



**PARK CITY HISTORIC PRESERVATION BOARD MEETING
SUMMIT COUNTY, UTAH
November 3, 2021**

PUBLIC NOTICE IS HEREBY GIVEN that the Historic Preservation Board of Park City, Utah will hold its Historic Preservation Board Meeting at the City Council Chambers, 445 Marsac Avenue, Park City, Utah 84060 for the purposes and at the times as described below on Wednesday, November 3, 2021.

MEETING CALLED TO ORDER AT 5:00 PM.

The Chair issued a written determination that because of the public health emergency, conducting a meeting with an anchor location presents a substantial risk to the health and safety of those who may attend in person. This determination is based on the ongoing risks and infection rates statewide and in Summit County. For these reasons, this meeting will be an electronic meeting without an anchor location.

Historic Preservation Board members will connect electronically. Public comments will be accepted virtually. To comment virtually, use eComment or raise your hand on Zoom. Written comments submitted before or during the meeting will be entered into the public record but will not be read aloud. For more information on attending virtually and to listen live, please go to www.parkcity.org.

1.ROLL CALL

2.MINUTES APPROVAL

- 2.A. Consideration to Approve the Historic Preservation Board Meeting Minutes from October 6, 2021.
[10.06.2021 HPB Minutes - Pending Approval](#)

3.PUBLIC COMMUNICATIONS

4.STAFF AND BOARD COMMUNICATIONS AND DISCLOSURES

5.CONTINUATIONS

6.WORK SESSION

- 6.A. Land Management Code Amendments – Accessory Apartments – The Historic Preservation Board Will Review Proposed Land Management Code Amendments that Reduce Accessory Apartment Regulations to Incentivize Construction of Long-Term Rental Units Proposed for Significant or Landmark Historic Sites on the Park City Historic Sites Inventory and in the Historic Districts in General. PL-21-05000
[Staff Report](#)
[Exhibit A: Accessory Apartment Survey Results](#)

7.REGULAR AGENDA

- 7.A. Historic District Grant Program – The Historic Preservation Board Will Consider Applications for the Historic District Grant Program's "Competitive Grant" Category. These Grants are to be Awarded for Projects Defined as "Preservation, Rehabilitation, and/ or Restoration" in the Land Management Code.

180 Daly Avenue – PL-21-04926
187 Daly Avenue – PL-21-04925
43 King Road – PL-21-04967
Thaynes and Silver King Headframes, Park City Mountain – PL-21-04994
115 Main Street – PL-21-04880
150 Main Street – PL-21-04938
402 Main Street -- PL-21-04953
434 Main Street -- PL-21-04941
508 Marsac Avenue -- PL-21-04945
933 Norfolk Avenue -- PL-21-04970
962 Norfolk Avenue -- PL-21-04927
121 Park Avenue -- PL-21-04923
416 Park Avenue -- PL-21-04922
526 Park Avenue -- PL-21-04929
1060 Park Avenue – PL-21-04866
1125 Park Avenue – PL-21-04968
1129 Park Avenue – PL-21-04942
22 Prospect Avenue – PL-21-04984
1825 Three Kings Drive – PL-21-04868
232 Woodside Avenue – PL-21-04924
1057 Woodside Avenue – PL-21-04857

(A) Public Hearing; (B) Recommendation for City Council's Consideration on November 18, 2021

[Staff Report](#)

[Exhibit A- Application and Information Guide](#)

[Exhibit B- RDA Map](#)

[Exhibit C- Fiscal Year 2022 Postcard](#)

[Exhibit D- Fiscal Year 2022 Spreadsheet](#)

[Exhibit E- Draft Final Action Letter](#)

- 7.B. 427 Main Street – Historic District Design Review – The Planning Department Issued a Historic District Design Review for Emergency Repair Work to Remove a Chimney with a Condition of Approval the Applicant Come Before the Historic Preservation Board to Determine Material Deconstruction or Reconstruction. The Applicant Requested the Historic Preservation Board Allow for Permanent Removal of the Chimney. On October 6, 2021, the Historic Preservation Board Denied the Applicant's Request, Requiring the

Applicant to Reconstruct the Chimney. PL-21-04957
(A) Ratification of Final Action Letter Denying the Applicant's Request
[Final Action Letter](#)

8.ADJOURN

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.org at least 24 hours prior to the meeting.

***Parking validations will be provided for meeting attendees that park in the China Bridge parking structure.**



**PARK CITY MUNICIPAL CORPORATION
HISTORIC PRESERVATION BOARD
MINUTES OF OCTOBER 6, 2021**

BOARD MEMBERS IN ATTENDANCE: Randy Scott-Chair, Lola Beatlebrox, Puggy Holmgren, John Hutchings, Tana Toly

EX OFFICIO MEMBERS: Gretchen Milliken, Planning Director; Rebecca Ward, Assistant Planning Director; Aiden Lillie, Planner; Mark Harrington, City Attorney; Julie Schultz, Executive Office Administrator

1. ROLL CALL

Chair Randy Scott called the meeting to order at 5:00 p.m. and a roll call was conducted.

The Historic Preservation Board meeting was conducted virtually via Zoom. The public was able to submit comments during the meeting.

Determination of the Health and Safety Risk under the OPMA

Chair Scott read the Determination of Health and Safety Risk under OPMA. Notice of electronic meeting and how to comment virtually.

The Chair issued a written determination that because of the public health emergency, conducting a meeting with an anchor location presents a substantial risk to the health and safety of those who may attend in person. This determination is based on the ongoing risks and infection rates statewide and in Summit County. For these reasons, this meeting will be an electronic meeting without an anchor location. Planning Commission members will connect electronically. Public comments will be accepted virtually. To comment virtually, use eComment or raise your hand on Zoom. Written comments submitted before or during the meeting will be entered into the public record but will not be read aloud. For more information on attending virtually and to listen live, please go to www.parkcity.org

2. MINUTES APPROVAL

A. Consideration to Approve the Historic Preservation Board Meeting Minutes from August 4, 2021.

Board Member Holmgren believed that Historic Preservation Board Members needed to be more diligent about stating their names when speaking. She pointed out that there were places in the Meeting Minutes that were missing the names of those speaking.

MOTION: Board Member Beatlebrox moved to APPROVE the Minutes of August 4, 2021, as written. Board Member Holmgren seconded the motion. The motion passed unanimously.

B. Consideration to Approve the Historic Preservation Board Meeting Minutes from September 1, 2021.

Board Member Beatlebrox reported that she served as the Chair Pro Tempore at the September 1, 2021, Historic Preservation Board Meeting. As a result, she believed she would need to sign off on the minutes rather than Chair Scott. This was verified by Chair Scott.

MOTION: Board Member Beatlebrox moved to APPROVE the Minutes of September 1, 2021, with the change that the Chair Pro Tempore sign the Meeting Minutes. Board Member Holmgren seconded the motion. The motion passed unanimously.

3. PUBLIC COMMUNICATIONS

No eComments were submitted and no hands were raised on Zoom.

4. STAFF/BOARD COMMUNICATIONS AND DISCLOSURES

Board Member Hutchings reported that a historic home on Park Avenue, between 10th and 11th Streets, had the front siding ripped off. He did not recall seeing that item come before the Board. Chair Scott noticed the same thing. When the owners restored the home, the paint would bubble on the front. He suspected there may have been water issues because the paint continued to bubble. Board Member Hutchings pointed out that it is a historic home built from historic material and it would make sense that approval from the Board would be required before the siding was removed. City Planner, Aiden Lillie noted that there were no Historic District Design Review ("HDDR") applications from that property. However, Staff would contact the homeowners and look into the concerns expressed by the Board.

5. REGULAR AGENDA

A. Historic District Grant Program.

Planner Lillie reported that the Historic District Grant Program discussions were originally scheduled to take place at the current Historic Preservation Board Meeting. However, there was a great amount of interest and Staff wanted to ensure that the applications were presented in an efficient manner. As a result, the request was to continue the item until the November 3, 2021, Historic Preservation Board Meeting.

MOTION: Board Member Beatlebrox moved to CONTINUE the Historic District Grant Program discussion to the November 3, 2021, Historic Preservation Board Meeting. Board Member Hutchings seconded the motion. The motion passed unanimously.

B. 1002.5 Norfolk Avenue – Historic District Design Review – The Applicant Proposes Temporary Relocation and Disassembly and Reassembly to Accommodate a New Addition to a Landmark Historic Structure. PL-21-04761.

Planner Lillie presented the Staff Report and reported that the item was a proposal for temporary relocation, disassembly, and reassembly for 1002.5 Norfolk Avenue. The applicant was proposing partial disassembly and reassembly, as well as temporary relocation for the Landmark Historic Structure to accommodate structural upgrades and a rear addition on the property. Planner Lillie shared a photograph from 1941 and a more recent photograph of the structure for context.

At the August 4, 2021, Historic Preservation Board Meeting, the Board approved material deconstruction of a portion of the rear to accommodate the addition. However, the Board tabled the proposal to panelize the structure. After that discussion, the conclusion was that temporary relocation and partial disassembly and reassembly of a small portion of the west elevation would be a preferable option. Planner Lillie explained that the reason panelization was initially proposed was to accommodate excavation machinery and to enable construction on the rear addition.

Staff recommended the Historic Preservation Board approve the temporary relocation of the Landmark Historic Structure. Once the addition is constructed, the landmark structure will return to the original location. Planner Lillie shared a site plan to show where the building would be placed temporarily during construction.

On September 28, 2021, the Planning Director and Chief Building Official determined that the temporary relocation would help to avoid hazardous conditions and enhance the preservation of the structure. On August 25, 2021, a licensed Structural Engineer wrote a report related to findings on the site. That report concluded that if the building was lifted it would need to be braced prior to lifting. The Structural Engineer proposed that a bracing

plan be submitted for review and approval. This would allow for proper evaluation of the structure and a bracing plan based on existing conditions.

Staff also recommended that the Historic Preservation Board approve the partial disassembly and reassembly of a portion of the west elevation. Elevation drawings were shared that depicted Panels A and B on the south elevation and Panel C on the north elevation. Planner Lillie explained that in the Land Management Code, Chapter 15-11-14, the Historic Preservation Board is required to find that the proposal complies with certain requirements. For instance:

- A licensed Structural Engineer certified that the Historic Structure could not reasonably be moved intact:
 - Shen Engineers, Inc. visited 1002.5 Norfolk Avenue on February 19, 2021, and determined the following on August 25, 2021:
 - The exterior and interior walls were 1x12 installed vertically. They had no capacity for wind, seismic, or gravity loads.

Planner Lillie explained that the Historic Preservation Board was able to determine, with input from the Planning Director and Chief Building Official, that the unique conditions and the quality of the Historic Preservation Plan warranted the proposed disassembly and reassembly. She explained that unique conditions included but were not limited to:

- Problematic site or structural conditions that precluded temporary lifting or moving of the building as a single unit;
- Physical conditions of the existing materials prevented temporary lifting or moving of the building and the applicant had demonstrated that panelization would result in the preservation of a greater amount of historic material; and
- All other alternatives have been shown to result in additional damage or loss of historic materials.

On September 28, 2021, the Planning Director and Chief Building Official determined that partial panelization would help enhance the preservation of the structure. The Historic Preservation Board has the authority to approve the proposal by taking input from the Planning Director and Chief Building Official and determine that the unique conditions warranted the proposed partial disassembly and reassembly. Planner Lillie noted that Staff had not received any public input on the item.

The applicant's representative, Jonathan DeGray reported that the agenda item was a follow-up to previous discussions. It would move the building to the side to allow sufficient room on the east side for equipment. To do that, the four-foot section with three walls would need to be panelized. Board Member Beatlebrox had questions about the porch. Mr. DeGray explained that the porch roof would be reconstructed due to the structural condition of the roof. Board Member Beatlebrox pointed out that there were also the railing and porch supports to consider. Mr. DeGray believed that those materials were in

good shape and could potentially be saved. He suggested that there be a Condition of Approval for Staff to evaluate the materials.

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

MOTION: Board Member Holmgren moved to APPROVE the temporary relocation and disassembly and reassembly to accommodate a new addition to a Landmark Historic Structure at 1002.5 Norfolk Avenue, subject to the following:

Findings of Fact

Background

1. 1002.5 Norfolk Avenue is a one-story cross-wing house built around 1893.
2. 1002.5 Norfolk Avenue is a Landmark Historic Structure on the Park City Historic Sites Inventory.
3. On May 12, 2021, the Applicant submitted a Historic District Design Review (HDDR) Application.

Temporary Relocation

4. The Applicant proposes the temporary Relocation of the Landmark Historic Structure to protect the Landmark Structure during the construction of a rear addition. After the addition is constructed, the Landmark Structure is proposed to be returned to its original location.
5. On August 25, 2021, a licensed structural engineer, Henry Shen of Shen Engineers, Inc., wrote a report of findings based on a February 19, 2021 site investigation (Exhibit F). Shen concluded the following, "Considering the age and rotted condition of the building, and the differential settlement of 6", if the building is to be lifted, it will require the building be braced prior to lifting it. We propose to provide a bracing plan for review and approval by the chief building official once the interior of the building is demolished. This will allow us to do a proper evaluation of the structure and a bracing plan based on actual existing conditions".
6. The Historic Preservation Board approved the temporary Relocation to protect the Landmark Historic Structure during the construction of a rear addition, subject to the Conditions of Approval below.

Panelization

7. On February 19, 2021, Shen Engineers, Inc. visited 1002.5 Norfolk Avenue and completed a Physical Conditions Report.
8. The report determined the following:
 - a) It is assumed the main roof existing joists are 2x4 at 24" on center on a sloped roof spanning 8'-0" to 12'-0". The 12'-0" roof joists are 12% capacity of the code. The 8'-0" roof joists are 16% capacity of the code. If so, they need to be upgraded or replaced with new roof joists. It is suggested to reframe the roof ridge and valley beams and installing new roof joists.
 - b) The existing roof deck is 1x wood plank installed perpendicular to the existing joists. It doesn't have any capacity of shear diaphragm value. Suggest installing new 5/8" plywood or OSB with 10d @ 6" on center nailing.
 - c) The existing main and crawl space floor joists are 2x6 @ 24" on center spanning 12'-0. Most of them were rotted out. They have to be replaced.
 - d) All the existing headers need to be upgraded. We will review each one when the design is available.
 - e) The whole exterior and interior walls are 1x12 installed vertically. They have no capacity for wind, seismic, or gravity loads. Most of the 1x12 plank walls are rotted.
 - f) The north side of the existing building is supported by sandstone foundation walls. The south side of the existing building doesn't have any footing. On the basement area, the footing is sandstone. On the non-basement portion, the existing foundation walls were built with woodpiles and sandstone. 90% of them were rotted out. We suggest tearing off the existing foundation walls. New reinforced concrete footing and foundation walls need to be poured for supporting the existing building and forming the frost depth of 40" minimum.
 - g) Due to the age and rotted condition of the building, the differential settlement of 6". To move the building and straighten it would cause the structure to fail and collapse. Based on these observations, we feel the building cannot be reasonably moved intact.
9. On February 19, 2021, the Chief Building Official, Planning Director, and Building and Planning staff visited 1002.5 Norfolk Avenue.

10. The Chief Building Official and Planning Director determined that this unique condition and the quality of the Historic Preservation Plan warrant the proposed panelization.
11. The Historic Preservation Board approved panelization of the Landmark Historic Structure.

Conclusions of Law

1. The proposal complies with Land Management Code § 15-11-14, Disassembly and Reassembly Of A Historic Building Or Historic Structure; and Land Management Code § 15-11-13, Relocation and/or Reorientation of a Historic Building or Historic Structure, and § 15-11-9, Preservation Policy; § 15-13-2; and Design Guidelines For Historic Residential Sites.

Conditions of Approval

1. The Applicant must submit a preservation plan and construction mitigation plan which demonstrate that a licensed, professional building mover will move the building and protect it while being stored. Both plans shall include documentation from a structural engineer certifying that the temporary Relocation will not have a detrimental effect on the structural soundness of the Landmark Structure. The Applicant shall complete a Historic Preservation Plan, subject to Chief Building Official and Planning Director approval prior to issuance of a building permit.
2. The historic structure shall be secured and protected from adverse weather conditions, water infiltration, and vandalism before, during, and after the relocation/reorientation process.
3. If rehabilitation of the historic structure is delayed, temporary improvements, that are to be approved by the Planning Department, such as roof repairs, secured and/or covered windows and doors, and adequate ventilation shall be made to the structure to protect the historic fabric until rehabilitation can be accomplished.
4. The preservation plan detailing the steps and procedures for relocation or reorientation of a historic building shall be completed and approved by the Planning and Building Departments. This plan shall outline, step by step, the proposed work to relocate and/or reorient the building to ensure that the least destructive method of moving the building will be employed.
5. A historic building shall be moved in one piece whenever possible. When problematic structural or relocation route conditions preclude moving a building as a single unit, then partial disassembly into large sections may

be acceptable. Total disassembly of building components shall be avoided except under extreme situations.

6. Buildings and their components shall be protected from damage during the moving process by adding bracing, strapping, and by temporarily infilling door and window openings for structural rigidity.
7. The setting for a relocated historic building shall be selected for compatibility with the character of the structure and with the character of the original site.
8. The applicant is responsible for notifying the Building Department prior to proposing any changes to this approval.
9. The Applicant shall submit in writing any changes, modifications, or deviations from the approved scope of work for Planning Director review and approval/denial in accordance with the applicable standards prior to construction.
10. Where the Historic exterior materials cannot be repaired, they shall be replaced with materials that match the original in all respects: scale, dimension, texture, profile, material, and finish. Prior to removing and replacing Historic materials, the applicant shall demonstrate to the Planning Director and Historic Preservation Planner that the materials are no longer safe and/or serviceable and cannot be repaired to a safe and/or serviceable condition. No Historic materials may be disposed of prior to advance approval by the Planning Director and Historic Preservation Planner.
11. A Soils Report completed by a geotechnical engineer as well as a temporary shoring plan, if applicable, will be required at the time of building permit application.
12. The Historic Structure shall be returned to its original grade following construction of a foundation. When the original grade cannot be achieved, generally no more than six inches (6") of the new foundation shall be visible above final grade on the primary and secondary facades. The site shall be re-graded so that all water drains away from the Structure and does not enter the foundation. A plinth, or trim board at the base of the Historic Structure, shall be added to visually anchor the Historic Structure to the new foundation.
13. The Applicant shall provide the City with a financial Guarantee to ensure compliance with the conditions and terms of the Historic Preservation Plan prior to submission of a building permit.

14. The addition shall be undertaken in such a manner that if removed in the future the essential form and integrity of the Landmark Historic Structure could be restored.
15. The addition shall be visually subordinate to Historic Structures when viewed from the Right-of-Way.
16. The Applicant shall complete Historic District Design Review and approval prior to issuance of a building permit.
17. Where the addition abuts the Historic Structure, a clear transitional element between the old and new should be designed and constructed.
18. In-line additions shall be avoided.
19. Panelization shall be done using recognized preservation methods.
20. The Applicant shall complete measured drawings of the structure or element to be disassembled/reassembled.
21. The Applicant shall submit a thorough photographic survey of the interior and exterior elevations as well as architectural details of the structure, including site and location views from all compass points, exterior elevations, and interior elevations of each room.
22. Written plans detailing the disassembly and reassembly steps and procedures shall be completed and approved by the Planning and Building Departments.
23. Structures shall be disassembled in the largest workable pieces possible.
24. To ensure accurate reassembly, all parts of the Building, Structure, or element shall be marked as they are systematically separated from the Structure. Contrasting colors of paint or carpenter wax crayons shall be used to establish a marking code for each component. The markings shall be removable and shall be made on surfaces that will be hidden from view when the Structure is reassembled.
25. Important architectural features of a Historic Building or Structure shall be removed, marked, and stored before the Structure or element of the Structure is disassembled.
26. The process of disassembly of a Historic Structure shall be recorded through photographic, still, or video.

27. Wall panels and roof surfaces shall be protected with rigid materials, such as sheets of plywood when there is a risk of damage during the disassembly/storage/reassembly process.
28. Disassembled components—trim, windows, doors, wall panels, roof elements, etc.— shall be securely stored on-site in a storage trailer or off-site in a garage/warehouse/trailer until needed for reassembly.
29. The original orientation and siting shall be replicated as closely as possible.
30. New foundations and additions shall follow the Design Guidelines.
31. The Landmark Historic Structure must be reassembled in the original form, location, placement, and orientation.
32. Staff shall visit the site and evaluate whether the material on the porch railing can be preserved.

Board Member Toly seconded the motion. The motion passed with the unanimous consent of the Board.

C. 1129 Park Avenue – Historic District Design Review – The Historic Preservation Board Approved Material Deconstruction and Lifting of the Significant Historic Structure. During Initial Construction, the Applicant Discovered the Structure is not Sound and Proposes Reconstruction. PL-21-04978.

Assistant Planning Director, Rebecca Ward reported that Mr. DeGray, the Project Architect, and Wendy Smith, the property owner, were both present at the Historic Preservation Board Meeting to answer questions. Director Ward presented the Staff Report and explained that the item was a proposal for the reconstruction of a Significant Historic Structure at 1129 Park Avenue. On June 2, 2021, the Board reviewed the project and approved lifting the structure for a new foundation. However, during the initial work, the applicant uncovered the original log construction. The log wall construction sat directly on soil. The bottom logs and floor system framing were rotted. In addition, there was no connection between the walls and the floor system. It was noted that the walls were built with stacked logs sandwiched between framed walls.

The applicant was requesting a modification to the HDDR to reconstruct the Significant Historic Structure based on the as-built floor plans, roof plans, and elevations. Assistant Director Ward reported that Chapter 15-11-15 of the Land Management Code, established the following three criteria for the Board to consider for reconstruction:

- The Chief Building Official would determine whether the Significant Historic Structure was hazardous or dangerous, pursuant to Section 116.1 of the International Building Code;
- The Significant Historic Structure could not be made safe and/or serviceable through repair; and
- The form, features, detailing, placement, orientation, and location of the Significant Historic Structure would be accurately depicted by means of new construction, based on as-built measured drawings, historic records, and/or current or historic photographs.

The Planning Director and Chief Building Official visited the site and it was determined that based on the findings, the structure was dangerous, pursuant to Section 116.1 of the International Building Code. The Chief Building Official also determined that due to the state of the material, the structure could not be made safe or serviceable through repair. Assistant Director Ward explained that this was due to the primary log structure and the base layer logs that had deteriorated and were not attached to a floor. It was recommended that the structure be demolished and reconstructed based on the as-built measured drawings, historical records, and historical photographs.

Assistant Director Ward reported that as part of the HDDR application, the applicant submitted as-built floor plans, roof plans, and elevations. The as-built plans showed the covered front entry porch, which was constructed after 1949. The Board's determination for the original approval required that the front entry porch be removed so the home would be restored to an early 1900s structure. As a result, Staff recommended Condition of Approval 1, that the reconstruction of the Significant Historic Structure not include the front entry porch. Assistant Director Ward stated that the Historic Site Form established the details related to the construction of the structure. Condition of Approval 9 requires that the applicant submit an updated Historic Preservation Plan to reflect the reconstruction. This would need to be approved by the Planning Director and Chief Building Official before moving forward with work on the structure.

Staff recommended that the Historic Preservation Board conduct a public hearing and consider approval of the reconstruction of 1129 Park Avenue, subject to the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the Draft Final Action Letter. No public input was received on the item.

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

Discussions were had about the history of the structure and the proposed reconstruction. Planning Director, Gretchen Milliken read a letter that the new owner received from the descendants of Mable Larsen Sundstrom. The home property was purchased by Albert Sundstrom in 1930. It had been the property of his parents since 1909. When Mr. Sundstrom purchased the property there was a log building at 1129 Park Avenue. It was used as a stable for horses at one time. After Mr. Sundstrom purchased the property, he

turned the log building into his machine shop. On December 25, 1932, Mr. and Ms. Sundstrom were married. In the early 1930s, Mr. Sundstrom sold his machines to purchase materials to turn the log building into their home. A material called Celotex was placed over the logs to give them a smooth surface. A kitchen was built on the back of the log home, which was completed between 1943 and 1944. In 1945 and 1946, an additional bedroom was added and in the early 1950s, a third bedroom was placed in the back of the home. Mr. Sundstrom passed away in 1979 and Ms. Sundstrom lived in the home until she turned 100.

Board Member Toly believed the intention was to bring the structure back to a time period in the 1940s. Board Member Beatlebrox wondered if it was possible to have a condition about where the materials end up. Director Milliken explained that they could ask that the materials be properly documented so that photographs, construction methods, and the Sundstrom history could be added to the Historic Sites Inventory. Ms. Smith reported that the material would be opened up to artisans so they could utilize the material. Additionally, she was in contact with Dalton Gackle from the Park City Museum. She wanted to see that the materials were used in some way.

