



**PLANNING DEPARTMENT ADMINISTRATIVE PUBLIC HEARING
SUMMIT COUNTY, UTAH
September 3, 2026**

The Planning Department of Park City, Utah, will hold a Public Hearing in person at the Marsac Municipal Building, Planning Department Conference Room, at 445 Marsac Avenue, Park City, Utah 84060. Meetings will also be available online and may have options to listen, watch, or participate virtually.

Zoom Link: <https://us02web.zoom.us/j/88167820277>

1. REGULAR AGENDA - 12:00PM

- 1.A. **1120 Park Avenue – Historic District Design Review** – The Applicant Proposes to Construct a New Single-Family Dwelling in the Historic Residential - Medium Zoning District. PL-26-06996
(A) Public Hearing; (B) Action
- 1.B. **9100 Marsac Avenue – Administrative Permit** – The Applicant Proposes to Construct a Public Transit Amenity Area along Marsac Avenue in Front of the Montage Hotel in the Residential Development Zoning District and Sensitive Land Overlay. PL-26-07027
(A) Public Hearing; (B) Action
- 1.C. **50 Shadow Ridge Road – Administrative Permit** – The Applicant Proposes a Fence Exceeding Four Feet in Height Within the Front Setback to Provide Screening for an Outdoor Pool Located in the Recreation Commercial Zoning District. PL-26-07009
(A) Public Hearing; (B) Action

Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the Planning Department at 435-615-5060 or planning@parkcity.gov at least 24 hours prior to the meeting.

***Parking is available at no charge for meeting attendees who park in the China Bridge parking structure.**

Planning Department Staff Report



Subject: 1120 Park Avenue
Application: PL-26-06996
Authors: Jacob Klopfenstein, Planner II
Lillian Zollinger, Planner III
Date: September 3, 2026
Type of Item: Historic District Design Review

Recommendation

(I) Review the Historic District Design Review (HDDR) for a new Single-Family Dwelling at 1120 Park Avenue, (II) conduct a public hearing, and (III) consider approving the HDDR based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the Draft Final Action Letter (Exhibit A).

Description

Applicant: Terry McGrath
Karen Backstrom, Applicant's Representative

Location: 1120 Park Avenue

Zoning District: Historic Residential – Medium Density

Adjacent Land Uses: Residential, Open Space

Reason for Review: The Planning Director reviews, conducts a public hearing, and takes Final Action on HDDR applications.¹

CUP	Conditional Use Permit
HDDR	Historic District Design Review
HRM	Historic Residential – Medium Density
LMC	Land Management Code
SFD	Single-Family Dwelling

Terms that are capitalized as proper nouns throughout this staff report are defined in LMC [§ 15-15-1](#).

Summary

The Applicant proposes a new SFD at 1120 Park Avenue, a non-Historic Site in the Historic Residential – Medium Density (HRM) Zoning District.

¹ LMC [§ 15-11-12](#)

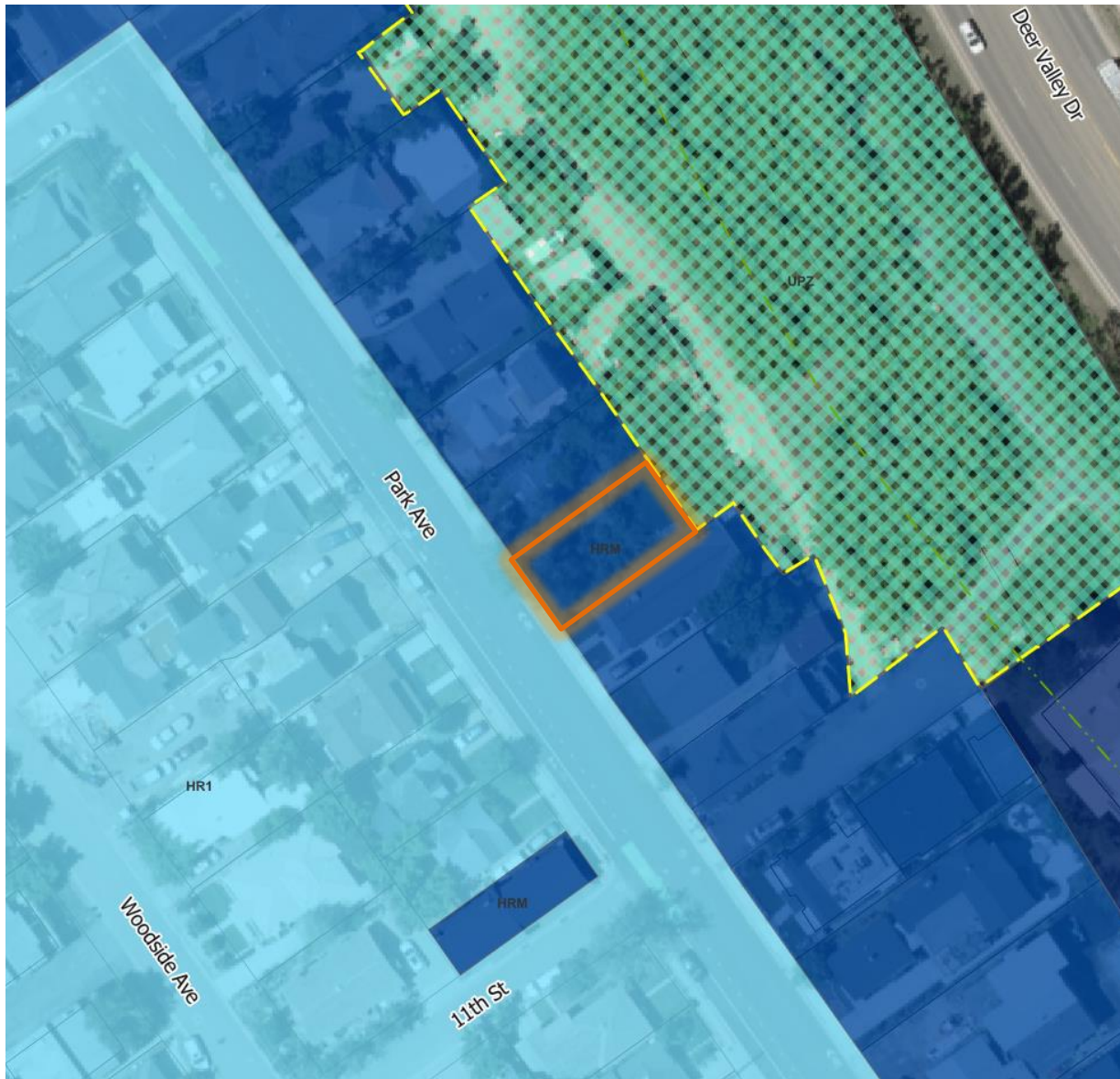


Figure 1: 1120 Park Avenue highlighted by staff in orange on an excerpt from the Zoning Map. The Historic Residential Medium Zoning District is in dark blue, the Historic Residential – 1 Zoning District is in light blue, and the Urban Park Zoning District in checkered green.



Figure 2: Applicant's front elevation of proposed SFD at 1120 Park Avenue.



Figure 3: Applicant's streetscape rendering of the proposed SFD at 1120 Park Avenue within the context of the surrounding area on Park Avenue.

Background

On May 16, 2019, the City Council approved the Double H Plat Amendment to create three SFD Lots in the HRM Zoning District (Exhibit B, Summit County Recorder Entry No. 1141903). The Double H Plat Amendment also includes two Landmark Historic Sites: 1124 Park Avenue (Lot B), and 1128 Park Avenue (Lot C). 1120 Park Avenue is Lot A of the Double H Plat Amendment and is a vacant 2,812.5-square-foot Lot.

The Applicant sought a Conditional Use Permit (CUP) pursuant to Land Management Code (LMC) [§ 15-2.4-8](#) for access to the property across City property to the rear of the site. On March 26, 2025, the Planning Commission evaluated the Applicant's CUP ([Packet](#), Item 5.F; [Minutes](#), p. 43) and continued the item and public hearing to a date

uncertain. On October 21, 2025, the Applicant withdrew the CUP application and now proposes access to the site from Park Avenue.

On July 15, 2026, the Applicant submitted an HDDR application for the proposed SFD.

Analysis

Please see the Draft Final Action Letter (Exhibit A) for analysis on the HRM Zoning District Lot and Site Requirements and Building Height, Off-Street Parking, and Historic District regulations.

Department Review

The Planning and Executive Departments reviewed this report.

Notice

Staff published notice on the City's website and the Utah Public Notice website and posted notice to the property on August 20, 2026. Staff mailed courtesy notice to property owners within 100 feet on August 20, 2026.²

Public Input

Staff did not receive any public input at the time this report was published.

Alternatives

The Planning Director may:

- Approve the HDDR for 1120 Park Avenue.
- Deny the HDDR for 1120 Park Avenue and direct staff to make Findings for the denial.
- Request additional information and continue the discussion to a date certain.

Exhibits

A: Draft Final Action Letter

Attachment 1: Applicant's Narrative and Plans

B: Double H Plat Amendment

² LMC [§ 15-1-21](#)



Planning Department

September 3, 2026

Karen Backstrom

CC: Terry McGrath

NOTICE OF PLANNING DIRECTOR ACTION

Description

Address: 1120 Park Avenue

Zoning District: Historic Residential – Medium Density

Application: Historic District Design Review

Project Number: PL-26-06996

Action: APPROVED WITH CONDITIONS (See Below)

Date of Final Action: September 3, 2026

Project Summary: The Applicant proposes a new Single-Family Dwelling (SFD) on a non-Historic Site in the Historic Residential – Medium Density (HRM) Zoning District.

Action Taken

On September 3, 2026, the Planning Director conducted a public hearing and approved the Historic District Design Review (HDDR) for 1120 Park Avenue according to the following findings of fact, conclusions of law, and conditions of approval:

Background

1. On May 16, 2019, the City Council approved the Double H Plat Amendment, creating three Single-Family Dwelling (SFD) Lots in the Historic Residential – Medium Density (HRM) Zoning District (Summit County Recorder Entry No. 1141903).
2. The Double H Plat Amendment includes two Landmark Historic Sites: 1124 Park Avenue (Lot B), and 1128 Park Avenue (Lot C). 1120 Park Avenue is Lot A of the Double H Plat Amendment and is a vacant 2,812.5-square-foot Lot.
3. On July 15, 2026, the Applicant submitted an HDDR application for the proposed SFD at 1120 Park Avenue.



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Findings of Fact

1. Land Management Code (LMC) Chapter 15-2.4 outlines the HRM Zoning District requirements:

Use

- a. LMC § 15-2.4-2 permits SFDs as an Allowed Use.
 - i. The Applicant proposes a SFD.

Lot Size and Width

- b. LMC § 15-2.4-3(A) requires a Minimum Lot Area of 1,875 square feet for a SFD.
 - i. The Lot Area is 2,812.5 square feet.
- c. LMC § 15-2.4-3(A) establishes a Maximum Lot Area of 3,750 square feet for a SFD.
 - i. The Site is 2,812.5 square feet.

Front Setback

- d. LMC § 15-2.4-3(C) requires a minimum Lot width of 37.5 feet, measured 15 feet from the Front Lot Line.
 - i. The Lot is 37.5 feet wide, measured 15 feet from the Front Lot Line.
- e. LMC § 15-2.4-3(D)(1) requires a 10-foot Front Setback for Lots with a depth of 75 feet or less.
 - i. The Lot is 75 feet deep, and the Applicant proposes a 10-foot Front Setback.
- f. LMC § 15-2.4-3(D)(2) requires a minimum 20-foot Front Setback for new Front-Facing Garages at SFDs.
 - i. The Applicant proposes a Front-Facing Garage that is set back approximately 20 feet, two inches from the Front Lot Line.
- g. LMC § 15-2.4-3(E)(1) limits fences, walls, and retaining walls within the Front Setback to a maximum of four feet in height.
 - i. The Applicant proposes a board-formed concrete retaining wall on the southwest corner of the Site that is a maximum of approximately three feet tall.
- h. LMC § 15-2.4-3(E)(2) allows uncovered steps leading to the Main Building that are not more than four feet in height above Final Grade within the Front Setback.
 - i. The Applicant proposes a porch step that is approximately six inches above Final Grade and encroaches approximately one foot into the Front Setback.



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- i. LMC § 15-2.4-3(E)(4) allows roof overhangs, eaves, and cornices projecting not more than three feet into the Front Setback.
 - i. The Applicant proposes roof overhangs on the front façade of the SFD that project a maximum of three feet into the Front Setback.
- j. LMC § 15-2.4-3(E)(5) allows sidewalks, patios, and pathways within the Front Setback.
 - i. The Applicant proposes a front entry walkway that is approximately three feet, four inches wide within the Front Setback.
- k. LMC § 15-2.4-3(E)(6) allows driveways leading to a garage or approved Parking Area within the Front Setback.
 - i. The Applicant proposes a 10-foot-wide driveway within the Front Setback leading to the proposed Garage.

Rear Setback

- l. LMC § 15-2.4-3(F)(1) requires a 10-foot Rear Setback for Lots with a depth of 75 feet or less.
- m. LMC § 15-2.4-3(G)(3) allows window wells not exceeding the minimum International Residential Code (IRC) or International Building Code (IBC) requirements for egress and not extending more than four feet into the Rear Setback.
 - i. The Applicant proposes an egress well that is three feet wide and encroaches approximately three feet, four inches into the 10-foot Rear Setback.

Side Setbacks

- n. LMC § 15-2.4-3(H) requires a minimum five-foot Side Setback for SFDs.
 - i. The Applicant proposes five-foot Side Setbacks.
- o. LMC § 15-2.4-3(I)(1) allows Bay Windows not more than ten feet wide and projecting not more than two feet into the Side Setback on Lots with a Side Setback of at least five feet.
 - i. LMC § 15-15-1 defines Bay Window as “[a] window or series of windows forming a recess or bay from a room and projecting outward from the wall. A Bay Window does not include a window directly supported by a foundation.”
 - ii. The Applicant proposes a Bay Window on the north side façade of the SFD that is approximately nine feet wide and projects approximately two feet into the five-foot Side Setback.



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- p. LMC § 15-2.4-3(l)(2) allows chimneys not more than five feet wide and projecting not more than two feet into the Side Setback on Lots with a Side Setback of at least five feet.
 - i. The Applicant proposes a chimney that is approximately five feet wide and projects approximately two feet into the five-foot south Side Setback.
- q. LMC § 15-2.4-3(l)(3) allows window wells not exceeding the minimum International Residential Code (IRC) or International Building Code (IBC) requirements for egress and not extending more than four feet into the Side Setback on Lots with a Side Setback of at least five feet.
 - i. The Applicant proposes a window well that encroaches into the five-foot north Side Setback.
 - ii. Per the Building Department, emergency egress is not required for the Game Room, where the window well use is proposed.
 - iii. Staff recommends Condition of Approval 8, wherein the window well shall be removed from the plans or updated to comply with IBC requirements as reviewed and required by the Building Department, prior to submitting a building permit.
- r. LMC § 15-2.4-3(l)(6) allows fences and retaining walls that do not exceed six feet in height within the Side Setbacks.
 - i. The Applicant proposes board-formed concrete walls that are a maximum of five feet in height within the north and south Side Setbacks. Condition of Approval 12 requires the Applicant to implement a fence that complies with LMC § 15-4-2 and LMC § 15-13-8, instead of the board-formed concrete walls within the north Side Setback, to screen the trash receptacles.
- s. LMC § 15-2.4-3(l)(7) allows patios, decks, pathways, steps, and similar Structures not more than 30 inches above Final Grade within the Side Setback.
 - i. The Applicant proposes an at-grade concrete patio on the north side of the SFD and a concrete landing that encroaches approximately three feet, four inches into the north Side Setback and is approximately ten inches above Final Grade.
- t. LMC § 15-2.4-3(l)(8) allows screened mechanical equipment within the Side Setback that is set back at least three feet from the side Lot line.



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- i. The Applicant proposes mechanical equipment that is set back approximately three feet, two inches from the north side Lot line and will be screened by a board-formed concrete wall.

Building Height

- u. LMC § 15-2.4-5 limits Structures to a maximum height of 27 feet above Existing Grade.
 - i. The Applicant proposes a SFD that will be a maximum of 27 feet above Existing Grade.
- v. LMC § 15-2.4-5 requires that Final Grade is within four feet of Existing Grade.
 - i. The Applicant proposes a Final Grade that is within two feet of Existing Grade at the Site.
- w. LMC § 15-2.4-5(A)(1) allows chimneys to extend up to five feet above the highest point of the Building to comply with building code requirements.
 - i. The Applicant proposes two chimneys that extend approximately two feet above the highest point of the SFD.

Parking

- x. LMC § 15-2.4-11(A) allows tandem parking in the Historic District.
 - i. The Applicant proposes tandem parking at the Site.
- 2. LMC § 15-3-3 outlines the Parking Requirements for SFDs.
 - a. LMC § 15-3-6(A) requires SFDs to have at least two parking spaces.
 - i. The Applicant proposes two parking spaces for the SFD.
 - b. LMC § 15-3-3(F) requires parking spaces to be at least nine feet wide and 18 feet long.
 - i. The Applicant proposes two parking spaces in a tandem configuration, one in the Garage and one in the driveway, that are a minimum of nine feet wide and 18 feet long.
 - c. LMC § 15-3-4(A) requires single-car Garages at SFDs to have minimum interior dimensions of 11 feet wide and 20 feet deep.
 - i. The Applicant proposes a single-car garage that is approximately 11 feet, four inches wide and 20 feet, nine inches deep.

