Park City Board of Adjustment and Planning Staff, I am writing as a resident and property owner within the immediate notification zone of the subject property located at 1362 Aerie Drive. I am writing to formally request that the Board of Adjustment DENY the applicant's request for plat amendment requesting a front yard setback variance from 20 feet to 10 feet, and a front-facing garage setback variance from 25 feet to 15 feet. My objections are based on the following reasons: 1. The Hardship is Entirely Self-Imposed Under Utah law and Park City code, environmental restrictions known at the time of purchase do not constitute an "unnecessary hardship." Additionally, per LMC standards, an unreasonable hardship cannot be economic. The subject lot features a topography and configuration materially similar to neighboring parcels on our street that have successfully built compliant structures. Because the hardship is entirely self-imposed, the applicant should scale the size of the home and garage footprint to fit the developable portion of the lot. 2. Special Circumstances Do Not Justify Endangering Public Safety While the SLO designations represent unique physical traits, the code does not intend for environmental constraints on one part of a lot to justify creating a public safety hazard on another. Moving the house to 10 feet and the garage to 15 feet violates the clear intent of neighborhood zoning and creates severe logistical hazards. 3. The Request Severely Compromises Public Safety and Public Interest (LMC § 15-10-8(C)(4)) Granting these variances directly undermines the safety and winter operations mandates of both the General Plan and the SLO: The "Driveway Trap" and Pedestrian Hazard: A 15-foot front-facing garage setback leaves zero room to park a standard vehicle off-street. Average SUVs and trucks (16–19 feet) will hang over and block the street, forcing pedestrians, cyclist and cars to swerve around to avoid hitting a parked vehicle. Additionally, backing out of a garage just 15 feet from the property line creates severe sightline blindness. Failure of Mandatory Snow Storage: By cutting the front yard buffer in half, the applicant destroys the lot's capacity for required on-site snow storage. During Park City winters, this tight configuration will inevitably force snow shed or plowing into the public right-of-way, interfering with city plowing operations. 4. The Variance is Not Essential to a "Substantial Property Right" The applicant possesses the exact same right as their neighbors: the right to build a functional single-family home and garage within the standard building envelope. Denying these dramatic setback reductions does not deprive them of a substantial property right; it simply requires them

to align their architectural design with the rules every other neighbor has respected. 5. The Spirit of the Land Management Code is Violating "Substantial Justice" The uniform setback lines of our neighborhood preserve an open streetscape, pedestrian safety, and mutual privacy. Allowing a single property to jut forward dynamically past the established building line creates an inappropriate "snout house" aesthetic that dominates the streetscape with garage doors. Granting this request would set a highly damaging precedent and fail the test of substantial justice for the surrounding community. For these reasons, the application completely fails to meet the legal threshold required for a plat amendment. I respectfully urge the Board of Adjustment to uphold Park City's strict environmental and safety standards and deny this application. Sincerely, James Brown III

Elizabeth and John Goodwin

Dear planning board

I refer to the project names above for a plat amendment for 1362 Aerie Drive. My husband and I object to any change in the placement of new buildings on this lot. Everyone else has abided by the set regulations and to start allowing new builds to negate existing regulations can only be a negative for the whole street. We are an expensive neighbourhood and residences therefore are well set back from the road to allow residents to appreciate the integrity of personal residential space. Allowing new builds to change regulations would, in our opinion, open up future "asks" for code changes... the thin end of the wedge as it were.

Thank you for your consideration of this matter .

Kind regards

Elizabeth and John Goodwin

William and Susan Keith

Now that we have access to the lot 16 application information, please accept this following specific comments as a replacement of my prior generic comments:

Written Public Comment — Opposition to Aerie Phase 1 Lot 16 Plat Amendment

Application: PL-26-06947 — 1362 Aerie Drive

Hearing Date: July 8, 2026

Submitted by: William and Susan Keith, 1359 Aerie Drive (directly across the street from the subject property)

Dear Chair and Members of the Planning Commission:

My wife and I own the home directly across the street from Lot 16. We are not opposed to a home being built on this lot. We ask only that it be held to the same setback standards that every other home in the Aerie has met for more than four decades. We respectfully request denial of this Plat Amendment for the following reasons.