MOTION: Board Member Beatlebrox moved to APPROVE the reconstruction of 1129 Park Avenue subject to the following:

Findings of Fact

1. 1129 Park Avenue was built sometime before 1901 and appears on the 1889 Sanborn Insurance map, the first map for this area.
2. On May 13, 2021, the City Council enacted Ordinance No. 2021-23, approving the Jupiter Moons Plat Amendment to create a 4,699.50-square-foot Lot for 1129 Park Avenue to accommodate a Duplex, with access from Woodside Avenue.
3. A Duplex is a Conditional Use in the Historic Residential – 1 Zoning District. Planning Department
4. On June 9, 2021, the Planning Commission approved a Conditional Use Permit for a Duplex on the site.
5. On June 2, 2021, the Historic Preservation Board approved lifting the Significant Historic Structure for a new foundation and the Material Deconstruction of a portion of the rear façade to accommodate an addition.
6. The Historic Preservation Board denied retention of the covered front entry porch, which was constructed after 1949.

7. During initial work, the Applicant uncovered the original log construction of the Significant Historic Structure and discovered the following:

Once interior demolition exposed the perimeter walls of the historic form, it was found that the log wall construction was sitting directly on soil. The bottom logs and floor system framing are rotted. Similar to the conditions found at 909 Woodside, there is no connection between the walls and floor system that would allow sufficient structural integrity for the building to be lifted as a unit.

Furthermore, because of the way the walls have been built, stacked logs sandwiched between framed walls, panelization of walls as units is unlikely to be successful due to the weight and lack of connection between logs and between logs and the framed walls.

Based on these observations, we propose to reconstruct the historic form per the drawings in the permit application set.

8. The Applicant requested modification to the June 2, 2021, Historic Preservation Board approval of the lifting of the Significant Historic Structure and Material Deconstruction of a portion of the rear façade to request Reconstruction of the Significant Historic Site.
9. The Chief Building Official determined the Significant Historic Structure is hazardous or dangerous pursuant to Section 116.1 of the International Building Code:

Based on the findings of an inspection performed by the Chief Building Official and Deputy Planning Director on August 26, 2021, the 1129 Park Avenue structure has been determined to be considered dangerous pursuant to section 116.1 of the 2018 International Building Code: Planning Department "...the structure is dangerous to human life and or the public welfare...."

10. The Chief Building Official determined the Significant Historic Structure cannot be made safe and/or serviceable through repair:

Due to the state of the material and structural members the building cannot be made safe or serviceable through repair. The structure is primarily a log structure, and the base layer logs are deteriorated and not attached to a floor or foundation creating the impossibility of lifting or panelizing the structure. Staff's recommendation would be to demolish and reconstruct the building based on the as-built measured drawings and historical records/photographs.

11. The form, features, detailing, placement, orientation, and location of the Significant Historic Structure will be accurately depicted by means of new construction based on as-built measured drawings, historic records, and current or Historic photographs.

Conclusions of Law

1. The proposal meets the criteria outlined in Land Management Code Section 15- 11-15, Reconstruction Of An Existing Historic Building Or Historic Structure.
2. The proposal meets the criteria outlined in Land Management Code Section 15- 13-4, Reconstruction, as conditioned below.

Conditions of Approval

1. Reconstruction shall be guided by the as-built floor plans, roof plans, and elevations, but the covered front entry porch constructed after 1949 shall not be Reconstructed (See Attachment 1).
2. Reconstruction shall include recreating the documented design of exterior features such as roof shape, architectural detailing, windows, entrances, steps, and doors, and the historic spatial relationships of the early 1900s Structure.
3. Reconstruction shall include measures to preserve and reuse any remaining historic materials found to be safe and/or serviceable.
4. The Reconstructed Significant Structure shall accurately duplicate the appearance in materials, design, color, and texture.
5. The Reconstructed Significant Structure shall duplicate the setting, placement, and orientation of the original Structure.
6. The Reconstruction shall re-establish the Historic relationship between the building and historic site features. Planning Department
7. The Significant Historic Structure shall not be reconstructed on a location other than the original site.
8. Significant Vegetation shall be protected and preserved during and after construction.
9. The Applicant shall submit an updated Historic Preservation Plan reflecting reconstruction. The Planning Director and Chief Building Official must

review and approve the updated Plan prior to any demolition of the Significant Historic Structure.

Board Member Holmgren seconded the motion. The motion passed with the unanimous consent of the Board.

D. 1274 Park Avenue – Historic District Design Review – The Applicant Proposes Material Deconstruction of the Significant Historic Structure to Accommodate Structural Upgrades and an Addition. PL-20-04632.

Assistant Director Ward reported that Architect, Bruce Taylor, and property owner, David Beador were both present to answer questions. She presented the Staff Report and explained that the item was a proposal for the material deconstruction of a Significant Historic Structure, which would accommodate structural upgrades and an addition to 1274 Park Avenue. The structure was constructed in 1911 and was originally a hall-parlor house but was modified between 1907 and 1929 to resemble a gable front. The home was clad with aluminum siding, except for the front façade, which was clad with board-and-batten siding underneath the wraparound porch.

On June 24, 1999, the property owners and the City entered into a Preservation Easement for the front and side facades, with modifications approved by the Historic District Commission on September 14, 1998. Part of that approval allowed for the removal of the aluminum siding and the restoration of the drop-lap wood siding. However, the restoration of the wood siding was never completed. As a result, the applicant now requested material deconstruction approval to remove the aluminum siding, restore and reconstruct the wood siding, replace doors and windows, complete structural upgrades with a new foundation as well as add an addition to the rear.

Assistant Director Ward stated that the property is a single-family dwelling but is part of the Alpine Retreat @ Park City Condominium, a six-unit condominium that included two Significant Historic Structures, 1266 and 1274 Park Avenue. 1274 Park Avenue was Unit 1 of the Alpine Retreat @ Park City Condominium. It was noted that the Alpine Retreat Homeowners Association approved expansion for 1274 Park Avenue to include a garage, which was proposed to be located at the rear of the property, along with a rear entry foyer, mudroom, and laundry area as well as an upper-level bedroom.

The applicant submitted an HDDR application and a Condominium Plat Amendment application. Assistant Director Ward reported that the City Council approved the Condominium Plat Amendment in 2020 to reflect the additional square footages. Since that time, the property was sold and the HDDR application was put on hold. The new owner now wanted to proceed with the project.

Several applicant proposals were shared with the Board. For instance, the applicant proposed replacing the windows and doors. The side and rear façade windows were less than 50 years old and aluminum. The doors were also less than 50 years old and non-

historic. The applicant proposed replacing the vinyl and aluminum windows with Code-compliant wood-clad windows. At the front of the structure, no changes were proposed. There were two single-pane wood windows and stained-glass historic windows on the front façade. Condition of Approval 16 required the protection, preservation, and restoration of those stained-glass windows.

The applicant also proposed removing the aluminum siding to restore and reconstruct the drop-lap wood siding. Assistant Director Ward reported that the Preservation Easement allowed for the removal of the aluminum siding and Condition of Approval 3 required the repair of deteriorated or damaged wood siding using recognized preservation methods. Where historic exterior materials could not be repaired, they needed to be replaced with materials that matched the historic in all aspects, such as scale, dimension, profile, material, texture, and finish.

Assistant Director Ward stated that the applicant also proposed to lift the Significant Historic Structure for upgrades to the foundation. The Historic Site Form for 1274 Park Avenue stated that the foundation material was unknown but the applicant's Physical Conditions Report determined that the structure did not have a continuous foundation, as there were portions of stacked rock and other portions with poured concrete. Additionally, the structure was at grade, and drainage issues had damaged the structure. The proposal was to lift the structure to accommodate upgrades to the foundation as well as raise the structure six inches for improved drainage. Assistant Director Ward overviewed some of the Conditions of Approval with the Board:

- Condition of Approval 7 required the site to be re-graded so the water would drain properly from the structure;
- Condition of Approval 8 required a plinth or trim board at the base of the Significant Historic Structure to be added to visually anchor the structure to the updated foundation; and
- Condition of Approval 17 required the applicant to submit a Structural Engineer Report to verify the structural integrity of the structure for Planning Director and Chief Building Official review and approval, prior to the submission of a Building Permit application.

The applicant proposed to remove a portion of the rear façade to accommodate an addition. Assistant Director Ward explained that this was at the rear of the property and will be accessed by Sullivan Road. The Preservation Easement recorded against the property allowed for changes to the rear façade. Photographs taken from Sullivan Road were shared with Board Members to provide additional context.

Assistant Director Ward reported that Chapter 15-11-9 in the Land Management Code required the applicant to complete a Financial Guarantee to ensure compliance with the conditions and terms of the Historic Preservation Plan. This would be required prior to the submittal of a Building Permit application. Staff recommended the Board conduct a public hearing and consider approval of the material deconstruction for 1274 Park

Avenue, subject to the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the Draft Final Action Letter.

Board Member Holmgren asked to see the photograph of the area where the addition would be. She wanted to know whether the trees would be removed. Assistant Director Ward explained that the trees were part of the discussion during the Plat Amendment process. The trees along the property line would not be removed. During the platting process, the applicant worked on preservation of the vegetation. One tree would be removed as part of the project, but under the Code, the applicant is required to replace that tree with a like tree on the site.

There was discussion regarding the addition. Assistant Director Ward shared photographs and stated that there would not be any changes to the front or the side facades. The garage and bedroom would be at the rear of the property along Sullivan Road. Board Member Hutchings asked about the material that would be removed from the back. Assistant Director Ward shared drawings taken from the Physical Conditions Report. The proposal was for a transitional element that would connect to the garage and bedroom near Sullivan Road.

Board Member Hutchings noted that usually the packet identifies the portion of the house being removed during a material deconstruction. He wondered if that should be made clear in the information presented. Assistant Director Ward explained that it would be specified within the Historic Preservation Plan. However, a Condition of Approval could be added to ensure that the Historic Preservation Plan outlined the deconstruction on the rear façade.

Board Member Toly asked if the wood underneath the aluminum siding was intact. Assistant Director Ward reported that there had been some water damage to portions of the siding. Mr. Taylor explained that the owner peeled back a few small areas of siding. Aside from nail hole damage, the siding looked decent, but toward the ground, there was evidence of water damage and rot in the lower boards. Assistant Director Ward stated that there was a Condition of Approval that said all of the wood siding that could be salvaged and restored was required to be saved.

Board Member Holmgren asked for more details about the drainage issues. Mr. Taylor explained that the back kitchen door was the low point on the site. All of the surface water ended up at that back door. Changing the grade by six inches would allow the water to drain around the back of the property towards Sullivan Road.

Further discussions were had about the wood underneath the aluminum siding. Chair Scott noted that it was not uncommon for the bottom few rows to have water damage. Mr. Taylor stated that the areas of exploration on the property were fairly minimal, so he could not make a universal statement about the level of damage. However, his expectation was that there would be water damage on the bottom few rows.

Chair Scott opened the public hearing.

Lisa Plain identified herself as the owner of 1265 Sullivan Road at the Alpine Retreat. She fully supported Mr. Beador and the project.

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

Assistant Director Ward wondered if the Board wanted to add Condition of Approval 18, which would specify that the limited material deconstruction on the rear façade must be included as part of the Historic Preservation Plan. All Board Members were in support of the added condition.

MOTION: Board Member Hutchings moved to APPROVE the material deconstruction of 1274 Park Avenue subject to the following:

1. Replace windows and doors.
2. Remove aluminum siding and restore drop-lap wood siding.
3. Lift the Significant Historic Structure for upgrades to the foundation for improved drainage and remove a portion of the rear façade to accommodate an addition.

Findings of Fact

1. 1274 Park Avenue was constructed circa 1911.
2. Based on the Historic Site Form, the Significant Structure was originally a hall parlor house but was modified between 1907 and 1929 to resemble a gable front with an addition to the south side.
3. The home is clad with aluminum siding, except for the front façade, which is clad with board-and-batten siding under the wraparound porch.
4. On June 24, 1999, the property owners and the City entered into a Preservation Easement for the front and side facades, with modifications approved by the Historic District Commission on September 14, 1998 (Summit County Recorder Entry No. 546937).
5. The 1998 Historic District Commission approval allowed for removal of the aluminum siding and for the restoration of drop-lap wood siding. The approval expired on September 14, 1999, and it appears the restoration of the wood siding was never completed.

6. Access to the Significant Historic Structure will continue to be from the rear via Sullivan Road.
7. 1274 Park Avenue, while a detached Single-Family Dwelling, is part of the Alpine Retreat @ Park City Condominium, a six-unit condominium that includes two Significant Historic Structures, 1266 and 1274 Park Avenue.
8. 1274 Park Avenue is Unit 1 of the Alpine Retreat @ Park City Condominium.
9. On March 6, 2020, the Alpine Retreat Homeowners Association approved the expansion of 1274 Park Avenue, Unit 1, to include a ground-floor 336-square-foot garage and 15-square-foot entry foyer/mudroom/laundry area, and 521 square feet of upper-level space that includes a wet bar, sitting area, bathroom, closet, and sleeping area.
10. On July 9, 2020, the City Council adopted Ordinance No. 2020-33, approving an amended Alpine Retreat @ Park City Condominium Plat to reflect the additional square footage for 1274 Park Avenue.
11. The Applicant requests Material Deconstruction approval to replace non-historic windows and doors, to remove aluminum siding and restore and reconstruct the drop-lap wood siding, to lift the Significant Historic Structure for upgrades to the foundation and to raise the Historic Structure six inches, and to remove a portion of the rear façade to accommodate an addition.
12. The front façade has two single-pane wood and stained-glass historic windows. The Applicant does not propose any changes to these windows. The side and rear façade windows are less than 50 years old, and the Applicant proposes replacing these vinyl and aluminum double-hung and sliding windows with code-compliant aluminum wood-clad windows, subject to Historic District Design Review approval.
13. 1274 Park Avenue is primarily clad in non-original aluminum siding. Aluminum siding is not allowed in Historic Districts. Planning Department
14. The removal of the aluminum siding and the repair, restoration, and reconstruction of the original drop-lap wood siding is allowed pursuant to the Preservation Easement, which protects the front and side facades, but allows for modifications based on the 1998 Historic District Commission approval, including removal of the aluminum siding and restoration of the original drop-lap wood siding.
15. The Applicant proposes to complete the removal of the aluminum siding to restore the original drop-lap wood siding.

16. LMC § 15-13-2(B)(2)(a) requires the repair of deteriorated or damaged historic exterior materials using recognized preservation methods. When historic exterior materials cannot be repaired, they must be replaced with materials that match the historic in all respects: scale, dimension, profile, material, texture, and finish.
17. The Applicant proposes to lift the Significant Historic Structure for upgrades to the foundation.
18. The Historic Site Form for 1274 Park Avenue states the foundation material is unknown.
19. The Applicant's Physical Conditions Report determined the Structure does not have a continuous foundation with portions of stacked rock, and other portions with poured concrete. The Significant Historic Structure is at grade and drainage issues have damaged the Structure.
20. The Applicant proposes lifting the Significant Historic Structure to accommodate upgrades to the foundation.
21. The new foundation shall not raise or lower the Significant Historic Structure more than two feet from its original floor elevation and the historic placement, orientation, and grade of the Historic Structure must be retained.
22. The Applicant proposes to remove a portion of the rear façade to accommodate an addition.
23. Additions to a Significant Historic Structure are considered only on non-character-defining facades, usually tertiary facades.
24. The Preservation Easement for 1274 Park Avenue protects the front and side facades but allows for changes to the rear façade.
25. Additions must be visually subordinate to the Significant Historic Structure when viewed from the primary public right-of-way and not obscure, detract from, or modify historic roof forms.
26. In-line additions should generally be avoided, and a transitional element is required. Planning Department
27. The rear façade is 31 feet wide, and the proposed addition includes a six-foot-wide and nine-foot-long transitional element that is set back three feet from the historic side façade.

Conclusions of Law

1. The proposal complies with Land Management Code Section 15-11-12.5, Historic Preservation Board Review For Material Deconstruction.
2. The proposal complies with Land Management Code Section 15-13-2, Design Guidelines For Historic Residential Sites.

Conditions of Approval

1. The applicant is responsible for notifying the Building Department prior to proposing any changes to the approval.
2. The applicant shall submit in writing any changes, modifications, or deviations from the approved scope of work for Planning Director review and approval/denial in accordance with the applicable standards prior to construction.
3. Where historic exterior materials cannot be repaired, they shall be replaced with materials that match the original in all respects: scale, dimension, texture, profile, material, and finish. Prior to removing and replacing historic materials, the applicant shall demonstrate to the Planning Director and Historic Preservation Planner that the materials are no longer safe and/or serviceable and cannot be repaired to a safe and/or serviceable condition. No historic materials may be disposed of prior to advance approval by the Planning Director and Historic Preservation Planner.
4. A soils report completed by a geotechnical engineer as well as a temporary shoring plan, if applicable, will be required at the time of building permit application.
5. The new foundation shall not raise or lower the Landmark Historic Structure more than two feet from its original floor elevation.
6. The Historic Site shall be returned to its original grade following the construction of a foundation. When the original grade cannot be achieved, generally no more than six inches of the new foundation shall be visible above Final Grade on the primary and secondary facades.
7. The site shall be re-graded so all water drains away from the Structure and does not enter the foundation.
8. A plinth or trim board at the base of the Historic Structure shall be added to visually anchor the Historic Structure to the new foundation. Planning Department

9. The form, material, and detailing of a new foundation shall be similar to foundations of nearby historic structures.
10. The applicant shall submit a cribbing and excavation stabilization shoring plan reviewed and stamped by a State of Utah licensed and registered structural engineer prior to issuance of a building permit. Cribbing or shoring must be of engineer-specified materials. Screw-type jacks for raising and lowering the building are not allowed as primary supports once the building is lifted.
11. Historic structures which are lifted off the foundation must be returned to the completed foundation within 45 days of the date the building permit was issued.
12. The Planning Director may make a written determination to extend this period up to 30 additional days if, after consultation with the Historic Preservation Planner, Chief Building Official, and City Engineer, determines it is necessary. This would be based upon the need to immediately stabilize an existing historic property, or specific site conditions such as access or lack thereof, or in an effort to reduce impacts on adjacent properties. The applicant is responsible for notifying the Building Department if changes are made. If the cribbing and/or shoring plans are to be altered at any time during the construction of the foundation by the contractor, the structural engineer shall submit a new cribbing and/or shoring plan for review. The structural engineer shall be required to re-inspect and approve the cribbing and/or shoring alternatives within five days of any relocation or alteration to the cribbing and/or shoring.
13. The applicant shall request an inspection through the Building Department following the modification to the cribbing and/or shoring. Failure to request the inspection will be a violation of the Preservation Plan and enforcement action through the Historic Preservation Financial Guarantee or ACE could take place.
14. The applicant shall complete a Historic Preservation Plan—subject to Chief Building Official and Planning Director approval—prior to issuance of a building permit.
15. The applicant shall provide the City with a Financial Guarantee to ensure compliance with the conditions and terms of the Historic Preservation Plan prior to issuance of a building permit.
16. The historic stained-glass windows on the front façade shall be protected, preserved, and restored.

17. The Applicant shall submit a structural engineer report verifying the Structural integrity of the Significant Historic Structure for Planning Director and Chief Planning Department Building official review and approval prior to submitting a building permit application.
18. The limited material deconstruction on the rear façade must be included as part of the Historic Preservation Plan.

Board Member Beatlebrox seconded the motion. The motion passed unanimously.

E. 427 Main Street – Historic District Design Review – The Planning Department Issued a Historic District Design Review for Emergency Repair Work to Remove a Chimney with a Condition of Approval the Applicant Come Before the Historic Preservation Board to Determine Material Deconstruction or Reconstruction. PL-21-04957.

Assistant Director Ward reported that the Applicant, Mimi Kim, and the Applicant's Representative, Gretchen Amerongen was present at the Historic Preservation Board Meeting to answer questions. She presented the Staff Report and explained that the item was a proposal for the material deconstruction and permanent removal of a non-functioning chimney at 427 Main Street. Assistant Director Ward explained that 427 Main Street was a Landmark Historic Structure on the Park City Historic Sites Inventory. It was also known as the War Veteran's Memorial Building. It had a non-functioning chimney located at the rear of the structure along Park Avenue.

On August 20, 2021, the applicant reached out to inform the City that bricks from the chimney were crumbling and falling, which created a hazard as there is parking next to the chimney as well as walkways at the rear of the building. The applicant submitted an HDDR application to request a Waiver Letter for emergency repair work. The applicant obtained a Structural Engineer Report on August 30, 2021, that outlined some of the structural issues with the chimney. The Planning Director issued an HDDR Waiver Letter for the emergency repair work with the following conditions:

- As much material as possible be salvaged and stored, pending the Historic Preservation Board determination regarding the non-functional chimney and its contribution to the Landmark Historic Status;
- The roof be restored as soon as possible;
- The area be secured to protect the public until the non-functional chimney was completely removed; and
- The Historic Preservation Board would make the final determination on whether the non-functional chimney was required to be reconstructed.

The applicant removed the chimney and the Building Department went to the site to assist with salvaging bricks and material. Assistant Director Ward explained that the applicant

was requesting that the Historic Preservation Board approve the permanent removal of the non-functional chimney.

Background information was shared with the Board. Assistant Director Ward reported that 427 Main Street is a 1 ½-story concrete central block with wings that was constructed circa 1939. It reflected the Public Works Administration Moderne with a symmetrical façade, smooth wall surfaces, heavy massing, a framed entrance with Art Deco motifs, and a monumental scale. The site was listed as a contributing building on the National Register of Historic Places in 1979 as part of the Park City Main Street Historic District. It was also associated with the era of mining decline. She pointed out that the Historic Site Form for 427 Main Street did not mention the chimney. The rear of the building was along Park Avenue and there were several parking spaces there. Example images of the chimney were shared with the Board. The photographs indicated that the chimney was original to the structure and remained over the years.

According to Chapter 15-15-1 of the Land Management Code, in some instances, the removal of historic construction materials or building components that were beyond repair could be approved by the Board. Staff recommended that the Historic Preservation Board determine whether the chimney contributed to the historic integrity of the Landmark Historic Structure. Assistant Director Ward explained that there were seven aspects or qualities as defined by the National Park Service that determined historic integrity, which included the following:

- Location: the place where the historic site was constructed;
 - The chimney was most visible from the vantage points of Park Avenue, Woodside Avenue, and Marsac Avenue, but was not a prominent feature along Main Street.
- Design: the combination of physical elements that created the form, plan, space, structure, and style of a site. The design includes considerations such as massing, textures, and colors of surface materials and ornamental detailing;
 - The Historic Site Form highlighted the front façade but did not mention the chimney or the brick.
- Setting: the physical environment, either natural or manmade, of a Historic Site and the relationship between structures and other features or open space;
 - The chimney was a prominent element when viewed from certain vantage points, including Park Avenue, Woodside Avenue, and Marsac Avenue. However, it was not always visible from Main Street.
- Materials: the physical elements that were combined or deposited during a particular period of time in a particular configuration to form a Historic Site;
 - The bricks were not mentioned in the Historic Site Form, but reflect masonry of the 1930s and 1940s.
- Workmanship: the physical evidence of crafts of a particular culture or people during any given period of history;
 - The Landmark Historic Structure features two art deco-style base relief panels above the entryway of the front façade.

- Feeling: a site's expression of the aesthetic of a particular period of time;
 - Example photos were shown.
- Association: the direct link between an important historic era, person, or site;
 - At some point, the chimney became non-functional, but Staff was unable to identify that period of time. There were many important uses associated with the site over the years, including a community center, recreation center, and offices.

Chapter 15-3-3 of the Land Management Code, Design Guideline for Historic Commercial Sites stated that historic chimneys and their decorative features were important character-defining features of historic structures and should be preserved and maintained. However, if the historic materials had deteriorated or contained structural defects, and the applicant could show that they were no longer safe, removal may be approved by the Board. On August 30, 2021, the applicant submitted a Structural Engineer Report, which evaluated the structural integrity of the chimney. The report identified the following issues:

- The flashing had failed and moisture was entering the wall, causing the mortar and bricks to crack apart during freeze and thaw cycles;
- The falling pieces of brick could be a safety hazard to those walking below;
- The chimney did not have sufficient reinforcement, as there were no vertical bars or horizontal bars;
- The lower portions of the chimney seemed to be unaffected, but damaged bricks should be replaced with new bricks; and
- The chimney would continue to support its own dead load, but it was unknown whether it would continue to hold in a seismic event without reinforcement.

The applicant completed the removal process while preserving as many of the bricks as possible. Only 10% of the bricks were able to be preserved as many had been damaged. Staff recommended that the Board open a public hearing and consider approving the permanent removal of the non-functioning chimney.

Board Member Toly reported that the applicant co-hosted an event for her campaign for City Council. City Attorney, Mark Harrington believed that it would be best for her to recuse herself from voting on the item. However, he noted that there was not a direct economic interest, so it was technically her decision to make. Board Member Toly wondered if the Board would still have a quorum if she recused herself. Attorney Harrington confirmed that there would still be a quorum. Board Member Toly stated that she would recuse herself from the vote.