Historic District Regulations

- 3. LMC § 15-13-8 outlines the Regulations For New Residential Infill Construction (and Non-Historic Residential Sites) In Historic Districts.
 - a. LMC § 15-13-8(A) establishes Universal Regulations.



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- i. LMC § 15-13-8(A)(1) requires new infill residential buildings to reflect the historic character—simple building forms, unadorned materials, restrained ornamentation—of Park City’s Historic Sites.
 - 1. The Applicant proposes a SFD with simple building forms and limited ornamentation that is consistent with the character of the Historic District.
- ii. LMC § 15-13-8(A)(2) prohibits infill residential buildings from directly imitating existing historic structures in Park City.
 - 1. The Applicant proposes an original architectural design that does not directly imitate any Historic Structures.
- iii. LMC § 15-13-8(A)(3) requires Applicants to select an architectural style that avoids styles that never appeared in Park City and styles that radically conflict with the character of Historic Sites.
 - 1. The Applicant proposes a style that features gabled roofs and vertically oriented windows and is consistent with the architectural style of Historic Sites.
- iv. LMC § 15-13-8(A)(4) requires that new infill residential buildings differentiate from historic structures but be compatible with historic structures in materials, features, size, scale and proportion, and massing to protect the integrity of the Historic District as a whole.
 - 1. The Applicant proposes an overall design that is compatible with the Historic Districts in terms of materials, size, scale and proportion.
- v. LMC § 15-13-8(A)(5) requires that building and site design respects the existing topography.
 - 1. The Applicant proposes a Final Grade that is within two feet of Existing Grade at the Site.
- vi. LMC § 15-13-8(A)(6) requires exterior elements—roofs, entrances, eaves, chimneys, porches, windows, doors, steps, garages, etc.—to be of human scale and to be compatible with neighboring Historic Structures.
 - 1. The Applicant proposes human-scaled exterior elements that are consistent with the Historic Districts and comply with the HRM Zoning District requirements as outlined above.
- vii. LMC § 15-13-8(A)(7) requires that scale and height of new infill residential buildings shall follow the predominant pattern and respect the architecture of the Streetscape or character area.



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1. The Applicant proposes a SFD that complies with HRM Zoning District Building Height requirements as outlined above and is a similar height to two-story structures found in the Historic District.
- viii. LMC § 15-13-8(A)(8) requires that size and mass of a structure shall be compatible with the size of the site so that lot coverage, building bulk, and mass are compatible with Historic Sites within the Streetscape or character area.
 1. The Applicant proposes a SFD that complies, as conditioned, with HRM Zoning District Lot and Site Requirements as outlined above.
- ix. LMC § 15-13-8(A)(9) requires that new construction activity shall not physically damage nearby Historic Sites.
 1. The Applicant does not propose any encroachments outside of the Site and will be required to submit a construction mitigation plan during the Building Permit submittal phase, and Condition of Approval 1 also prohibits construction activity from physically damaging nearby Historic Sites.
- x. LMC § 15-13-8(A)(10) requires that new infill residential buildings reinforce visual unity within the context of the Streetscape or character area.
 1. The Applicant proposes a SFD that is consistent with the architectural styles of nearby Structures in the streetscape.
- xi. LMC § 15-13-8(A)(11) requires that new materials reflect the character of the Historic District.
 1. The Applicant proposes wood, metal, board-formed concrete and glass materials that are consistent with the Historic Districts.
- b. LMC § 15-13-8(B)(1) outlines Site regulations.
 - i. LMC § 15-13-8(B)(1)(a)(1) requires that Lot coverage of new buildings is compatible with the surrounding Historic Sites.
 1. The Applicant proposes a SFD that complies, as conditioned, with HRM Zoning District Lot and Site Requirements as outlined above.
 - ii. LMC § 15-13-8(B)(1)(a)(2) requires that Structures be located on a site in a way that follows the predominant pattern of historic buildings along the street.



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1. The Applicant proposes a SFD that complies with the HRM Zoning District Lot and Site Requirements.
- iii. LMC § 15-13-8(B)(1)(a)(4) requires that a new building be oriented parallel to the site's lot lines
 1. The Applicant proposes a SFD that is oriented parallel to the Lot lines.
- iv. LMC § 15-13-8(B)(1)(a)(5) requires new buildings to have a clearly defined primary entrance oriented toward the street.
 1. The Applicant proposes a clearly defined primary entrance oriented toward Park Avenue on the front façade of the proposed SFD, the proposed north side entrance is screened by a board-formed concrete retaining wall and is subordinate to the front entrance.
- v. LMC § 15-13-8(B)(1)(a)(6) requires side yard setbacks similar to those seen historically.
 1. The Applicant proposes a SFD that complies, as conditioned, with HRM Zoning District Side Setback requirements as outlined above.
- vi. LMC § 15-13-8(B)(1)(b)(1) requires the natural topography and original grading of a site to be maintained when feasible.
 1. The Applicant proposes a Final Grade that is within two feet of Existing Grade at the Site.
- vii. LMC § 15-13-8(B)(1)(b)(2) requires building and site design to respond to natural features
 1. The Site is mostly flat and the Applicant proposes removing two trees to allow for construction of the SFD at the Site and replacing with new trees on the Site.
- viii. LMC § 15-13-8(B)(1)(b)(3) requires a new site's natural slope to be respected in a new building design in order to minimize cuts into hillsides, minimize fill, and minimize retaining walls.
 1. The Applicant does not propose any significant cut and fill and proposes a retaining wall on the south side of the Site that is a maximum of three feet in height.
- ix. LMC § 15-13-8(B)(1)(c)(1) requires existing landscape features that contribute to the character of the Historic District to be respected and maintained.



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1. The Applicant proposes removing two trees at the site and replacing with two new trees on-Site.
- x. LMC § 15-13-8(B)(1)(c)(2) requires established on-site native plantings to be maintained and damaged, aged, or diseased trees to be replaced as necessary.
 1. The Applicant proposes replacing two trees, one of which is dead, with two new trees on-Site. See Condition of Approval 2.
- xi. LMC § 15-13-8(B)(1)(c)(3) requires a detailed landscape plan, particularly for areas viewable from the primary public right-of-way, which respects the manner and materials traditionally used in the Historic Districts, to be provided.
 1. The Applicant provided a preliminary landscape plan and Condition of Approval 2 requires the Applicant to provide a detailed landscape plan during the building permit phase.
- xii. LMC § 15-13-8(B)(1)(c)(4) requires landscape plans to balance water efficient irrigation methods and drought tolerant and native plant material.
 1. Condition of Approval 2 requires the Applicant to submit a detailed landscape plan that utilizes Water Wise Landscaping and water efficient irrigation methods during the Building Permit phase.
- xiii. LMC § 15-13-8(B)(1)(c)(5) requires Applicants to use storm water management features such as gutters, downspouts, site topography, and vegetation that can improve the soil water retention and permeability of a site.
 1. The Applicant proposes drainage systems throughout the Site to mitigate storm water.
- xiv. LMC § 15-13-8(B)(1)(c)(6) requires Applicants to consider using Water Wise Landscaping or permaculture strategies for landscape design to maximize water conservation.
 1. Condition of Approval 2 requires the Applicant to use Water Wise Landscaping.
- xv. LMC § 15-13-8(B)(1)(d)(1) requires a Site to be contoured in a way that reduces the need for retaining walls.
 1. The Applicant proposes one retaining wall on the south side of the Site that is a maximum of three feet in height.



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- xvi. LMC § 15-13-8(B)(1)(d)(2) requires retaining walls to be consistent with historic retaining walls in terms of mass, scale, design, materials, and scale of materials and requires simple board-formed concrete, stacked stone and other traditional materials.
 - 1. The Applicant proposes a board-formed concrete retaining wall that is approximately three feet in height.
- xvii. LMC § 15-13-8(B)(1)(d)(3) requires masonry to be maintained in its natural finish.
 - 1. The Applicant proposes maintaining the board-formed concrete walls in their natural finish.
- xviii. LMC § 15-13-8(B)(1)(d)(5) requires drainage behind retaining walls to be maintained so water drains away from the walls to abate retaining wall failure.
 - 1. Condition of Approval 3 requires the Applicant to maintain drainage behind retaining walls.
- xix. LMC § 15-13-8(B)(1)(e) outlines regulations for Fences.
 - 1. The Applicant does not propose any Fencing at the Site.
- xx. LMC § 15-13-8(B)(1)(f)(1) requires new paths and walkways to have a modest, unobtrusive appearance in order to support the sense of a natural setting.
 - 1. The Applicant proposes a walkway leading to the front entrance of the SFD that is three feet, four inches wide and will be surrounded by landscaped treatments.
- xxi. LMC § 15-13-8(B)(1)(g) outlines regulations for gazebos, pergolas, and shade structures
 - 1. The Applicant does not propose any shade structures.
- xxii. LMC § 15-13-8(B)(1)(h)(2)(7) requires new driveway to not exceed 10 feet in width.
 - 1. The proposed driveway is 10 feet.
- c. LMC § 15-13-8(B)(1) outlines Site regulations.
 - i. LMC § 15-13-8(B)(1)(a) outlines the size and mass of a new residential infill building in relation to open spaces, shall be visually compatible with adjacent historic buildings and historic structures in the surrounding Streetscape or character area.
 - 1. The proposed structure is compatible in mass and scale with the surrounding historic structures and complies with the maximum building height requirements. The structure is two



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stories as viewed from Park Avenue and incorporates a covered porch element.

- ii. LMC § 15-13-8(B)(1)(b) outlines that foundation materials shall be simple in form and minimally visible from the primary public right-of-way.
 - 1. The proposed structure has a concrete foundation that is not visible more than two feet above Final Grade on the secondary and tertiary facades. The Applicant also proposes window wells that are not visible from the Right-of-Way (ROW).
- iii. LMC § 15-13-8(B)(1)(c) outlines that all buildings that face the street shall have a well-defined primary entrance and that new doors shall be similar in location, size, and material to those seen traditionally in the Historic District.
 - 1. The proposed structure has a well-defined entrance and front door similar to a location seen historically.
- iv. LMC § 15-13-8(B)(1)(d) outlines window requirements, wherein:
 - 1. The Applicant proposes a majority of windows that follow the 2:1 vertical ratio requirements. The proposed window material is metal. The proposed glazing is similar to window sizes and patterns seen historically.
- v. LMC § 15-13-8(B)(1)(e) outlines roof requirements, wherein roofs of new residential infill buildings shall be visually compatible with roof shapes and orientation of surrounding Historic Sites and adjacent buildings that contribute to the character of the Historic District.
 - 1. The standing seam metal roof material meets. The proposed 7:12 gable roof meets code requirements and is consistent with the scale of roofs found on historic structures.
- vi. LMC § 15-13-8(B)(1)(f) outlines dormer requirements.
 - 1. The Applicant does not propose any dormers.
- vii. LMC § 15-13-8(B)(1)(g) outlines gutters and downspouts requirements.
 - 1. Condition of Approval 10 outlines that downspouts shall be located away from architectural features and shall be visually minimized when viewed from the primary public right-of-way.
- viii. LMC § 15-13-8(B)(1)(h) outlines chimney and stovepipe requirements.



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1. The Applicant proposes two chimneys that will be clad with siding and are of a size, scale, and design appropriate to character and style similar to those found historically, as well as visually minimized from the ROW.
- ix. LMC § 15-13-8(B)(1)(i) outlines porch requirements, wherein porches shall be used to define front entrances. Porches typically cover the entrance, and usually extend partially or fully across the main façade.
 1. The proposed porch entryway extends partially across the main front level façade.
- x. LMC § 15-13-8(B)(1)(j) outlines architectural feature requirements.
 1. The proposed structure has simple ornamentation features and is compatible with the Historic District.
- d. LMC § 15-13-8(B)(3) outlines Mechanical and Utility Systems and Service Equipment regulations, wherein they shall be visually minimized from the ROW.
 - i. Mechanical equipment is proposed in the south side yard, and is screened from the ROW with a concrete wall.
- e. LMC § 15-13-8(B)(4) outlines Material requirements.
 - i. The Applicant proposes a standing seam metal roof, eight inch composite board siding, corrugated metal siding, metal windows, and concrete retaining wall materials. Corrugated metal was typically used for secondary structures. The Applicant proposes using corrugated metal on the back half of the structure. See Condition of Approval 11.
- f. LMC § 15-13-8(B)(5) outlines that paint and color are not regulated by the regulations.
 - i. See Condition of Approval 11.
- g. LMC § 15-13-8(B)(6) outlines Garage regulations, wherein garages shall be subordinate to the main structure and the garage door shall not exceed nine feet by nine feet.
 - i. The Applicant proposes an attached single-car garage that is set back five feet, two inches. The proposed door that is nine feet by eight feet six inches.
- h. LMC § 15-13-8(B)(7) outlines Deck regulations.
 - i. The Applicant does not propose a deck.



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- i. LMC § 15-13-8(B)(7) outlines Balcony and Roof Deck regulations, wherein new balconies and roof decks shall be visually subordinate to the new building and shall be minimally visible from the primary public right-of-way.
 - i. The Applicant proposes a roof deck is on the rear of the structure, below the pitch of the front roof form and minimally visible from the ROW.
4. The Development Review Committee reviewed the proposal on August 18, 2026 and confirmed the proposal complies with their required standards.
5. Staff published notice on the City's website and the Utah Public Notice website and posted notice to the property on August 20, 2026. Staff mailed courtesy notice to property owners within 100 feet on August 20, 2026.

Conclusions of Law

1. The proposal, as conditioned, complies with LMC Chapter 15-2.4 *Historic Residential – Medium Density Zoning District*.
2. The proposal, as conditioned, complies with LMC Chapter 15-3 *Off-Street Parking*.
3. The new SFD, as conditioned, complies with LMC § 15-13-8 *Regulations For New Residential Infill Construction (and Non-Historic Residential Sites) In Historic Districts*.

Conditions of Approval

1. New construction activity shall not physically damage nearby Historic Sites.
2. The Applicant shall provide a detailed landscape plan that utilizes Water Wise Landscaping and water efficient irrigation methods that comply with LMC § 15-5-5(N) during the Building Permit phase
3. The Applicant shall maintain drainage behind retaining walls so water drains away from the walls to abate retaining wall failure.
4. Final building plans and construction details shall reflect substantial compliance with the plans reviewed September 3, 2026 by the Planning Director for the new Single-Family Dwelling at 1120 Park Avenue. Any changes, modifications, or deviations from the approved plans that have not been approved in advance by the Planning and Building Departments may result in a stop work order.
5. The Applicant is responsible for notifying the Planning and Building Departments prior to making any changes to approved plans.
6. 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



Planning Department

applicable standards by the Planning Director or their Designee prior to construction.

7. If the Applicant does not obtain a building permit within one year of the date of this approval, this HDDR approval will expire unless the Applicant submits a written extension request to the Planning Department prior to the expiration date and the Planning Director approves an extension.
8. The Applicant shall update the plans to remove the window well in the north side Setback or update the plans to comply with the minimum requirements of the IBC as reviewed and required by the Building Department prior to building permit submittal.
9. Final exterior lighting shall be Fully Shielded and comply with LMC § 15-5-5(J).
10. Gutter downspouts shall be located away from architectural features and shall be visually minimized when viewed from the primary public right-of-way.
11. Final materials shall comply with LMC § 15-13-8(A)(11). The corrugated metal shall be limited and used as an accent material.
12. The Applicant shall implement a fence that complies with LMC § 15-4-2 and LMC § 15-13-8, instead of the proposed board-formed concrete walls within the north Side Setback, to screen the trash receptacles.

This Final Action may be appealed pursuant to LMC § 15-1-18. If you have questions or concerns regarding this Final Action Letter, please call 385-481-2037 or email jacob.klopfenstein@parkcity.gov.