1. The code's threshold criterion is not met — by staff's own analysis, there is no access problem to solve

LMC § 15-2.11-3(C)(1) permits a reduced Front Setback "to solve Access problems with relatively steep Grades." The staff report concedes on page 6 that no such problem exists here: "maintaining the standard 25-foot Front Setback allows access with a driveway slope compliant with the maximum 14% slope." The reduction merely improves an already-compliant driveway from 14% to 13.4%.

An exception created to solve access problems cannot properly be granted where staff's own analysis shows compliant, safe access is achievable under the standard setback. What the reduction actually accomplishes is acknowledged elsewhere in the report: "A reduction in Front Setbacks could enable construction of a larger SFD." A design preference for a larger home is not a qualifying basis under the code.

2. The plain language of the code does not permit designating Lot 16 now

The same code section states: "Lots to which this exception applies must be so designated on the Subdivision Plat at the time the plat is approved." The Aerie Phase 1 plat was approved by City Council on December 28, 1981. Lot 16 was not designated. The natural reading of this clause is that eligibility is decided at subdivision platting — when the City and developer evaluate the neighborhood as a whole — not retrofitted onto a single lot 45 years later at one owner's request.

If instead any lot may be designated at any time by plat amendment, this clause is rendered meaningless, and the provision becomes a mechanism for individual owners to bypass the City's variance process and its hardship standard — a standard this application plainly cannot meet, given the concession in Point 1.

We respectfully request that the City Attorney address this interpretive question on the record before any vote is taken.

3. The subdivision's original design intent confirms Lot 16 was never an exception lot

The Aerie's recorded Revised Architectural Design Guidelines (Summit County Recorder Entry No. 544606, recorded July 20, 1999) demonstrate that setback flexibility in this subdivision was a deliberate, lot-specific design decision. The guidelines state:

> "Lots 3, 4, 5, 6, 13, 46, and 67 shall be considered for a variance in their front setback per the language of the Lot Description."

Lot 16 is not among them. The same document explains why lot-by-lot placement was fixed: "The Aerie has been carefully planned to maintain the views and to minimize the impact of houses built on those views. The height restriction and location of the buildable area on each lot has been defined to preserve and protect both views and privacy."

We recognize these guidelines are not City code. We offer them as evidence of original design intent: the subdivision's planners identified precisely which lots might merit front setback relief, and Lot 16 — with full knowledge of its slopes — was never one of them.

4. The reduction increases harm to the very resources the Sensitive Land Overlay protects

Staff concedes the trade at the heart of this application: granting the reduced setback "would shift the massing of the SFD up the Steep Slope and the Ridge Line Area, resulting in a SFD more visible from certain Vantage Points, including the intersection of Thaynes Canyon Drive and SR-224, the McPolin Barn, and the Park City School District Campus."

Increased visual intrusion at three designated Vantage Points, adjacent to a platted Ridge Line Area, on one of the most visible hillsides in Park City's entry corridor, is directly contrary to the SLO's stated purposes. The recommended landscape buffer, materials restrictions, and lighting restrictions are an implicit acknowledgment that this harm is real. The simplest mitigation is the one the code already provides: the standard setback.

Notably, the staff report compares driveway slopes under the two setback scenarios but contains no visual comparison of the home's Vantage Point impact under a compliant 25-foot setback versus the proposed 15-foot setback. The Commission is being asked to approve increased visibility without ever seeing the compliant alternative.

5. Neighboring lots with equal or steeper slopes complied — with less disturbance

Lots 17 and 20, on the same side of Aerie Drive, have slopes equal to or steeper than Lot 16's and were developed in full compliance with the 20-foot and 25-foot front setbacks, with site disturbance of only 14% and 19% of lot area respectively (staff report, p. 4). Lot 16 is the largest lot in staff's comparison table (35,283 sq. ft.).

Compliance is demonstrably feasible on this street, on this topography. There is no hardship here — only preference.