Ms. Amerongen, the Applicant's Representative, reported that she had been the property manager since 2006. Board Member Holmgren believed that the chimney was crumbling because it had been neglected. She felt it could be repaired. Ms. Amerongen reported that the contractor who was working on the project stated that the way the chimney was constructed was not safe and unfortunately could not be reconstructed the way it was. It

also appeared that the chimney was not originally as tall as it was at the time of deconstruction but the contractor was unable to definitively determine that. As long as Ms. Amerongen had managed the building, the chimney had not functioned. She performed roof maintenance and inspections of the building but issues began to occur after the rain and hail storm.

Board Member Beatlebrox suggested that the Historic Preservation Board go over the seven aspects of historic integrity one by one. Location was discussed first. Ms. Amerongen clarified that the chimney was located behind the structure and did not come out of the roof the way a traditional chimney did. The construction of the building was atypical based on the way it was laid out compared to other structures along Park Avenue. There was a below-grade walkway that went all the way around the perimeter of the building. Ms. Amerongen also noted that snow removal was challenging for the building. The hope was to cover the back area at some point in order to make snow removal easier and the area safer.

The location of the chimney was discussed further. Board Member Beatlebrox pointed out that it was not a prominent feature along Main Street. Chair Scott agreed. He did not feel it was a primary feature on Main Street or Park Avenue. Board Member Hutchings disagreed. He felt it was a prominent historic feature that is visible from Park Avenue and Woodside Avenue. Chimneys are historic structures and the Historic District is not limited to Main Street.

The second criterion was discussed. Board Member Beatlebrox pointed out that in terms of design, there was no ornamental detailing. The front of the building had art deco, but the chimney itself was just a large rectangle made of bricks. Board Member Holmgren stated that although the chimney was non-functional currently, the chimney was functional at one time. It was there when the building was constructed. Board Member Hutchings agreed with the comments made by Board Member Holmgren. Chair Scott did not believe the chimney contributed to the design of the primary façade.

The third criterion was discussed. Board Member Beatlebrox stated that though the chimney was functional at one time, she was neutral on the chimney. Board Member Hutchings stated that chimneys were prominent historic features in Park City. He felt strongly that it contributed to the setting. Chair Scott noted that the chimney likely had a story, but it did not contribute to the setting on the Main Street side. On the other hand, it likely contributed to the setting on the Park Avenue side. Board Member Holmgren did not want to see the chimney permanently removed simply because it was non-functioning.

The fourth criterion was discussed. In terms of the materials, Board Member Beatlebrox noted that it was a large brick structure. She wondered whether the chimney had always been painted. Ms. Amerongen reported that it had been painted since she had managed the building. The paint actually contributed to the deterioration as it trapped the moisture on one side.

The fifth criterion was discussed. Board Member Beatlebrox felt that workmanship was the most important. Everything on the front façade on Main Street was a work of art and it was clear to her that an artist did not create the chimney. She believed the workmanship for this particular chimney was not significant. Board Member Holmgren disagreed and stated that it was a nicely set brick chimney.

The sixth criterion was discussed. In terms of the feeling, Board Member Hutchings pointed out that the physical presence of the chimney was clear based on the photographs included in the Staff Report. He felt the various vantage points showed the historical significance of the chimney. Board Member Toly asked to see the oldest photograph of the chimney. Assistant Director Ward shared a photograph from 1949. From what Staff could determine, the chimney had been a consistent structure. Chair Scott explained that his thinking had changed due to the historical photographs that were shared. He felt that the chimney was a prominent structure that told a story and could be seen from multiple angles.

The final criterion was discussed. Board Member Beatlebrox stated that the association was with the entrance of the building and not the chimney. She had not known there was a chimney associated with the building until the Historic Preservation Board learned that it was falling down. She was not certain that this particular historic chimney met all of the seven criteria. Board Member Hutchings believed that it did meet all of the criteria and that it was an important historic structure. Board Member Beatlebrox pointed out that if the chimney was permanently removed, the site would still retain its identity and convey significance. Board Member Hutchings believed an argument could be made that the chimney did not contribute if the Board only considered the impact from Main Street. However, it contributed to other areas. Chair Scott agreed that from the backside of the building, it contributed historical value.

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

MOTION: Board Member Holmgren moved to DENY the application to consider permanent removal of the chimney located at 427 Main Street and direct Staff to return with findings consistent with the majority statements about the seven aspects of historic integrity, as defined by the National Park Service. Those statements determined that the structure contributed to the historic integrity of the Landmark Historic Structure. Board Member Hutchings seconded the motion. Vote on Motion: Board Member Holmgren-Aye; Board Member Hutchings-Aye; Board Member Beatlebrox-Nay; Board Member Toly-Abstained; Chair Scott-Aye. The motion passed 3-to-1 with one abstention.

6. ADJOURN

MOTION: Board Member Hutchings moved to adjourn. Board Member Holmgren seconded the motion. The motion passed with the unanimous consent of the Board.

The Historic Preservation Board Meeting adjourned at 7:00 p.m.

Approved by _____
Randy Scott, Chair
Historic Preservation Board

PENDING APPROVAL

Historic Preservation Board Staff Report

Subject: Accessory Apartments
Application: PL-21-05000
Author: Rebecca Ward
Date: November 3, 2021
Type of Item: Work Session



Staff encourages the community to visit www.engageparkcity.org to complete the Accessory Apartment Survey, which is open through November 4, 2021.

Recommendation

Provide input on proposed Land Management Code amendments to reduce Accessory Apartment regulations and incentivize construction of affordable long-term rentals pursuant to [Goal 2 of the 2021 Housing Assessment and Plan](#) with considerations regarding Significant and Landmark Historic Sites, and the Historic Districts in general.

Description

Applicant:	Planning Department
Land Management Code Sections:	15-4-7 <i>Accessory Apartments</i>
Reason for Review:	The Historic Preservation Board preserves the City's unique Historic character and encourages compatible design and construction, identifies and resolves conflicts between the preservation of cultural resources and alternative land uses, and makes recommendations to the Planning Commission and City Council regarding ordinances that may encourage Historic preservation. ¹

Summary

On November 17, 2016, the City Council adopted [HA 01-2016](#), *A Resolution Establishing an Affordable Housing Production Goal for the Park City Housing Authority*. The Resolution states "[t]he Mayor and City Council do hereby proclaim an affordable housing goal of 800 units by 2026 with an interim goal of 220 units by 2020."

The purposes of this goal include promoting a range of affordable, quality housing opportunities within Park City for persons of all economic levels, meeting the socio-economic needs of those who live and work in Park City, maintaining a community with a broad diversity of owner-occupied and rental housing types, and promoting energy-efficient, environmentally sensitive housing that blends with the City's natural environment.

Since 2016, there have been 133 affordable units created in Park City. The City is in the process of developing 330 units over the next four years. 92.45 Affordable Unit Equivalents are obligated through approved housing mitigation plans and are in progress. Additionally, an estimated 282 Affordable Unit Equivalents are anticipated through future developments that are

¹ LMC [§ 15-11-5](#).

in the planning process. While 837 units are in progress, to reach the goal of 800 units by 2026, more affordable units need to be constructed in the next five years.

To help achieve the housing goal, the City Council directed Planning staff to identify barriers within the LMC to affordable housing development, and to amend the LMC to incentivize private development of affordable housing.

Accessory Apartments—dwelling units attached to a Single-Family Dwelling or detached garage—have been allowed in most Zoning Districts in Park City since 1994. In 2018, the City Council directed Planning staff to evaluate reduced regulations to incentivize Accessory Apartment development to create more long-term rentals. Goal 2 of the [2021 Update to the Housing Assessment and Plan](#) is to complete the amendments by the end of the year.

On September 27, 2021, staff created the Accessory Apartment Survey for community input. The survey is open through November 4, 2021.

Survey results as of October 29, 2021, are attached as Exhibit A and relevant survey results are included in the analysis section below.

Please see Exhibit B to review a summary of Planning Commission and City Council Accessory Apartment work sessions from 2018 - 2021.

Background

The City has considered Accessory Apartments an avenue to address affordable housing needs since 1994 and has carefully crafted land use regulations to ensure Accessory Apartments are appropriately located and integrated into neighborhoods.

Land Management Code [§ 15-4-7](#) currently establishes the following regulations for Accessory Apartments, which are Dwelling Units attached to a Single-Family Dwelling that contain cooking, sleeping, and sanitary facilities:²

- Cannot be less than 400 or more than 1,000 square feet
- Cannot be larger than 1/3 of the square footage of the main home
- Cannot exceed two bedrooms
- Requires one additional parking space per Accessory Apartment bedroom
- No more than four may be located within a 300-foot radius
- Must be rented for more than 30 days

In 2020, the City hired a consultant to evaluate obstacles to Accessory Apartment construction. On May 6, 2020, Sudbury Consulting LLC submitted an [Accessory Apartment Unit Policy Research Memo](#) (Sudbury Memo) outlining recommendations on what the City can do to incentivize more Accessory Apartment development. The memo recommends the following:

- Reduce land use restrictions
- Adopt an administrative approval process for Accessory Apartments
- Analyze and potentially reduce fees associated with Accessory Apartments
- Partner with local banks and credit unions to explore the possibility of offering Accessory Apartment financing programs

² LMC [§ 15-15-1](#).

- Develop and offer user-friendly Accessory Apartment manuals, process materials, workshops, and technical assistance resources to community members interested in Accessory Apartment development

Planning Commission input includes:

- Removing the requirement that the property owner live on site
- Continuing to prohibit Nightly Rentals (rentals for 30 days or less)
- Increasing the minimum rental period to 90 days
- Removing the proximity cap of four Accessory Apartments within a 300-foot radius
- Allowing detached Accessory Apartments on Lots 3,750 square feet or greater
- Potentially allowing affordable Accessory Apartments to be exempt from maximum square footage
- Requiring Accessory Apartments to comply with limits of disturbances and areas of disturbances established on plats
- Requiring Accessory Apartments to comply with the same Zoning District setbacks outlined for Single-Family Dwellings
- Capping maximum height for detached Accessory Apartments to 18 feet
- Reducing allowable size to 280 square feet
- Establishing potential parking reductions for affordable Accessory Apartments if impacts can be mitigated and the unit is located to proximity to transit
- Requiring additional review for Accessory Apartments in Historic Districts

More Accessory Apartments in Old Town could provide much-needed long-term rentals for the workforce of Old Town. However, Accessory Apartments in Historic Districts will require additional mitigation. Accessory Apartments trigger additional on-site parking, leading to more pavement, Accessory Apartments and the additional required parking may disrupt Significant Vegetation, and additional residential density in what is already the most densely populated area of the City must be addressed. Also, because Historic Sites are exempt from parking requirements, additional parking demands from Accessory Apartments may contribute to increased on-street parking.

Staff requests Historic Preservation Board input regarding Accessory Apartments on Significant and Landmark Historic Sites, as well as within the Historic Districts in general.

Analysis

The Land Management Code (LMC) implements the goals and policies of the [Park City General Plan](#). Goal 7 of the General Plan is to create a diversity of primary housing opportunities to address the changing needs of residents and Goal 8 is to increase affordable housing opportunities and associated services for the workforce of Park City. The [Housing Toolbox](#) in the General Plan recommends revising the Land Management Code to allow for attached and detached Accessory Apartments to provide a diversity of housing types within neighborhoods (p. 23 - 24).

Goal 15 is to “[p]reserve the integrity, mass, scale, compatibility and historic fabric of the nationally and locally designated historic resources and districts for future generations.” Objective 15B is to “[m]aintain character, context, and scale of local Historic Districts with compatible infill development and additions” and Objective 15E is to “[e]ncourage adaptive reuse of historic structures.” The LMC is established in part to “allow Development in a manner that encourages the preservation of . . . Historic Structures, the integrity of Historic Districts, and

the unique urban scale of original Park City.”³ One of the core values of the General Plan is to preserve the City’s Historic Character.

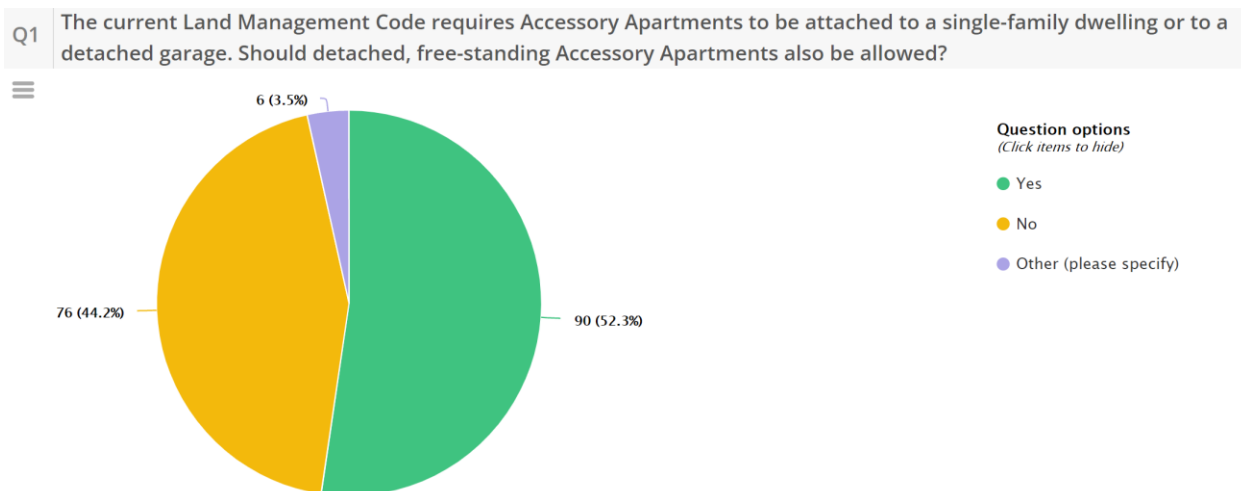
(I) Staff requests the Historic Preservation Board provide input regarding detached Accessory Apartments in the Historic Districts.

Current land use regulations require Accessory Apartments to be attached to a Single-Family Dwelling or garage. The proposed amendments would allow for detached Accessory Apartments on Lots 3,750 square feet or greater.

The minimum Lot size for Single-Family Dwellings in the Historic Residential – 1, Historic Residential – 2, and Historic Residential Medium Zoning Districts is 1,875 square feet, so detached Accessory Apartments would not be allowed on smaller Lots. However, the minimum Lot size in the Historic Residential Low - Density Zoning District is 3,750 square feet and detached Accessory Apartments would be allowed on most Lots with Single-Family Dwellings.

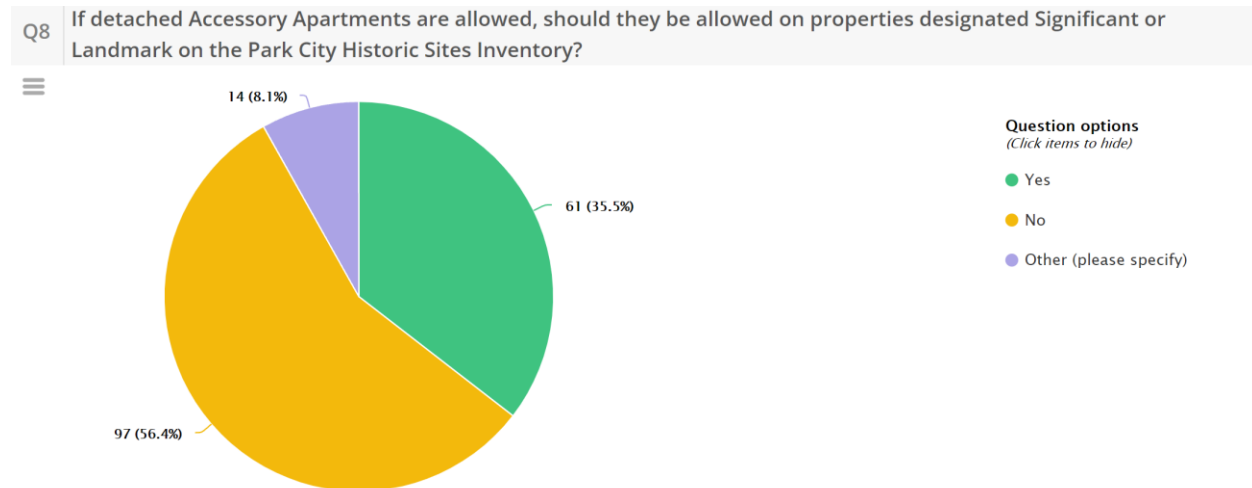
Pursuant to LMC [§ 15-4-7](#), an Accessory Apartment may not increase the floor area of a Structure over the maximum floor area specified in the Land Management Code or subdivision approval. Detached Accessory Apartments would not be allowed on sites that are built to maximum floor area, unless the LMC were amended. Based on preliminary Planning Commission input, Accessory Apartments will continue to count toward the Maximum Building Footprint and maximum floor area outlined in the LMC and on individual plats.

The image below shows that a slight majority of respondents are in favor of allowing detached Accessory Apartments in general:



³ LMC [§ 15-1-2](#).

However, most survey respondents felt detached Accessory Apartments should not be allowed on properties designated Significant or Landmark on the Park City Historic Sites Inventory:



The *Design Guidelines For Historic Districts And Historic Sites* outlined in LMC [Chapter 15-13](#) establish the following for Accessory Structures, which under the current LMC cannot be residential units:

Minimize visual impacts of on-site parking by incorporating landscape treatments for driveways, walkways, paths, buildings, and Accessory Structures in a comprehensive, complementary, and integrated design

New Accessory Structures on flat or downhill sites should be located to the rear of the site, unless dictated by the streetscape or character area

New Accessory Structures may be located at the front if a pattern of front yard Historic Accessory Structure is established along the street and the placement does not create danger or hazard to traffic by obstructing the view of the street

Roof form, exterior materials, and architectural detailing of detached Accessory Buildings shall complement the primary structure

Accessory Structures shall be subordinate in scale to the primary Historic Structure

The footprint of an Accessory Structure shall not exceed 50% of the footprint of the Historic Structure, unless it is broken up to reflect the mass and scale of those seen on the Historic Structure

Accessory Structures must comply with the Design Guidelines for Additions to Primary Structures

A rustic, bare-wood look is generally not appropriate on historic residential and commercial structures, but may be appropriate on Accessory Structures

If detached Accessory Apartments are allowed in Historic Districts, staff recommends applying the Accessory Structure regulations to Accessory Apartments with a few modifications, including:

- Prohibiting detached Accessory Apartments in the front, requiring that detached Accessory Apartments be set back behind the Single-Family Dwelling front facade
- Prohibiting rustic, bare wood for detached Accessory Apartments
- Requiring that the Accessory Apartment meet the same Design Guideline standards as the Single-Family Dwelling
- Requiring that the Accessory Apartment entry be on a secondary or tertiary façade

Is the Historic Preservation Board supportive of detached Accessory Apartments on Lots 3,750 square feet or larger?

Should detached Accessory Apartments be allowed on Significant or Landmark Historic Sites?

Are there other concerns or considerations the Historic Preservation Board recommends addressing for detached Accessory Apartments?

(II) Staff requests the Historic Preservation Board provide input regarding parking for Accessory Apartments on Significant and Landmark Historic Sites.

Significant and Landmark Historic Sites on [the Historic Sites Inventory](#) are exempt from on-site parking requirements. Property owners and tenants within the Historic Districts may apply for a residential parking pass to park along the streets. However, Significant and Landmark Historic Sites that include an Accessory Apartment must comply with parking regulations.⁴

LMC [§ 15-4-7\(2\)](#) requires one on-site parking space per Accessory Apartment bedroom. Accessory Apartments may include up to two bedrooms, so two additional on-site parking spaces could be required for a Significant or Landmark Historic Site that includes an Accessory Apartment.

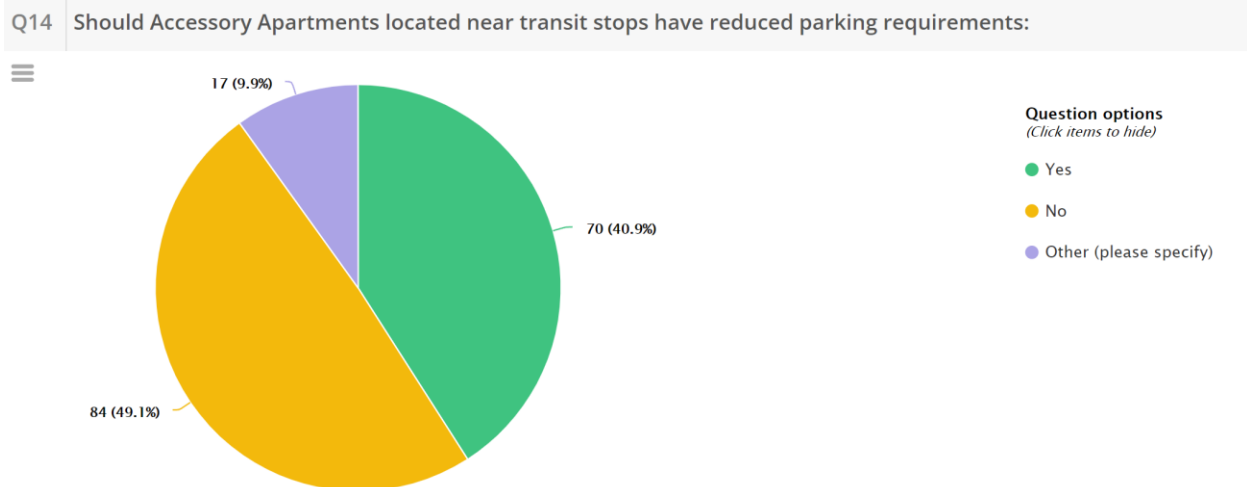
The current LMC establishes potential parking reductions for Accessory Apartments. The LMC allows for parking to be tandem if the driveway is at least 25 feet long, or to preserve existing Significant Vegetation “and when all other parking alternatives are undesirable.” Also, in Historic Districts, one tandem space is allowed if the applicant obtains Conditional Use Permit approval

⁴ LMC [§ 15-2.1-4](#); [§ 15-2.2-4](#); [§ 15-2.3-4](#); [§ 15-2.4-4](#); [§ 15-2.5-4](#); [§ 15-2.6-4](#).

from the Planning Commission, showing tandem parking does not create undue hardship for the neighborhood, other parking options are less desirable than the proposed tandem space, and reasonable efforts, such as automatic garage door openers, lease provisions, and/or limitation of garage storage have been made to encourage the use of all off-street parking.

The Planning Commission Conditional Use Permit review triggers public notice to property owners within 300 feet who have an opportunity to provide input and to participate in a public hearing.

In general, the number one concern provided to staff through public input is about parking. A minority of survey respondents felt parking reductions should be considered for Accessory Apartments located near transit stops:



Is the current process for reduced parking and Planning Commission approval of a Conditional Use Permit for tandem parking in the Historic Districts sufficient?

(III) Staff requests the Historic Preservation Board provide input regarding review processes for Accessory Apartments in the Historic Districts.

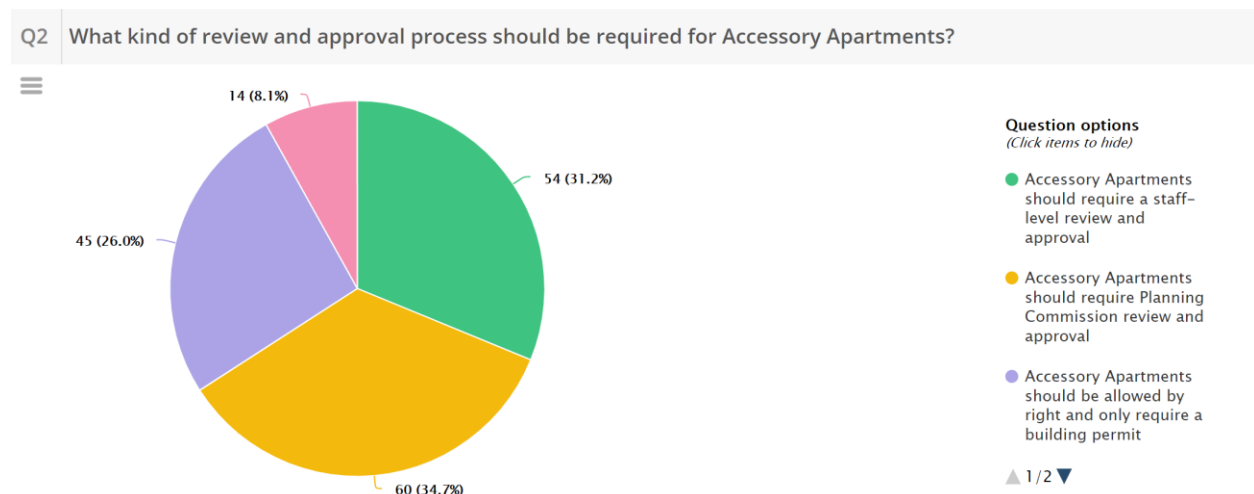
As mentioned above, Accessory Apartments have been allowed in most Zoning Districts since 1994, including the Historic Residential – Low Density, Historic Residential – 1, Historic Residential – 2, Historic Residential Medium, Historic Recreation Commercial, and Historic Commercial Business Zoning Districts. Accessory Apartments can only be constructed on a site with a Single-Family Dwelling, and these sites are limited in number in the Historic Recreation Commercial and Historic Commercial Business Zoning Districts. However, Accessory Apartments are an Allowed Use in the Historic Recreation Commercial and Historic Commercial Business Zoning District. Accessory Apartments are also an Allowed Use in the Historic Residential Medium Zoning District. Accessory Apartments that are an Allowed Use require Planning Department staff-level review and approval.