Sincerely,

Rebecca Ward
Planning Director

CC: Jacob Klopfenstein & Lillian Zollinger, Project Planners

Attachment 1: Proposed Plans



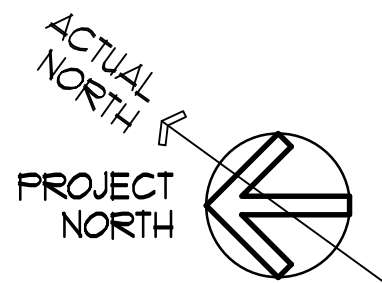
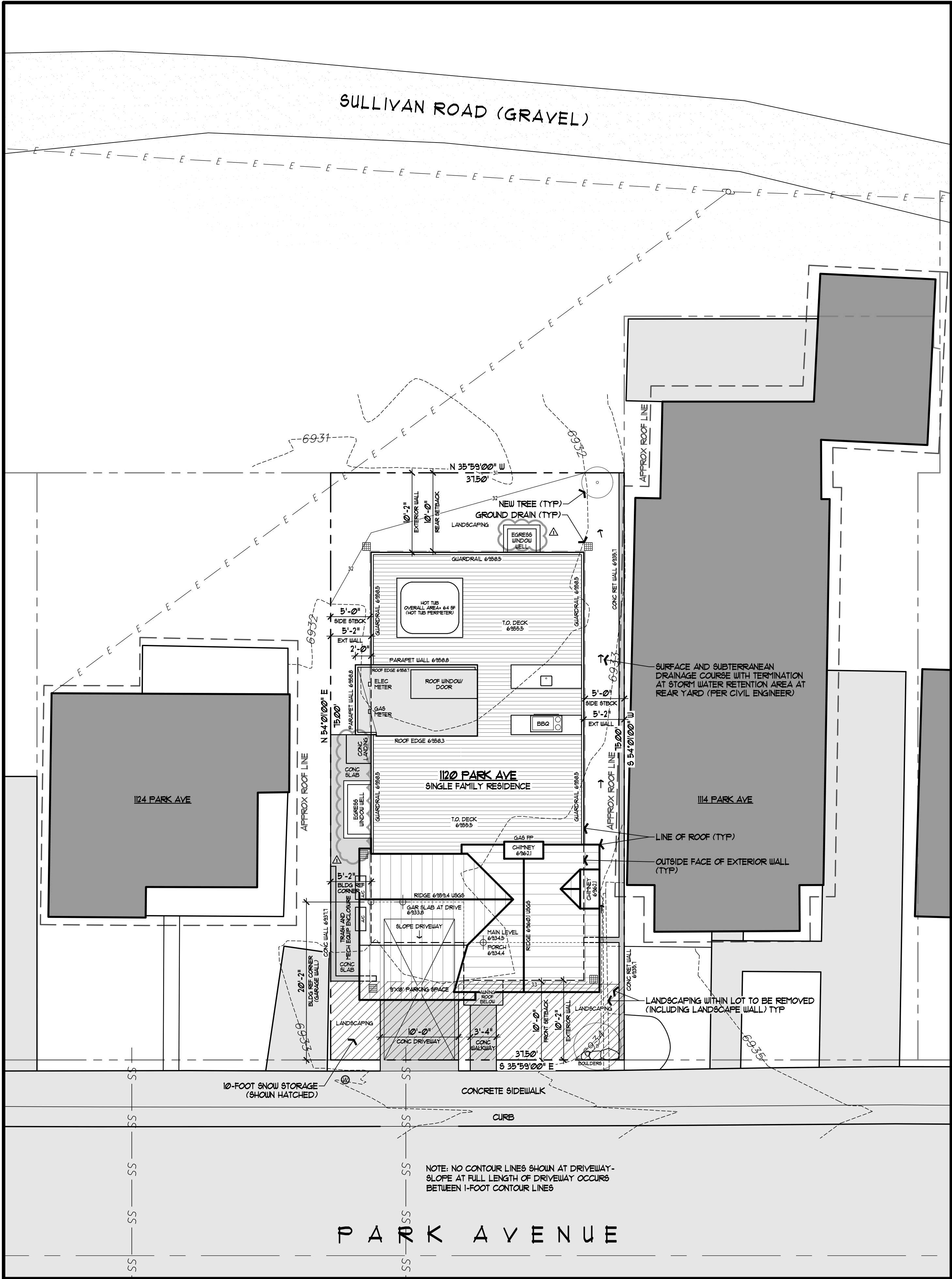
VICINITY PLAN

LEGEND	
	FOUND REBAR W/ CAP (SEE SURVEY FOR DETAILS)
	FIRE HYDRANT
	WATER VALVE
	GAS VALVE
	WATER MANHOLE
	SANITARY SEWER MANHOLE
	STORM DRAIN MANHOLE
	UTILITY LATERAL
	CATCH BASIN
	WATER METER
	ELECTRIC METER
	GAS METER
	ELECTRIC BOX/TRANSFORMER
	SEWER CLEAN OUT
	UTILITY POLE
	SIGN
	FENCE
	OVERHEAD ELECTRIC (& OTHER OVERHEAD UTILITIES)
	SANITARY SEWER LINE
	WATER LINE
	EXISTING CONTOUR LINE
	NEW CONTOUR LINE
	SPOT ELEVATION
REFER TO SURVEY FOR ADDITIONAL INFORMATION	

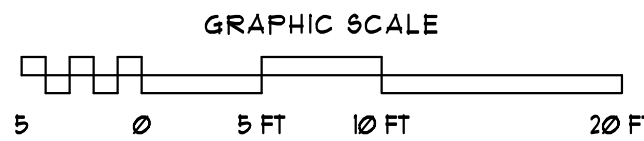
PROJECT INFO	
OWNER: KIRKHAM LLC c/o TERRENCE McGRATH 1001 42nd STREET, SUITE 200 OAKLAND, CA 94608	
PARCEL: DBL-H-A DOUBLE H PLAT AMENDMENT	
PHYSICAL ADDRESS: 1120 PARK AVENUE PARK CITY, UT 84060	
ZONING: HRM DISTRICT	
PROPERTY PARAMETERS: LOT AREA= 2823.5 SF (0.06 ACRE) BUILDING PAD= 1512.5 SF ALLOWED FOOTPRINT= NO MAXIMUM PROPOSED FOOTPRINT= 1458 SF	
USGS FLOOR ELEVATIONS	
LOWER LEVEL	6932.1
MAIN LEVEL	6934.5
UPPER LEVEL	6944.5
FINISHED AREA:	
AREA=	1293 SF
AREA=	1050 SF
AREA=	1293 SF
TOTAL=	3,150 SF
GARAGE	
AREA=	253 SF
TOTAL ENCLOSED AREA=	4,003 SF
NOTE: FOOTPRINT CALCULATED AT OUTSIDE FACE OF EXTERIOR WALLS. FLOOR AREAS CALCULATED AT OUTSIDE FACE OF EXTERIOR WALL, WITH NO DEDUCTION FOR STAIRS (COUNTED 3 TIMES).	
SETBACKS:	
FRONT	10 FEET
FRONT FACING GARAGE	20 FEET
REAR	10 FEET
SIDES	5 FEET
ROOF SETBACKS:	
FRONT	OVERHANGS PROJECTING NOT MORE THAN 3 FEET INTO FRONT SETBACK
REAR	OVERHANGS PROJECTING NOT MORE THAN 3 FEET INTO REAR SETBACK
SIDES	OVERHANGS PROJECTING NOT MORE THAN 2 FEET INTO SIDE SETBACKS

SITE NOTES	
1.	SITE PLAN CREATED USING RECORD OF SURVEY 4 EXISTING CONDITIONS MAP PROVIDED BY PARK CITY SURVEYING SIGNED AND DATED 07/18/2022.
2.	REFER TO SURVEY FOR ADDITIONAL INFORMATION.
3.	TOPOGRAPHY SHOWN AT 1-FOOT INTERVALS.
4.	ALL UTILITIES TO BE ACCESSED FROM PARK AVE.
5.	LOT IS LOCATED WITHIN THE 'SOIL ORDINANCE BOUNDARY' WHICH REQUIRES COMPLIANCE WITH LMC 11-15 PARK CITY LANDSCAPING AND MAINTENANCE OF SOIL COVER.
6.	ALL VEGETATION ON LOT TO BE REMOVED INCLUDING LARGE DECAYING ELM WITHIN FRONT YARD (RECOMMENDATION OF ARBORIST). REFER TO LANDSCAPE PLAN (SHEET L-1) FOR NEW TREES AND OTHER PLANTS.
7.	RETAINING WALLS SHALL NOT EXCEED 4 FEET IN HEIGHT FROM FINISH GRADE WITHIN FRONT SETBACK. RETAINING WALLS SHALL NOT EXCEED 6 FEET IN HEIGHT FROM FINISH GRADE IN REAR AND SIDE SETBACKS.
8.	LANDSCAPE BOULDERS SHALL NOT EXCEED 2 FEET IN HEIGHT ABOVE FINISH GRADE.

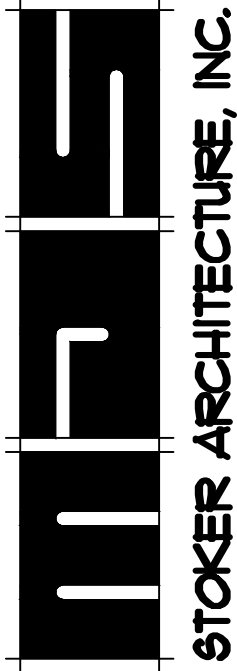
ABBREVIATIONS	
AB.	ANCHOR BOLTS
ABV	ABOVE
BM	BEAM
BLKG	BLOCKING
BRG	BEARING
CAB	CABINET
CANT	CANTILEVER
CLR	CLEAR
CONC	CONCRETE
CONT	CONTINUOUS
CS.	CRAWL SPACE
DF.	DOUGLAS FIR
DIA	DIAMETER
DM	DIMENSION
DIST	DISTANCE
DN	DOWN
DR	DOOR
DW	DISHWASHER
DWG	DRAWING
(E)	EXISTING
EA	EACH
EAL	EACH WAY
EG	EXISTING GRADE
EL	ELEVATION
ELEC	ELECTRIC
ELEV	ELEVATION
ENG	ENGINEERING, ENGINEER
EX	EXISTING
EXT	EXTERIOR
FD	FLOOR DRAIN
F.O.	FACE OF
FDN	FOUNDATION
FLR	FLOOR
FT	FEET
FTG	FOOTING
FIN	FINISH
F.V.	FIELD VERIFY
GAR	GARAGE
GD.	GARBAGE DISPOSAL
FG	FINISH GRADE
GR	GRADE
HT	HEIGHT
INS	INSULATION
INT DES	INTERIOR DESIGNER
IBC	INTERNATIONAL BUILDING CODE
IRC	INTERNATIONAL RESIDENTIAL CODE
JST	JOIST
LNC	LAND MANAGEMENT CODE
LOC	LOCATION
LF	LINEAR FEET
LT	LIGHT
MAX	MAXIMUM
MIN	MINIMUM
(N)	NEW
NTS	NOT TO SCALE
MATL	MATERIAL
MECH	MECHANICAL
MEP	MECHANICAL, ELECTRICAL, PLUMBING
O.C.	ON CENTER
OPER	OPERABLE
PCMC	PARK CITY MUNICIPAL CORPORATION
PL	PROPERTY LINE (OR PLATE)
PLMB	PLUMBING
PLYUD	PLYWOOD
PTDF	PRESSURE TREATED DOUGLAS FIR
RAD HT	RADIANT HEAT
RE	REFER TO
REF	REFRIGERATOR
REQD	REQUIRED
RET	RETAINING
RM	ROOM
ROW	RIGHT-OF-WAY
RW	RETAINING WALL
SHTG	SHEATHING
SIM	SIMILAR
S.O.G.	SLAB ON GRADE
STD	STANDARD
STRUCT	STRUCTURAL
TEMP.	TEMPERED
TERM	TERMINATION
T.O.	TOP OF
TOS	TOP OF SLAB
TOW	TOP OF WALL
TYP	TYPICAL
UNO.	UNLESS NOTED OTHERWISE
USGS	UNITED STATES GEOLOGICAL SURVEY
W	WITH
WDU	WINDOW
WO	WITHOUT
WP	WATERPROOF
WS	WALL STEP
WUI	WILDLAND URBAN INTERFACE



SITE PLAN
1/8" = 1'-0"



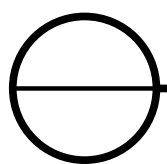
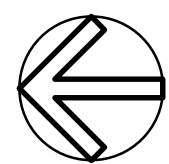
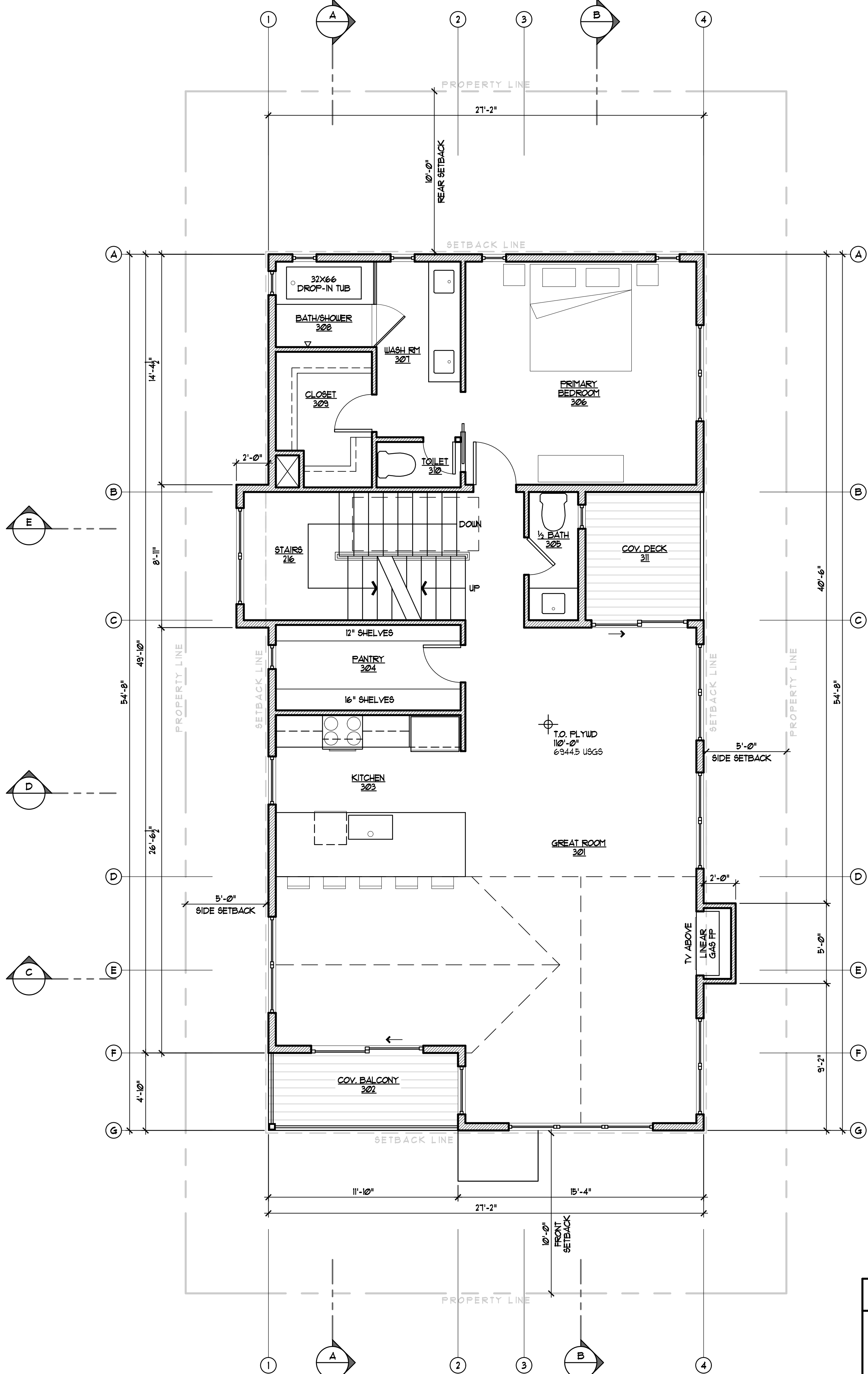
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KAREN BACKSTROM, AIA, LEED AP - ARCHITECT
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PARK CITY, UT 84060
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1120 PARK AVENUE RESIDENCE
A NEW HOME FOR KIRKHAM, LLC
LOT A, DOUBLE H PLAT AMENDMENT, 1120 PARK AVENUE, PARK CITY, UT 84060

Date	7/14/26 HDR
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SITE



UPPER LEVEL
FLOOR PLAN

1/4" = 1'-0"