6. Approval would create an unmanageable precedent

This would be the first front setback exception granted in the Aerie's 45-year history, based on conditions — steep slopes — common to nearly every lot in the subdivision. If steepness alone qualifies Lot 16 despite compliant access being achievable, the Commission will have no principled basis to deny the same relief to any future applicant on Aerie Drive. Predictability of the code, and fairness to every homeowner who built in compliance, both counsel denial.

7. Safety at an identified high-risk corner

The City has already recognized this section of Aerie Drive as higher-risk, installing "No Parking or Stopping" signage. Moving the garage ten feet closer to the road at this corner compounds those concerns for vehicles entering and exiting the driveway.

Requested Action:

We respectfully request that the Planning Commission ****deny**** the Plat Amendment.

In the alternative, we request that the Commission continue the item and direct staff to provide: (1) a written City Attorney opinion on whether LMC § 15-2.11-3(C)(1) permits designation of exception lots by plat amendment 45 years after plat approval, and (2) a visual simulation from the three designated Vantage Points comparing the proposed home under the standard 25-foot setback versus the requested 15-foot setback.

The applicant can build a beautiful home on this lot under the same rules everyone else followed. Staff's own report says so. We ask the Commission to require it.

Respectfully submitted,

William and Susan Keith

Kerrin and Stefan Antonsson

Park City Planning Commission

Regarding: PL-26-06947

This request from 1362 Aerie Drive for a setback of 10 feet instead of 20 feet is completely inconsistent with anything else in the neighborhood. It would absolutely change the characteristic of the neighborhood and set a bad precedent for what people can do in our Aerie subdivision. We don't agree that this should be allowed.

We cannot attend the July 8, 2026 hearing as we will not be in town on that day.

Thank you,

Kerrin Antonsson

Stefan Antonsson

Evelyn Saunders

RE: 1362 Aerie Dr.

Request for Plat Amendment

July 7, 2026

Dear Members of the Park City Planning Commission:

I am a resident of the Aerie Subdevelopment and currently live just a very short distance from 1362 Aerie Dr. I have lived in this sub-development at my current address for 35 years.

I am aware that the north side of Aerie Dr has a steep incline but, over the years, I have watched homes being built on the north side of Aerie Drive, including homes adjacent to the lot in question, and all were able to adhere to the twenty-foot set back requirement and all were able to manage installation of driveways that complied with the setback. These other north facing lots have had equally steep inclines, and some have been steeper than the lot in question and they all adhered to the required setbacks. Buying a steep lot is a choice the owners made and they give no unique life safety issues for needing to change the current set back requirements. It appears that their request to change the set back requirements is a matter of convenience. That being the case, there is absolutely no justifiable reason for the Planning Commission or city of Park City to approve a ten foot setback. Everyone else on the north side of Aerie Drive and throughout the development have adhered to the set back requirements. Carving out an exception to the set back requirement for the sole convenience of one person is unfair to all that have adhered to the requirements and sets a bad precedent going forward.

The lot in question is located at the top of a hill that starts going down into a sweeping hair pin turn. I live on this turn and know that in the winter it creates a dangerous driving situation and requires all the space that the 20 ft set back provides in case of sliding off the road. From experience, I know that people drive very fast through this section of Aerie Dr and it is a life/safety issue to make sure that houses are adequately set back from the road. It is also a safety issue to have the lot owners comply with the set back

requirements so that no street view going into a dangerous hairpin curve is impeded. Again, this is a life/safety issue.

During winter months when we have large snow accumulations, snow banks have been at least ten feet wide and very tall. Over the years, I have seen snow banks up to seven feet tall. Clearly building a house within the space needed by snow plows is an unwise and an unsafe decision. Where does the snow go when there is no space for it on the side of the road? Our elevation is approximately 7500 ft and we do get more snow than areas in town that are at lower elevations.