Accessory Apartments are a Conditional Use in the Historic Residential Low – Density, Historic Residential – 1, and Historic Residential – 2 Zoning Districts and require Planning Commission review and approval.

The Sudbury Memo recommends a fast and predictable Accessory Apartment approval process that removes discretionary decisions and uncertainty by assuring homeowners that if their project meets certain outlined requirements, it will be approved.⁵

The Planning Commission voiced support in keeping the Conditional Use Permit process for the Historic Residential Low – Density, Historic Residential – 1, and Historic Residential – 2 Zoning Districts.

Survey respondents are split with a slight majority recommending Planning Commission review and approval:



Would the Historic Preservation Board like to retain Planning Commission Conditional Use Permit review in the Historic Residential – 1, Historic Residential – 2, and Historic Residential Low – Density Zoning Districts?

(IV) Staff requests the Historic Preservation Board provide input on any additional concerns regarding Accessory Apartments in the Historic Districts.

Exhibits

Exhibit A: Accessory Apartment Survey Results

Exhibit B: Background

⁵ [Sudbury Report](#), p. 7.

Accessory Apartment Survey

SURVEY RESPONSE REPORT

28 September 2021 - 27 October 2021

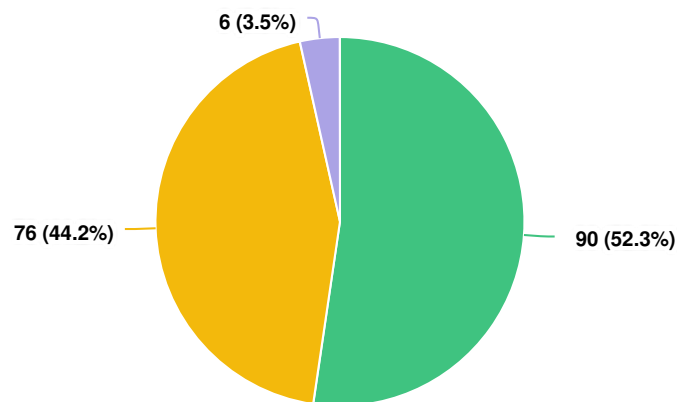
PROJECT NAME:

Accessory Apartment Survey



SURVEY QUESTIONS

Q1 | The current Land Management Code requires Accessory Apartments to be attached to a single-family dwelling or to a detached ...



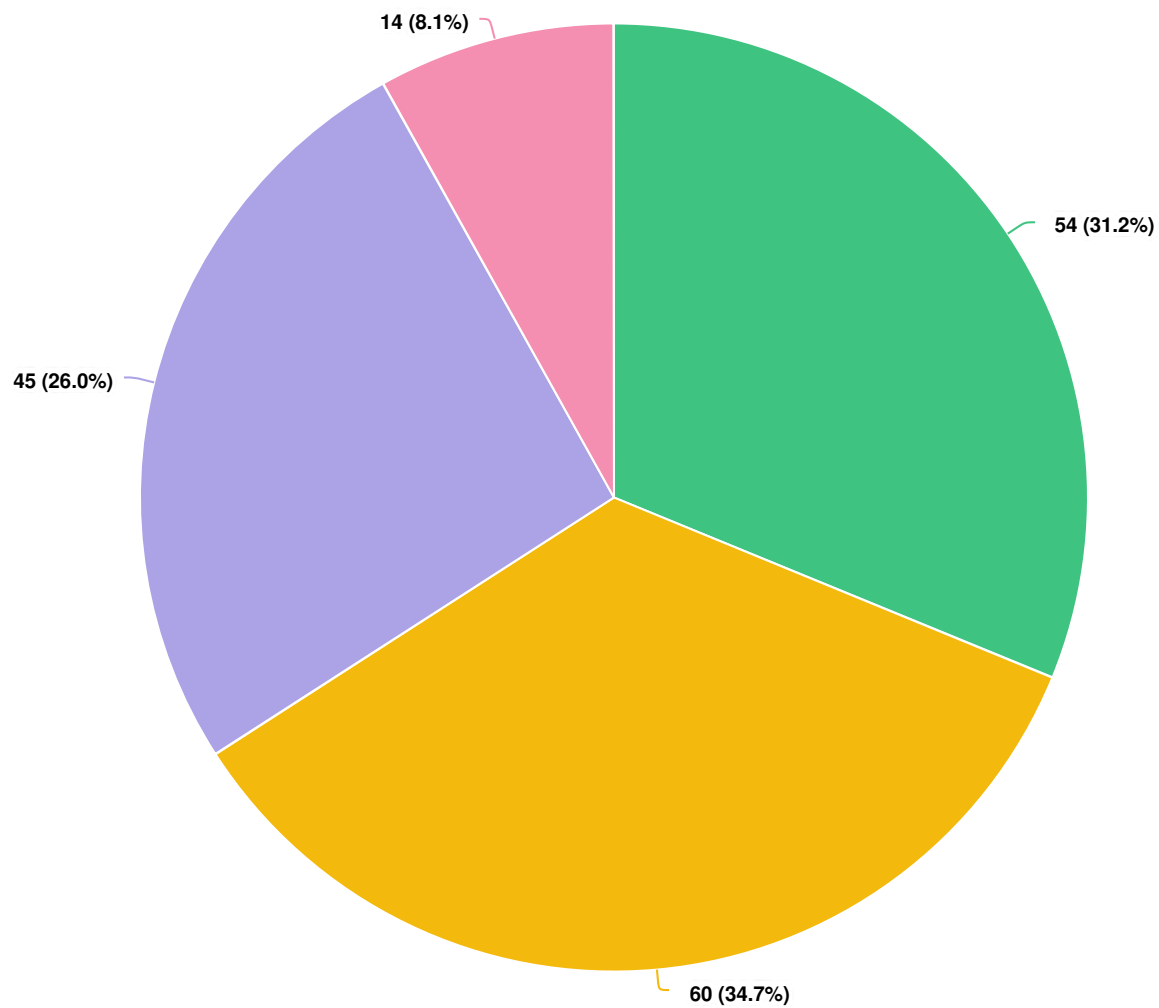
Question options

● Yes ● No ● Other (please specify)

Optional question (172 response(s), 1 skipped)

Question type: Dropdown Question

Q2 What kind of review and approval process should be required for Accessory Apartments?



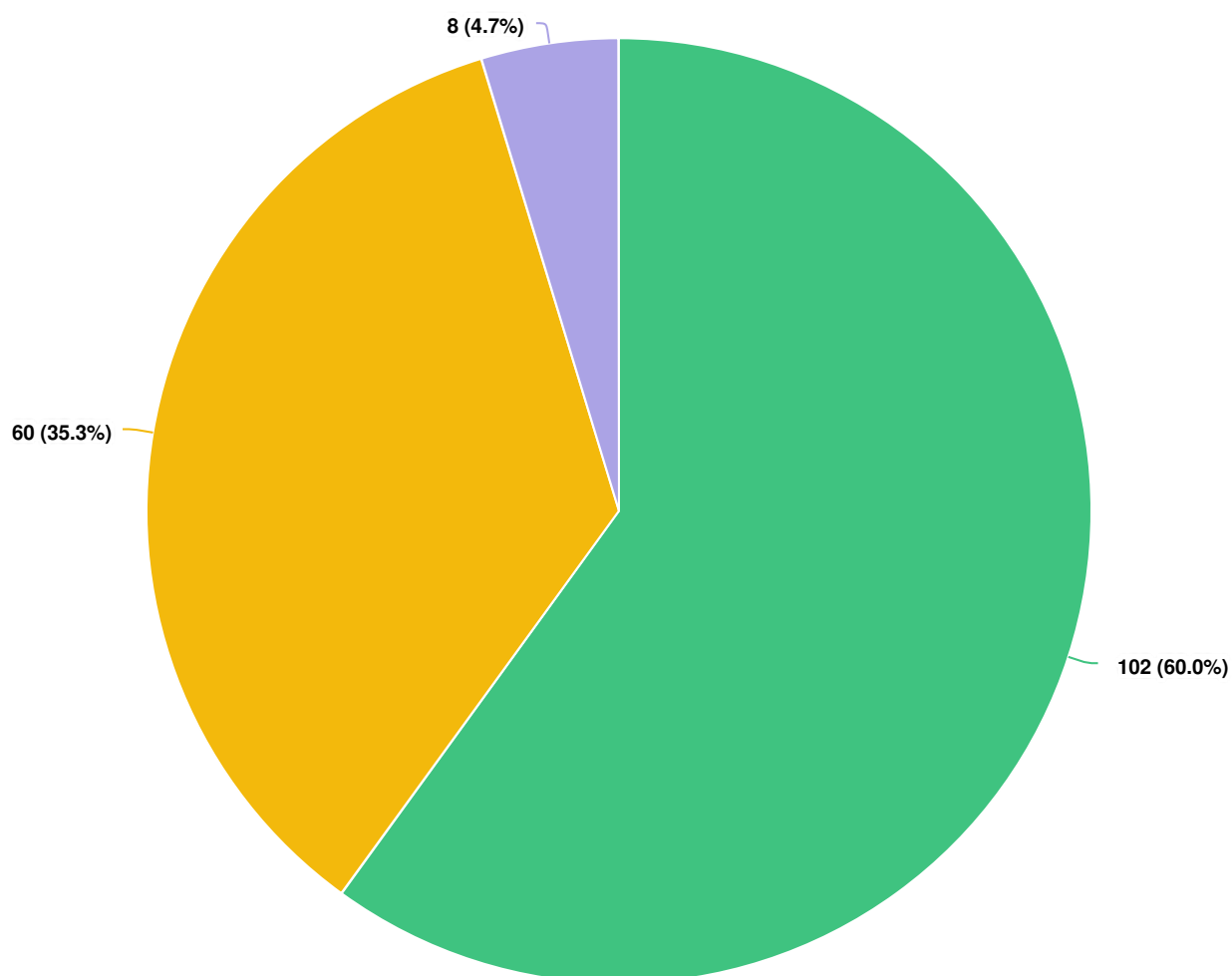
Question options

- Accessory Apartments should require a staff-level review and approval
- Accessory Apartments should require Planning Commission review and approval
- Accessory Apartments should be allowed by right and only require a building permit
- Other (please specify)

Optional question (173 response(s), 0 skipped)

Question type: Dropdown Question

Q3 | The current Land Management Code requires property owners with an Accessory Apartment to be full-time residents of the single-family dwelling or the Accessory Apartment. Should this requirement be removed?

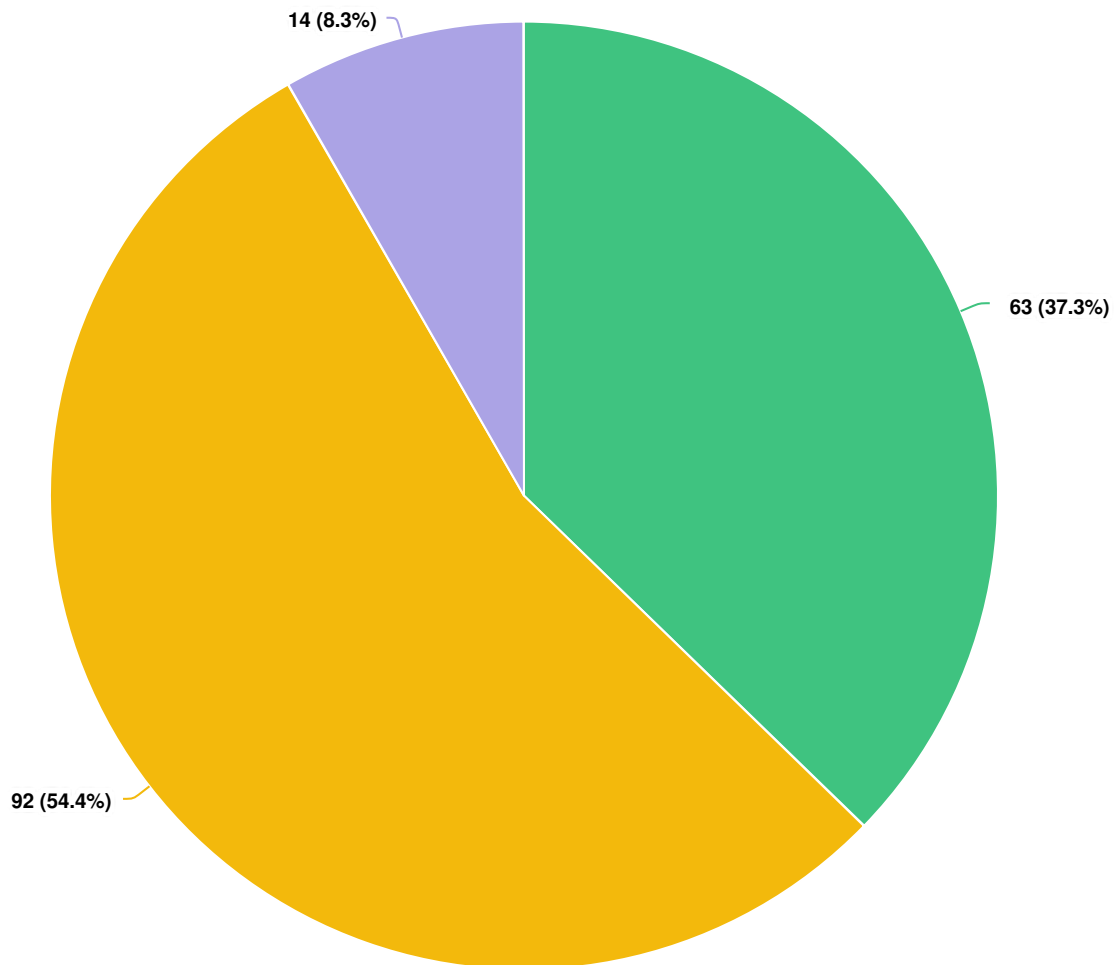


Question options

- The property owner should be required to live in the single-family dwelling or Accessory Apartment
- The property owner should not be required to live in the single-family dwelling or Accessory Apartment
- Other (please specify)

Optional question (170 response(s), 3 skipped)
Question type: Dropdown Question

Q4 | The current Land Management Code only allows for four Accessory Apartments within 300 feet. Should this proximity requirement be removed?

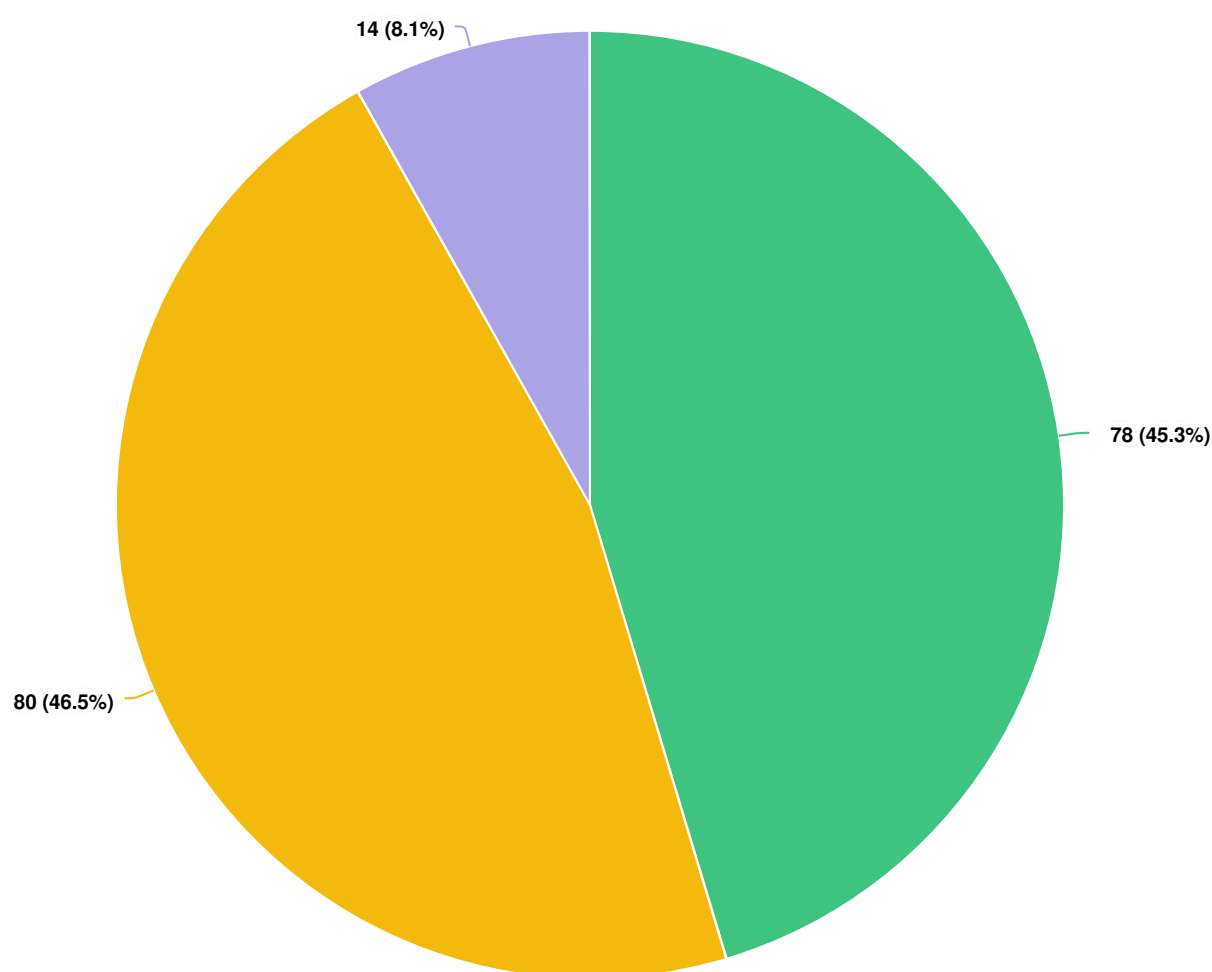


Question options

● Yes ● No ● Other (please specify)

Optional question (169 response(s), 4 skipped)
Question type: Dropdown Question

Q5 Under current regulations, property owners must record a deed restriction with the county stating the Accessory Apartment may not be used as a Nightly Rental – defined as a rental for less than 30 days. Should property owners also be required to re...

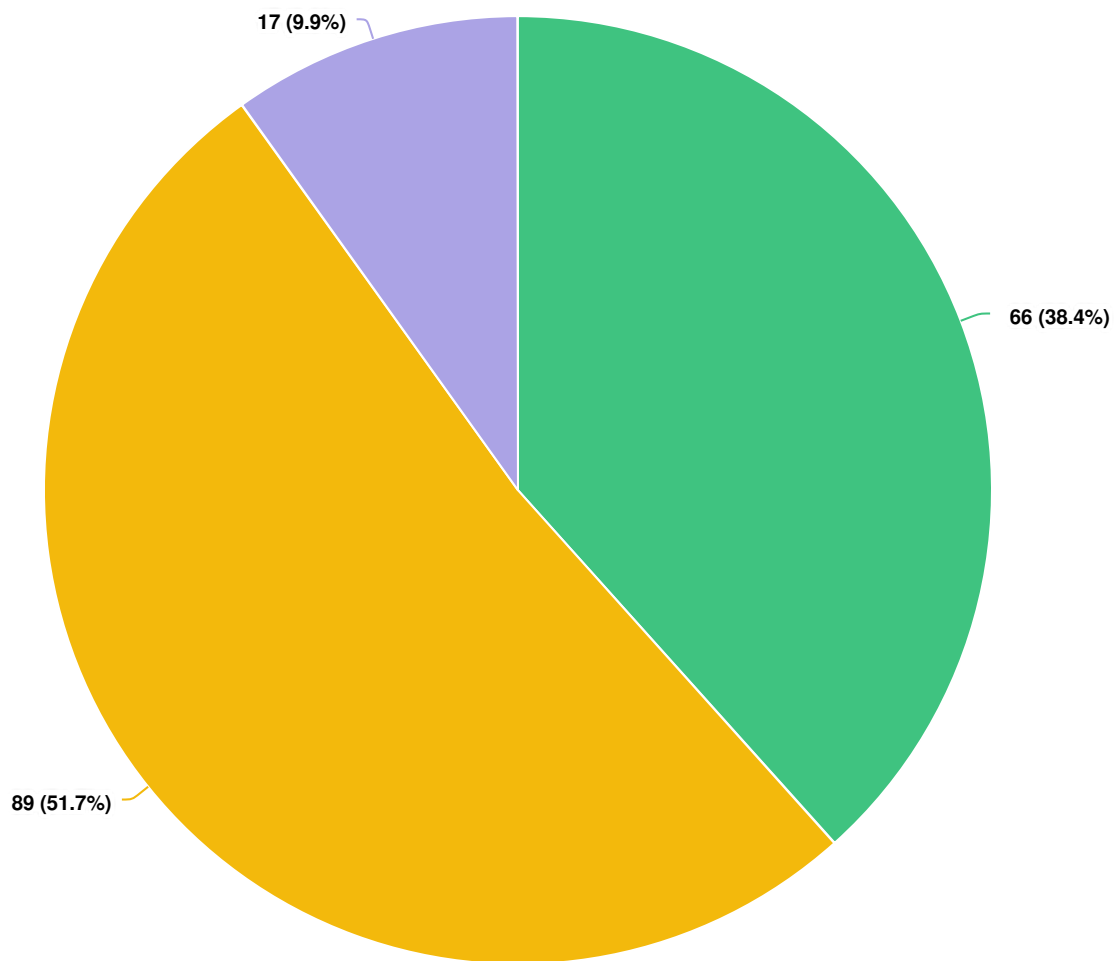


Question options

● Yes ● No ● Other (please specify)

Optional question (172 response(s), 1 skipped)
Question type: Dropdown Question

Q6 | If detached Accessory Apartments are allowed, should they be permitted the same height as the single-family dwelling, or should they be restricted to a lower height?

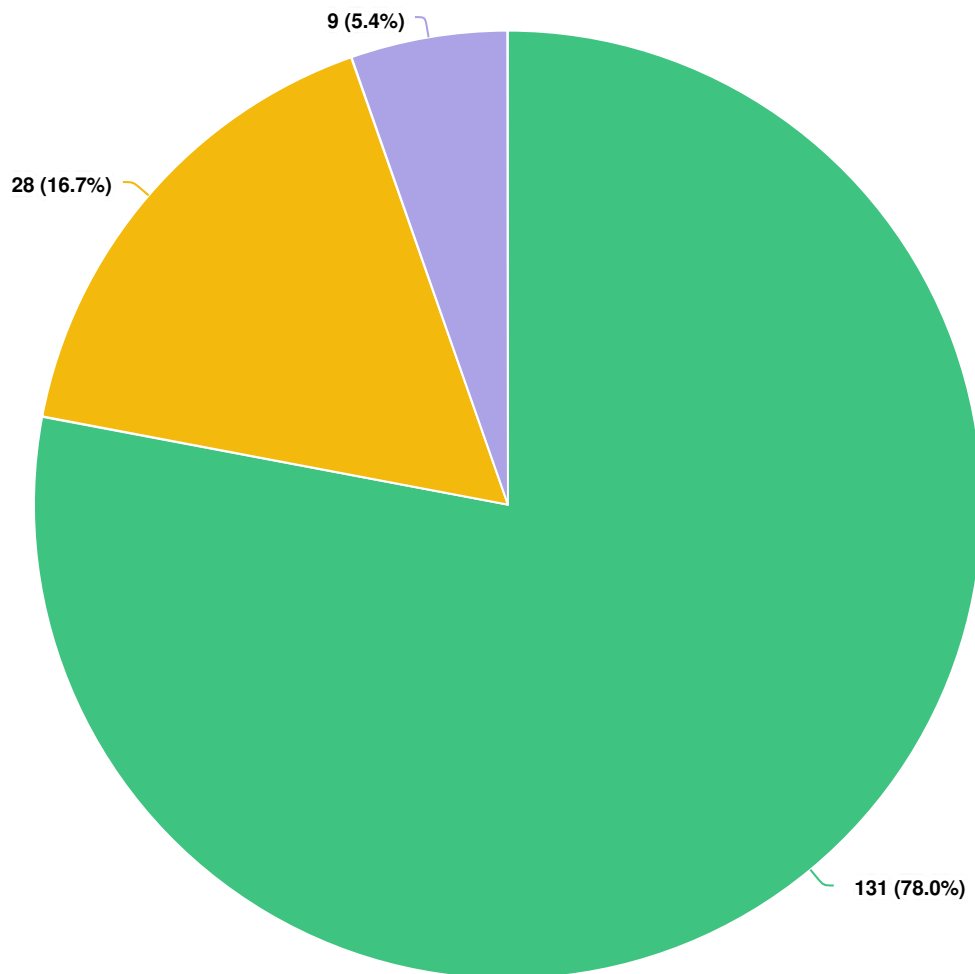


Question options

- Detached Accessory Apartments should be permitted the same height as the single-family dwelling
- Detached Accessory Apartments should be restricted to a lower height
- Other (please specify)

Optional question (172 response(s), 1 skipped)
Question type: Dropdown Question

Q7 | If detached Accessory Apartments are allowed, should the design and materials be required to reflect the single-family dwelling?