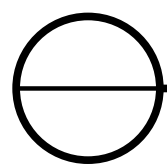
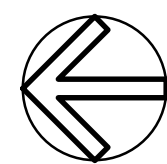
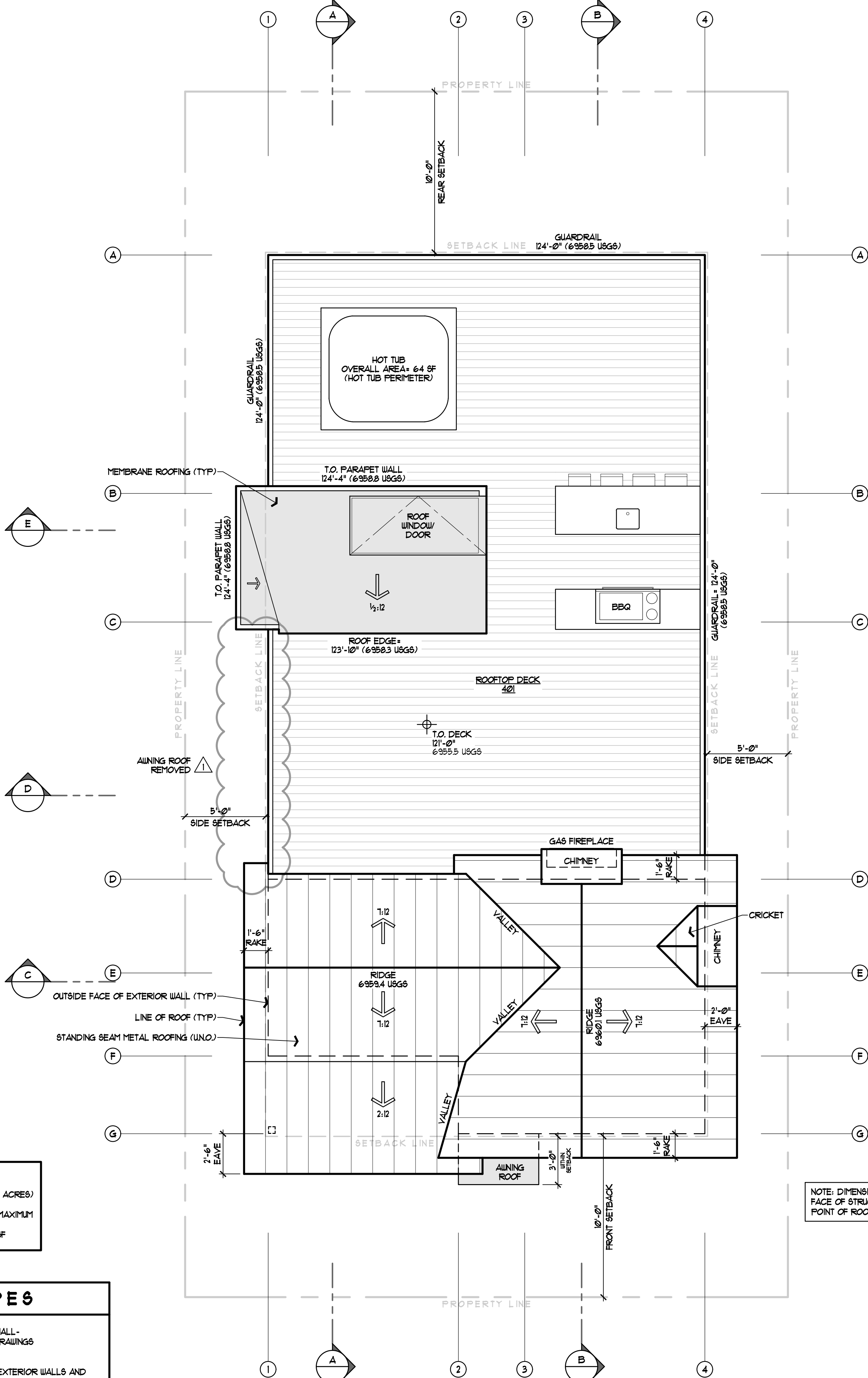
LIVING= 1399 SF
DECKS= 116 SF

AREA CALCULATIONS:

LOT AREA= 2825 SF (0.06 ACRES)
BUILDING PAD= 1512 SF
ALLOWED FOOTPRINT= NO MAXIMUM
ACTUAL FOOTPRINT= 1458 SF

WALL TYPES

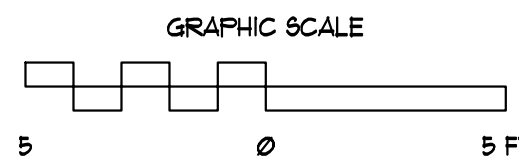
- CONCRETE FOUNDATION WALL - REFER TO STRUCTURAL DRAWINGS
- FRAMED WALLS:
2x6 STUDS @ 16" O.C. AT EXTERIOR WALLS AND
2x4 STUDS @ 16" AT INTERIOR (UNO).
NOTE: FRAMING IN CONTACT WITH CONCRETE TO
BE PRESERVATIVE-TREATED OR SEPARATED BY
AN IMPERVIOUS MOISTURE BARRIER.
FRAMED WALLS ADJACENT TO FOUNDATION WALLS
TO BE SEPARATED WITH A 1/2" AIR SPACE
- POST/ COLUMN -
REFER TO STRUCTURAL DRAWINGS



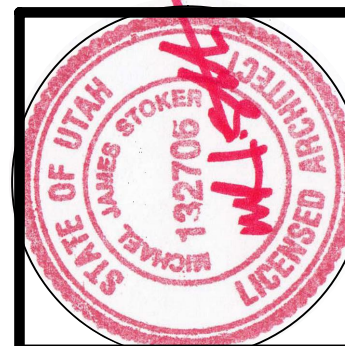
ROOF PLAN

1/4" = 1'-0"

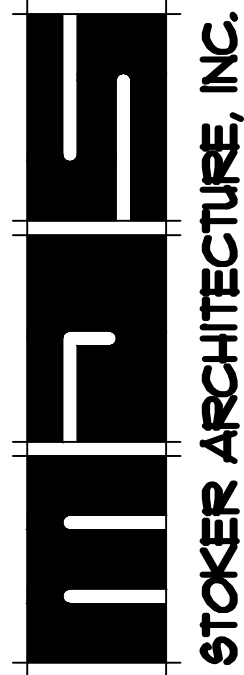
ROOFTOP DECK= 922 SF



NOTE: DIMENSIONS SHOWN FROM
FACE OF STRUCTURE TO FURTHEST
POINT OF ROOF PROJECTION (UNO.)



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www.stokerarch.com



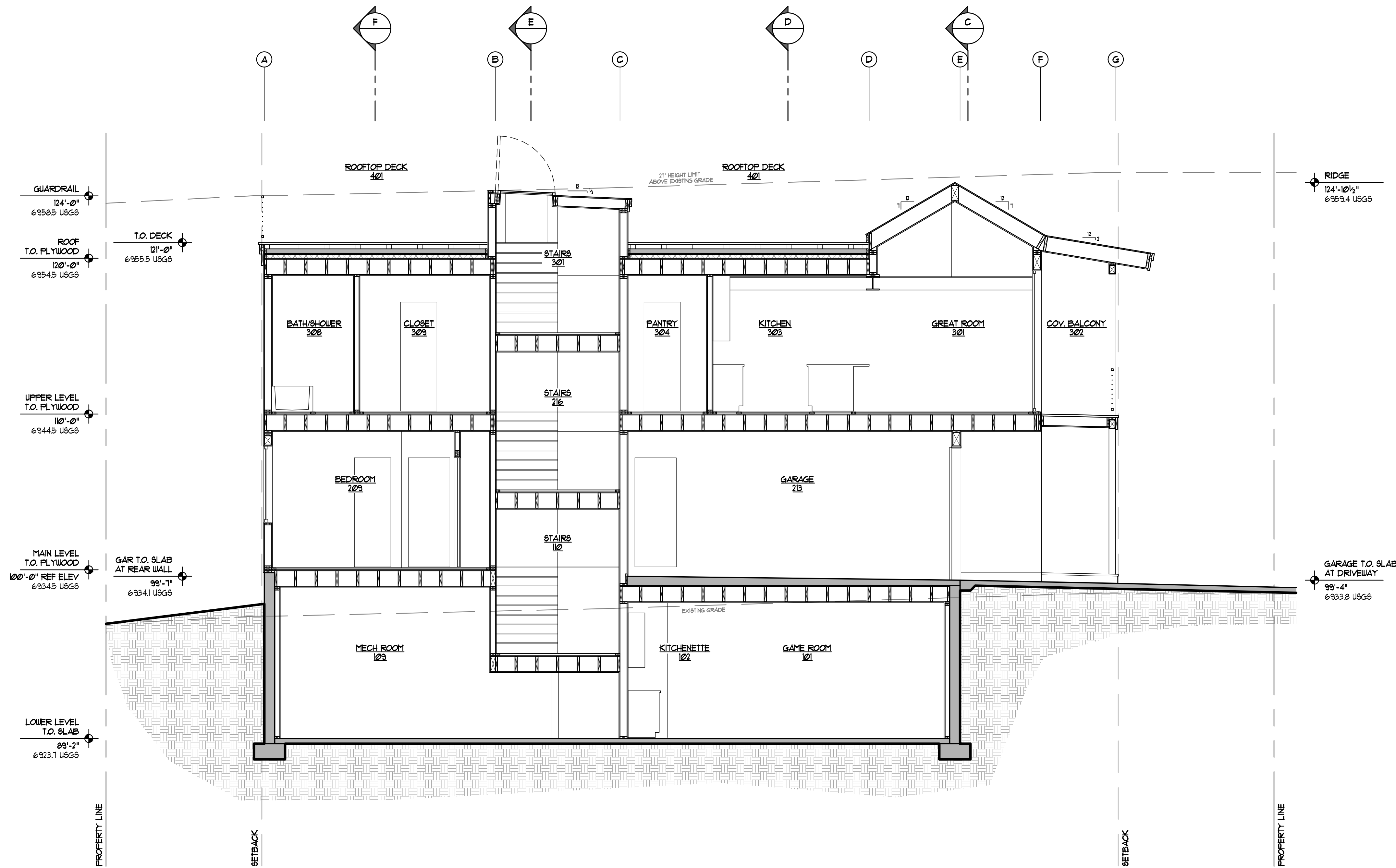
1120 PARK AVENUE RESIDENCE

A NEW HOME FOR KIRKHAM, LLC

LOT A, DOUBLE H FLAT AMENDMENT, 1120 PARK AVENUE, PARK CITY, UT 84060

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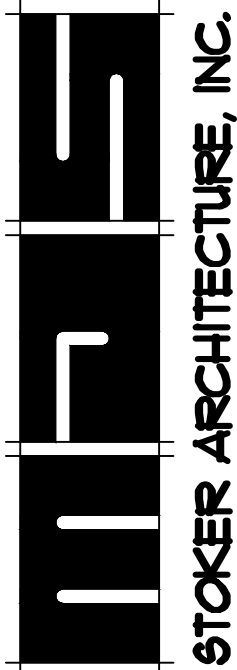
A-12



SECTION A
1/4" = 1'-0"



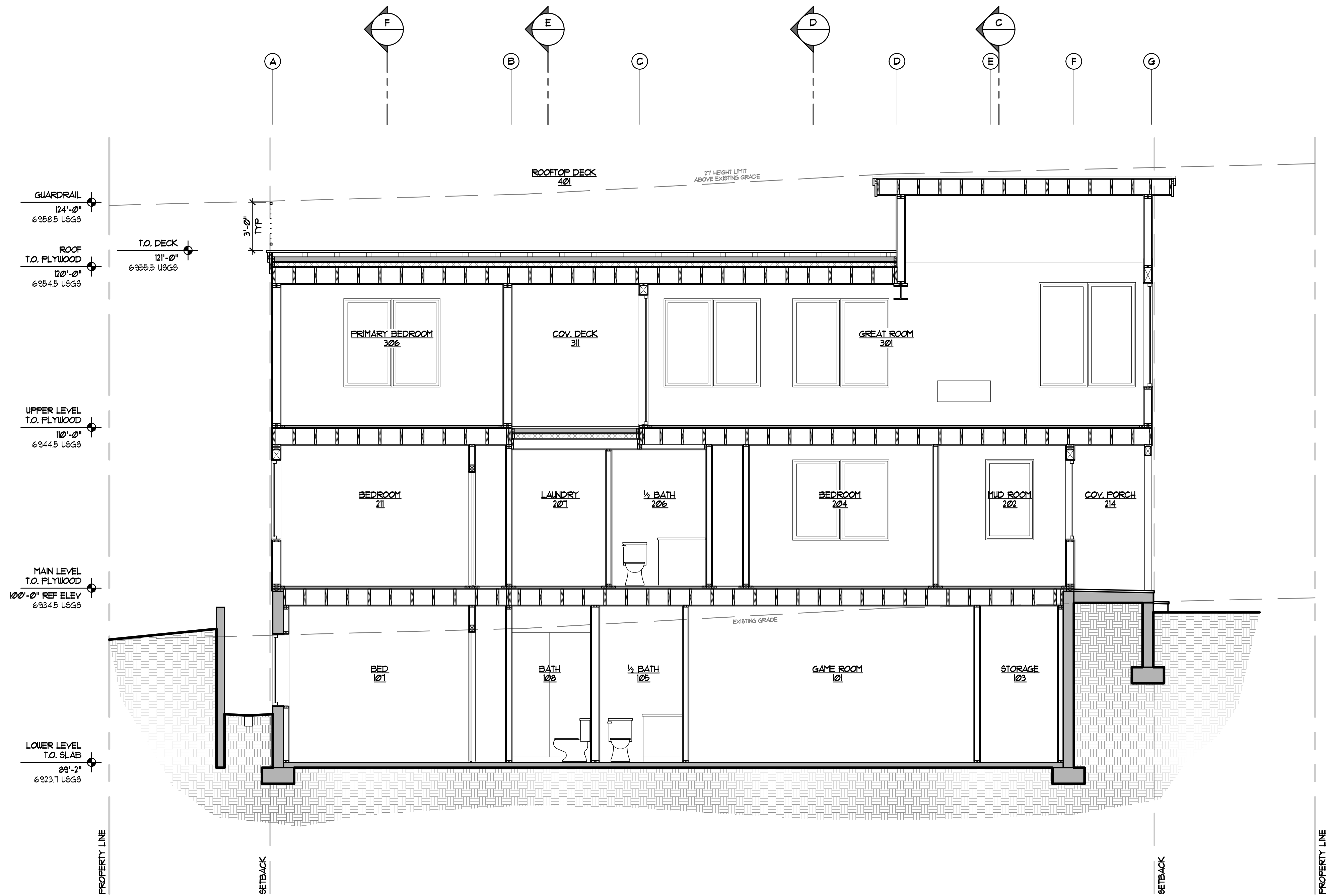
MICHAEL J. STOKER, AIA, NCARB - ARCHITECT
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1120 PARK AVENUE RESIDENCE
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LOT A, DOUBLE H FLAT AMENDMENT, 1120 PARK AVENUE, PARK CITY, UT 84060

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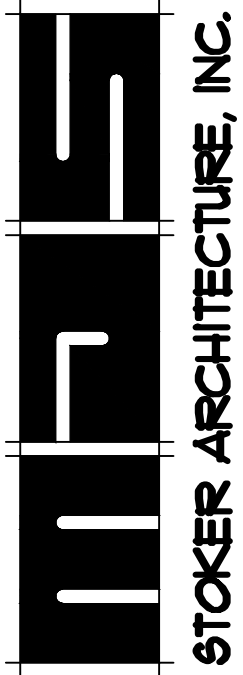
A-3.1
SECTION A



SECTION B
1/4" = 1'-0"