The Aerie subdevelopment is within a sensitive land overlay. In fact, the Aerie subdevelopment was the sole reason that ridgeline regulations were enacted by Park City. It is a very obvious housing development that overlooks Park City old town and it is readily seen coming into town from as far away as the white barn on highway 224. The north side is what is seen while driving into town and the lot in question is on that northside ridge. Extra scrutiny needs to be given to any request for a plat amendment that would disturb the ridgeline elevation profile as seen throughout the Park City valley. The current request would move the house to be built higher up on the hillside and make it more observable from the valley. The other homes on the north side of Aerie Drive and adjacent to the subject lot are tucked lower on the north side of the mountain and, thus, comply more with the strong desires of Park City Government to not disturb ridgelines, especially one that is so noticeable from every area of Park City and the valley. Again, items such as this and those I have mentioned herein above far outweigh the desire of a lot owner to change the Aerie plat and setback requirements for his sole convenience. I feel certain other owners on his side of the road would have preferred for their convenience to build closer to the road but, instead, built their homes in accordance with the set back regulations.

I hope that you take these factors into consideration and reject the applicant's request to amend the plat for the Aerie subdevelopment.

Thank you.

Evelyn Saunders



1364 Golden Way

Sensitive Land Overlay

Planning Commission | July 8, 2026
PL-26-06972

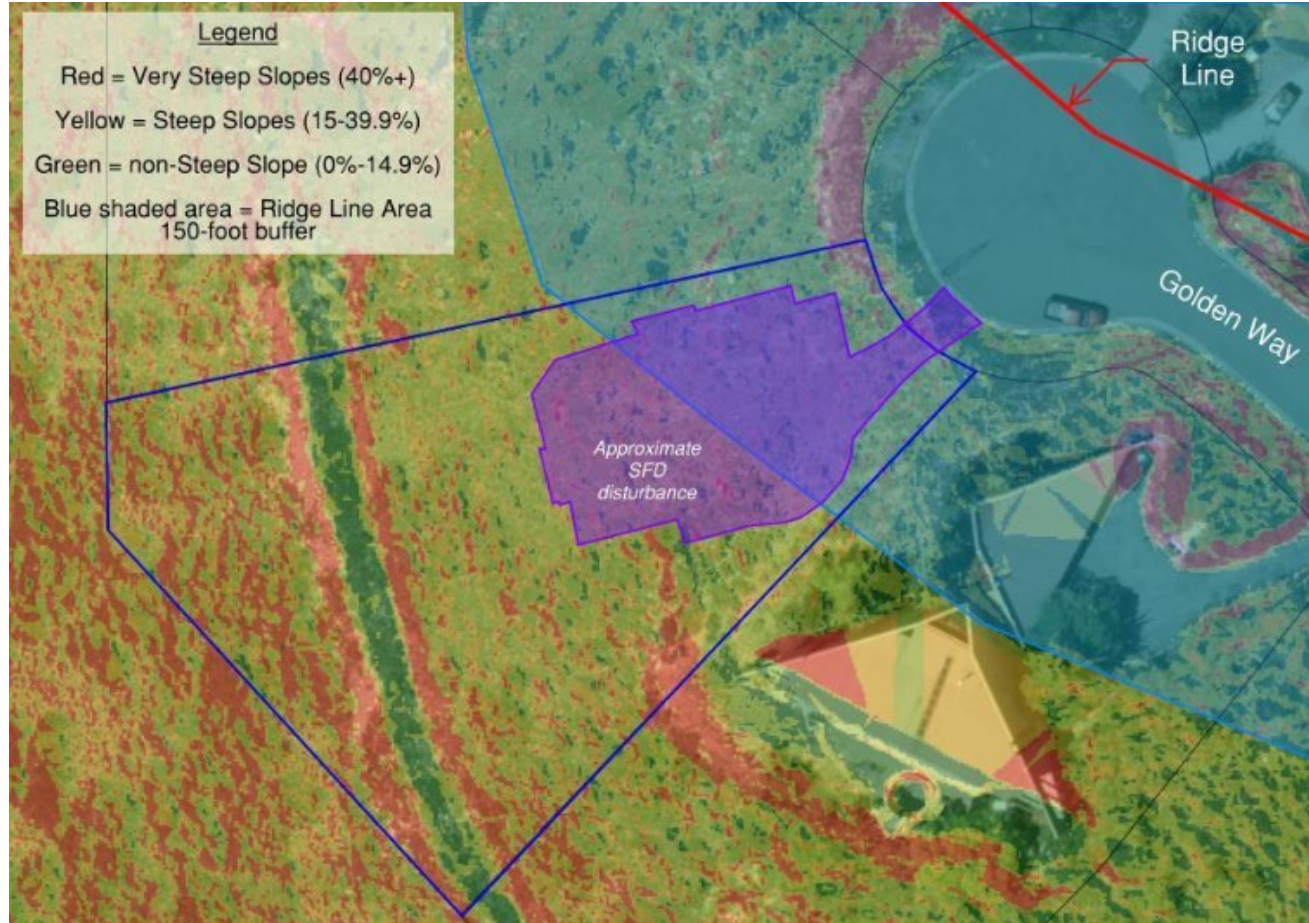


1364 Golden Way

Summary

- Applicant requests Planning Commission modify application of the SLO Ridge Line Area regulations to allow development of a SFD
- Applicant proposes a SFD that would encroach approximately 70 feet into the 150-foot Ridge Line Area

1364 Golden Wy.



1364 Golden Way

Background

- 1364 Golden Way is Lot 93 of Aerie Phase 2 Subdivision, which was platted in 1983 prior to enactment of the SLO in 1992
- Under current regulations, Lot would likely not have been created because SLO regulations prohibit Structures in Ridge Line Areas

1364 Golden Way

Hardship Relief

- Applicant requests hardship relief from SLO Ridge Line Area restrictions
- Locating SFD outside of the Ridge Line Area on the Lot would result in a SFD that:
 - Is shifted substantially lower on the hillside while still being highly visible from many Vantage Points;
 - Would require construction of a SFD that is not aligned with others in the Subdivision; and
 - Would require site disturbance for driveway access on Steep Slopes

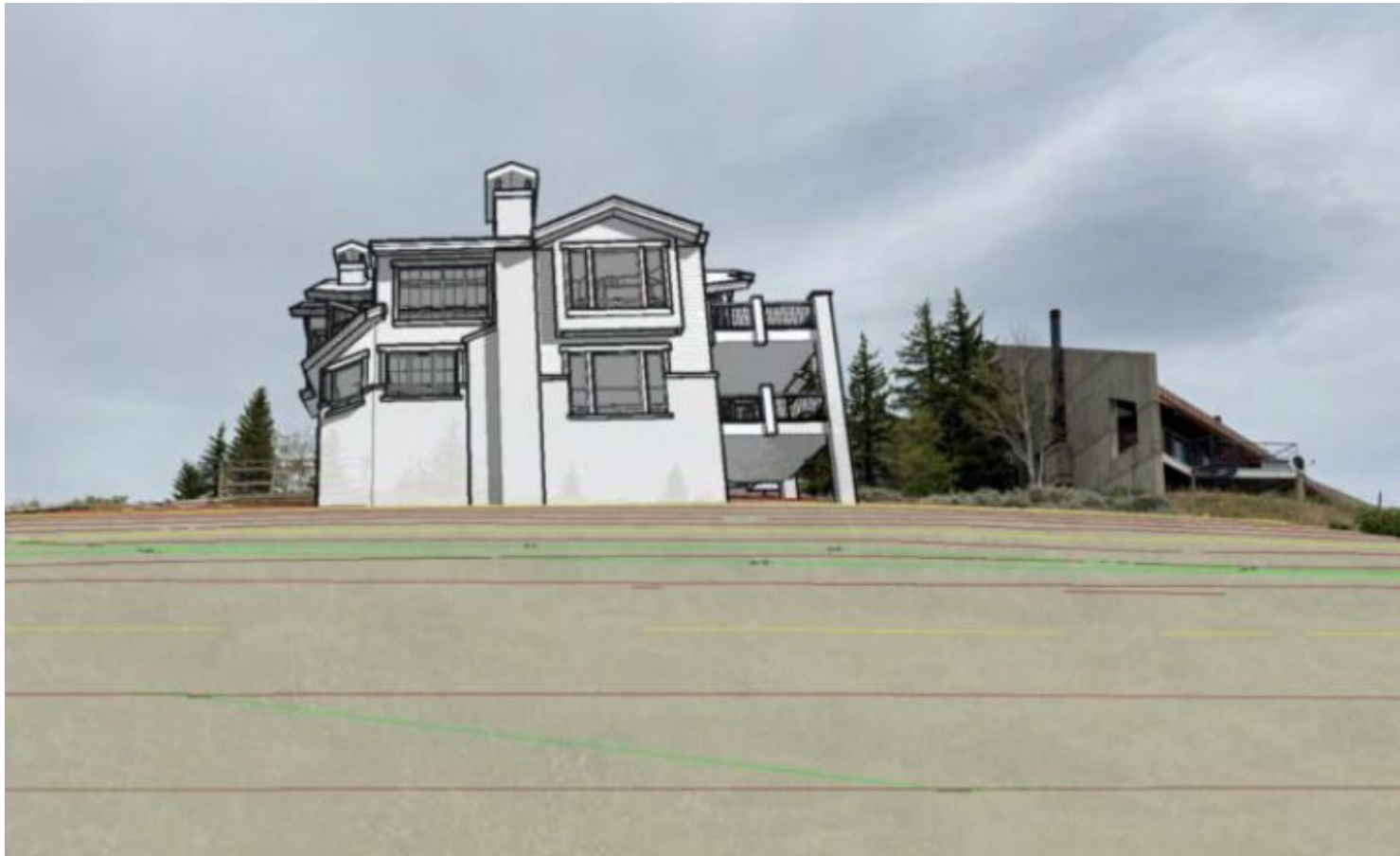
1364 Golden Wy.