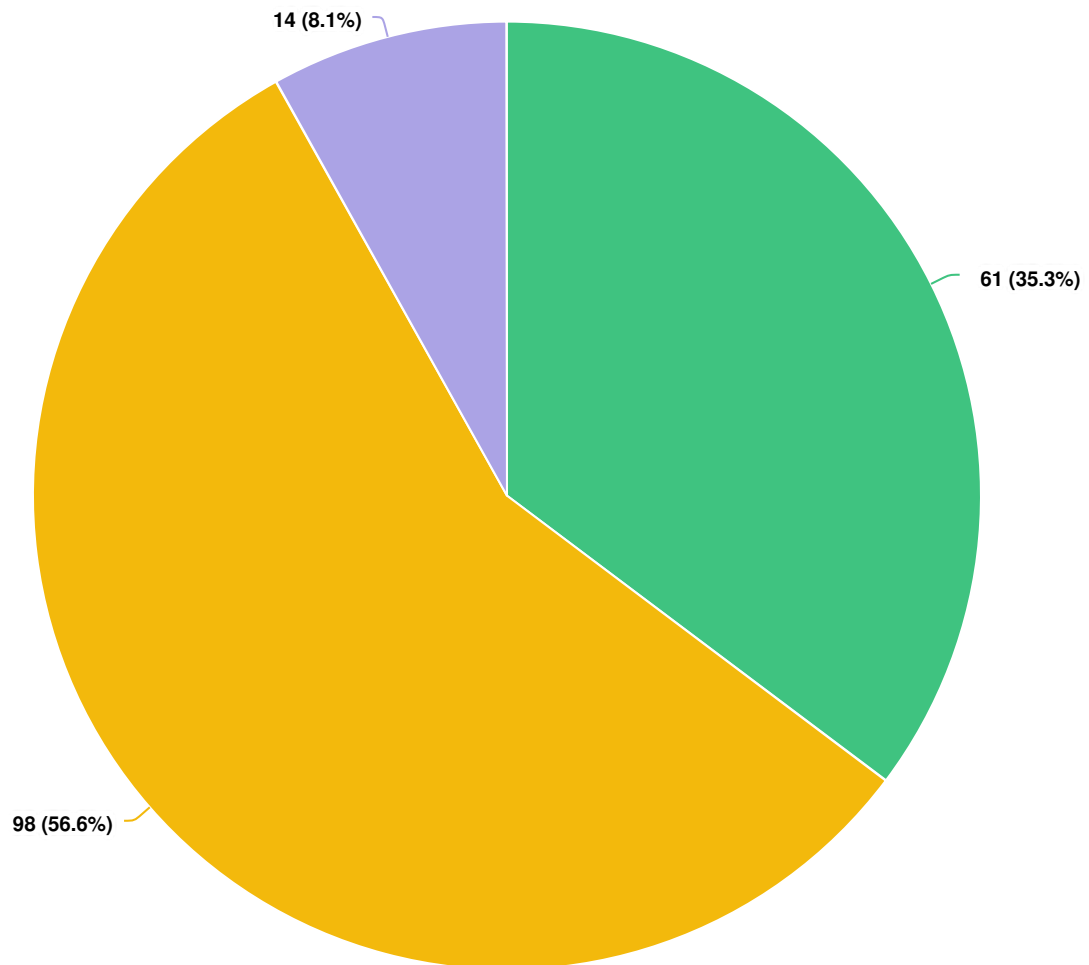


Question options

● Yes ● No ● Other (please specify)

Optional question (168 response(s), 5 skipped)
Question type: Dropdown Question

Q8 If detached Accessory Apartments are allowed, should they be allowed on properties designated Significant or Landmark on the Park City Historic Sites Inventory?

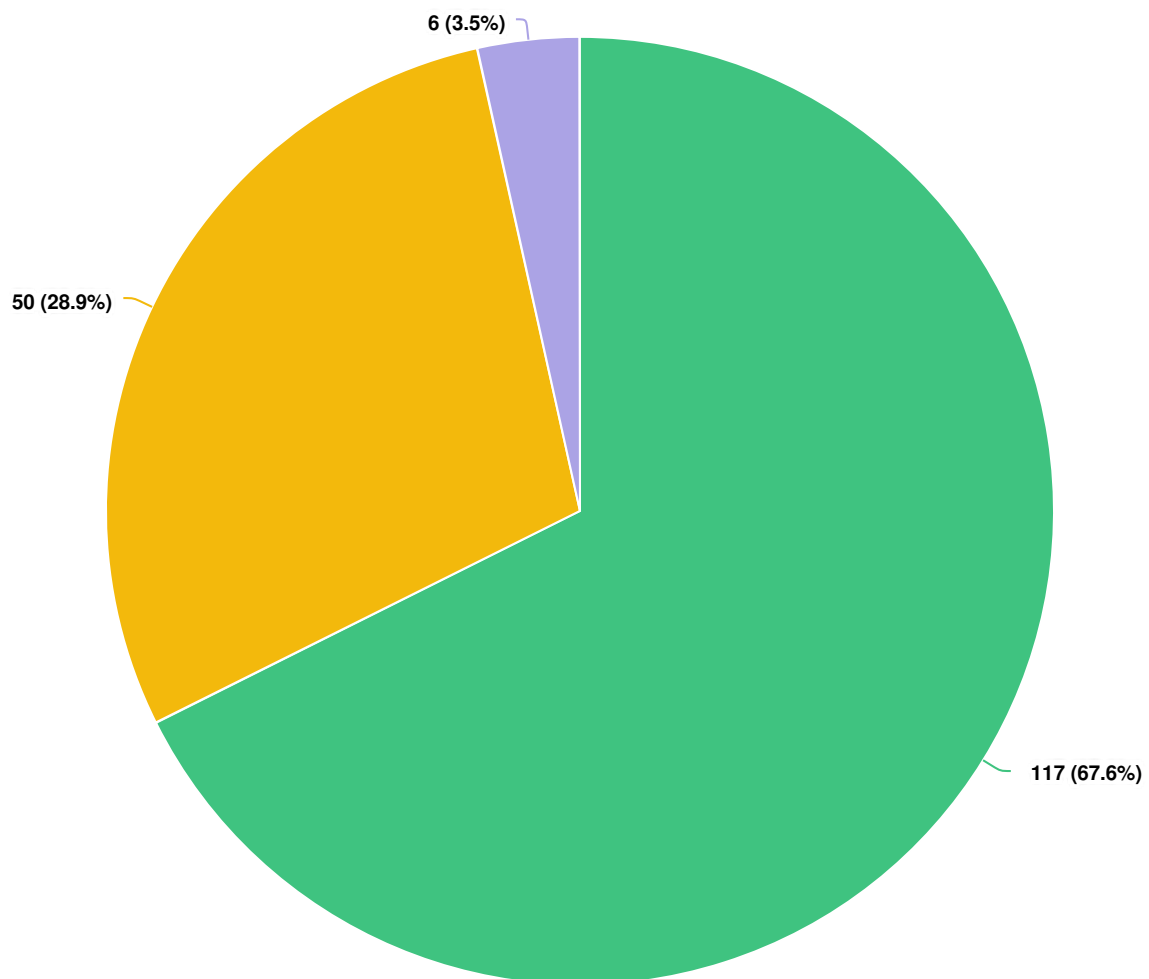


Question options

● Yes ● No ● Other (please specify)

Optional question (173 response(s), 0 skipped)
Question type: Dropdown Question

Q9 Many properties in Park City have a maximum building footprint or maximum square footage outlined for a single-family dwelling. Should Accessory Apartments count toward the maximum building footprint or maximum square footage?

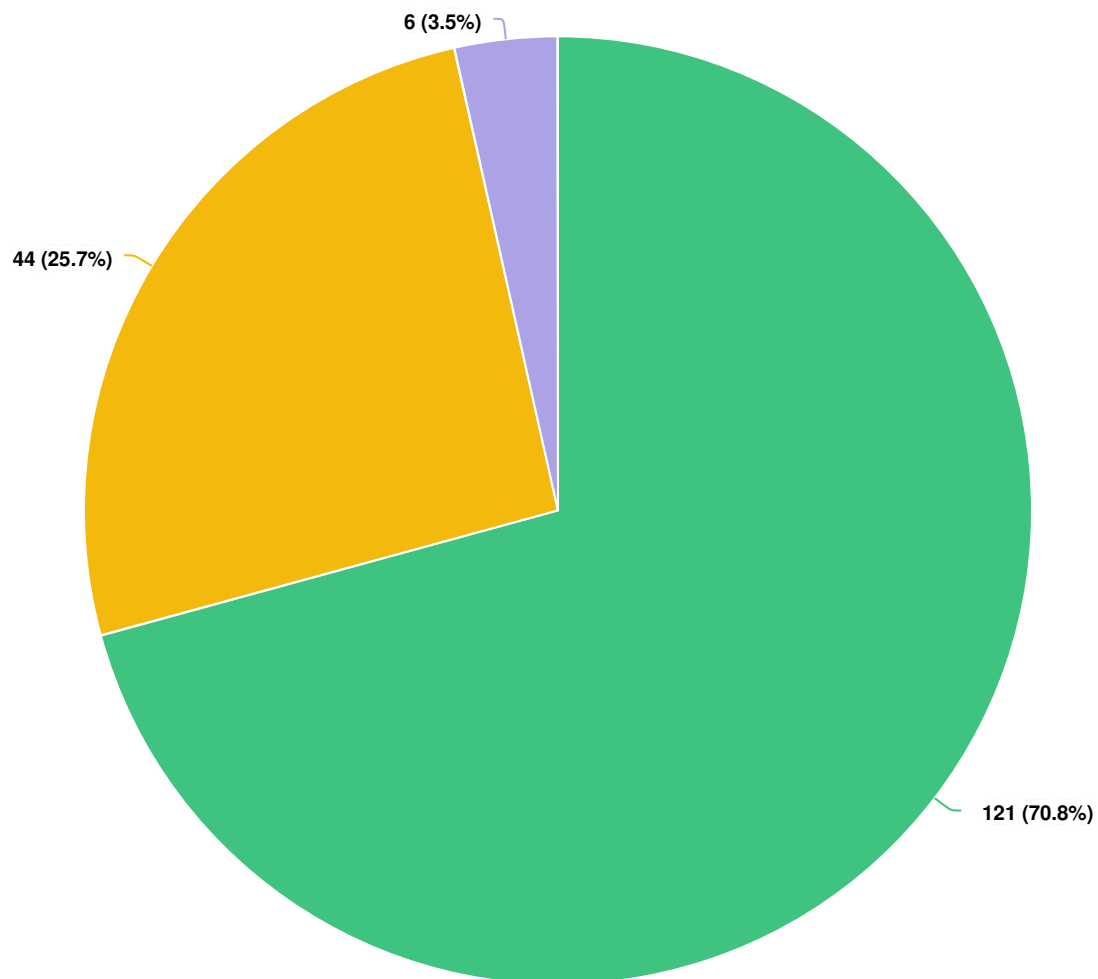


Question options

- Yes – Accessory Apartments should count toward the maximum building footprint or maximum square footage
- No – Accessory Apartments should be exempt from maximum building footprint or maximum square footage caps
- Other (please specify)

Optional question (173 response(s), 0 skipped)
Question type: Dropdown Question

Q10 | The Land Management Code allows for reduced setbacks for Accessory Buildings that are not dwelling units. If detached Accessory Apartments are allowed, what setbacks should they meet?

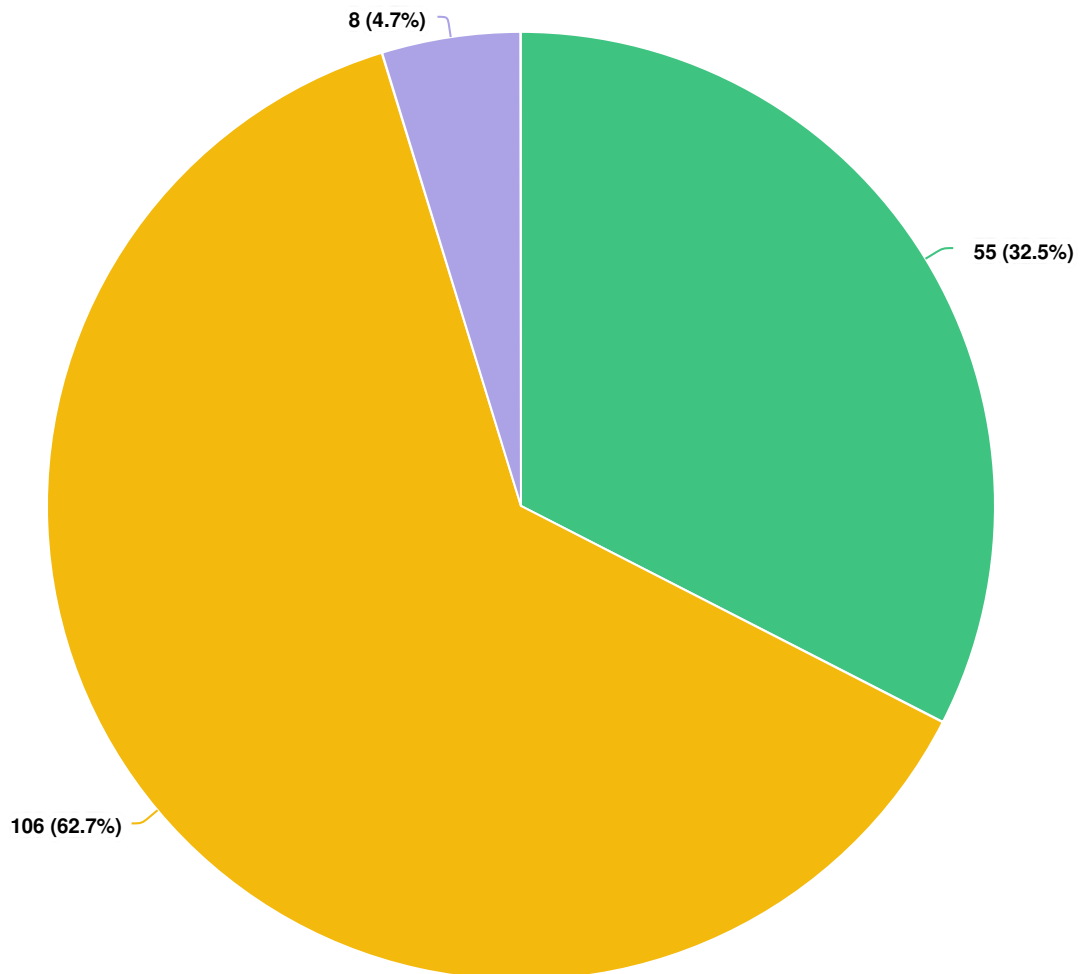


Question options

- Accessory Apartments should meet the same setbacks required for the single-family dwelling
- Accessory Apartments should be allowed to be located within reduced setbacks
- Other (please specify)

Optional question (171 response(s), 2 skipped)
Question type: Dropdown Question

Q11 Many properties in Park City have an Area of Disturbance or Limit of Disturbance outlined on the plat, indicating where the single-family dwelling must be located. Should Accessory Apartments be allowed outside of the boundaries of the Area of Dist...

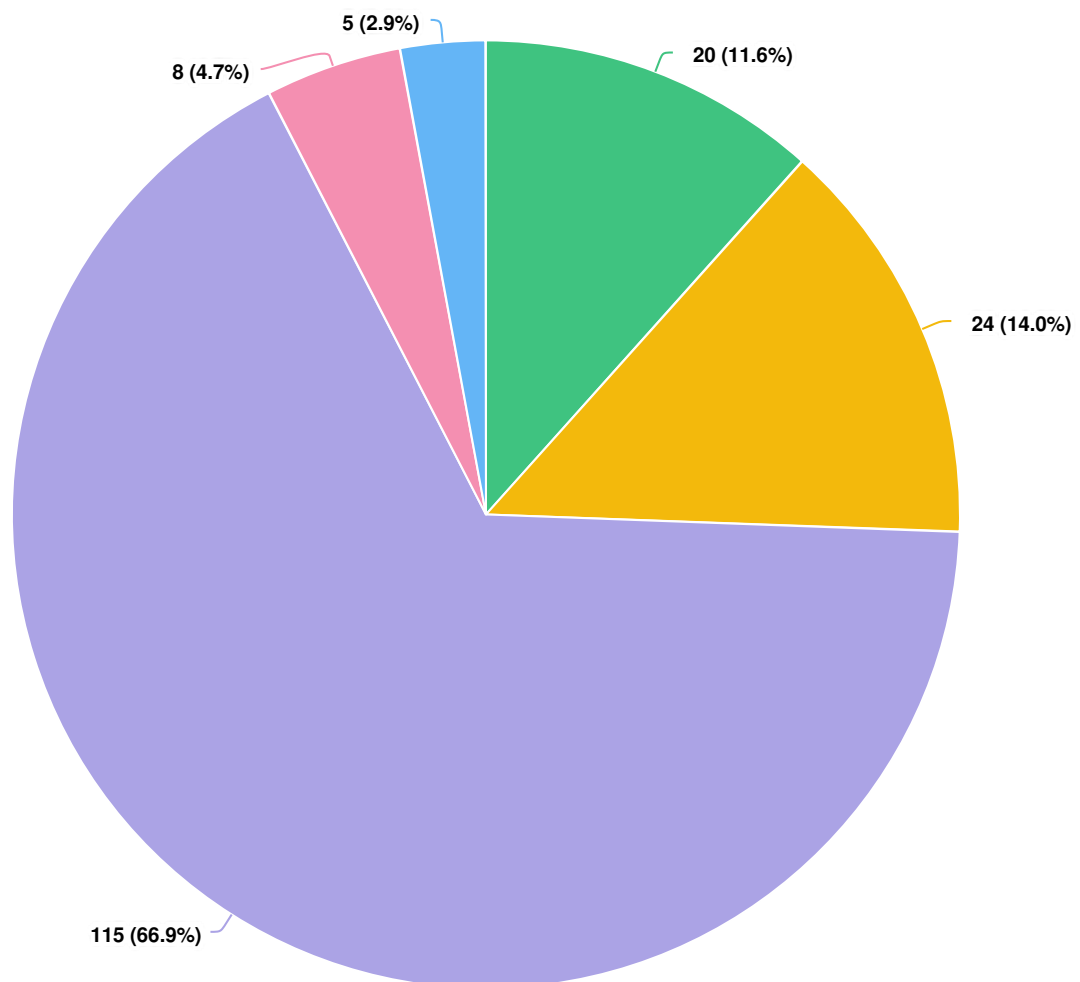


Question options

- Yes – Accessory Apartments should be allowed anywhere on site if they comply with setbacks
- No – Accessory Apartments should be required to be located within the Area of Disturbance or Limit of Disturbance
- Other (please specify)

Optional question (169 response(s), 4 skipped)
Question type: Dropdown Question

Q12 How likely are you to construct an Accessory Apartment on your property?



Question options

Highly likely Likely Not likely I already have an Accessory Apartment Other (please specify)

Optional question (172 response(s), 1 skipped)

Question type: Dropdown Question

Q13 | What potential impacts for Accessory Apartments should be mitigated:

Anonymous

9/28/2021 09:21 AM

None. Legalize housing.

Anonymous

9/28/2021 09:33 AM

Appearance is important, but within reason. If a MIL unit is visually appealing and well-maintained, then I think it should be permitted.

Anonymous

9/28/2021 10:21 AM

Require sound-proof material.

Anonymous

9/28/2021 06:36 PM

Parking requirements should be kept to a bare minimum or removed altogether in order to disincentivize car ownership and vehicular traffic congestion. I know many people will argue the opposite, but if we provide ample parking then we will make it easy for people to own (and drive) more cars than they otherwise would. Minimum parking requirements induce the traffic congestion we all loathe.

Anonymous

9/29/2021 02:31 PM

They should be encouraged near kimball or the resorts or within walking or cycling distance of workplaces. No additional parking should be required to preserve vegetation and native landscaping on the site. They should be required to have low flow and watersense fixtures installed to mitigate the increased water use per property. They should be required to be submetered when possible to encourage reduced energy consumption especially in winter.

Anonymous

9/29/2021 02:32 PM

Absolutely none. Though they will create impacts, they will also profoundly reduce other impacts currently caused by scarce housing inventory, work force commute traffic & emissions, and the increasing socioeconomic segregation defining our town.

Anonymous

9/29/2021 03:09 PM

None. We should encourage maximum build out of ADU's. We should remove all parking requirements for ADU's

Anonymous

9/29/2021 03:23 PM

Unknown at this time.

Anonymous

9/29/2021 03:27 PM

I am for attached and detached accessory apartments but am not in favor of allowing the detached apartments in a homeowner association where the covenants prohibit them. I believe that the City will require the homeowner associations to enforce and mitigate the requests, but that all costs time, money, lawyers and bad will with neighbor to neighbor conflict. I understand that on October 1st, the attached accessory apartments are not allowed to be disallowed under the new State Law, but that is not the case with unattached accessory apartments.

Anonymous

9/29/2021 04:29 PM

Additional parking strain & traffic on neighborhood, overbearing structures.

Anonymous

9/29/2021 04:31 PM

Tree and vegetation removal. Blocking of views. Amount of land covered in blacktop or other non-permeable material that discourages water absorption into the soil.

Anonymous

9/29/2021 04:48 PM

The deed restriction should also include the accessory apt be rented by a FT resident or one employed within Park City. Anecdotally, I have an acquaintance who loves their ADU renters: \$3500 per month for a pied-à-terre for a CA couple, who come for occasional weekends. We're not trying to expand the hotel bed base with ADUs. We'd like people to be able to live where they work and be part of the community.

Anonymous

9/29/2021 05:09 PM

Prioritize the available housing for resident use first. If demand by residents is met, outline a program to make the housing available for nightly rentals. Look at the devastating effect the AirBnB moratorium had on Sausalito's local economy (also very tourist based). You need to address this. Extra units make ALL housing more affordable. More full time residents make communities work.

Anonymous

9/29/2021 05:31 PM

Parking must be available on the driveway or in the garage of the primary residence. No street parking should be permitted.

Anonymous

9/29/2021 06:34 PM

I'm not sure I know enough to give a valid opinion. I do like the idea because we need affordable housing, but it shouldn't be a blemish on our city.

Anonymous

Again there is no enforcement of prohibited nightly rentals in my

9/29/2021 07:32 PM

neighborhood. I believe that allowing more ADUs will lead only to more illegal nightly rentals.

Anonymous

9/29/2021 08:48 PM

I think parking is the biggest issue and what most neighbors would complain about

Anonymous

9/29/2021 10:23 PM

They should coordinate with the current house and blend with the current house construction so they don't become an "eyesore"

Anonymous

9/29/2021 10:33 PM

To make sure neighborhoods do not become overcrowded and low quality looking. Accessory apartments should follow the same aesthetics and rules as single family homes.

Anonymous

9/30/2021 04:55 AM

Street parking

Anonymous

9/30/2021 07:19 AM

Parking must be off street

Anonymous

9/30/2021 08:17 AM

Its a great idea.

Anonymous

9/30/2021 09:21 AM

Additional off-street parking requirements...at least one spot, and an additional one for each bedroom, no matter where the unit is located no nightly rentals no more than one accessory apartment on any property no more than 2 bedrooms limit the number of accessory apartments in any one area/neighborhood

Anonymous

9/30/2021 09:47 AM

Nightly rentals

Anonymous

9/30/2021 12:21 PM

Any long term rental will be less impactful than having that space used as a business or a nightly rental. Long term renters become a part of the community, form relationships with neighbors, and add to the health of this tourist town. Before we bought a home, I know that I loved getting to know my neighbors when I moved to a new rental. Many of those relationships are still strong for me and my wife. We have also made friends with people in ADUs and other long term rentals near by our home. Let's not overthink this...

Anonymous 9/30/2021 12:30 PM	Paking - should need some kind of parking pass so neighbors know whose car is the renters. This could help reduce nightly rental activity too.
Anonymous 9/30/2021 03:35 PM	You cannot mitigate this. You are increasing density haphazardly. There is no plan and no long term thought process as to the possible long term impact.
Anonymous 9/30/2021 03:51 PM	We already are set for parking
Anonymous 9/30/2021 05:05 PM	Increase in energy consumption by fossil fuel intensive building design Light pollution Noise pollution Increase of fire risk View-sheds blocked Parking Safety for the tenants
Anonymous 10/01/2021 06:59 AM	Size
Anonymous 10/01/2021 08:24 AM	Second home owners adding even more inflated pricing. These should be for full-time residents 30 days or longer
Anonymous 10/01/2021 09:09 AM	Be maintained and not allow storage of left over appliances, furniture, junk etc on grounds, on street side and front of units.
Anonymous 10/01/2021 03:30 PM	Parking. Not a fan of rental units being forced to park their car on street while owner has a huge driveway. South prospector Cul de sacs are a parking lot and it's terrible. Cars should be required to be on property and there should be a limit to cars. Example, 4 people sharing a 2bedroom apt and each person has a car. It's too much. Effects snowplows, garbage trucks, threatens kids safety bc cars can't see them biking or crossing street bc of parked cars and if this moves ahead, it would be a great way to encourage public transportation which is easily accessible in prospector.
Anonymous 10/02/2021 10:12 AM	Keeping it as no nightly rentals for any accessory apartments.
Anonymous 10/02/2021 05:24 PM	None. Maybe parties. If an owner rents to short term rentals and doesn't mitigate parties there should be three strikes your out for the year rule. But otherwise we shouldn't worry about issues that

don't really exist.