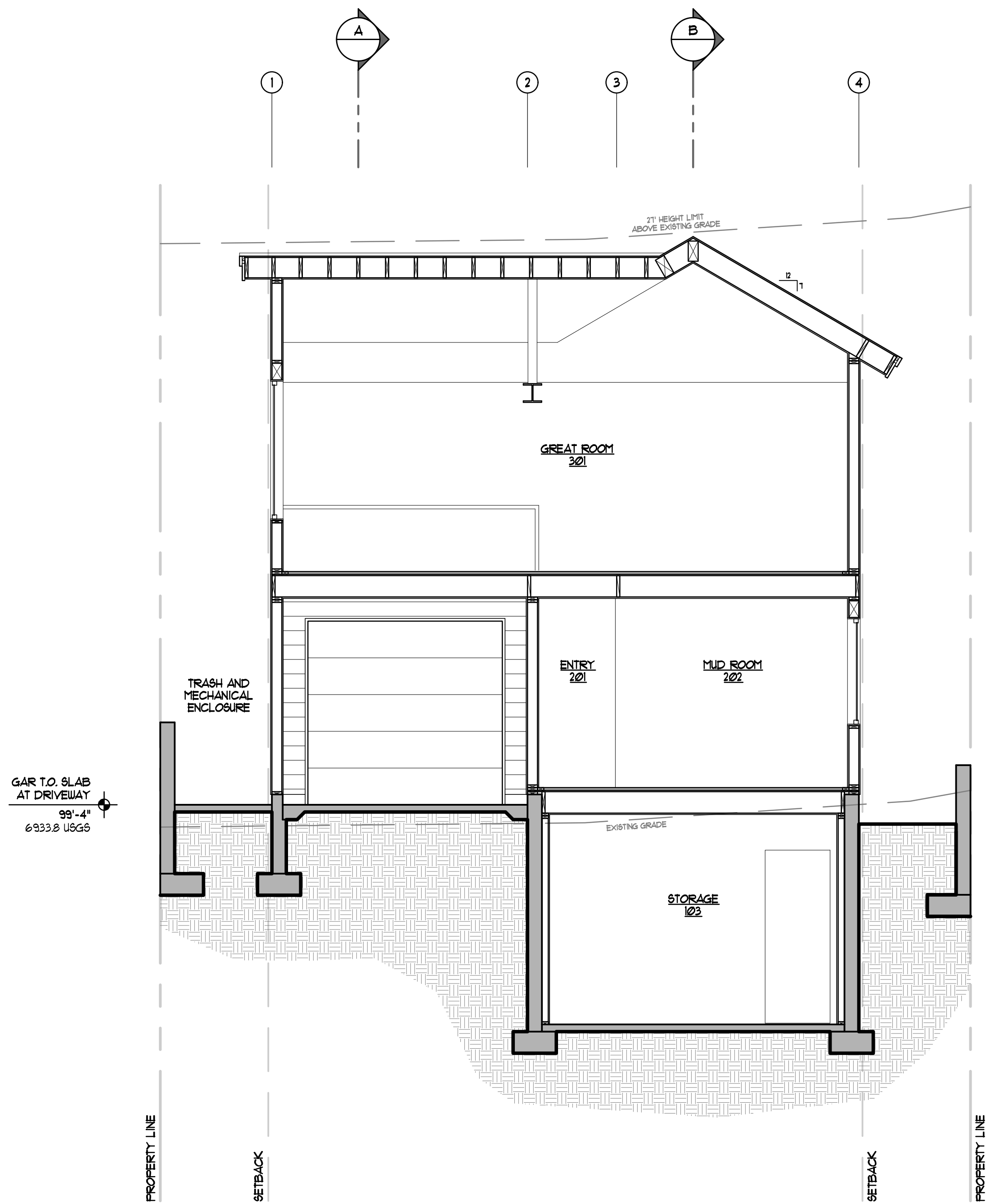
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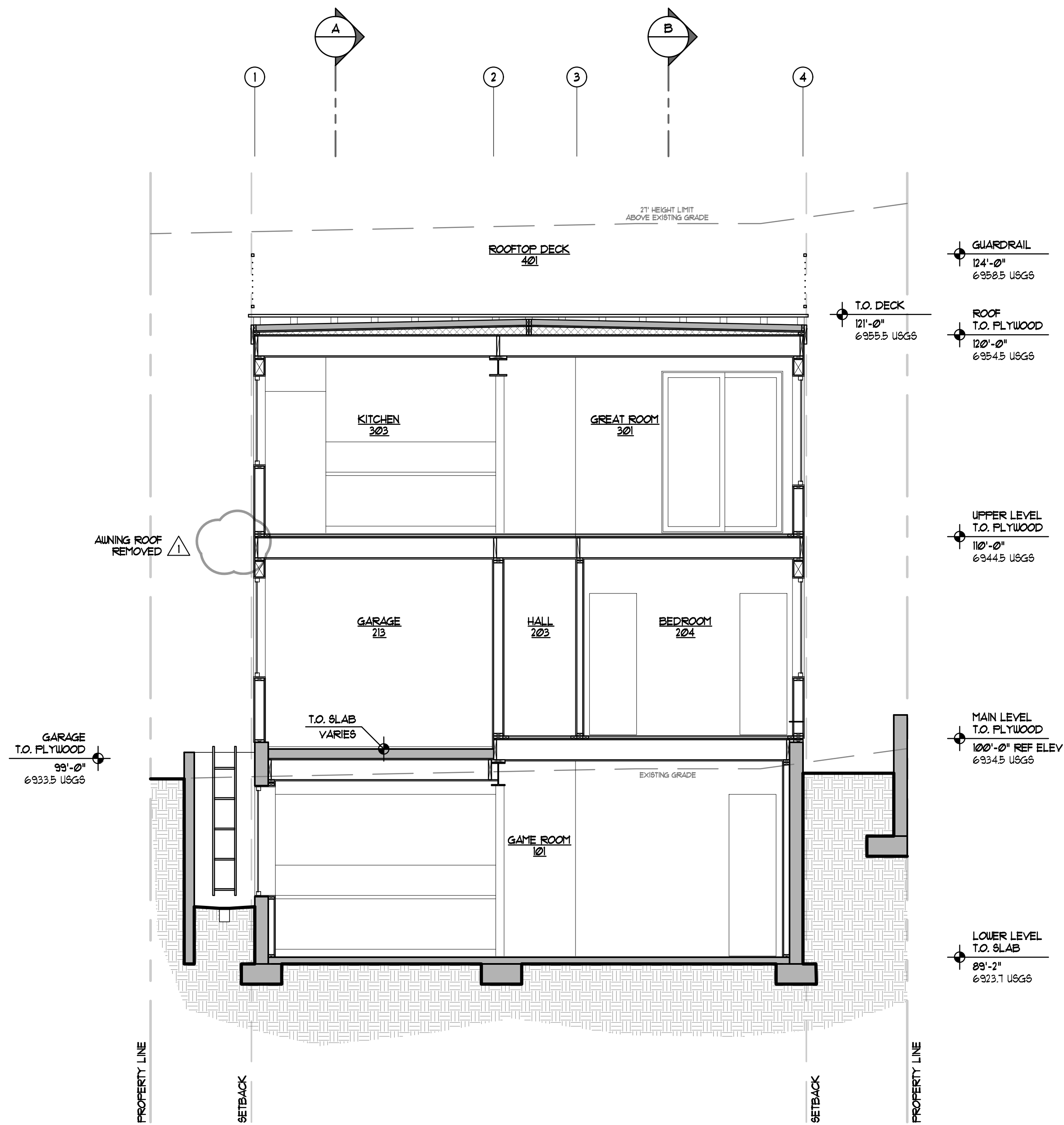
1120 PARK AVENUE RESIDENCE
A NEW HOME FOR KIRKHAM, LLC
LOT A, DOUBLE H FLAT AMENDMENT, 1120 PARK AVENUE, PARK CITY, UT 84060

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A-32
SECTION B



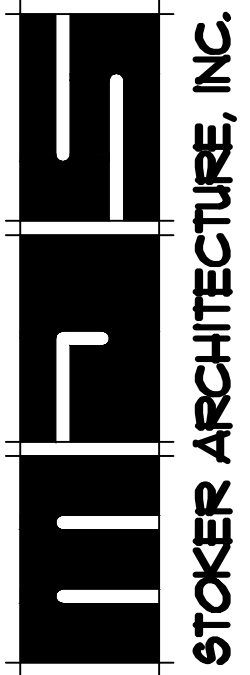
SECTION C
1/4" = 1'-0"



SECTION D
1/4" = 1'-0"



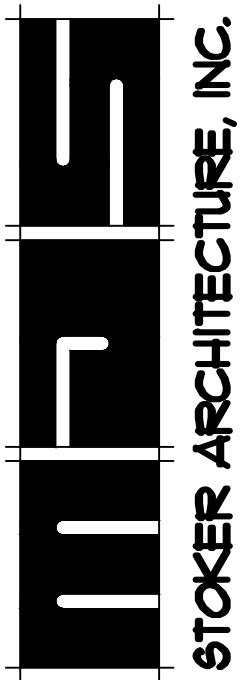
MICHAEL J. STOKER, AIA, NCARB - ARCHITECT
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1120 PARK AVENUE RESIDENCE
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LOT A, DOUBLE H FLAT AMENDMENT, 1120 PARK AVENUE, PARK CITY, UT 84060

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A-33
SECTION C AND D



1120 PARK AVENUE RESIDENCE

A NEW HOME FOR KIRKHAM, LLC

LOT A, DOUBLE H PLAT AMENDMENT, 1120 PARK AVENUE, PARK CITY, UT 84060

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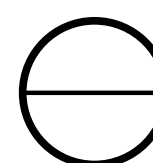
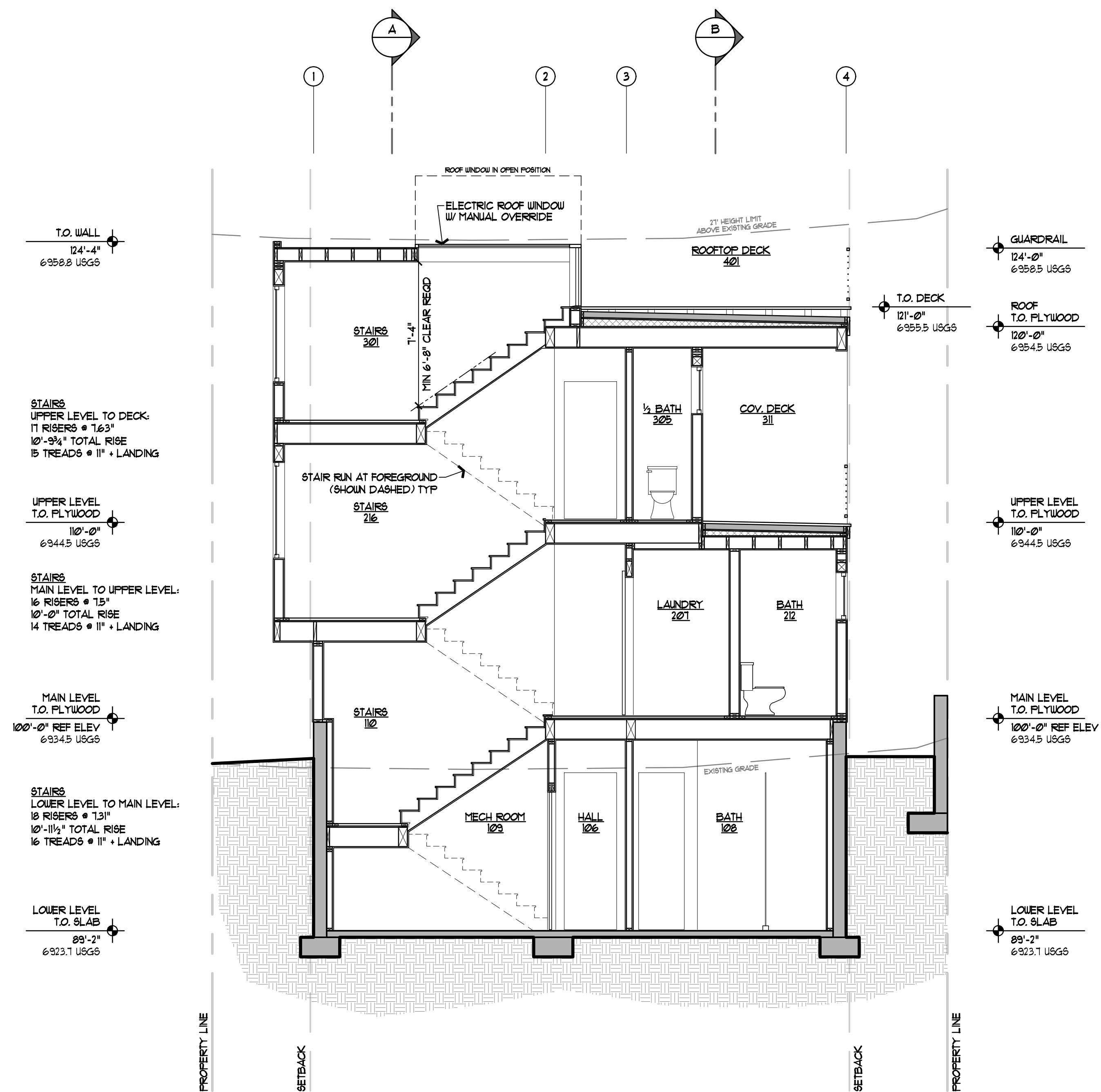
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Sheet

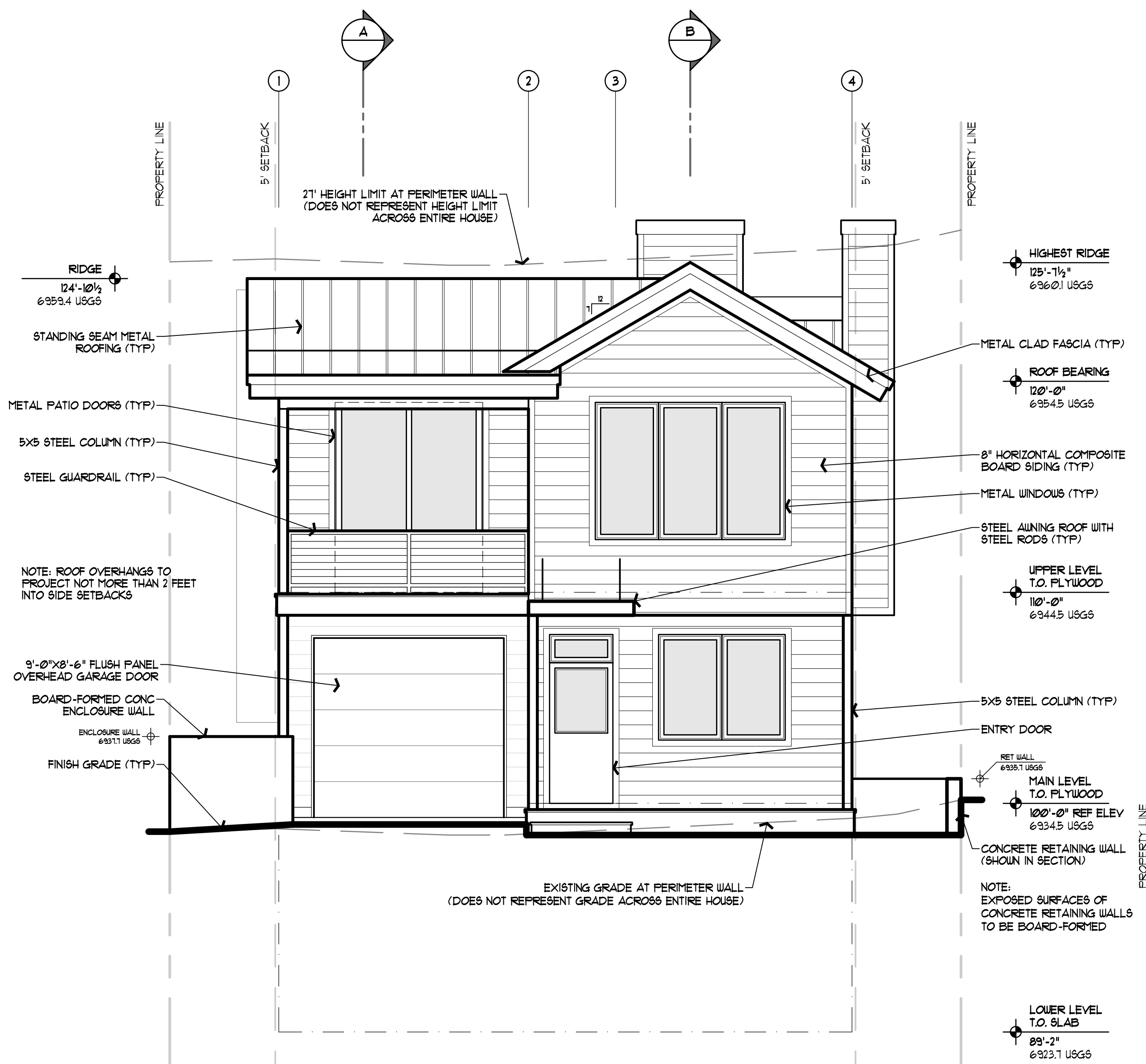
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SECTION E

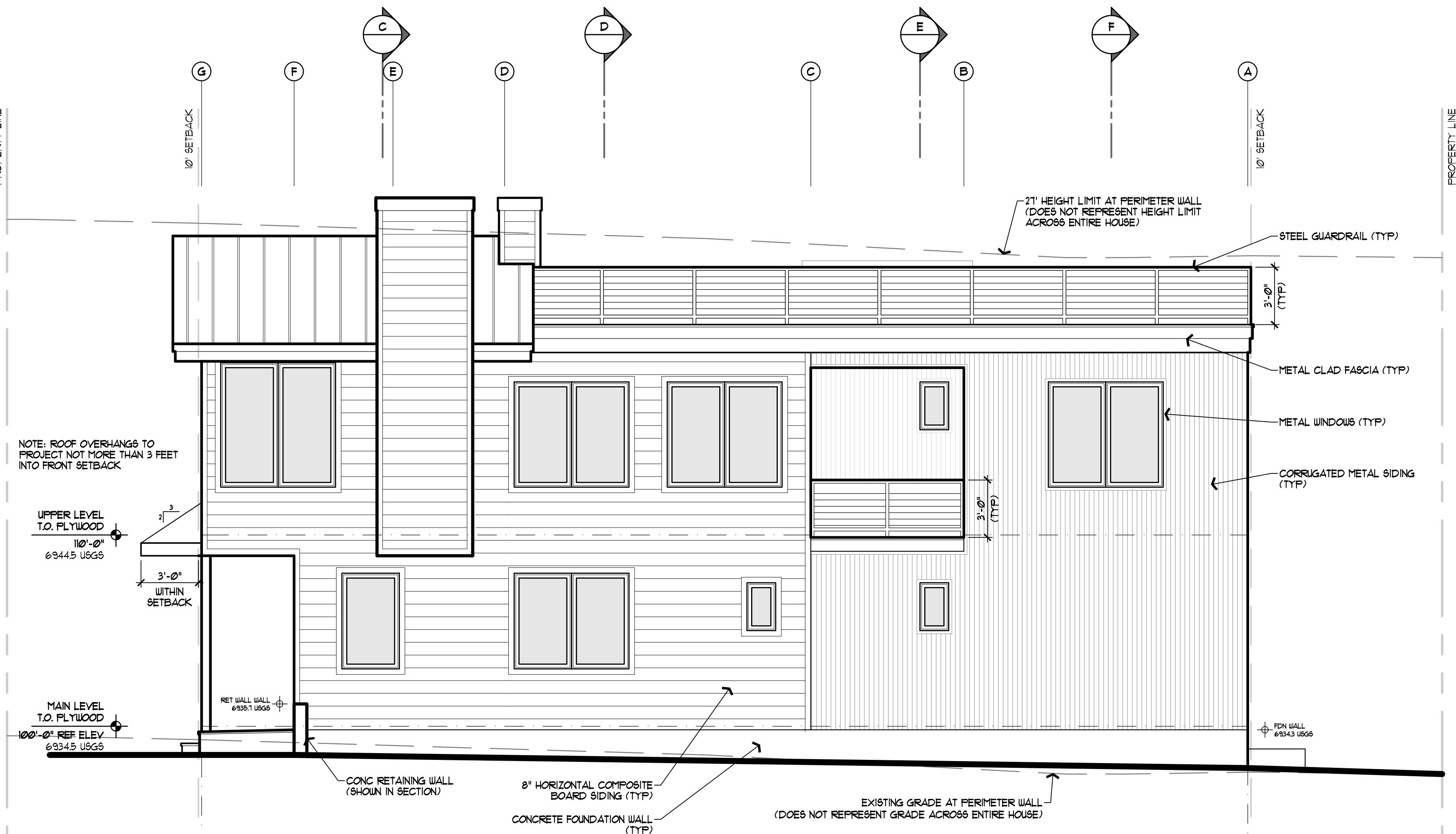


SECTION E

$$1/4'' = 1'-\emptyset'''$$



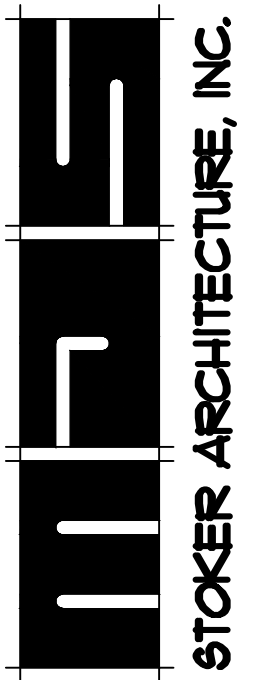
WEST ELEVATION
1/4" = 1'-0"