1364 Golden Wy.



1364 Golden Wy.



1364 Golden Wy.



CITY HALL (445 MARSAC AVENUE)

1364 Golden Wy.



PARK CITY SKI AREA BASE

1364 Golden Way

Hardship Relief

- Also visible from Vantage Points at McPolin Barn and intersections of SR-224/Holiday Ranch Loop Road, Heber Avenue/Main Street, SR-224/Thaynes Canyon Drive (see Staff Report)
- Proposed SFD complies with SF District Lot and Site Requirements
- Building Height: 28 feet above Existing Grade, but gable roofs of 4:12 pitch or greater can extend up to 33 feet
 - Applicant proposes SFD with gable roofs of 4:12 or greater that is maximum of 33 feet above Existing Grade

1364 Golden Way

Conditions of Approval

- To reduce impact of the SFD on Ridge Line Areas and protect environmentally sensitive land, Staff recommends Conditions of Approval:
 1. Require the Applicant to install non-reflective roofing and facade materials that are neutral and earth-toned.
 2. Require the Applicant to plant evergreen landscaping to screen the Structure and blend in with the hillside as viewed from Vantage Points.

1364 Golden Way

Conditions of Approval

- 3: Require at least 75% of the Lot to remain Open Space, and limit disturbance of the Open Space on the Lot to removal of dead and dying vegetation and weed mitigation.
- 4: Establish a maximum disturbance area for the site of 6,600 square feet.
- 5: Establish outdoor lighting restrictions

Recommendation

(I) Review the Sensitive Land Overlay Hardship Relief request for 1364 Golden Way to build a Single-Family Dwelling within a Ridge Line Area,

(II) conduct a public hearing, and

(III) consider approving the request based on the Findings of Fact, Conclusions of Law, and Conditions of Approval, as amended, in the Draft Final Action Letter.

The Planning Commission may:

- Approve the SLO hardship relief request for 1364 Golden Way.
- Deny the SLO hardship relief request for 1364 Golden Way and direct staff to make Findings for the denial.
- Request additional information and continue the discussion to a date certain.