Anonymous

10/02/2021 05:27 PM

Parking and guarding against nightly rentals. The purpose should be to increase workforce housing. So AMI restrictions.

Anonymous

10/04/2021 10:18 AM

How many people can live in a unit , parking, street parking

Anonymous

10/05/2021 12:13 PM

No nightly rentals or rentals shorter than 30 days, property owner should identify parking limitations and clarify expectations for renters.

Anonymous

10/05/2021 04:51 PM

Congestion/transients, tenants/crime/traffic etc. Destroying single family neighborhoods

Anonymous

10/11/2021 09:57 AM

Noise, parking

Anonymous

10/11/2021 12:30 PM

Do not let them become nightly rentals. We need more long term housing.

Anonymous

10/12/2021 10:30 AM

Parking but that's already an issue

Anonymous

10/12/2021 11:47 AM

To completely eliminate any opportunity for VRBO, corporate ownership of rentals in residential neighborhoods. Corporate VRBO's are ruining residential communities!

Anonymous

10/12/2021 02:43 PM

street parking. Off street parking must be provided.

Anonymous

10/12/2021 03:39 PM

noise , parking, congestion , Making the city look like a slum.

Anonymous

10/12/2021 04:21 PM

Stringent parking requirements must be enforced.

Anonymous

none

10/12/2021 04:24 PM

Anonymous

10/12/2021 05:49 PM

We like neighbors. We don't like additional vehicles. The biggest problem is every long term renter adds at least one vehicle and usually two. Look at all your accessory apt diagrams on this page, none includes a single garage addition and every one adds an additional 1 or 2 cars to be parked on the street. You are just plain kidding yourselves if you think you will eliminate or mitigate this issue. You are absolutely creating it. There is no code enforcement in these neighborhoods and the new accessory apartment dweller's vehicles will be parked in front of our neighbor's houses.

Anonymous

10/12/2021 07:07 PM

Neighborhood/HOA requirements should be no more restrictive than measures adopted by the City.

Anonymous

10/12/2021 08:57 PM

I have 2 accessory apartments on my street. They create a lot of extra cars--parking should be limited to the driveway, and street parking limits should be enforced. Entries/doors should not be visible from the street, and yards should not be fenced in half for tenants. In my experience, accessory dwellings are a way for the homeowners to make money, and the additional units are not affordable housing. They degrade the neighborhood feel of my cul-de-sac. All of the other homeowners on my street have complained about the added traffic and disinterest the accessory dwellers have in being good neighbors.

Anonymous

10/13/2021 07:34 AM

Access to roadways, landscaping, number of occupants, parking requirements

Anonymous

10/13/2021 08:10 AM

Additional policing to ensure no short term rentals

Anonymous

10/13/2021 09:34 AM

There needs to be clearly enforced regulations related to short term rentals. The ADU initiative is way for property owners to build additional square footage that will likely never be used as affordable housing. The ADU's will be guest houses for family or a way for the property owner to generate income.

Anonymous

10/13/2021 10:59 AM

Need to have enough restrictions so that it doesn't look like two homes on one lot.

Trailhead

10/13/2021 11:08 AM

Accessory Apartments in Park City should *not* be expanded. They detract from the character of the town, will lead to increased traffic, water usage, etc. Folks who own property knew the restrictions when they acquired their property. DO NOT EXPAND, ENHANCE, OR MAKE EASIER ACCESSORY APARTMENTS.

Anonymous

10/13/2021 01:59 PM

nightly rentals are a problem. these need to be long term rental or limit the nights they can rent per year. Parking on the street is an issue, they need onsite parking.

Anonymous

10/13/2021 02:04 PM

parking must be supplied for all living there

Anonymous

10/13/2021 03:40 PM

Traffic, utility resources

Anonymous

10/13/2021 05:28 PM

Definitely no nightly rentals, 30 min rental does not alleviate a housing shortage with these units, should consider 90-120 day minimum rental period

Anonymous

10/13/2021 05:37 PM

Cap rent so these are for HOUSING not nightly rentals. Limit occupancy numbers. Minimum lease term 6 months NOT 31 days. How about tenants must be employed in Park City? City must go to great lengths to eliminate loopholes that nightly renters will slither through.

Anonymous

10/13/2021 07:53 PM

Ensure that the building requirements are held to the same standard of all other buildings in the area. Ensure that views are not comprised for existing owners. Accessory apartments will add to the already crowded streets and increase parking issues. Additional apartments should be added on the outside of town.

Anonymous

10/13/2021 10:51 PM

Parking should be a key issue, particularly in Old Town.

Anonymous

10/13/2021 10:51 PM

Bus use and facilities in park meadows, silver creek, thaynes

Anonymous

10/14/2021 07:02 AM

1. A 1-year minimum lease must be required, and that lease must be filed with the City. 2. A deed restriction filed with the county

should set a minimum lease duration of 1 calendar year without substitutions. 3. A deed restriction filed with the county should specify that no tenant automobiles/trucks may be parked overnight on the street. 4. A deed restriction filed with the county should specify no tenant automobiles/trucks are allowed to be parked overnight in the driveway. 5. A deed restriction filed with the county must state that no more than a single tenant (1 tenant) is allowed. No couples. No roommates. No shoving 6 people into the Accessory Apartment. 6. A deed restriction filed with the county must state NO PETS and NO EMOTIONAL SUPPORT ANIMALS.

DOUG FARR

10/14/2021 10:28 AM

Park City is over crowded and any type of future building should be curtailed.

Anonymous

10/14/2021 11:40 AM

Parking - absolutely no street parking. Noise. Heights, density and visual impact for surrounding neighbors. Length of rental - 30 days is too generous, should be for longer. Saying all that, I don't know how you are going to enforce any of this once something is built and a person decides they are going to not abide by the rules.

Anonymous

10/14/2021 02:57 PM

Parking and Noise

Anonymous

10/14/2021 04:01 PM

To be honest I would hate to see an accessory apartment in our neighborhood. As it is, everyone builds such big houses and to add an accessory dwelling would take away open spaces in neighborhoods and probably detract from people's views. We already have a provision for attached dwellings what is the point of taking up more open space with this? Thank you for letting me comment without getting cut off or put down.

Anonymous

10/14/2021 06:58 PM

Noise restrictions.

Anonymous

10/15/2021 08:36 AM

1) Parking. Enclosed parking should be required so that cars are not visible from the street or parked on the street. 2) Accessory Apartments should not be allowed to encroach on adjacent neighbors privacy and outdoor yard space and views.

Anonymous

10/15/2021 08:51 AM

No nightly or weekly rentals. 6 month leases or longer for the accessory and other homes on the lot.

Anonymous

10/15/2021 11:24 AM

Vehicle(s) from Accessory Apartments should be parked on property, not street.

Anonymous

10/15/2021 12:13 PM

parking. Noise from vents and outdoor area use. Lighting both indoor and outside use.

Anonymous

10/15/2021 12:29 PM

Moving in and out (esp. for Air BnB apartments) should be restricted as much as possible. Residential neighborhoods are regularly affected by AirBNB renters who don't respect the residential neighborhood!

Anonymous

10/15/2021 04:07 PM

If you think placing a DEED RESTRICTION on my property is an incentive you need to rethink that crazy idea. Why would I encumber my property potentially adversely affecting the value. NO WAY

Anonymous

10/15/2021 04:13 PM

Off street parking requirement is essential in residential neighborhood. Owner-occupied is essential, otherwise the property is just another duplex. Limiting the number in a specified radius is also essential.

Anonymous

10/16/2021 08:10 AM

I live in the Aerie. A "no nightly rental zone" within the City. Yet, many homes support nightly vacation rentals. The City has done nothing about it. The City has been informed and notified many times. How does the City plan to enforce the 30 day minimum rental period? No additional enforcement...no change in building code.

Anonymous

10/16/2021 08:33 AM

These will become a haven for nightly rentals and shouldn't be allowed. The City already doesn't do a good job of enforcing nightly rental bans and this will only increase the problem.

Anonymous

10/16/2021 08:58 AM

I would increase the deed restriction on rental to say minimum 90 days rather than 30 days.

Anonymous

10/16/2021 09:53 AM

Street parking

Anonymous

10/17/2021 01:18 PM

Our street looks like a used car lot with I think only 2 accessory apartments (Venus Ct) and it will be a nightmare if it ever snows. And constant high speed traffic up and down the street.

Anonymous

10/17/2021 06:54 PM

These units detract from the area beautify and do not enhance the value of nearby properties.

Anonymous

10/17/2021 11:13 PM

Parking issues in Old Town could conceivably be an issue. Also heeding ten o'clock curfew for low noise disturbance. In an effort to maintain a community life style with apartments designed for those who wish to live in a "home" environment with privacy. Also a limitation on the number of people that can live in square footage. One bedroom, max 2 - crib?

Anonymous

10/18/2021 12:43 PM

I do think they should limit nightly rentals, but don't think they should cap the rent and make them affordable housing.

Anonymous

10/18/2021 03:39 PM

First, any design modifications must be approved by the controlling HOA and must meet all current zoning regulations. Second, the homeowner must be a primary resident. In California corporations are buying single family homes, adding dwelling units and raising prices for everyone. This is a very stupid idea.

Anonymous

10/18/2021 04:11 PM

Traffic, Noise, Safety, Fire that could engulf neighboring properties.

Anonymous

10/19/2021 10:32 AM

for those who have invested in building accessory units already, they should not be required to adjust minimum stay because the code changes. Ive invested in creating my accessory unit based on a 30 day minimum rental. I do not want to see that code change because it affects my ability to continue renting at a rate that makes it financially feasible.

Anonymous

10/19/2021 10:35 AM

There are significant potential negative impacts associated with increased population density in Park City. Many of these cannot be mitigated. Some like potential impacts on the school system could be mitigated by significantly increasing the real estate taxes on properties with accessory dwellings. This might sound like a ridiculous idea but there are many examples of municipalities that have been crippled by increased population densities. Providing

public education is very expensive as I'm sure you understand. What will a major expansion of the school system do to the city's budget? Where will that money come from?

Anonymous

10/19/2021 05:12 PM

I represent Solamere and OAK's HOA's. Our 225 lot owners adamantly oppose this change. Keep within HOA rules of the area. Do not allow what has happened in Hidden Oaks. Must be attached to dwelling.

Anonymous

10/19/2021 05:58 PM

Parking needs to be provided for on any approved plan. Trash collection problems should be addressed. Would separate meters for water, gas and electric be required? How will an Accessory Apartment impact neighbors. How will property taxes be affected? How will the Accessory Apartments be insured ?

Anonymous

10/20/2021 10:51 AM

No accessory apartments. Definitely do not change code

Anonymous

10/20/2021 02:14 PM

those building accessory apts. should get approval of neighbors adjacent to and across the street from units

Anonymous

10/20/2021 05:57 PM

Making it easier for PC residence to build accessory apartments is not the answer, it will create a tidal wave of negative impacts, not easily undone. These are not potential impacts, they are obvious impacts that will need to be mitigated: more people- I am really happy right now in Prospector, but if 12 people lived next door, that would suck and you all know it. You have not stated a limit on the number of people living on one parcel. more cars parked on streets- all these people come with vehicles. where would they park? Especially when the snow plows come to clear the roads. Think Old Town and Prospector- already a nightmarish parking situation. more traffic- we all know traffic is already bad. more air pollution threatening the snowpack. more contaminated soil to be deposited somewhere. Someone? Anyone? want some nasty mine tailings so I can build my accessory apartment and line my pockets with rental cash. How will the city be able to keep these apartments in the long term rental pool? The short term brings in so much more money. Please don't make me rat out my neighbors. This town mascot is the moose, not rat.

Anonymous

10/21/2021 09:57 AM

I think that you have the right idea for Accessory Apartments from what I read

Anonymous

10/21/2021 11:30 AM

Living across the street from a whole house rental, I have concerns about adding additional rentals in a neighborhood. Excessive noise caused by parties and drinking are an issue. There should be a limit on the number of persons permitted in an Accessory Apartment. This will reduce noise and limit how many cars might try to park in the one additional parking space required. Additionally, no more than one Accessory Apartments on a single property will reduce the concentration of guests in a single spot.

Anonymous

10/21/2021 12:10 PM

parking and traffic in existing neighborhoods

Anonymous

10/21/2021 02:18 PM

not allowing additional parking for accessory apartments on front lawns and side yards, increased neighborhood traffic, increased noise, increased number of people/pets per single family residential lot

Anonymous

10/21/2021 09:57 PM

water and energy use

Anonymous

10/22/2021 06:41 AM

While living in San Francisco I saw the City go from fining and persecuting landlord owners of "accessory dwelling units" to begging us and rewarding us to establish them as long as they were also offered to public employees - teachers, police persons, fire persons and other city workers who could not afford to live within the County. I foresee the same thing happening within the City here in the future as I currently see it in my property taxes annually.

Anonymous

10/22/2021 12:41 PM

Appearance/neighborhood fit, noise, parking, tree/environment preservation, overcrowding, traffic. Also would want to limit the number of people living in a unit.

Anonymous

10/22/2021 04:39 PM

Should be congruent to the dwelling/garge

Anonymous

10/24/2021 10:30 AM

Over population density, traffic, snow removal.

Anonymous

10/24/2021 07:39 PM

Traffic. Cars. Trailers. Boats. Campers. People. Kids. All of the necessary support services and friends.

joeinpc

10/24/2021 08:18 PM

No outrageous building structures, but other than that let's try to find some solutions to our affordable housing problem in town.

Anonymous

10/25/2021 07:31 AM

Property owners should be able to optimize their value

Anonymous

10/26/2021 10:18 AM

Multiple accessory apartments would be very detrimental to zoned single home communities. The zoning and roads will not handle the additional issues of parking and traffic. This is true in the historic downtown as well as in single family home communities such as Park Meadows. Thirty day rentals are still short term rentals and if allowed, will result in sanctioned rentals for profit not a solution for affordable housing. If the parking rules are adhered to the parking lots created will violate the other in place zoning rules regarding additional off street parking and driveway width. It will further result in run off with rain water and melting snow not going into our water table for the local vegetation.

Anonymous

10/26/2021 11:59 AM

More apartments = more people = more traffic, greater requirements for schools and services - all of the challenges Park City currently encounters. Making it easier to have accessory apartments will add to these challenges.

Anonymous

10/26/2021 12:02 PM

Parking and the number of residents per unit

Anonymous

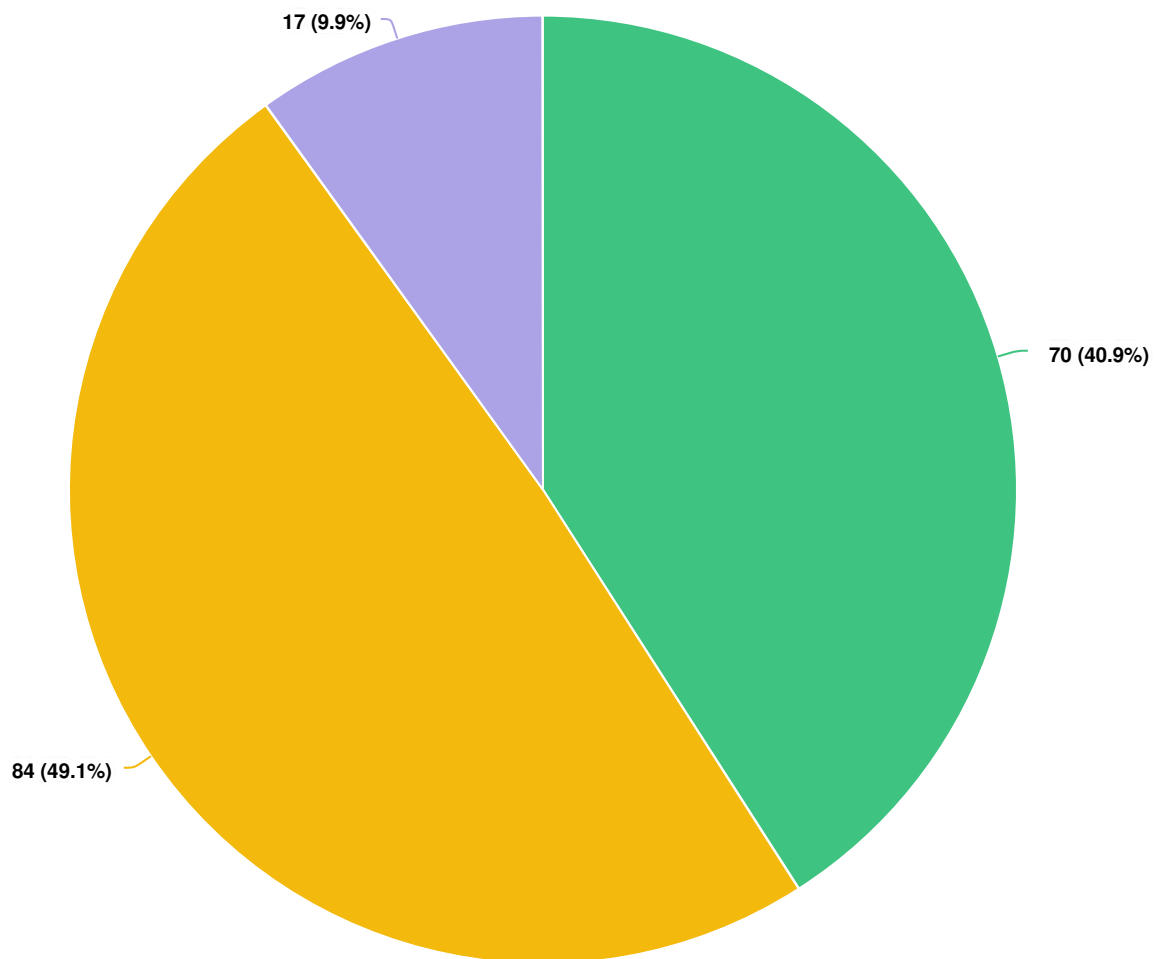
10/26/2021 04:24 PM

Please do not decrease the parking requirement for homes.
Parking must be available off street for accessory apartments.

Optional question (109 response(s), 64 skipped)

Question type: Essay Question

Q14 | Should Accessory Apartments located near transit stops have reduced parking requirements:



Question options

● Yes ● No ● Other (please specify)

Optional question (171 response(s), 2 skipped)
Question type: Dropdown Question

Exhibit B - Accessory Apartment Background

July 12, 2018	City Council Work Session Staff provided an analysis of Accessory Apartments and potential barriers to development. Staff identified additional parking requirements as the major constraint to Accessory Apartment development. The Council expressed support to pursue Accessory Apartment LMC amendments and requested that staff return with a list of options to remove barriers to affordable units. (Staff Report; Minutes, p. 2 – 3)
November 7, 2019	City Council Adopted the 2020 Housing Assessment and Plan Goal 3 of the 2020 Housing Assessment and Plan (p. 16) is in part to amend the LMC to incentivize the construction and rental of affordable Accessory Apartments through reduced parking requirements. (Staff Report; Minutes, p. 16)
May 6, 2020	Sudbury Consulting, LLC submitted recommendations to incentivize Accessory Apartment development The City hired a consultant to evaluate the Accessory Apartment code. The consultant's Accessory Apartment Unit Policy Research Report (Policy Research Report) recommends eliminating restrictions, establishing by-right approval for projects that meet certain standards, reducing application and impact fees, partnering with local banks to explore financing programs, and creating user-friendly manuals, materials, workshops, and technical assistance for community members.
June 24, 2020	Planning Commission Work Session Staff provided research on tiny homes and presented the findings of the Policy Research Report. The Planning Commission expressed support to: • Allow Accessory Apartments in the Community Transition Zoning District • Expand the Land Management Code to allow detached Accessory Dwelling Units in some Zoning Districts • Extend the minimum rental timeline from 31 days to 90 days • Reduce the minimum square footage to as low as 280 square feet • Evaluate the proximity prohibitions and eliminate them in certain Zoning Districts (Staff Report; Minutes, p. 9)

Exhibit B - Accessory Apartment Background

November 19, 2020	City Council Adopted the 2021 Update to the Housing Assessment and Plan Goal 2 of the 2021 Housing Assessment and Plan is to complete the amendments to allow ADUs in appropriate neighborhoods (p. 5). (Staff Report; Minutes, p. 7)
April 28, 2021	Planning Commission Work Session The Commission evaluated the impacts of H.B. 82 Single-Family Housing Modifications that preempts some regulations of what the state identifies to be Internal Accessory Dwelling Units (IADUs), apartments constructed within the existing building footprint of a single-family dwelling. (Staff Report; Minutes, p. 14)
September 15, 2021	Planning Commission Public Hearing The Planning Commission reviewed stopgap Land Management Code amendments to prepare for state preemption of IADUs and forwarded a positive recommendation for City Council's review. (Staff Report; Minutes, p. 2)
September 23, 2021	City Council Public Hearing The City Council enacted stopgap Land Management Code amendments to prepare for state preemption of IADUs. The adopted code is outlined in Land Management Code Section 15-4-7.1. (Staff Report; Audio)
October 13, 2021	Planning Commission Work Session The Planning Commission provided input on proposed Land Management Code amendments, including: • Removing the requirement that the property owner live on site • Continuing to prohibit Nightly Rentals (rentals for 30 days or less) • Increasing the minimum rental period to 90 days • Removing the proximity cap of four Accessory Apartments within a 300-foot radius • Allowing detached Accessory Apartments on Lots 3,750 square feet or greater • Potentially allowing affordable Accessory Apartments to be exempt from maximum square footage

Exhibit B - Accessory Apartment Background

	• Requiring Accessory Apartments to comply with limits of disturbances and areas of disturbances established on plats • Requiring Accessory Apartments to comply with the same Zoning District setbacks outlined for Single-Family Dwellings • Capping maximum height for detached Accessory Apartments to 18 feet • Reducing allowable size to 280 square feet • Establishing potential parking reductions for affordable Accessory Apartments if impacts can be mitigated and the unit is located to proximity to transit • Requiring additional review for Accessory Apartments in Historic Districts (Staff Report; Audio)
--	---

Historic Preservation Board Staff Report



Subject: Historic District Grant Program
Author: Aiden Lillie, Planner I
Date: November 3, 2021
Type of Item: Administrative

Summary Recommendation

Staff recommends the Historic Preservation Board (HPB) review the evaluations for Historic District Grant Program Applications and forward a recommendation to City Council for their determination.

Acronyms

HDDR	Historic District Design Review
HDGP	Historic District Grant Program
HPB	Historic Preservation Board
HSI	Historic Sites Inventory
LMC	Land Management Code

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

Executive Summary

Twenty-two (22) property owners of Historic Sites filed Historic District Grant Program (HDGP) applications for Fiscal Year 2022. The large number of applications is a result of increased community outreach and interest. Staff recommends the Historic Preservation Board consider forwarding a positive recommendation to City Council for 21 of the 22 applications.

Staff recommends denial of one application this year because the proposal is not within the HDGP scope. The applicant proposed funding for a study of the stability of two structures as well as a separate application for structural upgrades to a third structure. Staff recommends approving the grant for structural upgrades and looks forward to future discussions with the Board regarding the possibility of grant options for studies that contribute to historic preservation.

Staff looks forward to discussing the 2022 fiscal year program, possible changes for the 2023 fiscal year program, and potential expansion of the HDGP's scope of work in a January 5, 2022 Work Session.

Background

Since 1987, the Historic District Grant Program operated continuously with the support of the City Council and Historic Preservation Board (HPB). The program awarded hundreds and thousands of dollars of matching grants over the years for rehabilitation and historic

preservation of the City's hundreds of Significant and Landmark Historic Structures on the Historic Sites Inventory.

The HDGP was put on hold in 2015 to further refine the policies and administration of the program. In 2017, the City hired Duval Companies to evaluate the HDGP and to make recommendations. In 2018, Duval Companies submitted a [Historic Grant Study](#).

The City Council and HPB conducted several work sessions on the HDGP in 2014, and then in 2018, 2019, and 2020, and provided input to staff. In 2020, the City Council reinstated the HDGP. However, due to the pandemic, the HDGP was a staff-level process and not all grant funds were allocated for Fiscal Year 2021.

On April 7, 2021, the Historic Preservation Board conducted a work session to outline the Fiscal Year 2022 HDGP process. The proposed process this year requires staff to evaluate the submitted HDGP application information and provide recommendations to the HPB for review and recommendation to the City Council for final approval ([Staff Report](#); [Minutes](#), p. 11).