SOUTH ELEVATION
1/4" = 1'-0"



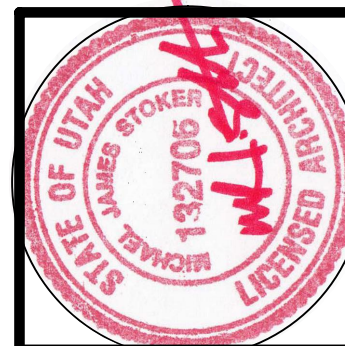
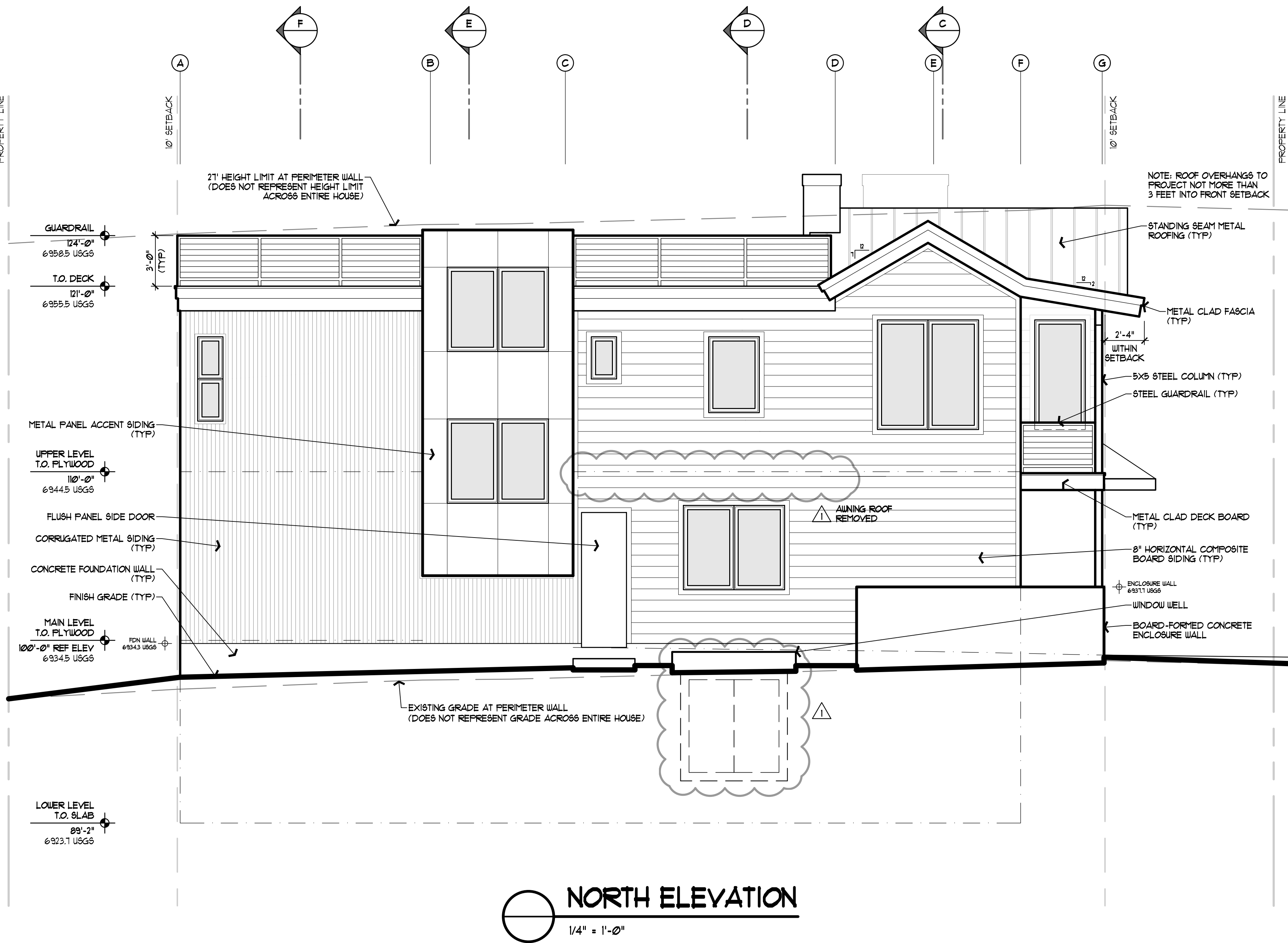
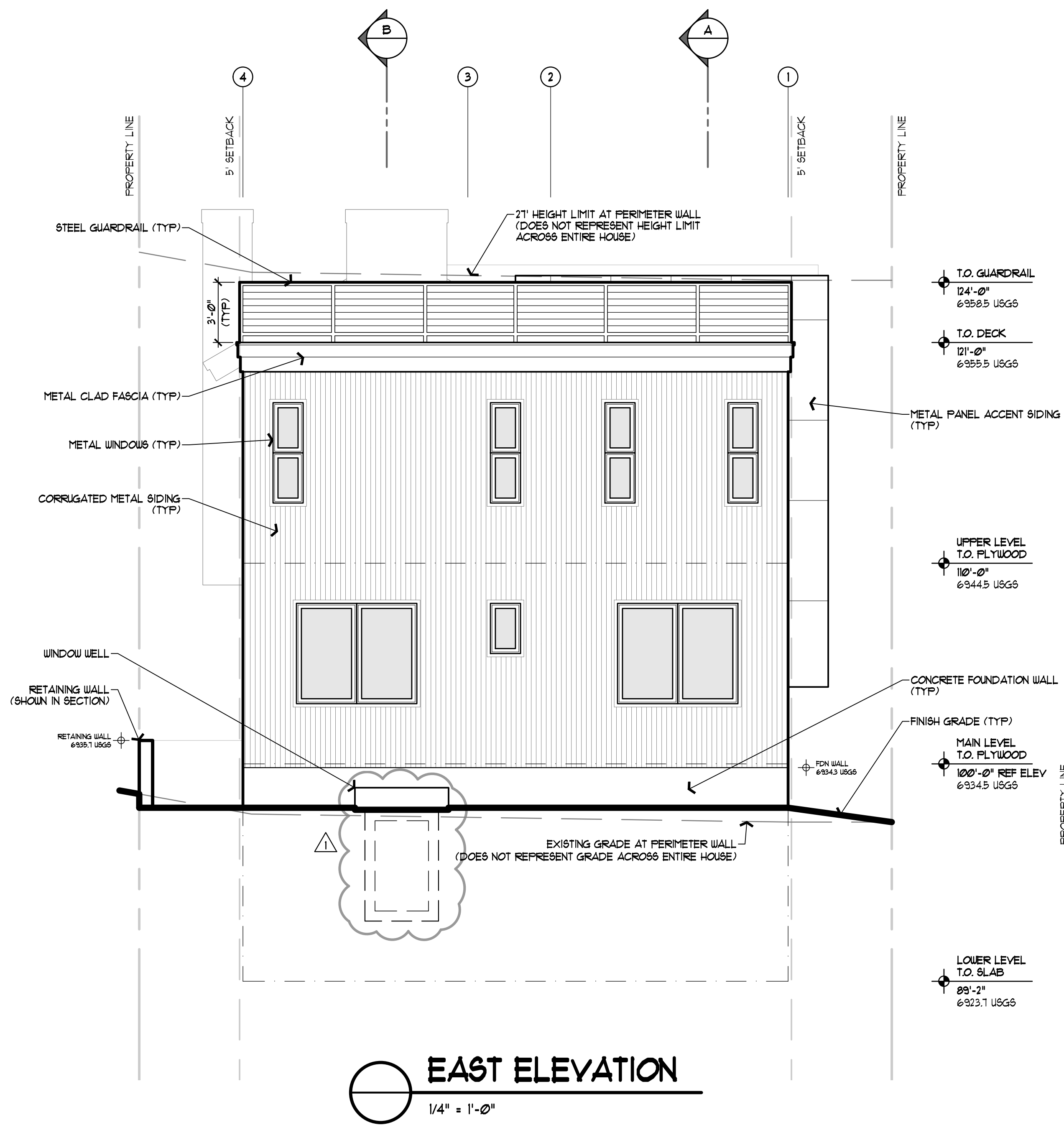
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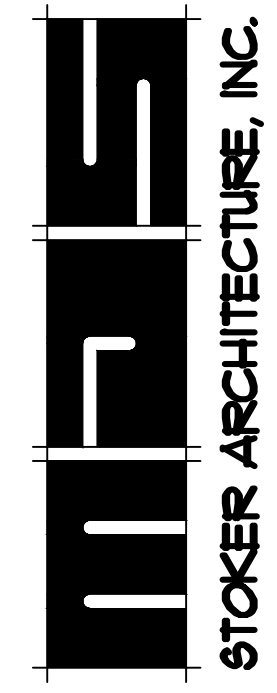
1120 PARK AVENUE RESIDENCE
A NEW HOME FOR KIRKHAM, LLC
LOT A, DOUBLE H FLAT AMENDMENT, 1120 PARK AVENUE, PARK CITY, UT 84060

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A-2.1



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LOT A, DOUBLE H FLAT AMENDMENT, 1120 PARK AVENUE, PARK CITY, UT 84060

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A-22



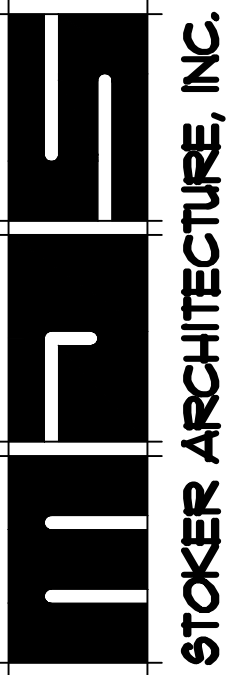
STREETSCAPE
ELEVATION
LOOKING EAST



STREETSCAPE
ELEVATION
LOOKING WEST



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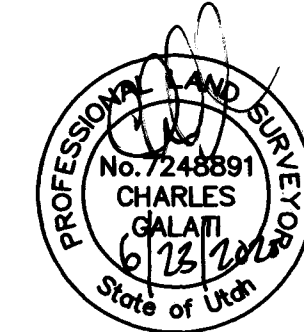
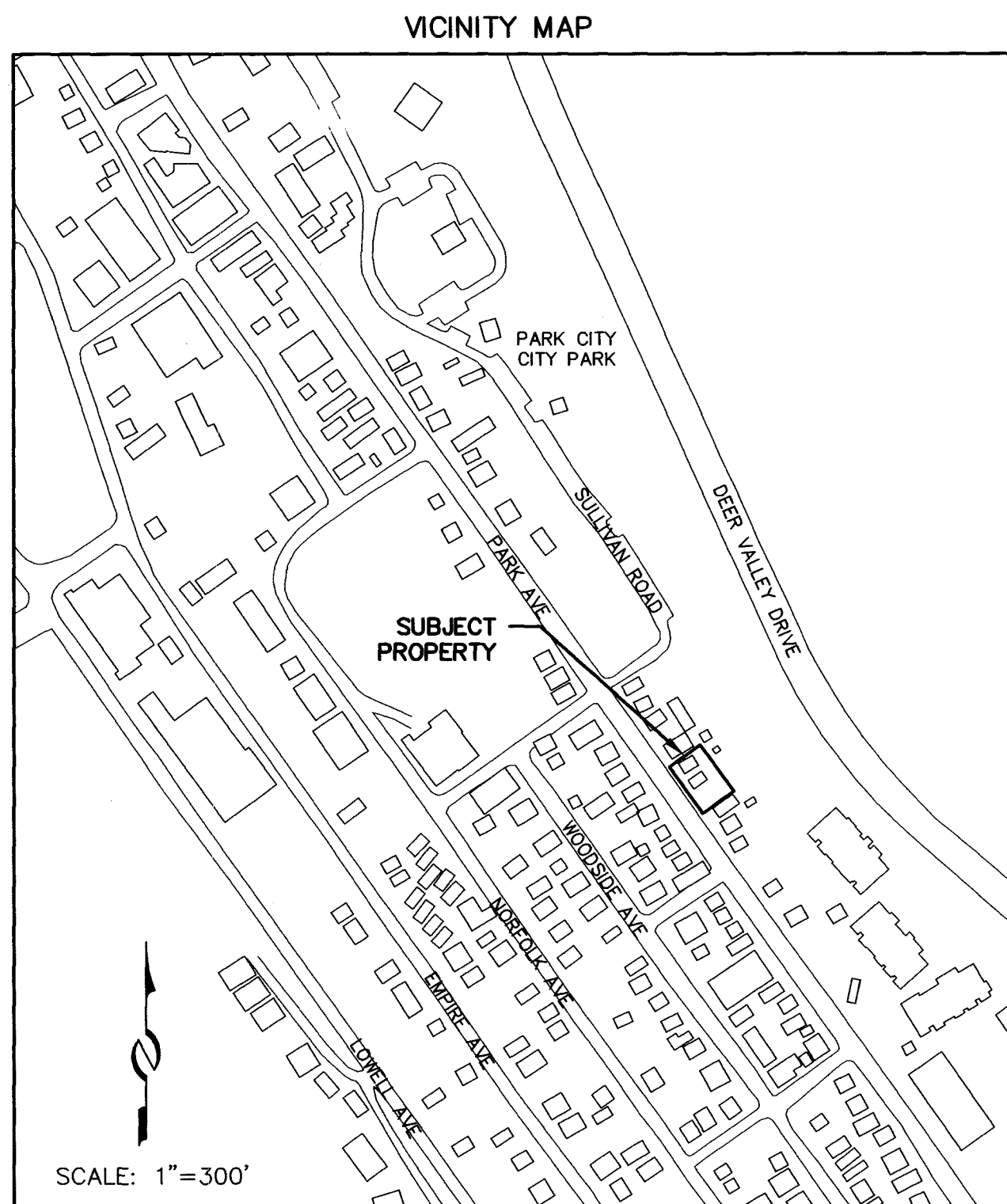


1120 PARK AVENUE RESIDENCE
A NEW HOME FOR KIRKHAM, LLC
LOT A, DOUBLE H PLAT AMENDMENT, 1120 PARK AVENUE, PARK CITY, UT 84060

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STREET



SURVEYOR'S CERTIFICATE

I, Charles Galati, do hereby certify that I am a Professional Land Surveyor and that I hold License No. 7248891, as prescribed by the laws of the State of Utah, and that by authority of the owners, I have made a survey of the hereon described property, and have subdivided said property into lots as shown, together with easements, to be hereafter known as DOUBLE H PLAT AMENDMENT, and that the same has been correctly surveyed and monumented on the ground as shown on this plat. I further certify that the information on this plat is accurate.

LEGAL DESCRIPTION

All of Lots 5, 6 and 7 Block 56, SNYDERS ADDITION TO PARK CITY, according to the official plat thereof, on file and of record in the Summit County Recorder's Office.

ALSO

All of Lot 8 and the South Half of Lot 9, Block 56, SNYDERS ADDITION TO PARK CITY, according to the official plat thereof, on file and of record in the Summit County Recorder's Office.

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL BY THESE PRESENTS that the undersigned is the owner of Lots 5, 6 and 7, Block 56, Snyder's Addition to Park City and hereby causes the same to be divided into lots, together with easements as set forth to be hereafter known as DOUBLE H PLAT AMENDMENT, and do hereby dedicate for the perpetual use of the public all other areas shown on this plat as intended for public use. The undersigned owner also hereby conveys any other easements as shown on this plat to the parties indicated and for the purposes shown hereon.

In witness whereof, the undersigned set his hand this 11 day of September, 2020.

Specific Performance, Inc., a Utah corporation

By: Peter Tomai, President

ACKNOWLEDGMENT

STATE OF UTAH)

: ss.

COUNTY OF SUMMIT)

On this 11 day of September, 2020, Peter Tomai personally appeared before me, whose identity is personally known to me or proven on the basis of satisfactory evidence, and who by me duly sworn/affirmed, did say that he is the President of Specific Performance, Inc., a Utah corporation, and that said document was signed by him on behalf of said corporation by authority of its Bylaws, or Resolution of its Board of Directors, and he acknowledged to me that he executed the DOUBLE H PLAT AMENDMENT.