1364 Golden Way – public input submitted after packet publication

Robert G. Anderson

Dear Planning Commission

My wife and I own the property at 1363 Golden Way. We have owned and enjoyed this property for twenty five years. We are opposed to the application coming before the commission July 8th. The Sensitive Lands Overlay was added to the Land Management Code to protect the ridge line. Having a home in the ridge line not only affects me but also other residents of Park City. It appears the lot has a large building pad. The house could be moved down the hill in order to comply with the code. I feel the proposal as submitted would adversely affect the property value and enjoyment of our home.

I am unable to attend the meeting but my representative Ginny Schulman object on our behalf.

Sincerely

Robert G. Anderson

James Brown III

RE: Objection to Sensitive Land Overlay Hardship Relief Request — Lot 93 The Aerie, Park City, UT — Application/File No. PL-26-06972 Dear Members of the Planning Commission: I am writing to formally object to the Hardship Relief request submitted for Lot 93 in The Aerie subdivision. I am a resident at 1324 Aerie Drive, located near the subject property, and I have a direct interest in the outcome of this application. 1. The Applicant Has Not Met the Legal Standard for Hardship Relief Under Land Management Code Section 15-2.21-2(E), the Planning Commission may only grant Hardship Relief from the Sensitive Land Overlay regulations if the Applicant demonstrates that strict application of those regulations would deny all reasonable use of the property — not merely that compliance is inconvenient, less profitable, or requires a smaller or

differently configured home than the Applicant would prefer. This is a demanding standard, and the record before the Commission does not support a finding that it has been met here. By their own application, the Applicant cites the driving reason for the hardship is “the value of the lots have been reduced inordinately.” This is not a permissible reason to obtain hardship relief. 2. Any Hardship Is Self-Created The topographic and Sensitive Land constraints affecting this lot are not new conditions imposed on the Applicant after acquisition — they are pre-existing physical characteristics of the property that were fully disclosed and mapped at the time of purchase, and that apply consistently across similarly situated lots in The Aerie. A hardship that arises from a knowing purchase of a constrained lot, or from a desire to maximize building envelope, floor area, or view corridors beyond what the Sensitive Land Overlay allows, is self-created and does not entitle the Applicant to relief that other Aerie property owners were required to design around. 3. Granting Relief Would Undermine the Purposes of the Sensitive Land Overlay Chapter 15-2.21 exists to protect steep slopes, ridge lines, wildlife habitat, and drainage corridors that are precisely the features present on this lot and throughout The Aerie. Relief here would permit:

- Disturbance of Steep Slope or Very Steep Slope areas, increasing erosion, slope failure, and downstream drainage impacts onto neighboring lots;
- Intrusion into a mapped Ridge Line Area, creating a visible silhouette against the skyline from designated Vantage Points, contrary to the Overlay’s intent that Ridge Line Areas remain undeveloped;
- A precedent that similarly constrained lots throughout The Aerie can seek the same relief, eroding the Overlay’s protections subdivision-wide rather than on this lot alone.

The Planning Commission should take note of the fact that there are six (6) undeveloped lots on Golden Way so approving this hardship will be cited by the remaining property owners to seek the same ridgeline intrusions. For the foregoing reasons, I respectfully ask the Planning Commission to DENY the Hardship Relief request as submitted. Thank you for considering these concerns. I ask that this letter be entered into the public record for this application. Respectfully, James Brown III

Julia Gregory

Dear Planning Commission:

My husband, Warren T Gregory and I, Julia P Gregory live across the street at 1359 Golden Way. Our house is pictured in photo 5 on sheet A1.3 in the draft final action letter. I have recently received notice of this proposal to which we seriously object. We purchased our house in 2020 knowing of the height restrictions in place and with the understanding that someone would eventually build on those lots. We also disagree with the proposed height restriction variance relief. Someone can build on this property in compliance with the codes. Other houses in the area have built successfully below

the ridge line. We also have seen the dramatic price increase offered for this land parcel to \$5 million since our home was purchased. We believe their variance if granted would significantly decrease the value of our home as the views would be seriously impacted at a greater extent than the regulations allowed and what we understood when we purchased it. We have paid increasing state and local taxes since our home purchase all the while understanding that the codes would be honored. In addition, we are very disappointed that such a short notice period has been given to us to protest. As good citizens, we have personally worked consistently with the Park City Council to keep the land across from our home free of fire potential and appreciated the Park City Council's help. Furthermore, it would be disappointing if this applicant does not plan to live here and is speculating with this proposed code variance in order to maximize the sale of his property for which he has owned the land for very many years. In summary, we are requesting that the current codes be respected.