Staff wanted to ensure that community members were aware of the HDGP so that all funds could be allocated. Staff updated a [website](#) and on May 1, 2021 and sent public notice postcards to property owners of Historic Sites to raise awareness of the HDGP for Fiscal Year 2022 (Exhibit C).

The information provided to the community on the website and the public notice postcards established a \$15,000 cap for a 50% matching grant Fiscal Year 2022 HDGP grants. Staff updated the [HDGP Information Guide and Application Packet](#), published it on the website, and provided copies to applicants.

On May 15, 2021, the Planning Department opened Fiscal Year 2022 HDGP applications through August 15, 2021. Twenty-two HDGP applications were submitted to the Planning Department for consideration this year.

The following is a list of Historic District Grant Applications that the Planning Department received:

Permit Number	Address	Proposed Work	Amount Requested	Fund
PL-21-04926	180 Daly Avenue	Restore Windows, Repoint Masonry, Repair Roof, Paint Exterior, Upgrade Mechanical and Insulation, Reconstruct Porch, and Restore Historic Features	\$65,250.00	General Fund

PL-21-04925	187 Daly Avenue	Paint Exterior	\$3,722.00	General Fund
PL-21-04967	43 King Road	Roof Replacement, Exterior Paint, Window Replacement, Door Replacement, New Electrical, Plumbing, Insulation, and HVAC.	\$41,237.62	General Fund
PL-21-04951	King Con Ore Bin	Structural Repair and Stabilization	\$15,000.00	General Fund
PL-21-04945	508 Marsac Avenue	Repair and Replace Siding, Replace Roof, and Restore Windows	\$42,697.50	Main Street RDA
PL-21-04880	115 Main Street	Roof Replacement and Exterior Paint	\$13,700.00	Main Street RDA
PL-21-04938	150 Main Street	Paint Exterior	\$3,820.00	Main Street RDA
PL-21-04941	434 Main Street	Brick Restoration	\$5,571.00	Main Street RDA
PL-21-04953	402 Main Street	Stucco Repair	\$30,187.00	Main Street RDA
PL-21-04970	933 Norfolk Avenue	Replace Windows, Paint Exterior	\$13,651.50	Lower Park RDA
PL-21-04927	962 Norfolk Avenue	Paint Exterior and Repair Roof	\$7,700.00	General Fund
PL-21-04923	121 Park Avenue	Replace Roof	\$84,621.00	Lower Park RDA
PL-21-04922	416 Park Avenue	Replace Roof,	\$11,000.00	Lower Park RDA
PL-21-04929	526 Park Avenue	Restore Windows, Repoint Masonry, Repair Roof, Paint Exterior, Electrical Update, Upgrade Mechanical and Insulation, Reconstruct Porch, and Restore Siding	\$117,500.00	Lower Park RDA
PL-21-04866	1060 Park Avenue	Replace Roof, Replace Siding, Replace Window,	\$49,900.00	Lower Park RDA

		Asbestos Remediation, and Add Insulation		
PL-21-04968	1125 Park Avenue	Construct a New Foundation, Reconstruct Chimney, Replace Roof, Replace Windows, Paint Exterior, Install Heating System, Install Plumbing and Electrical	\$15,000.00	Lower Park RDA
PL-21-04942	1129 Park Avenue	New Foundation, Test for Toxic Materials, Reconstruct Chimney, Replace Windows, Replace Door, Replace Roof, Paint Exterior	\$15,000.00	Lower Park RDA
PL-21-04984	22 Prospect Avenue	Rehabilitate the porch	\$10,527.50	General Fund
PL-21-04994	Thayne's and Silver King Headframe's	Study Grant	\$15,000.00	General Fund
PL-21-04868	1825 Three Kings Drive	Brace and Stabilize the Structure and Repair Roof	\$15,000.00	General Fund
PL-21-04924	232 Woodside Avenue	Paint Exterior, Replace Doors, Repair Trim, Windows, Soffit, and Facia	\$38,349.50	Main Street RDA
PL-21-04857	1057 Woodside Avenue	Window Replacement	\$7,620.00	General Fund

*Staff is reviewing the design of the proposed addition for compliance with LMC [Chapter 15-13](#).

The total budgeted amount available for Fiscal Year 2022 is as follows:

- Lower Park RDA- \$50,000
- Main Street RDA- \$30,000
- Citywide (General Fund)- \$47,136

The total funding available for the 2022 fiscal year HDGP is \$127,136.

Historic Sites located in the Lower Park RDA qualify for those funds, and Historic Sites in the Main Street RDA qualify for those funds. Citywide funds are available to any Historic Site within the Park City Municipal boundary. Maps of the two RDAs are available as Exhibit B.

The information provided to applicants this year capped the HDGP amount at \$15,000.¹ However, 36% of applicants requested an amount more than \$15,000. The total funds applied for is \$635,805.62. With a \$15,000 baseline cap for HDGP awards, the total funds applied for is \$298,546.00. Despite this \$15,000 cap, applicants requested \$508,805.62 more than what is available.

The HDGP Mission Statement reads, *“The Park City Historic District Grant Program is designed to financially incentivize the Preservation, Rehabilitation, and Restoration of Historic Structures and Sites designated on the City’s Historic Sites Inventory in order to create a community that honors its past and encourages Historic Preservation.”*

HDGP grants are available for Historic Residential or Commercial Structures listed on the Park City Historic Sites Inventory. The purpose of the Grant Program is to assist in offsetting the costs of Preservation, Rehabilitation, and Restoration work.

The Grant Program provides a 50% matching grant that requires the applicant to fund 50% of the proposed cost(s). Eligible work may include interior and/or exterior repair, Preservation, Rehabilitation, or Restoration, including Historic Architectural features and structural elements, as well as mechanical systems. Depending on the existing conditions and specific project scope, some examples of eligible work include, but are not limited to:

- Repairing/Restoring/replacing windows
- Repointing masonry
- Repairing or replacing roofs
- Painting exterior
- Electrical updating
- Upgrading mechanical systems
- Upgrading insulation
- Reconstructing Historic porches
- Restoring Historic features (siding, windows, etc.)

Ineligible Work includes, but is not limited to:

- Acquisition costs
- New additions

¹ Unless the HPB and City Council determine certain HDGP applicants should qualify for additional funding. If grants \$25,000 or more are awarded, the property owner will be required to enter into a façade easement with the City.

- Landscaping/flatwork
- Interior remodeling/new finishes
- Interior paint

Work proposed to be completed with grant funds must be completed before June 1, 2023 to qualify for the grant reimbursement.

HDGP awards will require the grantee to enter into a five-year lien with the City. Should the property be sold within the five-year period, the applicant is responsible for repaying the City a pro-rated amount of the grant disbursement.

Analysis

(I) Staff recommends the Historic Preservation Board review the evaluations for Historic District Grant Program Applications and forward a recommendation to City Council for their determination.

From May 15, 2021 to August 15, 2021, the Planning Department received twenty-two (22) Historic District Grant Applications. Staff reviewed all Applications through the Historic District Design Review process. Staff finds that the proposals are compliant with [LMC § 15-13-2](#), Design Guidelines for Historic Residential Sites and [LMC § 15-13-3](#), Design Guidelines of Historic Commercial Sites.

On September 29, 2021, Planning Staff evaluated and scored each Historic District Grant Application using consistent criteria to ensure each application achieves the goals of the HDGP and aligns with the HDGP's mission statement.

Staff recommends that Applicants receive a percentage of funds applied for, with a cap at \$15,000, based on their evaluation score. For example, if an Applicant applied for \$50,000 and received a score of 44%. The Applicant has the potential to receive a maximum of \$15,000, however, based on their score, they would be awarded 44% of \$15,000 or \$6,600.

Using the percentage formula, twenty-one out of twenty-two applicants will receive funds. Staff does not recommend awarding the Thayne's and Silver King Shaft Study Grant application as it was deemed non-compliant with the HDGP. The Application for the Thayne's and Silver King Shaft Study Grant proposed to use the funds to study the shafts to determine future work to stabilize the shafts that are at risk of failing. Staff will present the possibility of including "study grants" in the allowed scope of work for Competitive Grants in the January 2022 Work Session.

Per Staff's evaluation, \$126,970 of the \$127,136 available grant funds will be awarded:

- The General Fund will award \$44,840 out of \$47,136 available,
- The Lower Park RDA will award \$49,010 out of \$50,000 available, and

- The Main Street RDA will award \$33,120 out of \$30,000
- The excess \$3,120 taken from the General Fund and any funds not claimed by awardees will be used for the Emergency Grant, which is awarded on a rolling basis

(Exhibit D: HDGP FY22 Spreadsheet). .

(I) 180 Daly Avenue Historic District Grant Application

180 Daly Avenue is listed on Park City's Historic Site's Inventory as a Significant Site ([HSI Form](#)). The building was constructed in c. 1925.

The Applicant is requesting \$65,250.00 to repair and replace portions of the existing roof, paint the exterior of the structure, repair and restore the historic windows, update electrical, upgrade insulation and mechanical, repoint masonry, reconstruct the historic porch and restore historic features. Below is a breakdown of the estimated costs:

- Repair and Replace Roof- \$7,500.00
- Exterior Paint- \$5,000
- Restore Windows- \$7,500.00
- Update Electrical- \$12,500.00
- Upgrade Mechanical- \$10,000.00
- Upgrade Insulation- \$8,000.00
- Reconstruct Porch- \$3,750.00
- Restore Historic Features - \$5,000.00
- Repoint Masonry- \$6,000.00

Evaluation Score- 56%

Recommended Award – \$8,400

(II) 187 Daly Avenue Historic District Grant Application

187 Daly Avenue is listed as a Significant Site on Park City's Historic Sites Inventory ([HSI Form](#)). The original structure was constructed in c.1900.

The Applicant is requesting \$3,722.07 to restore the exterior of the historic home. Exterior restoration includes scraping and sanding, caulking windows and trim boards, applying two coats of paint, and painting the trim around the windows, facia, and soffits. Below is a breakdown of estimated costs:

- Labor- \$3,000.00
- Paint and Supplies- \$722.07

Evaluation Score- 62%

Recommended Award- \$2,310

(III) 43 King Road Historic District Grant Application

43 King Road, listed as 41 Seventh Street on Park City's Historic Sites Inventory ([HSI Form](#)), is designated as a Significant Site. The building was constructed during the Mature Mining Era (1894-1930) and sustained a large addition in c. 1970.

The Applicant is requesting \$41,237.62 to replace the existing roof, paint the exterior of the structure, replace the windows and doors, upgrade electrical, plumbing, insulation, and HVAC, and replace the exterior millwork. Below is a breakdown of the estimated costs:

- New Roof- \$9,300
- Exterior Paint- \$5,000
- New Windows- \$4,069.65
- New Doors- \$1,750.00
- New Electrical- \$8,500.00
- New Insulation- \$2,500.00
- Replace Millwork to Match Existing- \$250
- New Plumbing- \$3,000.00
- New HVAC- \$6,868.00

Evaluation Score- 56%

Recommended Award- \$8,400

(IV) King Con Ore Bin Historic District Grant Application

The King Con Ore Bin is listed as the Silver King Consolidated Mine- Ore Bin and is designated as a Significant Site ([HSI Form](#)). Constructed in c.1915, the wood frame structure is made up of 2"x6" boards lying vertically and stacked to a height of nearly 16 feet.

The Applicant is requesting \$15,000.00 to stabilize the Ore Bin. The scope of work includes lifting the structure during excavation and pouring new concrete Grade Beams, replacing all rotted beams, tightening existing steel rods and nuts, installing new metal plates, bolts, and lags. Below is a breakdown of estimated costs:

- Labor- \$5,000.00
- Materials- \$5,000.00
- Tools- \$5,000.00

Evaluation Score- 67%

Recommended Award- \$10,050

(V) 508 Marsac Avenue Historic District Grant Application

508 Marsac Avenue is designated as a Significant Site on Park City's Historic Sites Inventory ([HSI Form](#)). The hall and parlor house is one-and-a-half stories and has a hip-roofed Victorian Eclectic style front porch. Now located at 508 Marsac Avenue, the structure was relocated in 1988 from the address of 713 Woodside Avenue for the construction of Town Lift Plaza.

The Applicant is requesting \$42, 697.50 to restore the exterior wood siding by repairing and painting, replace the roof with new sheathing, weatherproofing, and cedar shake shingles as approved by the building department, and restore the historic windows. Below is a breakdown of estimated costs:

- Wood Siding Restoration- \$10,000.00
- Roof- \$22,060.00
- Wood Window Restoration- \$10,637.50

Evaluation Score- 53%

Recommended Award- \$7,950

(VI) 115 Main Street Historic District Grant Application

115 Main Street is a Significant Site on Park City's Historic Sites Inventory ([HSI Form](#)). The hall and parlor-style house was constructed in c.1895.

The Applicant is requesting \$10, 300 to replace the existing roof and paint the exterior. Two coats of paint will be added to the wood siding and the roof will be replaced with metal panels. Below is a breakdown of estimated costs:

- Roof Replacement- \$10,300
- Paint- \$3,400.00

Evaluation Score- 35%

Recommended Award- \$2,030

(VII) 150 Main Street Historic District Grant Application

150 Main Street, is designated as a Landmark Historic Site on Park City's Historic Sites Inventory ([HSI Form](#)). The Site was listed in the National Registrar of Historic Places on October 22, 1984. The Hall and Parlor home was constructed in c. 1885.

The Applicant is requesting \$3,820.00 to paint the exterior drop siding of the historic home. The walls, fascia, soffit, gutters, and trim will receive 2 coats of paint. Below is a breakdown of estimated costs:

- Paint and Labor- \$3,820.00

Evaluation Score- 53%

Recommended Award- \$2,030

(VIII) 434 Main Street Historic District Grant Application

434 Main Street is designated as a Landmark Site on Park City's Historic Sites Inventory ([HSI Form](#)). The two-story brick structure was constructed in c. 1898.

The Applicant is requesting \$5,571.00 to restore the deteriorating brick on the building's façade. The brick had been sandblasted in the 1970s by a previous owner and sustained serious damage that has been exasperated by water in recent decades. Below is a breakdown of estimated costs:

- Brick Repair- \$5,571.00

Evaluation Score- 68%

Recommended Award- \$3,790

(IX) 402 Main Street Historic District Grant Application

434 Main Street is designated as a Landmark Site on Park City's Historic Sites Inventory ([HSI Form](#)). On March 7, 1979, the structure was placed on the National Registrar of Historic Places. The building was constructed in c. 1901.

The Applicant is requesting \$30,187.00 to repair the cracking stucco on the three exterior walls. The stucco has sustained water damage that has caused its failure in multiple places. Below is a breakdown of estimated costs:

- Stucco Repair- \$30,187

Evaluation Score- 53%

Recommended Award- \$7,950

(X) 933 Norfolk Avenue Historic District Grant Application

933 Norfolk Avenue is designated as a Landmark Site on Park City's Historic Sites Inventory ([HSI Form](#)). The cross-wing cottage was constructed in c. 1908.

The Applicant is requesting \$13,651.50 to replace broken windows and paint the exterior wood drop siding. Below is a breakdown of estimated costs:

- Window Replacement- \$6,401.50
- Paint- \$7,250.00

Evaluation Score- 44%

Recommended Award- \$6,010

(XI) 962 Norfolk Avenue Historic District Grant Application

962 Norfolk Avenue is designated as a Landmark Site on Park City's Historic Sites Inventory ([HSI Form](#)). On May 16, 2002, the structure was placed on the National Registrar of Historic Places. The T/L cottage was constructed in c. 1892.

The Applicant is requesting \$7,700.00 to paint the structure and repair the historic porch. Below is a breakdown of estimated costs:

- Porch Repair- \$3,400.00
- Paint- \$4,300.00

Evaluation Score- 42%

Recommended Award- \$3,390

(XII) 121 Park Avenue Historic District Grant Application

121 Park Avenue, St. Mary of the Assumption Catholic Church and School, is designated as a Landmark Site on Park City's Historic Sites Inventory ([HSI Form](#)). On January 25, 1979, the structure was placed on the National Registrar of Historic Places. The Limestone church was constructed in c. 1884.

The Applicant is requesting \$84,621.00 to replace the metal roof, insulate the vaulted ceilings, and upgrade electrical. Below is a breakdown of estimated costs:

- Roof Replacement- \$66,500.00
- Insulation- \$3,821.00
- Electrical Upgrades- \$14,300.00

Evaluation Score- 76%

Recommended Award- \$11,400

(XIII) 416 Park Avenue Historic District Grant Application

416 Park Avenue, the John Shields House, is designated as a Landmark Site on Park City's Historic Sites Inventory ([HSI Form](#)). The pyramid house was constructed in c. 1901.

The Applicant is requesting \$11,000.00 to replace the existing roof. Below is a breakdown of estimated costs:

- Roof Replacement- \$11,000.00

Evaluation Score- 35%

Recommended Award- \$3,850

(XIV) 526 Park Avenue Historic District Grant Application

526 Park Avenue is designated as a Significant Site on Park City's Historic Sites Inventory ([HSI Form](#)). The structure was constructed in c. 1897.

The Applicant is requesting \$117,500.00 to restore windows, repoint masonry, repair the roof, paint the exterior walls, update electrical, mechanical, and insulation, reconstruct porch and restore the siding. Below is a breakdown of estimated costs:

- Restore Windows- \$48,000.00
- Repoint Masonry- \$7,500.00
- Repair Roof- \$12,500.00
- Paint- \$7,500.00
- Insulation- \$12,000.00
- Reconstruct Porch- \$5,000.00
- Restore Siding- \$25,000.00

Evaluation Score- 53%

Recommended Award- \$7,950

(XV) 1060 Park Avenue Historic District Grant Application

1060 Park Avenue is designated as a Significant Site on Park City's Historic Sites Inventory ([HSI Form](#)). The post-World War II structure was constructed in c.1946.

The Applicant is requesting \$49,000.00 to replace the existing roof, replace the existing siding, replace the window, complete asbestos remediation, and add insulation to the historic structure. Below is a breakdown of estimated costs:

- Replace Roof- \$15,000.00
- Replace Siding- \$7,500.00
- Replace Window- \$10,000.00
- Asbestos Remediation- \$12,500.00
- Insulation- \$4,000.00

Evaluation Score- 44%

Recommended Award- \$6,600

(XVI) 1125 Park Avenue Historic District Grant Application

1125 Park Avenue is designated as a Landmark Site on Park City's Historic Sites Inventory ([HSI Form](#)). The structure was built in c.1901.

The Applicant is requesting \$15,000.00 to construct a new foundation, reconstruct the chimney, replace the roof, replace the windows, paint the exterior, install a heating system, and install plumbing and electrical.

In the Applicant's breakdown of estimated costs, they stated that the total cost of the project is \$130,387.00, but they are requesting \$15,000.00 from the City.

Evaluation Score- 44%

Recommended Award- \$6,600

(XVII) 1129 Park Avenue Historic District Grant Application

1129 Park Avenue is designated as a Significant Site on Park City's Historic Sites Inventory ([HSI Form](#)). The structure was built in c.1895.

The Applicant is requesting \$15,000.00 to construct a new foundation, test for toxic materials, reconstruct the chimney, replace the windows, replace the entry door, replace the roof, and paint the exterior.

In the Applicant's breakdown of estimated costs, they stated that the total cost of the project is \$134,541.00, but they are requesting \$15,000.00 from the City.

Evaluation Score- 44%

Recommended Award- \$6,600

(XVIII) 22 Prospect Avenue Historic District Grant Application

22 Prospect Avenue is designated as a Landmark Site on Park City's Historic Sites Inventory ([HSI Form](#)). The T/L cottage was constructed in c.1891.

The Applicant is requesting \$10,527.50 to reconstruct the historic porch. Below is a breakdown of estimated costs:

- Labor- \$4,900.00
- Materials- \$3,000.00

- Tools- \$625.00
- Overhead- \$825.50
- Engineering Plans- \$1,500.00

Evaluation Score- 30%

Recommended Award- \$3,020

(XIX) Thayne's and Silver King Headframes Historic District Grant Application

The Thayne's Mine Site and Silver King Mine Site are designated as Significant on Park City's Historic Sites Inventory. The Thayne's Shaft was constructed in c.1937 ([HSI Form](#)). The Silver King Shaft was constructed in c.1910.

The Applicant is requesting an unspecified amount to complete preliminary studies of the Thayne's and Silver King Headframes. The headframes are at risk for collapsing and the Applicant is preparing to launch a Capitol Campaign to raise funds to save the structures.

Staff did not find this Application compatible with the HDGP's criteria.

(XX) 1825 Three Kings Drive Historic District Grant Application

The Silver Star Water Tower, known as "Silver King Consolidated Spiro Tunnel Complex-Water Tank A" is located at 1825 Three Kings Drive and is designated as a Significant Site on Park City's Historic Sites Inventory ([HSI Form](#), page 23). The water tower was constructed in c.1929.

The Applicant is requesting \$15,000.00 to restore the historic water tower that is in poor condition. Below is a breakdown of estimated costs:

- Brace and support- \$3,400.00
- Shore up base- \$1,875.00
- Install framing- \$4,250.00
- Reframe roof- \$2,400.00
- Chimney stack- \$1,900.00
- Roof Shingles- \$1,125.00

Evaluation Score- 58%

Recommended Award- \$8,700

(XXI) 232 Woodside Avenue Historic District Grant Application

232 Woodside Avenue is designated as a Landmark Site on Park City's Historic Sites Inventory ([HSI Form](#)). On July 12, 1984, it was placed on the National Register of Historic Places. The house was constructed in c.1886.

The Applicant is requesting \$38,349.00 to paint the exterior, replace the existing doors, repair trim, windows, soffit, and fascia. Below is a breakdown of estimated costs:

- Facia- \$8,567.00
- Soffit- \$5,130.00
- Windows- \$1,300.00
- Doors- \$2,050.00
- Trim- \$2,712.50
- Paint- \$14,750.00
- Demo- \$3,840.00

Evaluation Score- 44%

Recommended Award- \$6,600

(XXII) 1057 Woodside Avenue Historic District Grant Application

1057 Woodside Avenue is designated as a Landmark Site on Park City's Historic Sites Inventory ([HSI Form](#)). The building was constructed in c.1900.

The Applicant is requesting \$7,620.00 to replace the windows like for like. Below is a breakdown of estimated costs:

- Windows- \$7,620.00

Evaluation Score- 35%

Recommended Award- \$2,670

Department Review

The Design Review Team, Budget, Planning, and Legal Departments reviewed this application.

Public Input

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

Exhibits

Exhibit A: Application and Information Guide

Exhibit B: RDA Map

Exhibit C: Fiscal Year 2022 Postcard

Exhibit D: Fiscal Year 2022 Spreadsheet

Exhibit E: Draft Final Action Letter

HISTORIC DISTRICT GRANT PACKET

2022 FISCAL YEAR

INFORMATION GUIDE AND APPLICATION

If you have questions regarding the requirements on this application or submittal process please contact Planner Aiden Lillie at Aiden.Lillie@parkcity.org or 435-615-5067 or visit www.parkcity.org.

HISTORIC DISTRICT GRANT INFORMATION GUIDE

Mission Statement:

The Park City Historic District Grant Program is designed to financially incentivize the Preservation, Rehabilitation, and Restoration of Historic Structures and Sites designated on the City's Historic Sites Inventory in order to create a community that honors its past and encourages Historic Preservation.

Eligibility:

Grants are available for Historic Residential or Commercial Structures listed on the Park City Historic Sites Inventory (HSI). The purpose of the Grant Program is to assist in offsetting the costs of Preservation, Rehabilitation, and Restoration work. The Grant Program provides a 50% matching grant that requires the applicant to fund 50% of the proposed cost(s).

Eligible work may include interior and/or exterior repair, Preservation, Rehabilitation, or Restoration, including Historic Architectural features and structural elements, as well as mechanical systems.

Depending on the existing conditions and specific project scope, some examples of eligible work include, but are not limited to:

- Repairing/Restoring/replacing windows
- Repointing masonry
- Repairing or replacing roofs
- Painting exterior
- Electrical updating*
- Upgrading mechanical systems
- Upgrading insulation
- Reconstructing Historic porches
- Restoring Historic features (siding, windows, etc.*)

Ineligible Work includes, but is not limited to:

- Acquisition costs
- New additions
- Landscaping/flatwork
- Interior remodeling/new finishes
- Interior paint

**Please contact the Planning Department with questions regarding eligibility.*

If you have questions regarding the requirements on this application or submittal process please contact Planner Aiden Lillie at Aiden.Lillie@parkcity.org or 435-615-5067 or visit www.parkcity.org.