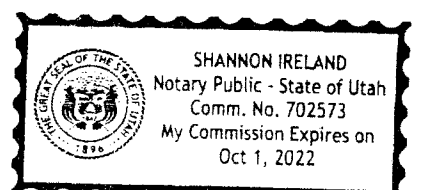
By: Shannon Ireland
Notary Public

Printed Name Shannon Ireland

Residing in: Summit

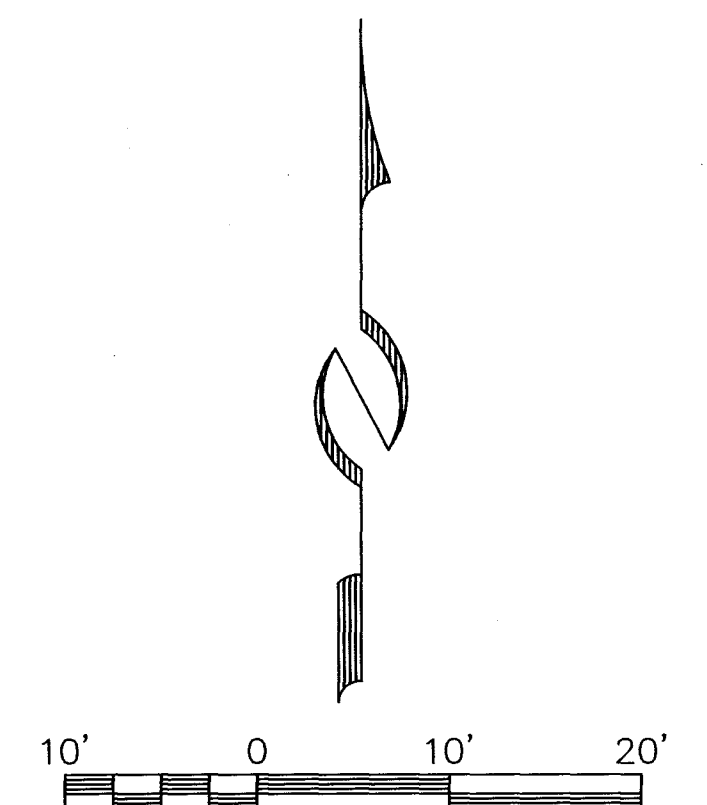
My commission expires: October 1, 2022

Commission No. 702573



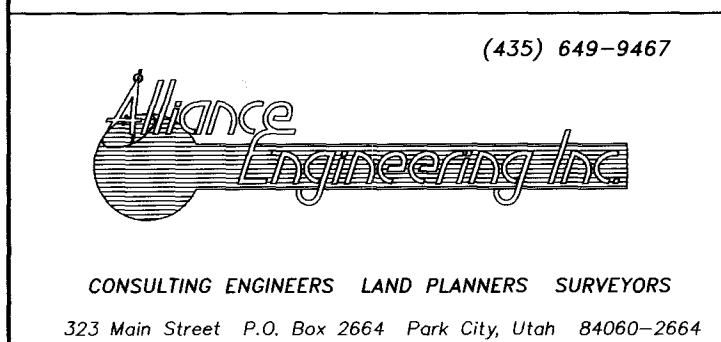
NOTES

- This plat is subject to the Conditions of Approval in Ordinance 2019-28 and removes the existing historical lot lines to create three new lots of record.
- Residential fire sprinklers are required for all new construction per requirements of the Chief Building Official.
- The property is located in Zone A0, as shown on the Flood Insurance Rate Map of the Federal Emergency Management Agency, Panel 919, Map Number 49043C0919C, and has an effective date of March 16, 2006.



DOUBLE H PLAT AMENDMENT

LOCATED IN BLOCK 56, SNYDER'S ADDITION TO PARK CITY,
WITHIN THE NORTHEAST QUARTER OF SECTION 16,
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH



**PUBLIC SAFETY
ANSWERING POINT APPROVAL**
APPROVED THIS 17 DAY
OF SEPTEMBER, 2020
BY Dan Donahue FOR JEFF WARD
SUMMIT COUNTY GIS COORDINATOR

SNYDERVILLE BASIN WATER RECLAMATION DISTRICT
REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER
RECLAMATION DISTRICT STANDARDS ON THIS 15
DAY OF July, 2020
BY B. O. K.
ENGINEERING DEPARTMENT

PLANNING COMMISSION
APPROVED BY THE PARK CITY
PLANNING COMMISSION THIS 24TH
DAY OF APRIL, 2019
BY [Signature]
CHAIR

ENGINEER'S CERTIFICATE
I FIND THIS PLAT TO BE IN
ACCORDANCE WITH INFORMATION ON
FILE IN MY OFFICE THIS 25
DAY OF August, 2020
BY [Signature]
PARK CITY ENGINEER

APPROVAL AS TO FORM
APPROVED AS TO FORM THIS 31
DAY OF August, 2020
BY M. D. H.
PARK CITY ATTORNEY

COUNCIL APPROVAL AND ACCEPTANCE
APPROVAL AND ACCEPTANCE BY THE PARK
COUNCIL THIS 16TH DAY OF MAY, 2020
BY [Signature]
MAYOR

CERTIFICATE OF ATTEST
I CERTIFY THIS PLAT
WAS APPROVED BY PARK CITY
COUNCIL THIS 16TH DAY
OF MAY, 2020
BY [Signature]
PARK CITY RECORDER

RECORDED
STATE OF UTAH, COUNTY OF SUMMIT, AND FILED
AT THE REQUEST OF US TITLE
FEE 56.00 [Signature] DEPT. RECORDER
RECORDED B. 2599
TIME 2:28 DATE 9/17/2020 ENTRY NO. 0111903

DOUBLE H PLAT AMENDMENT

Planning Commission Staff Report



Subject: 9100 Marsac Avenue
Application: PL-26-07027
Author: Virgil Lund, Planner III
Date: September 3, 2026
Type of Item: Administrative Permit

Recommendation

(I) Review the proposal to construct a Public Transit Amenity Area along Marsac Avenue in front of Montage Deer Valley, (II) conduct a public hearing, and (III) consider approving the Administrative Permit based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the draft Final Action Letter.

Description

Applicant: Park City Municipal Corporation

Location: 9100 Marsac Avenue

Zoning District: Residential Development, Sensitive Land Overlay

Adjacent Land Uses: Right-of-Way, Recreation Open Space, Hotel

Reason for Review: Public Transit Amenity Areas require an Administrative Permit.¹

LMC Land Management Code
RD Residential Development
SLO Sensitive Land Overlay

Terms that are capitalized as proper nouns throughout this staff report are defined in LMC [§ 15-15-1](#).

Summary

The Applicant proposes constructing a Public Transit Amenity Area along Marsac Avenue in front of the Montage in the Residential Development (RD) Zoning District and Sensitive Land Overlay (SLO):

- A 109-square-foot shelter reaching 10.5 feet in height from Final Grade.
- New concrete boarding and alighting pads designed to comply with Americans with Disabilities Act (ADA) accessibility requirements.
- New bike racks.
- New and enhanced paved connections between the bus stop area and existing pedestrian and vehicular infrastructure.

¹ LMC [§ 15-4-24\(A\)](#)



Figure 1: Location of proposed Public Transit Amenity Area, shown in green.

Analysis

See Exhibit A, Draft Final Action Letter, for analysis.

The Development Review Committee reviewed the proposal on September 1, 2026, and confirmed the proposal conforms to their required standards.²

Department Review

The Planning and Executive Departments reviewed this report.

Notice

Staff published notice on the City's website and the Utah Public Notice website and posted notice to the property on September 7, 2026. Staff mailed courtesy notice to adjacent property owners on September 7, 2026.³

Public Input

Staff did not receive any public input at the time this report was published.

² The Development Review Committee meets the first and third Tuesday of each month to review and provide comments on Planning Applications, including review by the Building Department, Engineering Department, Sustainability Department, Transportation Planning Department, Code Enforcement, the City Attorney's Office, Local Utilities including Rocky Mountain Power and Enbridge Gas, the Park City Fire District, Public Works, Public Utilities, and the Snyderville Basin Water Reclamation District (SBWRD).

³ LMC [§ 15-1-21](#)

Alternatives

The Planning Director may:

- Approve the Administrative Permit for the Public Transit Amenity Area.
- Deny the Administrative Permit and direct staff to make Findings for the denial.
- Request additional information and continue the discussion to a date certain.

Exhibits

A: Draft Final Action Letter

Attachment 1: Proposed Plans



Planning Department

September 3, 2026

Park City Municipal Corporation

CC: Steven Dennis

NOTICE OF PLANNING DEPARTMENT ACTION

Description

Address: 9100 Marsac Avenue

Zoning District: Residential Development

Application: Administrative Permit

Project Number: PL-26-07027

Action: APPROVED WITH CONDITIONS (See Below)

Date of Final Action: September 3, 2026

Project Summary: The Applicant proposes constructing a Public Transit Amenity Area along Marsac Avenue in front of Montage Deer Valley in the Residential Development (RD) Zoning District and Sensitive Land Overlay (SLO).

Action Taken

On September 3, 2026, the Planning Director conducted a public hearing and approved the Administrative Permit for a Public Transit Amenity Area according to the following findings of fact, conclusions of law, and conditions of approval.

Findings of Fact

1. The Applicant proposes constructing a Public Transit Amenity Area along Marsac Avenue in front of the Montage in the Residential Development (RD) Zoning District and Sensitive Land Overlay (SLO):
 - a. A 109-square-foot shelter reaching 10.5 feet in height from Final Grade.
 - b. New concrete boarding and alighting pads designed to comply with Americans with Disabilities Act (ADA) accessibility requirements.
 - c. New bike racks.
 - d. New and enhanced paved connections between the bus stop area and existing pedestrian and vehicular infrastructure.



Planning Department

2. Pursuant to LMC § 15-4-24(A), Public Transit Amenity Areas require an Administrative Permit.
3. The proposal complies with the RD Zoning District requirements in LMC Chapter 15-2.13.
 - a. The Public Transit Amenity Area is located partially within the Utah Department of Transportation (UDOT) Right-of-Way, and partially within property owned by Talisker Empire Pass Hotel LLC and DV Luxury Resort LLC. Pursuant to LMC § 15-2.13-3(C), Public Transit Amenity Areas are an allowed Front Setback exception in the RD Zoning District subject to an Administrative Permit.
4. The proposal complies with the Sensitive Land Overlay requirements in LMC Chapter 15-2.21.
 - a. The Public Transit Amenity Area is located on an area that is already disturbed and used as a bus stop along Marsac Avenue. There are no wetlands or streams within 50 feet, and the proposal will not encroach into any Ridgeline Areas. The Public Transit Amenity Area is not within 50 feet of a Very Steep Slope Area and will not disturb any additional wildlife habitat since it is located adjacent to an existing roadway.
5. The proposal complies with the Public Transit Amenity Area criteria in LMC § 15-4-24:
 - a. The Applicant shall provide written notice of the Property Owner's permission.
 - i. The proposed Public Transit Amenity Area is within the UDOT Right-of-Way and partially within property owned by Talisker Empire Pass Hotel LLC and DV Luxury Resort LLC.
 - ii. On August 11, 2026, the Applicant received permission from UDOT to construct the Public Transit Amenity Area within the Right-of-Way.
 - iii. The Applicant will complete a perpetual easement with the Empire Pass Hotel LLC and DV Luxury Resort LLC once construction of the public transit amenity area is complete.
 - b. The proposed Use shall not impede pedestrian circulation, emergency Access, or any other public safety measure.
 - i. The Public Transit Amenity Area is located adjacent to and partially within the Right-of-Way and existing trails and pedestrian circulation will not be impacted. On September 1, 2026, the Park



Planning Department

City Fire District reviewed the project and confirmed the proposal conforms with their required standards.

- c. Trash and recycling, if provided, shall be screened from neighboring properties and the Right-of-Way.
 - i. All trash and recycling containers will be inside the Public Transit Amenity Area and will not be visible from neighboring properties or the adjacent Right-of-Way.
- d. Signs shall comply with Municipal Code Title 12.
 - i. The Applicant proposes to install simple wayfinding and safety Signs. Signage will be limited to two bus stop signs. The Sign Code Section 12-8-1(A) states that all Signs erected by or at the direction of Park City Municipal Corporation are exempt from the requirements of the Sign Code.
- e. Lighting shall comply with § 15-5-5(J).
 - i. No exterior lighting is proposed or approved with this Administrative Permit. Any proposed lighting is required to comply with the City's Outdoor Lighting requirements in LMC § 15-5-5(J).
- f. Structures shall not exceed 12 feet in Height from Existing Grade.
 - i. The Public Transit Amenity Area will be 10.5 feet in height from Final Grade. No public art is proposed on top of the public transit shelter.
- g. Overhead electric bus charging infrastructure is allowed in the GC Zoning District only and shall not exceed 20 feet in Height from Existing Grade.
 - i. No overhead electric bus charging infrastructure is proposed or approved with this Administrative Permit.
- h. Public Art displays on top of a bus shelter approved by the Public Art Advisory Board shall not exceed four feet in Height from the highest point of the bus shelter.
 - i. The proposed art for the shelter will be a mural on the inside of the shelter, no public art is proposed on top of the Structure. See Condition of Approval 6.
- i. Installations shall comply with Site Distance Triangle requirements with review and approval by the Engineering Department.
 - i. On August 31, 2026, the Engineering Department confirmed the proposed Public Transit Amenity Area complies with the Site Distant Triangle requirements.



Planning Department

- j. The Planning Department shall determine the Limits of Disturbance and shall require mitigation for loss of Significant Vegetation.
 - i. No Significant Vegetation will be impacted by the construction or installation of the Public Transit Amenity Area.
- k. All areas affected by the Construction Activity of the Public Transit Amenity Area which are not Impervious Surfaces shall be restored in compliance with § 15-5-5(N).
 - i. See Condition of Approval 4.

Conclusions of Law

1. The proposal complies with the requirements outlined in LMC Chapter 15-2.13 *Residential Development (RD) District*, Chapter 15-2.21 *Sensitive Land Overlay (SLO)*, and § 15-4-24 *Public Transit Amenity Areas*.

Conditions of Approval

1. Any changes, modifications, or deviations from the approved plans that have not been approved in advance by the Planning Department may result in a stop work order.
2. The Applicant is responsible for notifying the Planning Department prior to making any changes to the approved plans.
3. No exterior signs besides the bus stop signs or lighting are approved with this permit.
4. All areas affected by the Construction Activity of the Public Transit Amenity Areas which are not Impervious Surfaces shall be restored and landscaped in compliance with LMC § 15-5-5(N).
5. No public art may be installed at the bus shelter without approval from the Public Art Advisory Board.
6. Any art approved by the Public Art Advisory Board for installation on top of the bus shelter shall be limited to four feet in height above the highest point of the bus shelter.
7. The Applicant shall complete a perpetual easement with the Empire Pass Hotel LLC and DV Luxury Resort LLC once construction of the public transit amenity area is complete.

This Final Action may be appealed pursuant to LMC [§ 15-1-18](#). If you have questions or concerns regarding this Final Action Letter, please call 385-481-2036 or email virgil.lund@parkcity.gov.