Sincerely,

Julia P Gregory

Howard Wallack

My name is Howard Wallack and I live at 1360 Golden Way which is the lot and home directly Nextdoor to lot 93. I am very much opposed to the application made to change the existing rules governing the property. This lot has greatly appreciated since the owner purchased it and could have built at any time during his ownership. Now all of a sudden he wants the rules that we all must follow to be relaxed when it is totally not necessary. It is not a question of value of his lot which has increased dramatically since his purchase but the fact that my home would be negatively effected by the approval when it is not necessary in order for him to build on it which can easily be done with out changing the rules. Why should my privacy be diminished and my property value suffer a decrease in value simply because he wants the city to change the rules in his favor. We are going through a period in Park City where the residents are worried by the actions of the city government which seem to be pro growth rather then worrying about the existing residents. Two things in closing 1 I sent an email to Jacob Klopfenstein last week asking for details as I am in Euorpe and will not return for several weeks and received nothing in response 2 I believe it was stated there was no opposition to the request and I am here to tell you that even with such short notice everyone who has a stake is opposed as soon as they hear about it. There is a reason we have building codes and rules governing our lands and there is no reason they should be adjusted as the land can be used and homes can be built within the existing code with no problem

Jacob

I emailed you last week asking for more information about this and haven't received a response. I am in Europe till at least the end of the month and have now received information on the application. I am vehemently opposed to

The application as there is no real grounds or need for relaxation of the existing code. The land has appreciated drastically in value since its purchase by like one 1000 percent. In fact it was listed for 5.25 million and from what I was told he turned down an offer of 4 million so there is not any financial hardship associated with the land.

The lot is plenty large enough to build a mini mansion without taking away my privacy or diminishing the value of my property . Changing the setbacks or height restrictions do nothing but diminish the value of the surrounding properties

The owner has had many opportunities to build over the years so why should the city change the rules all of a sudden for him at the expense of the other area residents. I was told no one is opposed to it well I can tell you every neighbor is opposed to it as soon as they hear about it even with the short notice. I live at 1360 golden way which is lot 92. It is not fair that you change the rules for lot 93 causing harm to my property values and privacy to accommodate another when it is not necessary for the use of the property

Thank you

Howard Wallack

An aerial photograph of a mountain town, likely Park City, Utah, covered in a thick layer of snow. The town's buildings, mostly multi-story structures with dark roofs, are densely packed in the lower half of the frame. The upper half shows the snow-covered slopes of the surrounding mountains under a clear, bright sky. The overall tone is cool and wintry.

LAND MANAGEMENT CODE AMENDMENTS

Condominium Plat Amendments

Planning Commission

July 8, 2026



WORK SESSION

The Planning Commission recommended:

- A provision that plat amendments outside the purview of administrative review require Commission review/approval
- Staff return with a draft ordinance for recommendation to City Council

PROPOSAL

Major Condominium Plat Amendments

- Adding condominium units
- Combining commercial or more than two residential units
- Enclosing a deck >100 sq ft to create habitable space
- Converting private/common/limited common in commercial condos
- Increasing an Off-Street parking requirement
- Additions with exterior changes beyond scope of admin review
- **Any change or plat modification exceeding criteria for admin review**



PROPOSAL

Minor Condominium Plat Amendments

- Creating private habitable space within an attic or crawl space
- Converting residential common/limited common area to private area to reflect City-approved as-built conditions
- Enclosing a compliant deck ≤ 100 sq ft to create habitable space
- Combining up to two adjacent residential units under one ownership

RECOMMENDATION

- (I) Review the proposed Land Management Code Amendments
- (II) conduct a public hearing, and
- (III) consider forwarding a positive recommendation to the City Council