Grant Categories:

CATEGORY A. REPAIR:

Repair Projects, defined as either of the two (2):

1. Emergency Funds, to be awarded for projects defined as “Emergency Repair Work” in the Land Management Code:
 - **Emergency Repair Work:** *work requiring prompt approval because of an imminent threat to the safety or welfare of the public or to the structure or site. The scope of the approval for emergency repair work shall only be to the extent related to stabilizing or repairing the emergency situation.**
**The approvals for emergency repair work shall be limited to the scope of the emergency work.*
2. Competitive Repair Funds, to be awarded for projects defined as “Ordinary Repairs and Maintenance” in the Land Management Code:
 - **Ordinary Repairs and Maintenance:** *work done on a Building in order to correct any deterioration, decay, or damage to a Building or any part thereof in order to restore same as or nearly as practical to its condition prior to such deterioration, decay, or damage.*

CATEGORY B. COMPETITIVE:

Competitive Grant to be awarded for projects defined as “Preservation, Rehabilitation, and/ or Restoration” in the Land Management Code:

- **Preservation:** *The act or process of applying measures necessary to sustain the existing form, integrity, and materials of a Historic Property. Work, including preliminary measures to protect and stabilize the Property, generally focuses upon ongoing maintenance and repair of Historic materials and features rather than extensive replacement and new construction.*
- **Rehabilitation:** *The act or process of making possible a compatible Use for a Property through repair, alterations, and additions while preserving those portions or features which convey its Historical, cultural, or architectural values.*
- **Restoration:** *The act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of removal of features from other periods in its history and Reconstruction of missing features from the restoration period.*

Application:

Applications may be submitted to the Planning Department starting at 8 am on May 15, 2021 and will be accepted through August 15, 2021 at 5:00 p.m. If selected, Applicants will be notified within three months. Work proposed to be completed with grant funds must be completed before June 1, 2023 to qualify for the grant reimbursement. Applications shall be submitted in person or by mail.

The Planning Department is located in City Hall at 445 Marsac Avenue, Park City, Utah 84060.

Mailed applications shall be addressed as follows:

Park City Municipal Corporation

ATTN: Park City Historic Preservation Planner, Planning Department

P.O. Box 1480

Park City, UT 84060

THIS APPLICATION CYCLE IS NOT A RETROACTIVE AWARDED OF FUNDS FOR WORK ALREADY COMPLETED. WORK MUST BE PROPOSED BETWEEN JULY 1, 2021 AND JUNE 30, 2022 IN ORDER TO BE CONSIDERED.

If you have questions regarding the requirements on this application or submittal process please contact Planner Aiden Lillie at Aiden.Lillie@parkcity.org or 435-615-5067 or visit www.parkcity.org.

HISTORIC DISTRICT GRANT APPLICATION

For Office Use Only

/ ADMINISTRATIVE REVIEW

PROJECT PLANNER

APPLICATION #

APPROVED

DATE RECEIVED

AMOUNT

EXPIRATION

DENIED

BLDG PERMIT

PROJECT INFORMATION

NAME:

ADDRESS:

TAX ID:

OR

SUBDIVISION:

OR

SURVEY:

LOT #:

BLOCK #:

APPLICANT INFORMATION

NAME:

MAILING

ADDRESS:

PHONE #:

() -

FAX #:

() -

EMAIL:

APPLICANT REPRESENTATIVE INFORMATION

NAME:

PHONE #:

() -

EMAIL:

PRIMARY

ADDRESS:

If you have questions regarding the requirements on this application or submittal process please contact Planner Aiden Lillie at Aiden.Lillie@parkcity.org or 435-615-5067 or visit www.parkcity.org.

SUBMITTAL REQUIREMENTS

1. Completed and signed **Historic District Grant Application**.
2. Written **Project Description** describing the proposed scope of work, detailed specifications, and reason(s) for applying for a Historic District Grant.
3. Submittal of a **Cost Estimate** for the proposed work.
4. **Breakdown of Estimated Costs** of the proposed eligible improvements (page 6).
5. **Proposed Timeline** of the proposed project (page 7).
6. **Historic District Design Review** approval letter. Please contact the Planning Department if this has not been completed. The grant application will not be accepted without this approval letter.
7. Schematic, conceptual **Drawings** as they apply to the proposed project. This may include but is not limited to site plans, elevations, and floor plans.
8. **Color Photographs** of existing conditions. Include a general view of the building and setting; the front; perspective view showing front façade and one side, and rear façade and one side; detailed view of affected work area.

If you have questions regarding the requirements on this application or submittal process please contact Planner Aiden Lillie at Aiden.Lillie@parkcity.org or 435-615-5067 or visit www.parkcity.org.

BREAKDOWN OF ESTIMATED COSTS

SCOPE OF WORK	OWNER'S PORTION	CITY'S PORTION	ESTIMATED TOTAL COST
Total	\$_____	\$_____	\$_____

Grant Request: \$_____ (This amount is reimbursable).

Match: \$_____ (Same amount as Grant Request)

Total Project Budget: \$_____ (Grant Request + Local Match)

Match Source: _____

Match Type: _____

If you have questions regarding the requirements on this application or submittal process please contact Planner Aiden Lillie at Aiden.Lillie@parkcity.org or 435-615-5067 or visit www.parkcity.org.

[illegible]

7

97

ACKNOWLEDGEMENT OF RESPONSIBILITY

This is to certify that I am making an application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application should be processed in my name and I am a party whom the City should contact regarding any matter pertaining to this application.

I have read and understood the instructions supplied by Park City for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I understand that my application is not deemed complete until a Project Planner has reviewed the application and has notified me that it has been deemed complete.

I will keep myself informed of the deadlines for submission of material and the progress of this application. I understand that a staff report will be made available for my review three days prior to any public hearings or public meetings. This report will be on file and available at the Planning Department in the Marsac Building.

I further understand that additional fees may be charged for the City's review of the proposal. Any additional analysis required would be processed through the City's consultants with an estimate of time/expense provided prior to an authorization with the study.

Signature of Applicant: _____

Name of Applicant: _____

PRINTED

Mailing Address: _____

Phone: _____ Fax: _____

Email: _____

Type of Application: _____

AFFIRMATION OF SUFFICIENT INTEREST

I hereby affirm that I am the fee title owner of the below described property or that I have written authorization from the owner to pursue the described action. I further affirm that I am aware of the City policy that no application will be accepted nor work performed for properties that are tax delinquent.

Name of Owner: _____

PRINTED

Mailing Address: _____

Street Address/ Legal Description of Subject Property: _____

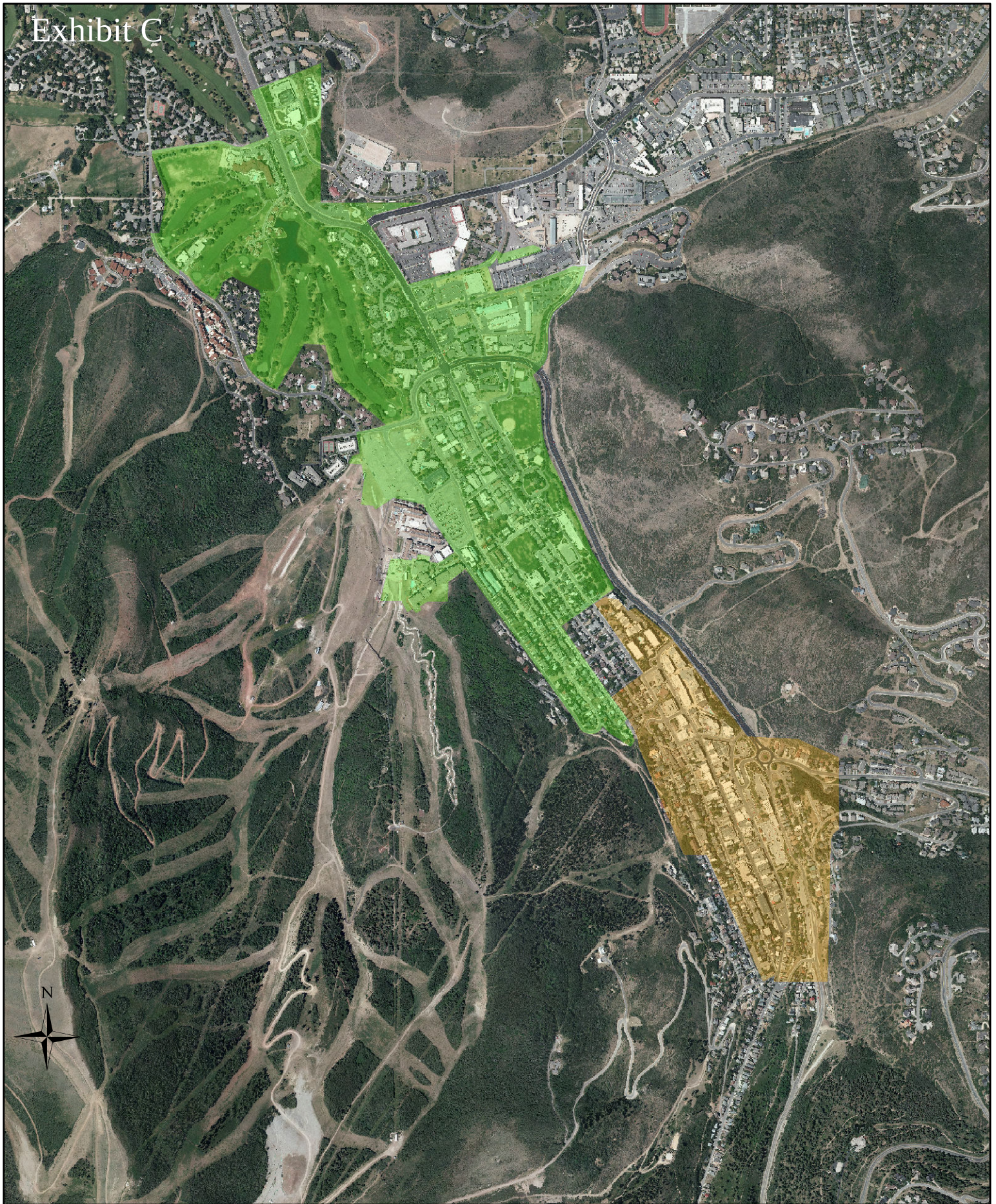
Signature: _____ Date: _____

1. If you are not the fee owner attach a copy of your authorization to pursue this action provided by the fee owner.
2. If a corporation is fee titleholder, attach copy of the resolution of the Board of Directors authorizing the action.
3. If a joint venture or partnership is the fee owner, attach a copy of agreement authorizing this action on behalf of the joint venture or partnership
4. If a Home Owner's Association is the applicant then the representative/president must attach a notarized letter stating they have notified the owners of the proposed application. A vote should be taken prior to the submittal and a statement of the outcome provided to the City along with the statement that the vote meets the requirements set forth in the CC&Rs.

Please note that this affirmation is not submitted in lieu of sufficient title evidence. You will be required to submit a title opinion, certificate of title, or title insurance policy showing your interest in the property prior to Final Action.

If you have questions regarding the requirements on this application or submittal process please contact Planner Aiden Lillie at Aiden.Lillie@parkcity.org or 435-615-5067 or visit www.parkcity.org.

Exhibit C



0 0.25 0.5 Miles

Legend

- Main Street RDA
- Lower Park Ave RI



Park City Historic District Grant Program



Park City Historic District Grant Program

May is Historic Preservation Month! Historic Grant applications open May 15, 2021 and close on August 15, 2021.

Eligible projects could be awarded up to \$15,000.

For the application and additional information, visit parkcity.org.



Questions? Contact aiden.lillie@parkcity.org.



Fiscal Year 2022 Recommended Awards

ADDRESS	AWARD AMOUNT	EVALUATION SCORE	FUNDING SOURCE
1129 Park Ave	\$6,600	44%	LP
180 Daly Ave	\$8,400	56%	G
43 King Road	\$8,400	56%	G
526 Park Ave	\$7,950	53%	LP
150 Main St	\$2,030	53%	Main
402 Main Street	\$7,950	53%	Main
508 Marsac Ave	\$7,950	53%	Main
187 Daly Ave	\$2,310.00	63%	G
434 Main St	\$3,790.00	68%	Main
22 Prospect Ave	\$3,020.00	30%	G
416 Park Ave	\$3,850	35%	LP
115 Main	\$4,800	35%	Main
1057 Woodside	\$2,670	35%	G
1125 Park Ave	\$6,600	44%	LP
1060 Park Ave	\$6,600	44%	LP
962 Norfolk Ave	\$3,390	44%	G
933 Norfolk Ave	\$6,010.00	44%	LP
232 Woodside Ave	\$6,600	44%	Main
121 Park Ave	\$11,400	76%	LP
King Con Ore Bin	\$10,050	67%	G
1825 Three Kings Drive	\$8,700	58%	G
Total Funds:	\$126,970		



**CITY COUNCIL
PARK CITY, SUMMIT COUNTY, UTAH**

RE: HISTORIC DISTRICT GRANT AWARD

The Historic Preservation Board met on November 3, 2021 to review Historic District Grant Program Applications and forwarded a _____ recommendation to the City Council for final approval. The City Council of Park City, Utah met on November 18, 2021 for a duly noticed meeting. After determining that a quorum was present, the Council conducted its scheduled business.

NOTICE OF CITY COUNCIL ACTION

Project Address: [PROJECT ADDRESS]
Project Number: [PROJECT NUMBER]
Type of Item: Administrative
Hearing Date: November 18, 2021

Council Action: **APPROVED** – The City Council awarded a Historic District Grant to [PROPERTY ADDRESS] for [PROJECT DISCRIPTION] as outlined in the following Findings of Fact, Conclusions of Law, and Conditions of Approval.

Findings of Fact

1. The Historic Preservation Board forwarded a positive recommendation to City Council on November 3, 2021.
2. The property is located at [PROPERTY ADDRESS] in [ZONING DISTRICT].
3. The Site is designated as [SIGNIFICANT OR LANDMARK] on the Historic Sites Inventory.
4. On [DATE], the Planning Department received a complete Historic District Grant Program application.

Conclusions of Law

1. The proposal complies with the Land Management Code requirements pursuant to [ZONING DISTRICT CODE + CHAPTER 15-11 + CHAPTER 15-13].

Conditions of Approval

1. The grantee must submit a building permit within 120 days of grant approval.
2. All proposed work must be completed by June 1, 2023.

3. The grantee must submit proof of payment to the Planning Department for disbursement of funds within 30 days of final inspection.
4. Improvements shall be completed in compliance with the Secretary of the Interior's Standards for Rehabilitation.
5. The grantee must maintain the architectural significance of the structure, retain and/or restore the historic character of the structure, preserve the structural integrity of the structure, and perform normal maintenance and repairs.
6. The grantee must enter into a five-year lien with the City. Should the property be sold within the five-year period, the applicant is responsible for repaying the City a pro-rated amount of the grant disbursement. If the property is sold within one year, 100% of awarded funds must be paid back to the City.
7. The Applicant shall submit a photograph of completed work to Planning Staff to include on the City's website showing before and after pictures.
8. 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 his/her designee prior to construction.

If you have any questions, concerns, or comments regarding this letter, please do not hesitate to contact the Project Planner, Aiden Lillie, at (435) 615-5067 or aiden.lillie@parkcity.org

Regards,

Andy Beerman,
Mayor

CC: Aiden Lillie, Project Planner



Planning Department

November 3, 2021

Gretchen Amerongen
427 Main Street
Park City, Utah 84060

CC: Mimi Kim

NOTICE OF HISTORIC PRESERVATION BOARD ACTION

Description

Address:	427 Main Street, a Landmark Historic Site
Zoning District:	Historic Commercial Business
Application:	Historic District Design Review
Project Number:	PL-21-04957
Action:	DENIED
Date of Final Action:	November 3, 2021
Project Summary:	The Applicant proposed permanent removal of the non-functional chimney. The Historic Preservation Board determined the non-functional chimney contributes to the Historic Integrity of the Site and shall be reconstructed, using as much salvaged historic brick as possible, pursuant to the Historic Preservation regulations outlined in the Land Management Code Chapters 15-11 and 15-13.

Action Taken

On October 6, 2021, the Historic Preservation Board conducted a public hearing and directed staff to prepare findings of fact and conclusions of law to deny the permanent removal of the non-functional chimney. On November 3, 2021, the HPB denied the application according to the following:



Planning Department

Findings of Fact

1. 427 Main Street, a Landmark Historic Structure, also known as the War Veteran's Memorial Building, has a chimney located at the rear of the Structure along Park Avenue.
2. On Friday, August 20, 2021, the Applicant contacted staff to report concerns that the chimney was not stable and that bricks were crumbling and falling.
3. The Planning Department blocked parking along Park Avenue near the chimney, and the Building Department visited the site and provided direction for the Applicant to secure the site.
4. The Building Department required the Applicant to obtain a structural engineer report.
5. On August 23, 2021, the Applicant submitted a Historic District Design Review application, requesting a waiver letter for Emergency Repair Work.
6. On August 30, 2021, the Applicant submitted a structural engineer report.
7. The Planning Director issued a Historic District Design Review waiver letter for Emergency Repair Work with the following conditions:
 - a. The non-functional chimney be removed as soon as possible.
 - b. As much material as possible be salvaged and stored, pending the Historic Preservation Board determination regarding the non-functional chimney and its contribution to the Landmark Historic Status.
 - c. The roof be restored as soon as possible.
 - d. The area be secured to protect the public until the non-functional chimney is completely removed.
 - e. The Historic Preservation Board will make the final determination on whether the non-functional chimney is required to be reconstructed.
8. On September 1, 2021, staff briefed the Historic Preservation Board on the matter.
9. The Applicant filed an application on August 23, 2021, requesting that the Historic Preservation Board approve permanent removal of the non-functional chimney.
10. 427 Main Street is a 1 ½-story concrete central block with wings and was constructed circa 1939, reflecting the Public Works Administration Moderne with a symmetrical façade, smooth wall surfaces, heavy massing, framed entrance with Art Deco motifs, and a monumental scale. The site was listed as a contributing building on the National Register of Historic Places in 1979 as part of the Park City Main Street Historic District and is associated with the era of mining decline.
11. The Historic Site Form for 427 Main Street does not mention the chimney.



Planning Department

12. Historic photos show that the chimney was part of the original structure and remained over the years and was prominently visible from primarily Park Avenue public right of way and several western/uphill streets as well as cross canyon from the east.
13. Land Management Code (LMC) [§ 15-15-1](#) defines Material Deconstruction as the disassembly of structures for the purpose of salvaging and reusing as many of the construction materials or building components. In some cases, deconstruction or dismantling may be used to remove non-historic materials from a historic site or structure or to remove those historic construction materials or building components that are beyond repair.
14. The Historic Preservation Board reviews Material Deconstruction that removes Historic Material.
15. Historic Integrity is the ability of a Site to retain its identity and convey its Significance in the history of Park City. The Historic Preservation Board reviews seven aspects or qualities defined by the National Park Service to determine Historic Integrity:

1. Location – the place where the Historic Site was constructed.

The chimney is most visible from the vantage points of Park Avenue, Woodside Avenue, and Marsac Avenue, but is not a prominent feature along Main Street. The Historic Preservation Board determined the chimney's location contributes to the Historic Integrity of the site due to its distinguished height and importance to the historic and utilitarian nature of the original structure and support facilities.

2. Design – the combination of physical elements that create the form, plan, space, Structure, and style of a Site. Design includes such considerations as the structural system, massing, arrangement of spaces, pattern of fenestration, textures and colors of surface materials, type, amount and style of ornamental detailing and arrangement and type of plantings in the designed landscape.

This Historic Site Form provides the following on the design of the formed concrete building:

427 Main Street is composed of two symmetrical wings, and a taller central entrance block that features three bays in between fluted columns. Each bay



Planning Department

contains a glazed double door, a large fixed window, and two art deco-style bas relief panels. Each wing has four double-hung windows on the upper floor. Directly below these windows on the ground floor are three more double-hung windows and a door. On the north wing, the door is farthest from the central entrance, and on the south wing it is below the third window in from the entrance. An entrance lobby has been added to the south end of the building, presumably to allow for handicap access. The building is composed of concrete, and it has a flat roof.

The Historic Preservation Board determined the physical elements, form, and structure of the chimney contributes to the Historic Integrity because the chimney, while not contributing to the design of the primary façade, was functional at one time and was there when the building was constructed.

3. Setting – the physical environment, either natural or manmade, of a Historic Site, including vegetation, topographic features, manmade features (paths, fences, walls) and the relationship between Structures and other features or open space.

Even though the chimney is not always visible from Main Street viewpoints, the chimney is a prominent element when viewed from certain vantage points, including Park Avenue, Woodside Avenue, and Marsac Avenue. The Historic Preservation Board determined the chimney contributes to the Historic setting of the site based upon review of historic photographs and due to the distinguishing height in relation to the rest of the physical site.

4. Materials – the physical elements that were combined or deposited during a particular period of time in a particular pattern or configuration to form a Historic Site.

The bricks are not mentioned in the Historic Site Form but reflect masonry of the 1930s and 1940s. The Historic Preservation Board found that chimneys were prominent historic features in Park City and contribute to the setting. The chimney, whether functional or not, contributes to the Historic Park Avenue streetscape.



Planning Department

5. Workmanship – The physical evidence of the crafts of a particular culture or people during any given period of history, including methods of construction, plain or decorative finishes, painting, carving, joinery, tooling, and turning.

The prominent Landmark Historic Structure features include the two art deco-style bas relief panels above the entryway. The Historic Preservation Board determined the chimney reflects the workmanship of the era.

6. Feeling – A Site's expression of the aesthetic of Historic sense of a particular period of time. Feeling results from the presence of physical features that, taken together, convey the Property's Historic character.

The historic photos indicate the chimney is visible from certain vantage points, but not from Main Street. The Historic Preservation Board determined the chimney contributes to the site's Historic sense and that the chimney, when taken together with the features of the site, convey the Property's Historic character, as demonstrated in the photographs of the Landmark Historic Structure, from multiple angles.

7. Association – The direct link between an important Historic era or Person and a Historic Site. A Site retains association if it is in the place where the activity occurred and is sufficiently intact to convey that relationship to an observer.

The Memorial Building was originally the site of M.S. Aschheim's mercantile store, which was eventually renamed to Blyth Fargo.

The Great Fire of 1898 destroyed the building and R.C. Chambers, the general manager of the Ontario Mining Company, bought the property and rebuilt the structure. The grand opening of a new store, managed by Solon Spiro, was in 1899.



Planning Department

A second fire in 1927 destroyed the rebuilt building and only about half of the damages were covered by insurance. The site remained vacant and by 1933, was used to store snow.

In 1936, Park City was beginning to emerge from the Great Depression and the site was considered for new construction. The Park City American Legion post had been raising funds to build a memorial building in Old Town. The War Veteran's Memorial Building was approved in 1937 and a Public Works Administration grant of \$42,615 was awarded for the project. Construction began in 1939 and was completed in January of 1940.

The building included a gym, bowling alley, table games, and was later renovated in the mid-1970s. The building was sold to a private owner in 1983 and is home to bars, Park City Live, a music venue in the old gym (Exhibit E).

The Historic Preservation Board found that the chimney contributed to the Historic value of the Landmark Historic Structure.

16. LMC [§ 15-3-3\(B\)\(2\)\(i\)\(1\)](#), *Design Guideline For Historic Commercial Sites*, states Historic chimneys and their decorative features are important character-defining features of Historic Structures and shall be preserved and maintained. Historic Materials that have deteriorated or contain structural defects may be replaced. Applicants must show the severity of deterioration or existence of defects by demonstrating the Historic Material is no longer safe and/or serviceable and cannot be repaired to a safe and/or serviceable condition.
17. On August 30, 2021, the Applicant submitted a structural engineer report evaluating the structural integrity of the chimney. The report found the flashing had failed and moisture is entering the wall, causing the mortar and bricks to crack apart during freeze and thaw cycles; the falling pieces of brick could be a safety hazard to those walking below; and the chimney does not have sufficient reinforcement with no vertical bars or horizontal bars. The lower portions of the chimney seem to be unaffected and damaged bricks should be replaced with new bricks. The chimney will continue to support its own dead load as is, but it is unknown if it will continue to hold in a seismic event without reinforcing.

Conclusions of Law



Planning Department

1. The chimney contributes to the Historic Integrity of 427 Main Street, a Landmark Historic Structure, pursuant to the seven National Park Service criteria outlined in Land Management Code Section 15-15-1.
2. The chimney can be repaired to a safe and/or serviceable condition, pursuant to Land Management Code Section 15-15-1.
3. The application to demolish the chimney does not comply with the Land Management Code 15-13 Design Guidelines For Historic Districts and Historic Sites, including LMC § 15-3-3(B)(2)(j)(1).

Decision:

1. The Historic Preservation Board denies the Material Deconstruction of the chimney, pursuant to Land Management Code Section 15-11-12.5
2. The Historic Preservation Board hereby requires that the Applicant Reconstruct the chimney, pursuant to Land Management Code Section 15-11-15, subject to the following:
 - a. The Applicant shall reconstruct the chimney according to the requirements of Land Management Code Section 15-13-4(B)(3), *Reconstruction*, and shall complete a full Historic District Design Review approval through the Planning Department pursuant to Land Management Code Section 15-11-12.
 - b. The chimney shall be reconstructed according to the requirements of Historic Preservation outlined in the Land Management Code and shall incorporate salvaged materials, with new materials as needed that replicate the original chimney in design, dimension, texture, material, and finish.

If you have questions or concerns regarding this Final Action Letter, please call Rebecca Ward or email rebecca.ward@parkcity.org.

Sincerely,

Randy Scott, Historic Preservation Board Chair

CC: Rebecca Ward