Planning Department

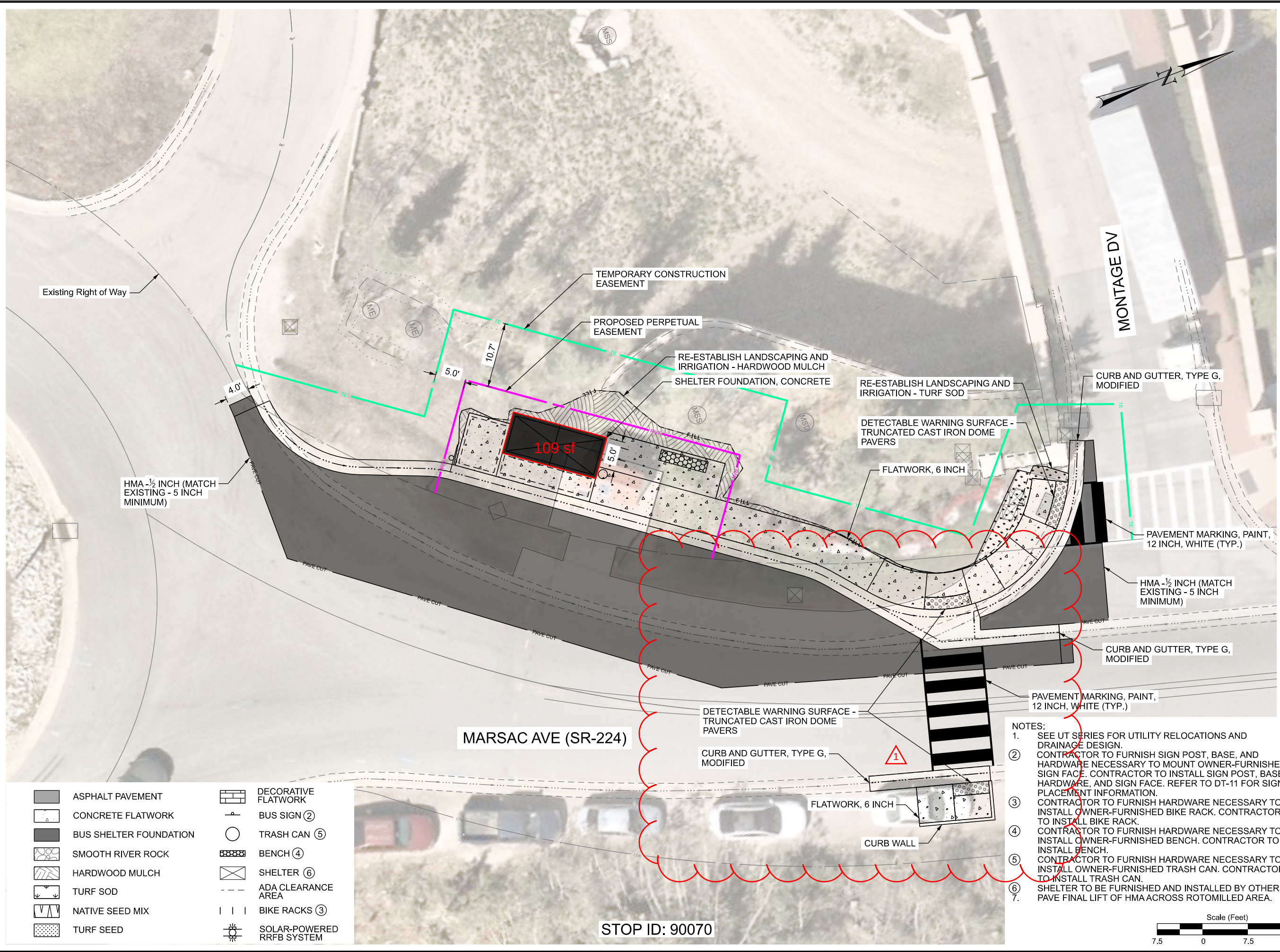
Sincerely,

Rebecca Ward
Planning Director

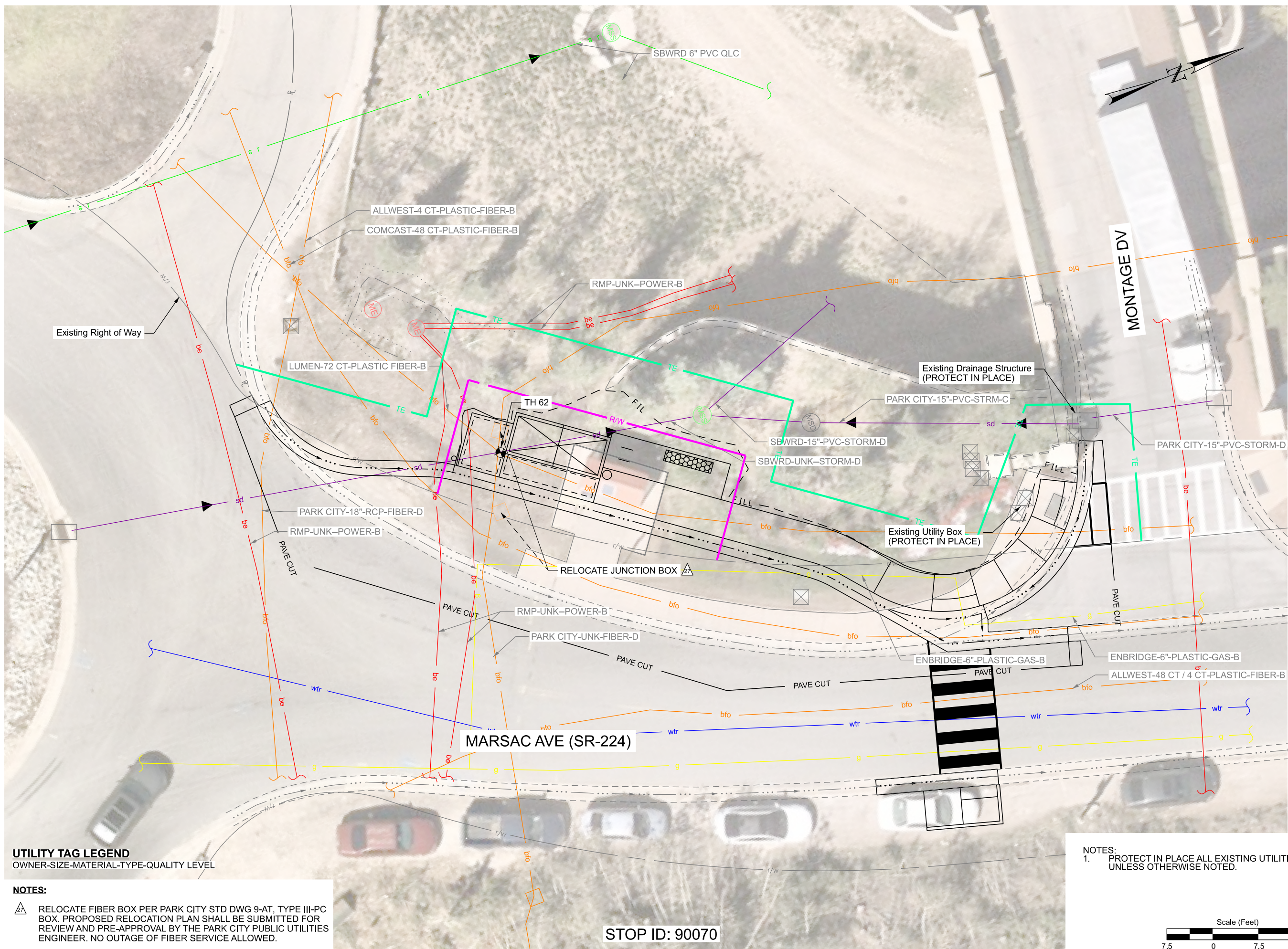
CC: Virgil Lund
Attachment 1: Proposed Plans

DRAFT

4/17/2026 c:\p\m\m\c85579\N\Meridian_Rd_67_68_69.dgn



REVISIONS		ADDITION OF TWO NEW PEDESTRIAN RAMPS	
1	5/1/2026		
PARK CITY MUNICIPAL CORPORATION		KIMLEY-HORN AND ASSOCIATES	
PROJECT		PROJECT NUMBER CP0025	
PROJECT NUMBER		CIVIL DESIGN	
SHEET NO.		RD-69	
APPROVED		PROFESSIONAL ENGINEER	
DRAWN BY		TGB	
QC CHECKED BY		CHP	
DATE		03/31/2026	
NO.		DATE	
APPROVED BY		REMARKS	



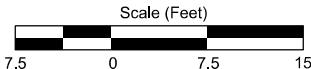
UTILITY TAG LEGEND
OWNER-SIZE-MATERIAL-TYPE-QUALITY LEVEL

NOTES:

RELOCATE FIBER BOX PER PARK CITY STD DWG 9-AT, TYPE III-PC BOX. PROPOSED RELOCATION PLAN SHALL BE SUBMITTED FOR REVIEW AND PRE-APPROVAL BY THE PARK CITY PUBLIC UTILITIES ENGINEER. NO OUTAGE OF FIBER SERVICE ALLOWED.

NOTES:

1. PROTECT IN PLACE ALL EXISTING UTILITIES UNLESS OTHERWISE NOTED.



PROJECT		PROJECT NUMBER		PROJECT NUMBER CP0025		UTILITIES		PARK CITY BUS STOP PROGRAM		PARK CITY MUNICIPAL CORPORATION		KIMLEY-HORN AND ASSOCIATES		APPROVED		DATE		03/31/2026		QC CHECKED BY		TGB		DRAWN BY		NO.		DATE		APPROVED BY		REMARKS	
UT-69		SHEET NO.																															

Planning Department Staff Report



Subject: 50 Shadow Ridge Road
Application: PL-26-07009
Author: Virgil Lund, Planner III
Date: September 3, 2026
Type of Item: Administrative Permit

Recommendation

(I) Review the Administrative Permit for a fence greater than six feet in height from Final Grade in the Front Setback, (II) conduct a public hearing, and (III) consider approving the Administrative Permit based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the draft Final Action Letter (Exhibit A).

Description

Applicant: Shadow Ridge Condos HOA; Represented by Bob Jevin

Location: 50 Shadow Ridge Road

Zoning District: Recreation Commercial

Adjacent Land Uses: Multi-Family Residential, Resort Parking Lots

Reason for Review: The Planning Director reviews Administrative Permits for fences greater than six feet in height from Final Grade in the Front Setback.¹

Terms that are capitalized as proper nouns throughout this staff report are defined in LMC [§ 15-15-1](#).

Summary

The Applicant proposes to replace the existing six-foot-tall fence surrounding the pool at Shadow Ridge Condominiums. The fence is within the Front Setback, 14 feet from the Front Lot Line and approximately 40 feet in length. The Applicant proposes to replace the existing six-foot-tall metal fence with brick columns with a vinyl fence that is six feet in height from Final Grade.

¹ LMC [§ 15-1-8](#)

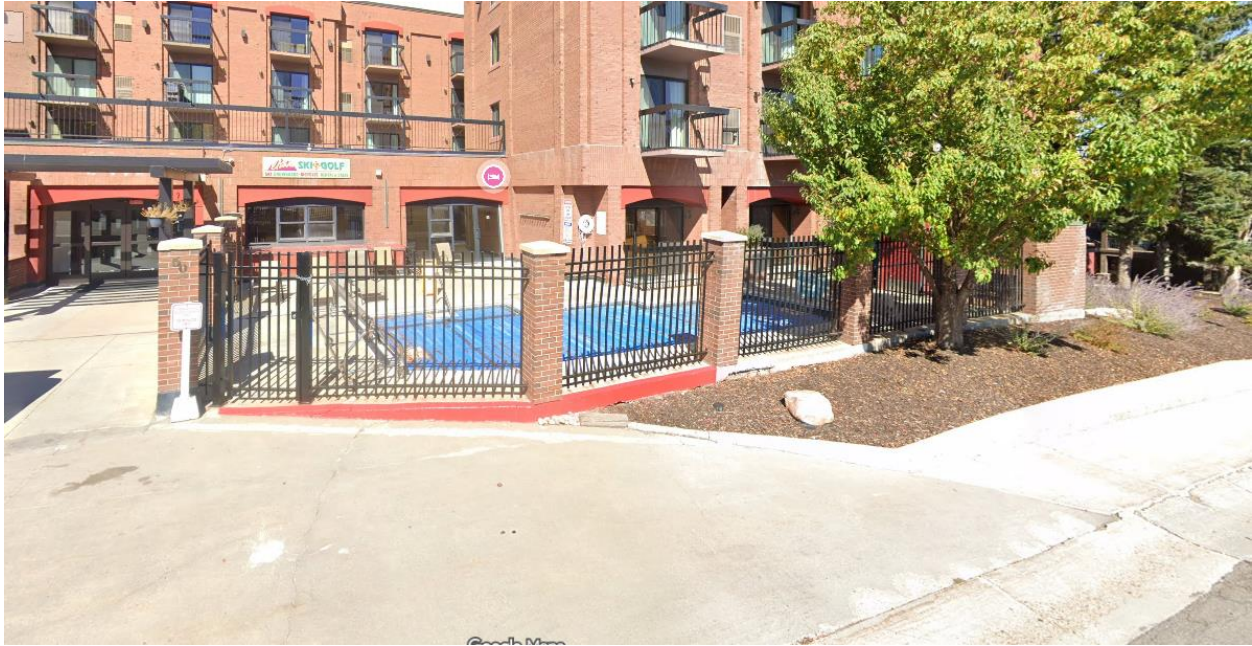


Figure 1: Existing metal and brick fence to be replaced.



Figure 2: Proposed fencing material and style.

Background

The Park City Commission approved Shadow Ridge Condominiums in 1979 (Summit County Recorder Entry No. [166230](#)). On August 11, 1980, Park City Municipal Corporation issued a Building Permit for construction of the condominium Building. In

June 1984, a supplemental Condominium Plat was approved. The existing six-foot-tall fence surrounding the pool was shown on the original Building Permit from 1980.

Analysis

See Exhibit A, Draft Final Action Letter, for analysis.

The Development Review Committee reviewed the proposal on September 1, 2026, and confirmed the proposal conforms to their required standards.²

Department Review

The Planning and Executive Departments reviewed this report.

Notice

Staff published notice on the City's website and the Utah Public Notice website and posted notice to the property on August 19, 2026. Staff mailed courtesy notice to adjacent property owners on August 19, 2026.³

Public Input

Staff did not receive any public input at the time this report was published.

Alternatives

The Planning Director may:

- Approve the Administrative Permit for a fence greater than six feet in the Front Setback.
- Deny the permit and direct staff to make Findings for the denial.
- Request additional information and continue the discussion to a date certain.

Exhibits

A: Draft Final Action Letter

Attachment 1: Proposed Plans

² The Development Review Committee meets the first and third Tuesday of each month to review and provide comments on Planning Applications, including review by the Building Department, Engineering Department, Sustainability Department, Transportation Planning Department, Code Enforcement, the City Attorney's Office, Local Utilities including Rocky Mountain Power and Enbridge Gas, the Park City Fire District, Public Works, Public Utilities, and the Snyderville Basin Water Reclamation District (SBWRD).

³ LMC [§ 15-1-21](#)



Planning Department

September 3, 2026

Bob Jevin

CC: Shadow Ridge Condominiums HOA

NOTICE OF PLANNING DIRECTOR ACTION

Description

Address: 50 Shadow Ridge Road

Zoning District: Recreation Commercial

Application: Administrative Permit

Project Number: PL-26-07009

Action: APPROVED WITH CONDITIONS (See Below)

Date of Final Action: September 3, 2026

Project Summary: The Applicant proposes to replace the existing six-foot-tall fence surrounding the pool at Shadow Ridge Condominiums. The fence is within the Front Setback, 14 feet from the Front Lot Line and approximately 40 feet in length.

Action Taken

On September 3, 2026, the Planning Director conducted a public hearing and approved the Administrative Permit according to the following findings of fact, conclusions of law, and conditions of approval.

Findings of Fact

1. The Applicant proposes to replace the existing six-foot-tall fence surrounding the pool at Shadow Ridge Condominiums. The fence is within the Front Setback, 14 feet from the Front Lot Line and approximately 40 feet in length.
2. The Applicant proposes replacing the existing six-foot-tall metal fence with brick columns with a vinyl fence that is six feet in height from Final Grade.
3. The existing fence surrounding the pool was shown on the original Building Permit from 1980.
4. The proposed fence replacement is part of larger upgrades and remodeling of the Shadow Ridge Condominiums.



Planning Department

5. The proposed fence replacement complies with the Recreation Commercial (RC) Zoning District requirements outlined in LMC Chapter 15-2.16.
 - a. Fences greater than four feet in height from Final Grade are not allowed in the Front Setback, or as permitted in LMC Section 15-4-2 (see Finding of Fact 6).
 - i. The LMC defines Non-Complying Structures as a Structure that legally existed before its current zoning designation; and because of subsequent zoning changes, does not conform to the zoning regulation's Setback, Height restrictions, or other regulations that govern the Structure.
 - ii. The fence was constructed as part of an approved Building Permit in 1980 and complies with the definition for a Non-Complying Structure.
 - b. The Front Setback in the RC Zoning District is 20 feet.
 - i. The proposed fence is 14 feet from the Front Lot Line and approximately 40 feet in length.
 - c. On Corner Lots, Fences more than three feet in height are prohibited within 25 feet of the intersection at back of curb.
 - i. The proposed fence is approximately 100 feet from the nearest intersection.
6. The proposed fence complies with LMC Section 15-9-6(A), Non-Complying Structures.
 - a. LMC Section 15-9-6(A) states that any Non-Complying Structure may be repaired, maintained, altered, or enlarged, provided that such repair, maintenance, alteration, or enlargement shall neither create any new non-compliance nor shall increase the degree of the existing non-compliance of all or any part of such Structure.
 - b. The fence will be replaced in the same location as the existing fence and will not exceed six feet in height.
 - c. A six-foot-tall fence is required by Utah Administrative Code R392-302-317 to surround a commercial swimming pool.

Conclusions of Law

1. The proposal complies with the requirements outlined in LMC Chapter 15-2.16 *Recreation Commercial District* and Section 15-9-6 *Non-Complying Structures*.

Conditions of Approval



Planning Department

1. Any changes, modifications, or deviations from the approved plans that have not been approved in advance by the Planning Department may result in a stop work order.
2. The Applicant is responsible for notifying the Planning Department prior to making any changes to the approved plans.

This Final Action may be appealed pursuant to LMC [§ 15-1-18](#). If you have questions or concerns regarding this Final Action Letter, please call 385-481-2036 or email virgil.lund@parkcity.gov.

Sincerely,

Rebecca Ward
Planning Director

CC: Virgil Lund
Attachment 1: Proposed Plans

SITE PLAN SHADOW RIDGE CONDO

Shadow Ridge Rd,
Park City, Utah



PROJECT:
SHADOW RIDGE CONDO
Shadow Ridge Rd
Park City, Utah

PREPARED FOR:
Ferrari Fence Co.
987 E. 13800 S.
Draper, Utah 84020
(801) 691-4992

LEGEND

— PURPOSED PERMANENT
FENCE LINE

- - - PROPERTY LINE

NOTES

1. DISTANCE FROM EDGE OF
CURB TO FENCE LINE IS 14'.

2. ALL DIMENSIONS ARE
APPROXIMATE.

SITE DATA

FENCE LENGTH:
±72.8 LF

FENCE SETBACK:
14' FROM EDGE OF CURB

DATE: July 23, 2026

SHEET: 1 OF 1

PREPARED BY:
Ferrari Fence Co.
DATE: July 23, 2026

THIS SITE PLAN IS PROVIDED AS A DIAGRAMMATIC REPRESENTATION FOR PERMIT PURPOSES.
ALL MEASUREMENTS TO BE VERIFIED IN THE FIELD.

